

Committees of Council

1.00 The Executive Committee

1.01 The executive committee shall:

- (1) Be composed of:
 - (i) the President, as Chairperson;
 - (ii) the Vice-President Academics;
 - (iii) the Vice-President Communications;
 - (iv) the Vice-President Finance;
 - (v) the Vice-President Student Affairs; and
 - (vi) the Secretary of the Council, (non-voting).
- (2) Meet at the discretion of the President, no less than once per month during the academic school year;
- (3) Have a quorum of three (3) Executive Officers;
- (4) Have discretionary power in an emergency when Council cannot be convened; and
- (5) Be called with at least a three (3) days notice to each member.

2.00 Departmental Committee

2.01 The Departmental Committee shall:

- (1) Be composed of
 - (i) the Vice-President Academics, as Chairperson;
 - (ii) the President (at the discretion of the Chairperson);
 - (iii) the Commissioner-at-Large Academics (as the recording secretary);
 - (iv) all departmental representatives; and
 - (v) any student(s) at large at the discretion of the Chairperson.
- (2) Work together to ensure that the Council organizes strong academic events and participates in university-wide academic activities; and
- (3) Actively create and implement new ideas and initiatives to promote academic issues within the Faculty of Social Science.

3.00 Communications Committee

3.01 The Communications Committee shall:

- (1) Be composed of:
 - (i) the Vice-President Communications, as Chairperson;
 - (ii) the President (at the discretion of the Chairperson);
 - (iii) the Commissioner-at-Large Communications (as recording secretary);
 - (iv) at least one (1) USC Councillor, (1) Department Representative and (1) Residence Representative as nominated by council;
 - (v) any student(s) at large at the discretion of the Chairperson;
 - (vi) the *Socializer* Editor-in-Chief;
 - (vii) the Internet Commissioner;
 - (viii) the Graphics Design Commissioner; and
 - (ix) the Advertising Commissioner.

- (2) Work together to ensure that the council remains a visible and accessible body to the students of the Social Science Faculty;
- (3) Communicate the objectives and operations of the council to the student body; and
- (4) Work in conjunction with the Advertising Commissioner in soliciting advertising for the *Socializer*.

4.00 Student Affairs Committee

4.01 The Student Affairs Committee shall:

- (1) Be composed of
 - (i) the Vice-President Student Affairs, as Chairperson;
 - (ii) the President (at the discretion of the chairperson);
 - (iii) the Commissioner-at-Large Student Affairs (as recording secretary);
 - (iv) the Charity Commissioner;
 - (v) the Homecoming Commissioner;
 - (vi) the Environment Commissioner;
 - (vii) at least one (1) USC Councillor, (1) Department Representative and (1) Residence Representative as nominated by council; and
 - (viii) any student(s) at large at the discretion of the Chairperson.
- (2) Work together to ensure that Council organizes strong social events and participates in university-wide spirit events and activities.

5.00 Finance Committee

5.01 The Finance Committee shall:

- (1) Be composed of
 - (i) the Vice-President Finance, as Chairperson;
 - (ii) the President (at the discretion of the Chairperson);
 - (iii) the Commissioner-at-Large Finance (as recording secretary);
 - (iv) the Advertising Commissioner;
 - (v) at least one (1) USC Councillor, (1) Department Representative and (1) Residence Representative as nominated by council; and
 - (vi) four (4) student(s) at large at the discretion of the Chairperson.
- (2) Review any requests and/or applications for funding and make recommendations to Council.

6.00 Levy Fund Committee

6.01 The Levy Committee shall consist of the following:

- (i) The President as Chairperson, ex-officio, voting;
- (ii) The Vice-President Finance, ex-officio, voting;
- (iii) One (1) representative from each of the following faculty constituencies:
 - a. American Studies;
 - b. Anthropology;
 - c. Economics;
 - d. First Nations Studies;

- e. Geography;
 - f. History;
 - g. Management and Organizational Studies;
 - h. Political Studies;
 - i. Psychology;
 - j. Sociology; and
 - k. Women's Studies and Feminist Research.
- (iv) One (1) student within the Social Science faculty at large, voting.

6.02 The Levy Committee will meet no less than twice prior to presenting to the Council so that a detailed report may be completed.

6.03 The President as Chair of the Committee shall be responsible for presenting the Levy Committee submission to Council.

7.00 Internal Review Committee

7.01 The Internal Review Committee Shall:

- (1) Be composed of:
 - i. the Speaker of Council, ex-officio, as chairperson;
 - ii. an internally elected vice-chair; and
 - iii. eight (8) members of council, elected individually from the following groups:
 - a. two (2) USC Councillors or Social Science/FIMS Senators;
 - b. three (3) Department Representatives;
 - c. one (1) First Year Representatives; and
 - d. two (2) Commissioners.
- (2) Review and make recommendations to Council on all aspects of the structure of the organization, including the constitution, policies and all other matters of internal reform.
- (3) Review and editing policy throughout the year, and ensuring that an up to date version is made available to students on the website and in print.

8.00 Nominating Committee

8.01 The Nominating Committee shall:

- (1) Be composed of:
 - i. the incoming President or Vice-President in charge of the portfolio involved, ex-officio, as chairperson; and
 - ii. ten voting members of council, voting.
- (2) Interview and nominate candidates for council appointments

8.02 Selection of Commissioners by the Nominating Committee

- (1) The Nominating Committee shall be divided into sub-committees, each of which will consist of two (2) voting members of council; and the incoming President or Vice-President in charge of the portfolio involved; and
- (2) Interview and nominate candidates as required and advise the appropriate person or body of the qualifications of the candidates so nominated.

9.00 First Year Outreach Committee

9.01 First Year Outreach Committee:

- (1) Be composed of:
 - i. the President at Large, ex-officio, as chairperson,
 - ii. First Year Caucus rep, ex-officio, voting, vice-chair,
 - iii. President, ex-officio, non-voting, and
 - iv. All residence councillors and the OC representative.
- (2) Coordinate outreach within first years living on and off campus.
- (3) Meet at least once per term.
- (4) Provide recommendations to Council at year end on improving relations with first year students.

10.00 Elections Committee

10.01 The Elections Committee Shall:

- (1) Be composed of:
 - a. the Chief Returning Officer, ex-officio, as chairperson,
 - b. the Deputy Returning Officer, ex-officio
 - c. six (6) members of the Social Science Student community
- (2) Mandate
 - v. Oversee the Spring and Bi-elections in accordance with the provisions of the SSSC Constitution;
 - vi. Administer the Council Mid-Year Review in an anonymous and responsible manner;
 - vii. Develop and maintain a clear set of criteria and considerations to be used by the Committee when making decisions relating to elections;
 - viii. Make recommendations to Council on all matters that relate to the elections;
 - ix. Not seek office in an election, support any candidate, or endorse a position in a referendum administered by the Elections Committee during their term; and
 - x. Be appointed by the CRO and Speaker of Council through an application and interview process.

11.00 Honoraria Committee

11.01 The Honoraria Committee Shall:

- (1) Be composed of:
 - i. seven (7) members of council, elected individually from the following groups:
 - a. two (2) USC Councillors or Social Science/FIMS Senators;
 - b. two (2) Department Representatives;
 - c. one (1) First Year Representative; and
 - d. two (2) Commissioners.
 - ii. The Chair and Vice-Chair of the Committee will be elected internally by the members of the Honoraria Committee.
- (2) Mandate
 - i. Accept receipt of Final Reports and determine if the honoraria will be given.

- ii. Determine honoraria amount based on pre-determined budget provided by VP Finance

12.00 Charity Committee

12.01 The Charity Committee Shall:

- (1) Be composed of:
 - i. the Charity Commissioner, ex-officio, as chairperson;
 - ii. the Vice President Student Events, ex-officio, vice-chair voting;
 - iii. two (2) Charity Officers, selected by the committee chair and vice-chair; and
 - iv. The Charity Committee will be open to all members of the SSSC who also wish to join.
- (2) Organize events and raise funds and awareness in support of the SSSC chosen charity of choice.
- (3) The official Charity of the SSSC is Children's Health Foundation.