POLICY NUMBER 2013-02-02
POLICY ON ORIENTATION GOVERNANCE
UNIVERSITY OF TORONTO ENGINEERING SOCIETY

ADOPTED: Oct 26, 2013

POLICY ON ORIENTATION GOVERNANCE

0. General

0.1. Purpose: to aid the Engineering Society in maintaining strong internal control over Orientation.

0.2. Overview: The Orientation Chair is the Project Director responsible for F!rosh Week as outlined in Bylaw 2 1.16. The Orientation Chair is overseen by the Vice President Student Life. The Orientation Chair directly oversees an approximately $100,000 budget, a group of 200 volunteers and the well-being of over 1000 incoming students. The Orientation Chair (or appointed delegates) represents the Engineering Society to the Faculty, other campus groups and divisions, and external stakeholders in the City of Toronto. Given the substantial amount of discretionary authority the Orientation Chair possesses and the vast number of volunteers involved with Orientation, it is necessary for the Engineering Society to remain actively involved throughout the process.

1. Appointed Members

1.1. All appointed members (Chairs, Sub-Committee Chairs, Head Leedurs etc.) must be approved by the Vice President Student Life and President of the Engineering Society.

1.2. Any appointed member of the Orientation committee (Vice Chairs, Sub-Committee Chairs, Head Leedurs etc.) may be recalled from the position at the discretion of the Vice-President Student Life.

2. Project Management

2.1. The Orientation Chair must provide a tentative schedule for Orientation to the Vice-President Student Life by the start of April.

2.2. The Orientation Chair must provide a written monthly update to the Vice-President Student Life at the beginning of every month in the summer. The update should include the following information:

a. Major milestones achieved in the past month
b. Updated budget
c. Contact information of all newly appointed members