Vice President Finance / Secretary Treasurer Nominating Committee Terms of Reference

<table>
<thead>
<tr>
<th>Authority: Council</th>
<th>Date Ratified: January 31st, 2022</th>
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<tbody>
<tr>
<td>Previous Amendments: N/A</td>
<td>Date of Review: January 21, 2022 (CPRC)</td>
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<td>Next Review Date: February 2023</td>
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<td>Review Committees:</td>
<td>Delegates:</td>
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1) Objective
To ensure that the authority of nominating and selecting the Vice-President Finance / Secretary Treasurer is shared between Council and the Board through a highly specialized committee. And to ensure that said allocation of authority promotes a system of checks and balances whereby a mix of democratically elected individuals from various bodies have the final say in the nomination of the Vice-President Finance / Secretary Treasurer.

2) Vice President Finance / Secretary Treasurer Nominating Committee
   A. Mandate
      a. Coordinate promotion of the position of Vice-President Finance / Secretary Treasurer.
      b. Work with the Director of Human Resources to develop a standard of objective criteria for reviewing, interviewing, and selecting applicants.
      c. A quorum of not less than three (3) voting members, and the Director of Human Resources, shall be required to interview the applicants.
d. Upon reviewing all applications, the whole committee\(^1\) will select at least two (2), and no more than four (4) nominees to present to CUSA council.

e. Provide a detailed recommendation for each Vice President Finance / Secretary Treasurer candidate to Council for review and selection, outlining specific skill-sets, experience, and education that qualify the recommended candidates for the position.

B. Composition

i. Voting members

1. Incoming President, who shall serve as chair of the committee and vote only to break a tie;

2. One (1) outgoing CUSA Director, selected by lottery, or if there are no Directors, one (1) CUSA Councillor not seeking election in the same year, also selected by lottery;

3. Two (2) CUSA Councillors not seeking election in the same year, selected by lottery; and

4. One (1) Students-at-Large, selected by lottery of all applicants.

ii. Resource

1. Outgoing President

2. Outgoing Vice President Finance / Secretary Treasurer

3. Director of Human Resources.

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\(^1\) Meaning all voting members of the committee, and a majority of the resource members.