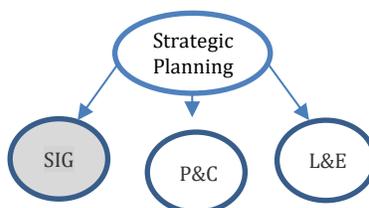


Science Atlantic Strategic Priority: Sustainable & Inclusive Governance (SIG) Subcommittee (A Subcommittee of the Strategic Planning Committee)

Terms of Reference

(Approved May 27, 2020)

What: The Sustainable & Inclusive Governance (SIG) Subcommittee is one of the three standing subcommittees of the Science Atlantic Strategic Planning (SP) Committee (Sustainable and Inclusive Governance Subcommittee; Partnerships and Community Subcommittee; and Leadership and Empowerment Subcommittee).



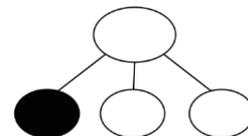
Purpose: The purpose of the SIG Committee is to prioritize, oversee, and evaluate activities that ensure that the organization meets the goals of sustainably fulfilling its legal, ethical, and fiduciary responsibilities, embracing an engaged and diverse community, and supporting its staff and members, as outlined in the 2018-2022 Strategic Plan (<https://sciatl.org/StratPlan2018-22>). It accomplishes this through policy development, resource management, and monitoring and evaluating Board and member activities.

Goal: To ensure a sustainable and inclusive governance that embraces an engaged and diverse community and includes the resources needed to ensure the organization's future.

Responsibilities:

- Establish measurable goals and objectives to assess progress in meeting Science Atlantic's strategic priority of sustainable and inclusive governance
- Prioritize, coordinate, and evaluate activities of the SIG action committees (listed below)
- On an annual basis, assess the achievements and activities of the organization against the goals and objectives established by the SIG Subcommittee
- As needed, recommend updates of SIG goals and objectives to the SP Committee
- Prepare an annual written report (August) to be included in the SP Committee's report for the Annual Members Meeting (November)





Action Committees: The SIG Subcommittee can create action committees to act on specific goals/initiatives as tasked by the SIG Subcommittee. The action committees currently identified (March 2020) are:

1. Membership
2. Policy Oversight
3. Human Resources
4. Finance and Resources

Reporting:

- One member of each action committee reports to the SIG Subcommittee
- The Chair of the SIG Subcommittee reports to the SP Committee

Authority:

- The SIG Subcommittee approves activities of the SIG action committees
- The SIG Subcommittee makes recommendations to the SP Committee

Membership:

- One Board member to act as Chair of the SIG Subcommittee and sit on the SP Committee
- The lead of each action committee
- Additional members at the Subcommittee's discretion, representing the diverse Science Atlantic community (i.e., disciplines, geographic locations, roles, external organizations, etc.)

Members are selected by the SIG Subcommittee in accordance with the criteria listed above. Nominations may come from Board, staff, and other Science Atlantic stakeholders.

Appointments are for a two-year term, renewable.

Commitment:

- The SIG Subcommittee meets virtually at least quarterly to assess progress of the action committees
- The SIG Chair participates in the AMM (November) (other members welcome)
- Discussion by email and contributions to documents as needed
- Participation in a SIG action committee (recommended)

Review of these Terms of Reference: These Terms shall be reviewed by the Strategic Planning Committee no less than every three years.

