

Motion RE: Creation of the Terms of Reference and Standard Operating Procedures Policy

Whereas, a number of current EUS Policies simply define the existence and composition of EUS Committees;

Whereas, given that these policies may only be amended by the Board, it is cumbersome for Committees to keep their governance up-to-date with operations and causes unnecessary micromanagement by the Board;

Whereas, creating a new system of Terms of Reference (Appendix A) to define EUS Committees and granting the Executive Committee and EUS Council the ability to keep these documents up-to-date will make it easier for Committees to keep their governance up-to-date;

Whereas, these changes render the New Initiatives Policy (Appendix B) unnecessary as the Executive Committee and EUS Council will have the ability to create new committees, pending Board ratification, and the structure of temporary directorships provided by that policy has not been used in recent years;

Whereas, a template for Terms of Reference can be found in Appendix C;

Whereas, the EUS currently uses some Policies as guidelines meant more for knowledge transfer rather than actual hard rules to be followed to the letter;

Whereas, creating a new system of Standard Operating Procedures (Appendix A) to define procedures that aren't quite as binding as policies are, as well as granting the Executive Committee the ability to amend these procedures will make it easier to

keep procedures up-to-date and will reduce unnecessary micromanagement;

Whereas, a template for Standard Operating Procedures can be found in Appendix D;

Whereas, these amendments have been reviewed by the Institutional Health subcommittee;

Be it resolved the Terms of Reference and Standard Operating Procedures Policy is adopted as found in Appendix A;

Be it further resolved the New Initiatives Policy as found in Appendix B is retired.

Moved by: Simon Ngassam, Member-at-Large of the Board of Governors
Seconded by: Adam Corbier, Chair of the Institutional Health Subcommittee

Results: 11-0-0

Appendix A:

 Terms of Reference and Standard Operating Procedures Policy [WIP ...]

Appendix B:  New Initiatives Policy [07_17]

Appendix C:  Terms of Reference Template

Appendix D:  Standard Operating Procedures Template