

STRATEGIC PLANNING GROUP TERMS OF REFERENCE

Corporation Members are responsible for the educational character, mission and solvency of their College under the Articles of Government.

The Strategic Planning Committee of the Corporation will:

1. Advise on the strategic direction for the College, including curriculum issues of a strategic nature.
2. Recommend the College's Strategic Plan.
3. Assess progress towards the broad objectives in the Plan.
4. Keep under review the College's Marketing operations.

MEMBERSHIP

1. Membership of the Group will comprise the Corporation Chair and Vice-Chair and Chairs of Finance and General Purposes Committee and Standards and Performance Monitoring Committee, together with two other members of the Corporation and the Executive Team. Where a member holds more than one of the above offices, the Corporation will appoint another member to join the Committee for the period of duplication.

QUORUM

1. Committees shall be quorate when 6 members are present. A minimum of 3 Corporation Members, excluding the Principal, will constitute the 6 referred to above.
2. If fewer than 3 members are present, the business may still take place but any decision will require ratification by the Corporation.

COMMITTEE CHAIR

1. The Committee will elect a Chair from their number in accordance with the procedure as specified in the Standing Orders of the Corporation. The term of office for the Committee Chair will normally be two years unless a vacancy occurs, when the post will be filled for the outstanding period of office of the outgoing Chair.
2. The Committee will not normally appoint a Vice-Chair.
3. If the Committee Chair is not present at the meeting, the members will elect a Chair for the meeting from amongst their number.

CLERKING ARRANGEMENTS

The Clerk to the Corporation will ensure that appropriate clerking arrangements are in hand for the Committee. Normally this will be the Clerk to the Corporation.

FREQUENCY OF MEETINGS

The Strategic Planning Group to meet at least three times per year in advance of the termly meeting of the Corporation and at such other time or place as may be determined by the Chair.

STANDING ORDERS

The Corporation Standing Orders will apply to the running of the Committee as appropriate.