

## BRIEFING NOTE

**TO:** Council

**FROM:** Executive

**DATE:** October 1, 2018

**SUBJECT:** Fall 2018, Winter 2019 Exec and Council Meetings

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**Purpose:** Seeking input and consensus on the structure and format of the upcoming meetings in the fall of 2018 and the winter of 2019.

**Background:** Traditionally the council elects its Executive and appoints its committees at the January council meeting. Based on the approval of the amended bylaws (below) it will require some adjustments to our timelines to facilitate these functions. The Executive Committee has reviewed the timelines and recommended adding a second Council Day in December. The dates would be December 3<sup>rd</sup> and Tuesday December 4<sup>th</sup>.

### 8.2 Council Meetings

- (c) At the Last Annual Meeting, in addition to any other business that may be transacted:
  - (i) the members of the Executive Committee for the following calendar year, including the President and Vice- President, shall be elected;
  - (ii) by way of a resolution, Council shall appoint such members to the Executive Committee for the following calendar year who are elected in accordance with Article 9.1;
  - (iii) based on the proposals put forward by the current sitting Executive Committee, the members for each committee for the following calendar year shall be appointed by Council; and
  - (iv) Council shall appoint the auditor for the following calendar year, who shall audit the accounts and transactions of the College.

### 9.1 Election of Executive Committee

(b) The members of the Executive Committee shall be elected annually by secret ballot by a majority vote of the Council Members present at the Last Annual Meeting. In the event that the election of any officer is not held or a default in such election occurs within the meaning of Article 9.1(d), the then-incumbent shall hold office until such officer's successor is elected or until such officer's earlier resignation.

**For Consideration:**

- i) Call for Expressions of Interest will need to go out post the council election held on or around the 15<sup>th</sup> of November in case any of the newly elected council members wish to run for Executive.
- ii) Council will need to approve the Appointed Member Committee Slate.
- iii) Council will need to approve the proposed committee slate at the December 2018 council meeting.
- iv) Administration will endeavor to bring a draft budget to the fall Exec and Council meetings.
- v) At the December council meeting we will need to elect Executive Committee. It would be recommended to elect the ICR and Discipline Chair as well as other committee chairs.
- vi) Considering much of the major items that normally are transacted in January are now being done in December, this puts us in a unique position to free up the January council meeting to consider Strategic Planning for the upcoming year and beyond, giving all of council a strong start to the year.

**Recommendations:**

Executive recommends adding a second day to the existing December 3<sup>rd</sup> 2018 Council meeting, December 4<sup>th</sup>.