



# *Incoming AMS Assembly Agenda*

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*Meeting of Wednesday April 1st, 2015*

*McLaughlin Room, John Deutsch University Centre*

*7:00PM*



# Contents

Agenda ..... 3

Motion Sheet ..... 4

Appendix A: Nominating Committee Terms of Reference ..... 5



**AMS Assembly**  
**Meeting of Wednesday April 1<sup>st</sup>, 2015**  
**McLaughlin Room, JDUC**  
**7:00PM**

**Agenda**

1. Approval of Agenda of the meeting of April 1<sup>st</sup>, 2015 [Motion 1]
2. Speaker's Business
  - a. Election of AMS Assembly Speaker for 2015-2016
3. Statements by Members
4. Question Period
5. New Business
  - a. That the Incoming AMS Assembly strike the Nominating Committee (Terms of Reference seen in Appendix A) [Motion 2]
  - b. That the Incoming AMS Assembly appoint 5 voting members to sit on the Nominating Committee [Motion 3]



**AMS Assembly**  
**Meeting of Wednesday April 1<sup>st</sup>, 2015**  
**McLaughlin Room, JDUC**  
**7:00PM**

**Motion Sheet**

1. Moved by: Miriam Bart  
Seconded by: Catherine Wright  
*That AMS Assembly approve the agenda for the Assembly meeting of April 1<sup>st</sup>, 2015.*
2. Moved by: Miriam Bart  
Seconded by: Catherine Wright  
*That the Incoming AMS Assembly strike the Nominating Committee (Terms of Reference seen in Appendix A).*
3. Moved by: Miriam Bart  
Seconded by: Catherine Wright  
*That the Incoming AMS Assembly appoint 5 voting members to sit on the Nominating Committee.*



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## **Appendix A: Nominating Committee Terms of Reference**

### **14. Assembly Nominating Committee**

#### **a. Mandate**

- i. The Nominating Committee of AMS Assembly shall appoint both members of Assembly and students-at-large to all AMS standing and ad hoc committees where the respective committee mandates require such appointees, as requested by the Speaker of Assembly. The committee shall ensure that representation on committees is equitable and represents the diversity of AMS constituent societies, while ensuring the efficiency of Assembly.

#### **b. Responsibilities of the Chair**

- i. The Chair shall be the Commissioner of Internal Affairs. It shall be the responsibility of the Chair to solicit and compile applications for committees struck by Assembly from the membership of Assembly and as such, the Chair must be available over the summer months to complete these tasks in accordance with the timeline set out above. The Chair shall ensure that the committee possesses the necessary information, such as the criterion for selection to a committee, in order to make well-informed and equitable decisions.

#### **c. Terms of Reference**

- i. The Nominating Committee shall hold meetings at its discretion and as required to review all applications for committee positions, from which it shall select appointees, subject to confirmation at the next scheduled Assembly meeting. Applications shall be made available to the Committee no later than two weeks in advance of ratification at Assembly. The Human Resources Office shall ensure sufficient notice is provided for students-at-large as to the availability of committee positions, if applicable. The Committee may review applications anonymously if deemed necessary or preferable. The Nominating Committee shall be responsible for filling all standing and ad hoc committees of Assembly. Vacancies on those committees struck at the Assembly shall sit. Incoming Assembly members shall submit an application outlining their top three (3) committee preferences and the Nominating Committee shall make their decision based on the above mandate to ensure, as long as it is logistically possible, that every Assembly member is appointed to at least one of their preferred committees. Assembly members whose term falls outside the traditional start date shall be required to follow a similar procedure with the committee vacancies that become available at the time their term begins.

#### **d. Timeline**

- i. The Nominating Committee shall be struck at the meeting of the incoming Assembly held at the end of each year and shall meet throughout the year and as necessary in order to fill committees.

#### **e. Conflict of Interest**

- i. The members of the Nominating Committee may not be appointed to committees by way of the Nominating Committee.

#### **f. Composition**

- i. Five (5) voting members of the Assembly, each of which represent a different faculty or residence society
- ii. Ex-officio, non-voting: One (1) member of the Executive (President or either Vice-President)
- iii. Ex-officio, non-voting: Commissioner of Internal Affairs
- iv. Ex-officio, non-voting: Human Resources Officer

#### **g. Reporting**

- i. The Nominating Committee shall provide Assembly with a report outlining the process and rationale for filling any committee. This report shall be submitted to Assembly at the next regularly scheduled meeting and shall consist of: a summary of the methods of advertisement and the length of time applications were available, a copy of the application, an outline of criteria used in assessing candidates based on the terms of reference of the committee being filled and guiding criteria submitted to the Chair by assembly members, and a summary of the committee's process

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in selecting successful candidates. Regarding the applicants, only the names of successful candidates shall be brought forth to Assembly.

