



## **Organizational Review & Development Terms of Reference**

### **MANDATE**

To oversee the review of any and all TDSA By-Laws, policies, pursuant to the By-Laws for the betterment of the community.

### **MEMBERSHIP**

The Chair will appoint the members of the ORD to represent their respective roles. Other members (i.e. TDSA executives and directors) may be included at the discretion of the President and with the advice of the TDSA. The positions of the ORD are as follows:

- The Chair, which will be a member of the Board of Directors;
- Vice President of University Affairs;
- 2-3 students at large

### **EXPECTATIONS**

It is expected this committee will meet at least twice a semester at minimum, with notice of a meeting given at least 7 days in advance. It is important to note that emergency meetings can occur, in which case notice will be given out at least 24 hours before the meeting.

Minute-taking will be tasked to a member at the top of the meeting, with minutes being physically handed to or digitally sent to the Chair upon adjournment.

### **REPORTING RELATIONSHIP**

The committee is an advisory body to the TDSA Board of Directors. Recommendations will be presented to the TDSA Board of Directors, at which point the Board of Directors shall choose to approve or deny said by-laws and policies.

Projects and content generated from this committee will be handed over to the VPUA of the TDSA at the end of every term.