

Students' Union of St. Thomas University, Inc. Policy Manual

OP5 - Students Services Policy

Amended on October 6th, 2023 - 4th Meeting of the 50th SRC.

Part I – Campus Safety & Security

S.1. The Students' Union shall endeavor to promote campus safety and security, both through urging St. Thomas University, the University of New Brunswick, and the City of Fredericton to promote these issues, and through counseling and advisories to Members of the Union.

Part II – Legal Service

S.1. The Students' Union shall ensure that one (1) free hour of legal consultation with the Union's legal counsel is available to each Member of the Union.

Part III – Safe Ride

S.1. The Students' Union shall maintain funds for the operation of the Safe Ride program with UNB Student Union for the use of Members of the Union.

Part IV – Community Food Smart

S.1. The Students' Union shall be the distributor of Community Food Smart and offer the opportunity to students to get produce bags. This program shall be operated by the Vice President Student Life

Part V – Academic Assistance

S.1. The Students' Union shall endeavor to aid, assist and encourage Members of the Union to expand their educational experience by participating in academic field trips, conferences, and research, administered by the Finance Committee.

S.2. Applications shall observe the following requirements:

(a) The conference, academic field trip, research, etc., must be directly related to the applicant's field of study.

(b) The application must be supported by a letter from a faculty member explaining how the participation of their student in the event is related to their field of study. The member of faculty must be directly related to both the participant and the event. For example:

i. A professor sends a letter outlining the event or conference the student will attend.

(c) The applicant must provide evidence that they will complete at least 12 credit hours in the field of study of interest by the end of the semester that the application is submitted.

i. This subsection only applies to upper-year students. Students who have not completed 30 credit hours are exempted from subsection (c).

Part VI – Emergency Bursaries

S.1. The Students' Union shall operate an Emergency Bursaries Program, a needs-based urgent bursaries program for students in extreme, acute financial distress, operated by the Emergency Bursaries Committee.

S.2. The Vice President Student Life will compile an annual report of Emergency Bursary Program.

S.3. Where deemed appropriate by the Emergency Bursary Committee, a complimentary Community Food Smart bag may be included in an emergency bursary.

Part VII – Help Desk

S.1. The Students' Union shall operate a Help Desk in Sir James Dunn Hall for the providing of services and information on the Students' Union and the University for Members of the Union.

S.2. Services provided by the Help Desk may include: Free local telephone service, postage sales, lost and found, employment applications, election forms, emergency bursary applications, ticket sales, transit schedules, Community Food Smart forms and all other relevant information.

Part VIII – Social Activities

S.1. The Students' Union shall provide social activity opportunities to Members of the Union that acquaint the Membership with the SRC, reinforce ties between the Members and the University community, foster a sense of community, and reflect the interests and preferences of the Membership.

S.2. Pub Crawls organized by the Students' Union shall observe the following requirements:

(a) per sixteen (16) individuals participating in the Pub Crawl, there shall be one (1) readily accessible, visible sober individual, who is nineteen (19) years of age or

more, supervising the event, who shall remain present until the end of the Pub Crawl, and assist in containing participants and encouraging observance of all applicable laws, and who shall sign a contract to this effect;

(b) the Pub Crawl organizer shall remain sober, and may expel any individual from the event, and shall arrange for the safety and transportation of all participants;

(c) participants shall sign a Waiver absolving the Students' Union of all liability; and

(d) any profit accumulated by the Pub Crawl shall be to the benefit of the Students' Union or a selected charity.

