

Social Committee Act

In order to assist the Social Director in the execution of his/her duties, a committee, henceforth styled the Social Committee, will be created and structured as outlined in this act.

1. Authority

- 1.1 The Social Committee is a standing committee, empowered to deliberate and formulate recommendations for the Executive Council on matters of social events and specifically those items outlined in section 4 of this act. The Executive Council reserves the rights of reservation and disallowance on all Social Committee actions and resolutions as well as the right to alter the Social Committee Act at any time.
- 1.2 No decisions of the Social Committee may be implemented until the approved motions behind the decisions appear in the Social Committee minutes, and the motions in the minutes have been compiled into a report, and submitted to the Executive Council for its consideration. Only upon receiving Executive Council approval to its report may the decisions of the Social Committee be implemented.

2. Membership

- 2.1 The members of the Social Committee will be appointed by the Social Director and confirmed by the Executive Council unless otherwise specified in this act.
- 2.2 Membership shall be from time of appointment to the Executive Council changeover meeting.
- 2.3 Executive Officers are ex-officio members.
- 2.4 The Social Director and Volunteer Director are permanent members.

3. Executive and Officers

- 3.1 The Social Director of the Executive Council will chair the Social Committee.
- 3.2 The Social Director *may* appoint one of the members of the Social Committee to the position of Vice-Chair.
- 3.3 The Volunteer Director will serve as Secretary to record minutes at each meeting.
- 3.4 The Chair will appoint a member to the position of Treasurer to prepare a budget for each social event under the committee's jurisdiction as well as to collect receipts and submit the same to the Treasurer of the Executive Council for reimbursement.

4. Duties

- 4.1 Periodic recommendations to the Executive Council regarding the amendment of the:
 - 4.1.1 *Music Policy Act*
 - 4.1.2 *Social Events Act*
- 4.2 Arrange all logistics regarding the small socials held over the year.
- 4.3 Arrange all logistics regarding the Halloween Dance.
- 4.4 Arrange all logistics regarding the Valentine's Dance.
- 4.5 Arrange all logistics regarding Winter Waltz.
- 4.6 Arrange all logistics regarding Top Hat and Tails.

5. Meetings

- 5.1 At the call of the Chair or Secretary of the Social Committee.

6. Reporting

- 6.1 The Social Committee shall report to the Executive Council after each meeting.
 - 6.1.1 A final plan and budget for Winter Waltz is to be presented by the end of October.
 - 6.1.2 A final plan and budget for Top Hat and Tails is to be presented by the end of February.
- 6.2 The Social Director shall present the Social Committee's report to the Executive Council.
- 6.3 The Social Committee will report on each dance and ball to the Executive Council before the event takes place, which must contain a proposed budget.

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