CODE CHANGES 2020:  
VP Admin’s Duties

TO: Council
FROM: Governance Committee
January 2020

Amendment to update the duties of the VP Administration.

Additions are indicated by *bold italics*. Deletions are indicated by striking through (like this).

**SECTION VI: EXECUTIVE**

**Article 7.  Vice-President Administration**

1. In addition to those powers and duties set out in the Bylaws, the Vice-President Administration shall:

   (a) keep the Operations Committee and Council informed as to the use, maintenance and condition of the AMS Student Nest;

   (b) be the signing officer for the Operations Committee;

   (c) liaise with the Constituencies and the Student Resource Groups on administrative matters and the use of the Society’s facilities;

   (d) represent the Society on the University Athletic Council, the Aquatic Centre Management Committee, and the Walter Gage Memorial Fund Committee, or designate a representative to sit on those Committees;

   (e) make regular reports to Council about the operation of the Aquatic Centre;

   (f) have the right to attend meetings of all Society Clubs and to speak and present motions at such meetings, or to send a delegate with these powers to such meetings;

   (g) ensure the implementation of the Society’s sustainability policies;

   (h) ensure that sustainability presentations or submissions are made to Council as follows:

      i in June a report on annual sustainability priorities for actions and projects, such priorities to be approved by Council;
ii  in October an update on the fulfillment of the sustainability priorities;

iii in March an annual sustainability report;

(i) **oversee the operation and condition of the Society’s arts facilities; and**

(j) have such other powers and duties as are assigned by Council or the Executive Committee from time to time.