

June 14th. 2011

## TERMS OF REFERENCE: UBC CUS STUDENT SOCIAL SPACE EXPANSION AD HOC COMMITTEE

### POLICIES AND GUIDELINES

The following policies and guidelines will guide the committee:

AMS Code and Bylaws

CUS Code and Bylaws

UBC Policies

### PURPOSE

UBC CUS Student Social Space Expansion Ad Hoc Committee is a standing committee of the Commerce Undergraduate Society (CUS). It has the primary role of ensuring that the CUS principles are incorporated into the CUS social space expansion.

### SCOPE

Review, monitor, recommend and initiate policies to the CUS that enhance the CUS development and management including, but not limited to, physical planning, use of space, development objectives to ensure alignment of the needs of the CUS and the University.

### COMPOSITION (Membership)

The voting members of the Committee are: 5 Executives (President to chair and vote in the instance of a tie only), 2 members of the CUS Board of Directors, 1 Dean's office representative, 1 Faculty representative, and, 1 Commerce Student at Large.

The committee has 10 voting members (including the chair),

AMS Design Office is a non-voting member.

Quorum shall be 5 voting members.

### TERM OF APPOINTMENT

Appointments are made for a one year term, with an annual renewal.

### CHAIR

The Chair of the Committee shall be the CUS President or their delegate selected from the Committee. The chair may vote if necessary to reach quorum or in the event of a tie.

### FREQUENCY OF MEETINGS

Committee meets regularly, but not less than once a month, and may meet more frequently at the call of the Chair in order to facilitate the project objectives.

### REPORTING

The Committee shall report bi-monthly at the CUS Council meeting. A summary of the committee meeting is circulated to each UBC CUS Student Social Space Expansion Ad Hoc Committee member generally within a week following the committee meeting.

### GOVERNANCE STRUCTURE

See chart below