



## CUPE BC COLLEGES COMMITTEE

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### TERMS OF REFERENCE

#### PURPOSE OF THE COMMITTEE

The Colleges Committee will make recommendations to the CUPE BC Executive Board on building Membership capacity and participation in the promotion and retention of publicly funded college educational opportunities and the support of other issues concerning Members in the sector.

#### STRUCTURE OF COMMITTEE

Chairperson to be appointed by the CUPE BC President.

Co-Chairperson to be elected by the committee.

Members are appointed by the Executive Board.

#### TERM

The term of service on the committee is two years or as otherwise determined by the Executive Board.

#### RESPONSIBILITIES

- The committee shall take direction from, and be responsible to the CUPE BC Executive Board. Between meetings of the Executive Board, tasks may be assigned to the committee by the Administrative Committee or by the President.
- To make recommendations to the CUPE BC Executive Board related to support for CUPE Members elected or appointed to governance roles in colleges.
- The committee Chairperson shall report on a regular basis to CUPE BC Division Executive Board.
- Submit signed copies of minutes of all meetings to the Division office upon meeting adjournment.
- Make recommendations to the Executive Board on dealing with resolutions passed by Convention which relate to Colleges.
- Work in conjunction with other committees where activities may overlap, example: Universities Committee.
- A report of the committees' activities for the preceding year shall be submitted to the Secretary Treasurer of CUPE BC upon request.

#### COMMITTEE GOALS AND OBJECTIVES

Goals and objectives for the Committee are to be determined at the "One Big Committee Meeting" (OBCM) normally held in the fall following appointment of the committee. Goals and objectives must be consistent with the purpose of the committee, the CUPE BC Constitution, any resolution(s) passed by the CUPE BC Convention and the CUPE BC Action Plan and must be approved by the Executive Board prior to implementation.