**Operating Policy – President’s Council**

1. Purpose

1.1 To define the membership, duties, and procedures of the President’s Council.

1. Membership
	1. Membership shall comprise of:
		1. The President (Chair);
		2. Presidents or designates of the following academic division societies:
			1. The McMaster Humanities Society;
			2. The McMaster Science Society;
			3. The McMaster Engineering Society;
			4. The McMaster Kinesiology Society;
			5. The Society of Arts and Science Students;
			6. The McMaster University Nursing Society;
			7. The Bachelor of Health Sciences Society;
			8. The DeGroote Commerce Society;
			9. The McMaster Social Sciences Society;
			10. The McMaster Integrated Science Society
		3. The president of the Society of Off-Campus Students;
		4. The Board of Governor’s student representative.
2. Duties and Procedures
	1. The Council shall:
		1. Discuss University issues and policies affecting undergraduate students at McMaster, with an emphasis on policies and issues affecting student life outside of academics;
		2. Advise the MSU President on possible improvements to University policies;
		3. Receive written or verbal reports from members outlining the activities and concerns of their constituencies;
		4. Provide recommendations to other councils, committees or organizations dealing with issues discussed at President’s Council meetings;
		5. Meet a minimum of three (3) times per term:
			1. Terms are: September 1 – December 31; January 1 – April 30
	2. The Council shall be exempt from any quorum requirement.
	3. Attendance records shall be kept by the Chair, and posted on the MSU website.