



Canadian Society for Chemistry | **For Our Future**
Société canadienne de chimie | **Pour notre avenir**

Canadian Society of Chemistry (CSC) Board of Directors and Officers Roles – a general overview May 2018

Adapted from the Canadian Society for Chemistry Bylaws and Board of Directors Handbook: CSC Board Member's Terms of Reference, therein (Approved by CSC Board June 13, 2015)

Directors / Officers

President (1-year term)

Provides leadership to the CSC Board of Directors. Chairs the CSC Executive Committee. Accountable for leading, development and implementation of strategy and carrying out programs and services according to the bylaws and policies of the Board. Prepares to potentially serve a future term as Past-President. Presides over/member of selected committees, e.g., HR and compensation, strategy, finance and is a member of the Chemical Institute of Canada (CIC) Board.

Vice-President (1-year term)

Acts in the absence of the President. Member of the CSC Executive Committee. Learns duties of the President and key issues and works closely as a consultant and advisor to the President. Prepares to potentially serve a future term as President. Presides over/member of selected committees, e.g., strategy, governance and nominations, and awards.

Past President (1-year term)

Supports the current President. Works closely with the Executive Committee to advise and provides historical continuity. Member of the CSC Executive Committee. Chair of the governance and nominations committee for the CSC Board.

Treasurer (3-year term)

Responsible for the Finances of the CSC Board. Ensures proper accounting records and practices are in place and is responsible for the deposit of monies, the safekeeping of securities and the disbursement of the funds of the CSC. Member of the finance committee for the CIC.

Directors (3-year terms)

Accreditation

Promotes the concept of accreditation and encourages the involvement of all Canadian universities. Leads the development of criteria to qualify chemistry educational programs to be accredited by the

Board. Chairs the Accreditation Committee. Develops recommendations for accredited programs for ratification at the Board.

Awards

Deals with all policy and other matters arising in connection with awards presented by the CSC Board. Acts as chair of most CSC award selection committees and engages in CIC award selection committees as required.

Conferences

Reports to and advises the CSC Board on all matters relating to the CSC activities in organizing, sponsoring and participating in conferences and symposia. Ensures the efficient forward planning of the annual Canadian Chemistry Conference and Exhibition.

Industrial Liaison

Deals with all matters relating to the CSC Board's position on industrial strategy and research and development policy. Acts as a link to the chemical industry. Fulfills duties in collaboration with Directors of Industrial Liaison in the Canadian Society for Chemical Engineering (CSChE).

Local Sections

Provides a liaison and communication link between the Local Sections and the CSC Board. Fosters co-operation and information exchange among the Local Sections to help make their activities more effective. Fulfills duties in collaboration with Director of Local Sections in the CSChE.

Professional Status

Assists provincial professional organizations in the development of uniform national standards for the training and continuing education of chemical professionals and the ethical practice of chemistry.

Student Affairs

Acts as the link between the Board and the students in chemistry and related programs across Canada. Fosters the participation of the students in the activities of the society. Fulfills duties in collaboration with Director of Student Affairs in the CSChE.

Subject Divisions

Provides a liaison and communication between the Subject Divisions and the CSC Board. Provides guidance to the Subject Divisions to ensure continued participation, i.e., relevant symposia at the CSC Conference and encourages additional activities throughout the year within the Divisions. Fulfills duties in collaboration with Director of Subject Division in the CSChE.