

TERMS OF REFERENCE

RA RESOLUTIONS COMMITTEE

Composition

The Committee shall consist of:

- (a) three members appointed by the Board
- (b) each member must be a member of the Representative Assembly

the Chair will be selected by the members of the Committee.

Term

The term of the appointed members shall be:

- (a) two years and three years from time of appointment
- (b) maximum two consecutive terms
- (c) the term will be staggered amongst the members

Function

The committee shall:

- (a) review and amend resolutions submitted by members of the Representative Assembly (to ensure proper format is followed and content is appropriate for consideration)
- (b) encourage members, committees, sections and RMAs to submit resolutions for consideration of the Representative Assembly.
- (c) ensure that proper format of resolutions are followed
- (d) encourage, review and coordinate SMA resolutions submitted to CMA General Council
- (e) regularly review effectiveness of resolutions process

SMA CEO and Communications Staff

Staff Support

Source: SMA Board of Directors, approved at October 10, 2012 meeting