

Policy Agreement - Advisory Council Agreement
by: UCSA Board and the Advisory Council (May, 2014)

The UCSA Board and the Advisory Council hereby agree that:

The AC Chair

1. The AC will appoint a Chair from its midst for the duration of a club year. It shall be announced at the first GA of the club year who will fill this position.
2. The Chair of the AC has responsibility for:
 - The well functioning of the AC and its internal communication;
 - The communication with the UCSA Board;
 - Scheduling meetings in cooperation with the UCSA Board;
 - Supervising the transition process of the UCSA Board and providing its assessment report, as described in article 18.5.b. of the Policy Manual;
 - Managing the installation and removal of AC members in cooperation with the UCSA Board;
 - Recommending a new Chair at the end of his/her term in cooperation with the UCSA Board and the AC members.

The Role of the UCSA Board

1. The UCSA Board has responsibility for:
 - Holding final responsibility for the AC – UCSA Board relations;
 - Keeping an updated list of all AC members including names, email addresses, and phone numbers. Also, specialties of AC members shall be listed;
 - Reaching out to the AC Board at the beginning of every club year, before the first GA, to discuss the installation and removal of AC members;
 - Balancing the AC with regards to specialties, positions, and any other related factor;
 - Keeping the AC informed regarding UCSA Board activities, including, but not limited to: End-of-semester reports, GA minutes, and UCSA Board – AC meeting minutes;
 - Scheduling meetings during the transition period as described in Article 18.5.a. of the Policy Manual;
 - Taking minutes during AC – UCSA Board meetings.

Members of the AC

1. It is preferred that all members of the AC are appointed, suspended and dismissed at the first GA of the club year.
2. Membership in the AC can be cancelled:
 - By the member itself at any given point in time. Nonetheless, three years should be the default duration.
 - By removal to be approved upon by a majority of the AC in cooperation with the UCSA Board. Proper reasoning for the removal shall always be provided.