



MOTION TO APPROVE THE SSAMMOSA COMMITTEE TERMS OF REFERENCE

Submitted for: 2021-02-11

Submitted to:	SSMU Legislative Council	Document no.:	LEG-PUB-MOT-2021-02-11-007
Moved by:	Jemark Earle <i>President</i>	Current Status:	<input type="checkbox"/> FOR APPROVAL <input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> POSTPONED <input type="checkbox"/> COMMITTED <input type="checkbox"/> NOT APPROVED
Seconded by:	Chip Smith <i>Arts Representative</i>		

Issue This motion seeks to approve the SSAMMOSA Committee Terms of Reference following the approval of the SSMU Master Plan.

Background and Rationale The Master Plan was approved at the Legislative Council of November 29th, 2020. Part of the Plan required the formation of a committee that would be tasked with implementing the Plan and ensuring the relevant actors are accountable for its implementation.

Alignment with Mission In keeping with the spirit of SSMU's mission of providing more outstanding services, a master plan would enable the SSMU to provide more effective support in the six (6) departments that have a major impact on the quality of service SSMU can provide to its constituents.

This Committee will be tasked with ensuring that the Plan is implemented year after year and making changes where appropriate.



Overview of Proposed Amendments

See Appendix A

Consultations Completed

Consulted with Governance Manager.

Risk Factors and Resource Implications

This committee will require a time commitment from Executives, Councillors, Service & Club Representatives and SSMU Full-Time staff.

Sustainability Considerations

The approval of SSAMMOSA's Committee Terms of Reference will ensure that this plan will follow through and continue to be updated yearly. This will ultimately ensure that the SSMU continues to think in terms of long-term growth.

Impact of Decision and Next Steps

Should SSAMMOSA's Committee Terms of Reference be approved, the President will begin recruiting members from their respective constituencies and begin the implementation of the Master Plan.

Motion or Resolution for Approval

Be it Resolved that the SSMU Legislative Council approve the SSAMOSSA committee terms of reference as outlined in Appendix A.

Results of the Vote

In favour (UNANIMOUS)
Opposed ()
Abstain ()



Appendix A : Overview of Proposed Amendments

1. Students Society at McGill for Maintaining Operations and Strategic Advancement (SSAMMOSA) Committee

1.1. Oversight

The SSAMMOSA Committee shall be a joint Committee of the Board of Directors and Legislative Council.

1.2. General

The SSAMMOSA Committee shall be responsible for acting as an implementation & accountability committee to ensure that the goals of the SSMU Master Plan are met and updated on a yearly basis. This committee shall also be responsible for soliciting feedback and suggestions for the Plan.

1.3. Responsibilities

The SSAMMOSA Committee shall:

- a. track the progress of the SSMU Master Plan;
- b. ensure that the yearly targets are met;
- c. provide semesterly updates to the Legislative Council;
- d. provide yearly updates to the Board of Directors;
- e. provide updates to the general membership at each regular General Assembly;
- f. consult with other Canadian student associations for further recommendations to the Plan;
- g. solicit feedback and suggestions from the Membership and Staff to be incorporated into the one-year extension, at the end each academic year; and
- h. review and make recommendations to SSAMMOSA's Committee Terms of Reference at the end of the academic year.

1.4. Membership

The SSAMMOSA Committee shall consist of:

- a. The SSMU President (Co-Chair, non-voting);



- b. The General Manager (Co-Chair, non-voting);
- c. Vice-President (Finance);
- d. One additional SSMU Executive, as determined by the Executive Committee;
- e. One Director, who is not an officer, as determined by the Board of Directors;
- f. 2 additional SSMU Full-Time Staff;
 - i. Representation from the Accounting Department and Operations Department Recommended ;
- g. 3 Councillors
 - i. 1 Faculty representative;
 - ii. 1 Non-Faculty representative;
 - iii. 1 additional Councillor, as determined by the Legislative Council;
- h. 2 SSMU Clubs Representative;
- i. 1 SSMU Services Representative;
- j. 3 Members-at-Large;
- k. 1 member of the Senate Caucus.

1.4.1. Alterations to the Membership:

The SSAMMOSA Committee may alter its composition at its discretion in order to fulfil its mandate.

1.5. Meetings

The SSAMMOSA Committee shall meet monthly.

1.5.1. Special Meetings

Ad Hoc meetings may be scheduled as necessary. The Committee will be given a full week's notice before a special meeting is convened.

1.6. Quorum

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

1.7. Reporting

The SSAMMOSA Committee will update the Legislative Council at least three (3) times in an academic year.

- 1) Fall Semester: This committee shall provide an implementation of a semesterly work plan to the Legislative Council within the first two (2) meetings of the Fall Semester.



- 2) **Winter Semester:** This committee shall provide an implementation of a semesterly work plan to the Legislative Council within the first two (2) meetings of the Winter Semester.

This committee shall be responsible for approving a one-year extension of the Plan at the Legislative Council before the last meeting of the Winter Semester.

This committee shall provide an update to the Board of Directors at their last meeting of each academic year.

The Committee must also present a progress report to the membership at each regular General Assembly.

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.

1.8.2. Modifications to the SSMU Master Plan

The Committee may recommend modifications to the existing Plan, to be approved by the Legislative Council, as deemed necessary.

1.8.3. Clubs and Services Representatives

The two (2) Clubs Representatives shall be nominated by the Clubs Committee within the first two (2) weeks of the Fall semester.

The Services Representative shall be nominated by the Services Committee within the first two (2) weeks of the Fall semester.

1.8.4. Vacancies

Should any seat of the Committee become vacant, the Committee shall deliberate to select a replacement from the respective constituency.