GRADUATE STUDENTS' ASSOCIATION
UNIVERSITY OF CALGARY

1030 ES, 844 Campus Place NW
Calgary, Alberta T2N 1N4
askgsa@ucalgary.ca
403-220-5997

Executive Remuneration Policy

Policy Statement

This document outlines the amounts, frequency, and procedures of remuneration provided to Elected Councillors during their term of office. It serves as a guideline for Elected Councillors, as well as the Association's administrative and management staff, regarding the timing of payments and the calculation of Directors' Fees and honoraria.

Definitions

"Academically Employed Graduate Students" means a Graduate Student who is employed by the Governors, including those employed as teaching or research assistants.

"Association" means the Graduate Students' Association of the University of Calgary.

"Bylaws" means the current bylaws made by the Elected Council pursuant to the *Post Secondary Learning Act*, SA 2003, c P-19.5, s 95(2) respecting the Affairs of the Association.

"Collective Agreement" means a collective agreement between the Association and the Governors binding them, and Academically Employed Graduate Students, as defined in the *Labour Relations Code.*

"Elected Council" means the council comprised of the individuals, elected by and from the Members of the Association, holding the following seven (7) offices: President, Vice President, Executive Labour Officer, Executive Academic Officer, and three (3) Officers at Large.

"Elected Councillor" means a member, or members, of the Elected Council, as context requires.

"Executive Director" means the senior employee of the Association.

"Graduate Students" means a person actively enrolled in a program of graduate studies at the University of Calgary. Program of graduate studies means a group of credit courses that, on completion, leads to the granting of a graduate degree, diploma, or certificate.

"Joint Committee" means a formally established committee composed of representatives appointed by the Board of Governors of the University of Calgary and representatives appointed by the Graduate Students' Association, specifically tasked with addressing matters related to labour relations, collective agreements, and workplace conditions, and operating in accordance with the applicable Bylaws and Collective Agreement.

Drafted: February 6, 2026
Approved: February 10, 2026
Effective: May 1, 2026

GRADUATE STUDENTS' ASSOCIATION
UNIVERSITY OF CALGARY

1030 ES, 844 Campus Place NW
Calgary, Alberta T2N 1N4
askgsa@ucalgary.ca
403-220-5997

"Member" means a Graduate Students of the University of Calgary, including the Academically Employed Graduate Students.

"Membership Fees" means the fees levied on all Members for the maintenance of the Association, as established in policy.

"Policies" or **"Procedures"** means policies and/or procedures established by the Elected Council pursuant to these bylaws.

"Union Dues" means "core dues" charged to Academically Employed Graduate Students, as established in policy.

"University of Calgary" means the "comprehensive academic and research university" and "public post-secondary institution" having that name, continued under the *Post-secondary Learning Act*, ss 125.2 (3), 126(1).

Applicability

This document applies to all the Elected Councillors of the Association.

Policies

1. Term
   1.1 Elected Councillors shall take office on May 1 for a single term ending on 11:59pm April 30 of the following year.

2. Director's Fee
   2.1 Elected Councillors shall receive Directors' Fees as their base compensation for the duration of their term, in addition to the transition period for onboarding the incoming Elected Council of the following term.
   2.2 The annual Directors' Fees, before applicable deductions and withholdings, shall be as follows:
      2.2.1 President: $44,000
      2.2.2 Vice President: $42,000
      2.2.3 Executive Academic Officer: $42,000
      2.2.4 Executive Labour Officer: $35,000
      2.2.5 Officers at Large (3 positions): $14,000
   2.3 Elected Councillors shall receive their base pay in biweekly installments, in accordance with Section 2.2 of this policy, payable every other Thursday through the Association's payroll administration.

Drafted: February 6, 2026
Approved: February 10, 2026
Effective: May 1, 2026

GRADUATE STUDENTS' ASSOCIATION
UNIVERSITY OF CALGARY

1030 ES, 844 Campus Place NW
Calgary, Alberta T2N 1N4
askgsa@ucalgary.ca
403-220-5997

2.4 Elected Councillors are required to attend a minimum of seventy-five percent (75%) of all Elected Council meetings.
- 2.4.1 Attendance shall be recorded at each Elected Council meeting.
- 2.4.2 An Elected Councillor who misses more than twenty-five percent (25%) of meetings without an approved excuse will be subject to a deduction of fifty percent (50%) of their base pay for each week in which a meeting is missed.
- 2.4.3 Where a pay deduction is required, the Executive Director shall submit a written request by email to the Human Resources Manager to implement the fifty percent (50%) pay deduction.
- 2.4.4 The request shall specify the dates of the missed meeting(s) and include the relevant Elected Council meeting minutes and associated resolution(s) or motion(s) for audit and record-keeping purposes.

2.5 Elected Councillors will receive an additional two-week remuneration for the 14 days (May 1 – May 13) preceding the end of their term upon completion and handing off their transition report to the Executive Director for filing.
- 2.5.1 There will be no additional remuneration if they resign from their position

3. Honorarium & Chair Appointments

3.1 Elected Councillors shall receive honoraria for service on designated committees, the amounts of which before applicable deductions and withholdings shall be as follows:
- 3.1.1 The Executive Labour Officer shall receive an honorarium of $2,000 for serving as Chair of the Grievances Committee.
- 3.1.2 The Executive Labour Officer shall receive an honorarium of $4,000 for serving as Chair of the Collective Bargaining Committee, in accordance with the Committee's Terms of Reference.
- 3.1.3 An Elected Councillor assigned the duties of Treasurer shall receive an honorarium of $6,000 for serving as Chair of the Finance and Services Committee.
- 3.1.4 An Elected Councillor assigned the duties of Secretary shall receive an honorarium of $6,000 for serving as Chair of the Governance Committee.
- 3.1.5 An Elected Councillor appointed as Chair of the Awards Committee shall receive an honorarium of $6,000.
- 3.1.6 An Elected Councillor appointed as Chair of the Student Experience and Engagement Committee shall receive an honorarium of $2,000.
- 3.1.7 With approval of the council, an Officer at Large may receive an honorarium for chairing any other "ad hoc committee". Such honorarium will be set out in the terms of reference for the ad hoc committee.
- 3.1.8 The intention is for the roles in paragraph 3.1.3, 3.1.4, 3.1.5, and 3.1.6 is to be filled by Officers at Large, but no mandatory requirement for that to occur.

3.2 Committee Chairs positions will be assigned at the first Council meeting following May 1.

Drafted: February 6, 2026
Approved: February 10, 2026
Effective: May 1, 2026

GRADUATE STUDENTS' ASSOCIATION
UNIVERSITY OF CALGARY

1030 ES, 844 Campus Place NW
Calgary, Alberta T2N 1N4
askgsa@ucalgary.ca
403-220-5997

3.3 Officers at Large must serve as chair on a minimum of one committee and shall receive an honorarium for such service, as set out in the applicable resolution or in accordance with the committee's Terms of Reference.
3.4 Officers at Large appointed as Graduate Representatives on committees of the University of Calgary shall receive an honorarium of $1,000, paid in equal installments over ten (10) months from June to March.
3.5 Honoraria shall be paid upon submission of Executive Council meeting minutes by the Executive Director to the Human Resources Manager, who will process the payment through the Association's payroll.

4. Statements of Remuneration Paid
4.1 The Association shall issue T4 statements to Elected Councillors for remuneration paid during the applicable calendar tax year, including Directors' Fees and honoraria.

5. Budget Allocation
5.1 The remuneration of the President, Vice President, Executive Academic Officer, and Officers at Large shall be paid from the Association's Operating Budget, which is funded by Membership Fees levied on all Members.
5.2 The remuneration of the Executive Labour Officer shall be paid from the Association's Labour Relations Budget, for all tasks that oversee and manage core union activity, which is funded by Union Dues charged to Academically Employed Graduate Students.

6. Joint Committees
6.1 The Executive Labour Officer shall receive remuneration for lost time while serving on joint committees, in accordance with the Bylaws and the Collective Agreement.
6.2 Such remuneration shall be paid through the University of Calgary payroll administration, which shall issue the applicable T4 statement for the relevant calendar tax year.

Drafted: February 6, 2026
Approved: February 10, 2026
Effective: May 1, 2026