

POLICY NUMBER: 3016

POLICY TITLE: Ad Hoc Governance Committee Organization & Function

CLASSIFICATION: Board

DATE(S) AMMENDED/APPROVED: September 15, 2020; August 26, 2024; November 13, 2024

NEXT REVIEW DATE: 2027

PURPOSE:

To provide for the organization and function of an Ad Hoc CAHIP Governance Committee, such committee serving in an advisory capacity to the CAHIP Board of Directors to provide perspective and recommendations on issues relating to the governance of the Association.

POLICY:

The CAHIP President may establish an Ad Hoc Committee charged with reporting to the Board of Directors on matters regarding the governance of the Association.

PROCEDURE(S):

APPOINTMENT: The Committee shall be made up of a minimum of six (6) members including the President Elect and the Immediate Past President. The CAHIP President shall appoint members to the Governance Committee, subject to majority approval of the Board of Directors. Disregarding the President Elect and Immediate Past President, no members of the Governance Committee can be a sitting member of the CAHIP Board of Directors. The Committee will fall under the oversight of the CAHIP Immediate Past President and will coordinate its activities with the CAHIP President and Executive Director.

TERM: Except for the President Elect and Immediate Past President, terms shall be on a rotating 2-year basis. Each Committee member shall serve a two-year term until a successor has been appointed.

Terms shall be staggered so that at least one (1) new Committee member is appointed each year.

ASSIGNMENTS: The Governance Committee shall primarily focus on issues of governance improvements for CAHIP and work with the CAHIP Board of Directors and the Executive Director on issues or topics that arise or are formally assigned to the Governance Committee. The Governance Committee will also be responsible for:

- Recommending new By-Laws to the CAHIP President for discussion and approval by the CAHIP Board of Directors for subsequent approval by the Membership.
- Periodically reviewing and recommending to the CAHIP President amendments to the CAHIP By-laws; providing guidance to the Board of Directors and Membership regarding proposed By-laws amendments, their integration into existing By-Laws, their operational and strategic impact and any possible conflicts with other CAHIP Bylaws; and review any proposed amendments to CAHIP Bylaws brought by local chapters.
- Ensuring that amendments to CAHIP By-laws are reflected in model Chapter By-Laws and that they conform to existing CAHIP Policies and Procedures and provide a structure that suits the Chapter's current and anticipated needs.
- Conducting periodic comprehensive review of CAHIP Policies and Procedures that are sunseting and proposing new P&Ps that provide a structure that suits the Association's current and anticipated needs.
- Other assignments as directed by the CAHIP President.

REPORTING: The Committee will prepare reports on assignment finding and

recommendations

FINANCIAL IMPACT:

None.