



## Bureau du président du conseil de l'AEUM

Située sur les territoires traditionnels des collectivités Haudenosaunee et Anishinaabe.

### SSMU Office of the Speaker

Located on Haudenosaunee and Anishinaabe, traditional territories.

[speaker@ssmu.ca](mailto:speaker@ssmu.ca) | [ssmu.ca](http://ssmu.ca) | (514) 398-6800 | 3600 rue McTavish, Suite 1200, Montréal, QC, H3A 0G3

# MOTION REGARDING COMMITTEE IMPROVEMENT PLAN 2024-09-06

Submitted for: 2024-09-19

<b>Submitted to:</b>	SSMU Legislative Council	<b>Document no.:</b>	LEG-PUB-MOT-2024-09-19-001
<b>Moved by:</b>	Dymetri Taylor <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>	Rishi Kalaga <i>Arts Councillor</i>		

## Issue

This motion introduces the Committee Improvement Plan, a summer project of the SSMU dedicated to systematically reviewing SSMU Committees and their work from the previous year, to determine areas of improvement and amend the Terms of References to increase efficiency and productivity for the upcoming academic year.

## Background and Rationale

Committees of SSMU are a core tenet of the Association's high-quality services and functionality. Each committee has a collection of members made up of SSMU staff, Members at large, Councillors, Directors, and external stakeholders.

Before this Committee Improvement Plan, there were a total of 28 committees at SSMU as of May 2024, most of which required the attendance of multiple Directors, Councillors, and Staff members. This placed a large strain on the members of Committees to perform complex tasks in addition to their existing responsibilities. This plan was introduced to alleviate this strain and improve the efficiency of these committees, as well as assess which Committees continue to be viable and useful to the Union.

In the Terms of Reference Responsibilities section, Chairs of the Committees are expected to review and propose amendments to the Terms of Reference, but these reviews are typically based on the one-year functionality of the



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Committee and are rarely oriented towards large-scale operations like the Committee Improvement Plan includes.

Rather than look at each Committee independently, the Committee Improvement Plan looks at the Committees of SSMU together to assess and implement areas of improvement, focusing on a clear definition of responsibilities and reduced membership.

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### Alignment with Mission

This motion is in line with SSMU's mission to provide exemplary services to the students by improving the quality and productivity of the Committees.

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### Consultations Completed

All committees were reviewed with their respective Chair(s) and Executives in the membership.

The motion and plan were drafted in consultation with the Policy and Advocacy Coordinator to ensure proper formatting and structure.

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### Risk Factors and Resource Implications

The improvement of several committees poses a risk to SSMU of neglecting previous responsibilities of the committees. However, these concerns have been carefully considered and mitigated by changes in job descriptions to mandate the addition of regular town halls and the formation of smaller student-focused groups where students can continue to participate in SSMU.

There is also a concern that overall reductions in membership leaves open a possible risk of a reduction in quality of SSMU's service and representation of students. However, the changes in membership will make it easier to achieve sufficient membership for committees, making them more likely to meet quorum and therefore complete their responsibilities.

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### Sustainability Considerations

By reducing the number of committees and their membership, SSMU can instead focus its manpower on more productive committees, expanding the long-term sustainability of the organization. Changes in several of the committees, including the Environment and Accessibility committee will support the sustainability goals of these groups, making a more holistically sustainable future at SSMU.

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## Impact of Decision and Next Steps

If approved, the Committee Improvement Plan as seen in Appendix A will go into effect once ratified by the Board of Directors, and the Terms of References for all Committees will be updated as in Appendix B.

The Secretary General on behalf of the President will be responsible for ensuring all Chairs of SSMU Committees receive training on the changes to their responsibilities and the Terms of Reference for their Committee.

The Governance Department will update the Committee Terms of Reference document and upload it to the website in collaboration with the Communications Department, and ensure that the committees are properly updated for the SSMU membership to refer to.

A copy of the changes will also be communicated to the Translation Department for translation into French.

## Motion or Resolution for Approval

Be it resolved that the Legislative Council approve the Committee Improvement Plan as outlined in Appendix A.

Be it resolved that the Legislative Council approve the changes to the Terms of References as outlined in Appendix B;

Be it further resolved that the Board of Directors consider these changes for ratification at their next regularly scheduled meeting.

## Results of the Vote

In favour	(UNANIMOUS)
Opposed	()
Abstain	()



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# Appendix A : Committee Improvement Plan

☰ b) Committee Improvement Plan - 09/06/24

# Appendix B: Amendments to the Committee Terms of Reference

☰ c) Amendments to Committee Terms of Reference 2024-04-11 [2024-07-02]

APPROVED