

Instruction Board Act

In order to assist the Vice-President Internal and instructional staff in the execution of their duties, a committee, henceforth styled the Instruction Board, will be created and structured as outlined in this act.

1. Authority

- 1.1 The Instruction Board is a standing committee, empowered to maintain and recruit volunteers for the purpose of instruction on an ongoing basis throughout the year, as well as discuss and look for ways to improve matters of instruction and specifically those items outlined in section 4 of this act.
- 1.2 The Instruction Board shall have the authority to additional tryouts as approved by the executive council. All TAs selected through this process must be approved by the executive council. It shall also have the authority to recruit up to 5 TAs during the term should they be found suitable by at least 2/3 of the Instruction board and approved by the executive council. These TAs must be held to the same standard as TAs selected during the TA Tryouts.
- 1.3 No decisions of the Instruction Board may be implemented until the approved motions behind the decisions appear in the Instruction Board minutes, and the motions in the minutes have been compiled into a report.
- 1.4 The Instruction Board's mandate is to increase the quality of instruction and teaching experience in the club by promoting social events, quality instruction, and fun in the club. The Instruction Board shall submit ideas in a report for review by the Executive Council.

2. Membership

- 2.1 The members of the Instruction Board will be appointed by the Vice-President Internal 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 Vice-President Internal, Workshops Director and Competitions Director are permanent members.
- 2.5 The Dance Instructor(s) will be associate members of the board.
- 2.6 There must be a minimum of one member of the TA corps who is a class instructor.
- 2.7 There must be a minimum of one member of the TA corps who is not a class instructor.
- 2.8 The elected Teaching Assistant Representative is a member.

3. Executive and Officers

- 3.1 The Vice-President Internal of the Executive Council will chair the Instruction Board.
- 3.2 The Workshops Director of the Executive Council will be the Secretary of the board and record minutes.
- 3.3 In the absence of either the Chair or the Secretary, the Competitions Director will perform their duties.

4. Duties

- 4.1 Periodic recommendations to the Executive Council regarding the amendment of the:
 - 4.1.1 *Bronze Pin Test Act*
 - 4.1.2 *Class Schedule Act*
 - 4.1.3 *Competition Fund Act*
 - 4.1.4 *Code of Ethics Act*
 - 4.1.5 *Curriculum Act*
 - 4.1.6 *Formations Fund Act*
 - 4.1.7 *In-House Dance Competitions Act*
 - 4.1.8 *Instruction Board Act*
 - 4.1.9 *Music Policy Act*
 - 4.1.10 *Performance Act*
 - 4.1.11 *Teaching Assistant Act*
 - 4.1.12 *Teaching Assistant Representative Act*
 - 4.1.13 *Workshop and Dance Camp Act*
- 4.2 Recommend to the Executive Council on the formulation and amendment of the criteria needed to qualify as a Teaching Assistant, Class Instructor or Formation Team member.
- 4.3 Aid in the selection of teaching assistants of which at least 4 members must evaluate the TAs.
- 4.4 Recommend to the Executive Council on the formulation and amendment of the criteria for class evaluations.
- 4.5 Recommend to the Treasurer on the disbursement of the Competition and Formation funds.

5. Meetings

- 5.1 At the call of the Chair or Secretary of the Instruction Board.

6. Reporting

- 6.1 The Instruction Board shall report to the Executive Council after each meeting.
- 6.2 The Vice-President Internal shall present the Instruction Board's report to the Executive Council.