

THE ALMA MATER SOCIETY OF THE UNIVERSITY OF BRITISH COLUMBIA VANCOUVER

AMS OPERATIONS COMMITTEE Clubs and Societies Terms of Reference

1. Purpose

The Clubs and Societies Working Group is instrumental in centralizing and organizing the AMS Clubs and Societies. Note, that the Clubs and Societies Working Group will operate under the Operations Committee.

2. Term

The Terms of Reference is effective from January 2017 and continues indefinitely.

3. Membership

The Clubs and Societies Working Group will comprise:

- a. The Associate Vice President Administration (Chair)
- b. The Vice President Administration
- c. The Associate Vice President Finance
- d. The Clubs Administrator
- e. The Clubs and Constituencies Financial Administrator
- f. Other representatives as designated by the Operations Committee

4. Roles and Responsibilities

The Clubs and Societies Working Group will aim to address tasks relating to AMS Clubs and Societies in regards to:

- a. To facilitate communication between AMS clubs and societies and the AMS as a whole
- b. To receive, deliberate, and approve applications from student groups seeking AMS recognition at least three times a year
- c. To de-constitute inactive Clubs or Clubs in poor standing.
- d. To review and update club support strategies and policies

- e. To complete other tasks and duties as decided upon by the Operations Committee, council or Code
- f. Decisions of the Clubs and Societies Working group will be conducted via a vote, and if consensus cannot be reached, decisions will be sent to the Operations Committee for arbitration
- g. To submit minutes and related documents to the Operations Committee for review

5. Meetings

- a. Meets shall be held every 2 weeks to fulfill the responsibilities as mentioned above