

## CODE CHANGES 2024: EPA COMMITTEE 2

TO: Council  
FROM: the Governance Committee  
*September 2024*

Amendment to change the composition of the EPA Committee and adjust its duties.

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

### SECTION V: COMMITTEES OF COUNCIL

#### Article 15. Executive Performance and Accountability Committee (EPA)

1. The Executive Performance and Accountability Committee shall be composed of:
  - (a) the Speaker of Council, who shall be Chair and who shall be non-voting;
  - (b) the non-Executive Chairs of the Standing Committees; and
  - (c) additional non-Executive members of Council so that the total number of seats on the Committee, not including the Speaker, shall be ~~five (5)~~ ***seven (7)***.
2. The Executive Performance and Accountability Committee shall:
  - (a) meet at least once a month and within one (1) week of a Councillor requesting a meeting;
  - (b) collect and present feedback on the members of the Executive, including but not limited to their adherence to the Society's strategic plan;
  - (c) be responsible for hearing significant concerns brought to the Committee from the Society's membership regarding members of the Executive;
  - (d) bring such concerns to Council when it deems it appropriate;
  - (e) make recommendations to Council regarding such concerns and Executive performance in general;
  - (f) have the power to bring a motion to remove a member of the Executive from office, in accordance with Section VI, Article 11; and
  - (g) at the direction of Council look into concerns raised about non-Executive Councillors.
3. With the assistance of the Society's HR Department, the Committee shall gather feedback ~~four (4) times~~ ***twice*** a year, in ~~March, June, September, and December~~ ***January***. Such feedback shall be gathered as follows:

- (a) for the President, from the Vice-Presidents, the President's student staff, the Managing Director, and the senior managers for Human Resources, Student Services, Marketing & Communication, Food & Beverage, and Conferences & Catering;
  - (b) for the Vice-Presidents, from their student staff and
    - (i) in the case of the Vice-President Finance, the Managing Director, the Financial Controller, and the Accounting & Administration Supervisor;
    - (ii) in the case of the Vice-President Administration, the Building Operations Manager, the senior manager of the Design Office, and the Internal Bookings Coordinator;
  - (c) for the Executive as a whole, from the Presidents Council.
- 4. The Committee shall conduct Executive reviews in September and January, and provide Council with a written report on the reviews, outlining and demonstrating for each member of the Executive:**
- (a) **Progress on goals, including successes, challenges, and areas for support;**
  - (b) **Compliance with the Society's Bylaws, Code, and Policies, especially with regard to duties outlined in the Bylaws.**

## **SECTION VI: EXECUTIVE**

### **Article 3. President**

- 1. In addition to those powers and duties set out in the Bylaws, the President shall:
  - ... (k) **make themselves available to the EPA Committee for the purpose of fulfilling their obligation of participating in Executive reviews, in accordance with Section V, Article 15(4); and**

**[and renumber]**

### **Article 4. Vice-President Academic and University Affairs**

- 1. In addition to those powers and duties set out in the Bylaws, the Vice-President Academic and University Affairs shall:
  - ... (k) **make themselves available to the EPA Committee for the purpose of fulfilling their obligation of participating in Executive reviews, in accordance with Section V, Article 15(4); and**

***[and renumber]***

**Article 5. Vice-President Finance**

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

... ***(g) make themselves available to the EPA Committee for the purpose of fulfilling their obligation of participating in Executive reviews, in accordance with Section V, Article 15(4); and***

***[and renumber]***

**Article 6. Vice-President Administration**

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

... ***(k) make themselves available to the EPA Committee for the purpose of fulfilling their obligation of participating in Executive reviews, in accordance with Section V, Article 15(4); and***

***[and renumber]***

**Article 7. Vice-President External Affairs**

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

... ***(f) make themselves available to the EPA Committee for the purpose of fulfilling their obligation of participating in Executive reviews, in accordance with Section V, Article 15(4); and***

***[and renumber]***