
Governance Committee Report: Program Development Update

Prepared for the Executive Council – June 6, 2025

Purpose and Intent

The goal of the Governance Program is to create a written resource that:

- Clearly outlines the governance responsibilities of Executive Council members
- Tracks and prioritizes governance issues as they arise
- Supports education, accountability, and continuous improvement in our governance practices

This effort is not focused on introducing major policy changes but rather on deepening understanding, reinforcing compliance, and enabling regular engagement with key governance responsibilities.

Current Progress

We are partway through the foundational review phase, which involves close examination of the following documents:

- The Constitution
- The Bylaws
- The Executive Council Handbook
- The Standing Rules
- The updated 109-page Branch Manual (2024 edition)

This review is ongoing. As we move forward, we will also work in partnership with the Council parliamentarian to ensure that our procedures are consistent with both parliamentary principles and the organization's internal calendar.

Key Considerations

- Executive Council Onboarding: An initial proposal was brought forward to amend the bylaws and move up the start dates of newly elected Council

members and officers. However, after discussion at the most recent Executive Council meeting, there was strong consensus that enhancing and strengthening the onboarding process would be more effective than a policy or calendar change. Although onboarding does not fall directly under the Governance Committee's formal responsibilities, we recognize its critical importance and recommend cross-committee collaboration to build a structured, effective process.

- **Continuous Quality Improvement (CQI):** A long-term aim of this work is to establish a CQI model that enables us to track governance responsibilities and respond to emerging issues in a timely, transparent, and organized way.
 - **Regular Review Cadence:** The Governance Program will also include the development of a regular cadence and calendar for reviewing the organization's core governance documents, including the Constitution, Bylaws, Executive Council Handbook, and Standing Rules.
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Next Steps

- Continue document review and synthesis
 - Collaborate with the parliamentarian on alignment and compliance
 - Outline draft components of the Governance Program
 - Identify opportunities to support Executive Council onboarding in partnership with other committees
 - Develop a timeline for delivery of Governance Program deliverables, aligned with the Executive Council's meeting calendar and key organizational milestones
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