
SUBJECT	STEERING COMMITTEE TOR UPDATES
MEETING DATE	FEBRUARY 24, 2021
MOTION	BE IT RESOLVED THAT the AMS Council approve the changes to the AMS Code of Procedure, Section V, Article 7: Steering Committee, as presented.
PREPARED BY	Cole Evans – President
DOCUMENTS	1. Presented Amendments

**DESCRIPTION &
RATIONALE**

Ever since it's conception, the Steering Committee has struggled to have a defined role in our governance structure aside from approving Committee goals and doing some high-level work around proposed strategic initiatives.

These code changes aim to expand to role of the Steering Committee to be more involved in the operational affairs of Council, creating a forum for Council leadership to assist the President in setting agendas and other Council activities.

BENEFITS

Reputational,
Financial,
Sustainable, Social

Expanded purpose for the Committee.
 More opportunities for consultation on agenda setting.
 More opportunities for dialogue with Council leadership on other initiatives.
 Better setting for coordinating work between Committees.
 More frequent Steering Committee meetings.

RISKS

Financial,
Operational,
Reputational

None.

COSTS

None.

Financial,
Resources, Lifecycle

TIMELINE Immediate upon adoption.
Implementation
Timeline

CONSULTATION Executive Committee
Internal & External Clerk of Council
Groups Administrative Assistant

Article 7. Steering Committee

- 1) The Steering Committee shall be composed of:
 - a) the President; **who shall be Chair;**
 - ~~b) the Vice-President Finance;~~
 - c) the Chair of each Standing Committee or their designate, with the exception of the Steering Committee;
 - d) the Chair of each Ad Hoc Committee or their designate;**
 - e) one (1) Student at Large;
 - f) the Chair of each Extraordinary Committee or their designate, who shall be non-voting and may attend meetings on an as needed basis;**
 - g) the Clerk of Council, who shall be non-voting; and**
 - h) the Administrative Assistant, who shall be non-voting.**
 - ~~i) the Student Services Manager, who shall be non-voting.~~

- 2) The Steering Committee shall:
 - a) coordinate the long-term and/or high-level plans of the Society and ~~the Standing~~ **its** Committees;
 - b) conduct regular reviews to ensure that all Committees are making progress on their approved goals;
 - c) provide updates to Council on the annual goals of the Committees; ~~and~~
 - d) assist the President with setting the agenda for Council ahead of each meeting;**
 - e) ensure that Committees are regularly submitting minutes and reports to Council;**
 - f) develop and coordinate Council-wide activities including but not limited to orientations, socials and professional development; and**
 - g) have such other duties as are outlined in the Bylaws or the Code or assigned by Council from time to time.

