



# MOTION REGARDING AMENDMENTS TO ACCOUNTABILITY COMMITTEE'S TERMS OF REFERENCE 2021-01-14

Submitted for: 2021-01-14

<b>Submitted to:</b>	SSMU Legislative Council	<b>Document no.:</b>	LEG-PUB-MOT-2021-01-14-003
<b>Moved by:</b>	Jemark Earle <i>President</i>	<b>Current Status:</b>	<input type="checkbox"/> FOR APPROVAL <input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> POSTPONED <input type="checkbox"/> COMMITTED <input type="checkbox"/> NOT APPROVED
<b>Seconded by:</b>	Chip Smith <i>Arts Representative</i>		

**Issue** This motion seeks to amend Committee Terms of Reference of the Accountability Committee.

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**Background and Rationale** As part of the mandate of the Accountability Committee, the Committee must conduct a survey intended to review the performance of Legislative Councillors. After overseeing the most recent Legislative Council accountability survey, as well as the performance of past Accountability Committees, the amendments of the Accountability Committee ToR are intended to reflect current and best practices of the operations of the Committee.

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**Alignment with Mission** This motion aligns with SSMU's mission to continue the enhancement of the quality of services we provide.

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## Overview of Proposed Amendments

Firstly, the number of surveys required to conduct has been amended from tri-annual (Summer, Fall, and Winter) to once per year, to acknowledge time and resource constraints of the Committee, as well as to ensure that the collection of survey data remains relevant and necessary. Furthermore, given that Legislative Council does not operate in the summer months, a survey does not occur.

The presentation of committee reports has been amended to at the end of both semesters, to remove contradiction from previously stated schedules, as detailed in section 1.3.h).

An amendment has also been made to mandate the Accountability Committee to report to the first Legislative Council session of the winter semester, to ensure that the survey can be conducted and completed during McGill's winter break.

Lastly, the condition that the Accountability Committee reports to the Board of Directors preceding Legislative Council has been removed.

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## Consultations Completed

Consultations took place with the Speaker, Parliamentarian, and the Accountability Committee-at-large.

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## Risk Factors and Resource Implications

Should this motion fail, the ToR for the Accountability Committee will continue to remain unclear. As well, the Accountability Committee will be mandated to dedicate much of its resources towards conducting tri-annual surveys, unable to dedicate itself to other priorities of the Committee.

If approved, the co-chairs must spend a portion of their winter break focused on completing the survey, adding to the workload of a time intended for rest.

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## Sustainability Considerations

There are no sustainability considerations.

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### Impact of Decision and Next Steps

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The Accountability Committee will be notified, and the Legislative Council reporting scheduled will be modified to reflect the amendments.

### Motion or Resolution for Approval

Be it resolved that the SSMU Legislative Council approves the amendments to the Committee Terms of Reference as defined in Appendix A.

Be it further resolved that the SSMU Legislative Council adopts the actionable aspects of this question and that any grammatical or legal changes necessary do not need the re-approval of the Legislative Council.

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### Results of the Vote

In favour	(CONSENT)
Opposed	()
Abstain	()

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## Appendix A : Overview of Proposed Amendments

### 1. Accountability Committee

#### 1.1. Oversight

The Accountability Committee shall be a Committee of the Board of Directors.

#### 1.2. General

The Accountability Committee shall hold Officers, Senators, Directors and Councillors accountable to their obligations and responsibilities under the Constitution, Internal Regulations, Policies, and formal mandates.

The Accountability Committee shall concern itself with how well the individuals carry out of the mandates given to them for the fulfillment of the Society's mission, and not with matters pertaining to Human Resources such as workplace conflict or acts of violence. Such matters will instead be the responsibility of the Human Resources Committee and Human Resources Department.

#### 1.3. Responsibilities

The Accountability Committee shall:

- a. facilitate the collection of feedback regarding Officers, Senators, Directors and Permanent Staff and Student Staff, and Councillors on an ongoing basis throughout the year and raise these concerns privately with the individual(s) concerned to address issues of accountability as they arise, as they related to the carrying out of mandated responsibilities.
- b. consult representatives from clubs, services, faculty associations and other stakeholders for the purpose of performance evaluations, excluding those representatives under review at the time;
- c. conduct annual semesterly (Summer, Fall, and Winter) reviews, to monitor the overall adherence of Officers, Directors, Senators and Councillors to the Constitution, Internal Regulations, and their relevant mandates, including but not limited to, attendance of Legislative Council, attendance at and participation in committee work, and fulfilment of other assigned activities;



- d. inform Officers, Directors, Senators and Councillors when their actions conflict with or violate the Constitution, Internal Regulations or their relevant mandates, and suggest remedies;
- e. collect feedback from Members and bring them to the individual(s) in question, the Executive Committee, or the Board of Directors, as the case may be;
- f. preserving the anonymity of complainants unless it is waived by the complainant;
- g. When necessary, work with the Board of Directors or Legislative Council, as the case may be, to ensure remedies are adopted;
- h. present a report at the end of each semester to the Legislative Council and the Board of Directors on the number of complaints received and how they were addressed; and
- i. review and make recommendations to the Accountability Committee's terms of reference at the end of the year.

#### 1.4. Membership

The Accountability Committee shall consist of:

- a. the Speaker (Committee Co-Chair, non-voting);
- b. the Parliamentarian (Committee Co-Chair, non-voting);
- c. the University Affairs Secretary General (non-voting);
- d. the Speaker on Call (non-voting);
- e. two (2) Directors, who may not be Councillors; and
- f. five (5) Members at Large, who may not be Councillors or Directors.

#### 1.5. Meetings

The Accountability Committee will meet bi-weekly, unless an exception is made by the Speaker or Parliamentarian.

#### 1.6. Quorum

The quorum for the Accountability Committee is a simple majority of the voting members.

#### 1.7. Reporting

The Accountability Committee will report to the last Legislative Council meeting of the fall and winter semesters. ~~and the third Legislative Council meeting of the winter semester.~~ The Accountability Committee will also report to the first Legislative Council meeting of the winter semester, to present the report of the Accountability Survey.

~~The Accountability Committee will submit its written report to the Board of Directors meeting preceding the Legislative Council dates.~~



## 1.8. Committee Specific

### 1.8.1. Recruitment

The Office of the Governance Manager shall be responsible for advertising openings for Member at Large positions not after the second week of September.

APPROVED