



# Cheer Canada

## Scholastic & University Cheer Committee

### Terms of Reference

<b>Committee Name</b>	Scholastic & University Cheer Committee
<b>Chair</b>	Jennifer Guiney
<b>Composition (# Members, any details relating to selection process)</b>	<ul style="list-style-type: none"> <li>● Chair &amp; one other Board Member</li> <li>● School cheer coaches from across Canada, ideally comprised of all levels of scholastic cheerleading (Elementary, Middle School/Junior High, High School, Collegiate and University)</li> </ul> <p>The selection process will take knowledge, experience and geographic location into account to assure coast-to-coast representation.</p> <p>Members shall be appointed for a term of a minimum of one (1) year, with no term limits The Chair and Cheer Canada board member(s) listed are voting members of the committee. The Chair may invite other individuals, including technical experts to participate in meetings as necessary.</p>
<b>Preferred Number of Members</b>	Composed of a minimum of five (5) with a maximum of eight (8).
<b>Mandate</b>	To create a system to be implemented Canada-wide for all school cheerleading teams (K-12, Collegiate)
<b>Key Duties</b>	<ul style="list-style-type: none"> <li>● To update these rules annually before the start of the school cheerleading season.</li> <li>● Identify resources and information that would assist the development of school teams in provinces where there is little growth.</li> <li>● Identify training opportunities and web-based discussion forums that would benefit school teams.</li> </ul>

	<ul style="list-style-type: none"> <li>• Prepare and submit initiatives for consideration for inclusion in the Strategic Plan and budget for approval by the Board of Directors as requested.</li> </ul>
<b>Authority</b>	The committee will make decisions via vote, then propose action in the form of a recommendation to the Board. The Board may approve the recommendation, revise or send it back for further investigation.
<b>Budget</b>	There is no budget allocated for this committee at the time.
<b>Frequency &amp; Types of Meetings</b>	Meetings will occur as deemed necessary by the Chair, by phone or video conferencing or at the request of the Committee Chair. Participation in electronic communication will be necessary between meetings. Additional research, drafting and work will be regularly required outside of meeting times.
<b>Resources</b>	<ul style="list-style-type: none"> <li>• Provincial and International policies</li> <li>• NFHS/AACCA</li> <li>• NCAA/UCA</li> </ul>
<b>Reporting to Board</b>	The committee reports to the Board of Directors by submitting a report at a minimum of monthly. The Committee will maintain minutes of its meeting and will make those minutes available to Committee members and the Board of Directors.
<b>Duration of Committee Approval &amp; Conclusion</b>	These Terms of Reference were approved by April 11, 2019. The Board will review these Terms of Reference by June 1, 2020.

<b>Document Information</b>	
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<b>Version</b>	<b>Issue Date</b>	<b>Changes</b>
0.1	January 12, 2018	Initial Draft
1.0	February 1, 2018	Approved by Board
2.0	April 11, 2019	Removed completed tasks, changed meeting requirements to ad hoc