

## **CUE (Canadian Universities Event) Committee**

The Canadian Universities Event (CUE) Committee has received a few inquiries from representatives from across Canada as to how they can join the committee going forward. After lengthy discussions as to the best way to (fairly) add representatives and what the format of the committee should be, the following was determined:

- In order to provide representation from across the country, the committee shall be comprised of the following number of representatives:
  - o 2 representatives from BC
  - o 1 representative from the prairies (including Alberta, Saskatchewan & Manitoba)
  - o 2 representatives from Ontario
  - o 1 representative from Quebec
  - o 2 representatives from the Maritimes (including New Brunswick, Nova Scotia, Newfoundland & Labrador, and Prince Edward Island)
- Each position will be for a term of two years
- Every year, positions will be filled, on a rotating basis, in order to provide historical knowledge of the planning & running of the event
- For the 2018 CUE committee, the following positions are available:
  - o 1 position for each of BC, Prairies, Ontario, Quebec and Maritimes
- If a CUE Committee member is unable to fulfill their committee duties, their position will be opened up for a new vote in the region they have left. Their position cannot be filled by a co-worker at from the leaving member's institution, however a co-worker can add their name to the vote
- Committee members must have participated in at least one CUE in British Columbia
- Each participating university from the prior year's CUE may have one vote for the new CUE Committee members
- Committee members may decide to run for their position again once their 2 year term is up
- Once regional representation has been decided, the committee members will be appointed to one of the following tasks:
  - o Scheduling
  - o Finance
  - o Communications & Marketing – external social media, gmail account responsibility
  - o Member liaison – communication with university representatives & organization of the resource book and acceptable course list
  - o Guidance Counsellor & Public Events – two positions
  - o Member at large – support the CUE mailing, printing of the resource book, etc
- Time commitment varies by position
- Voting will be held each Fall/early Winter, after the CUE has been completed, prior to the December holiday break
- Voting will be done anonymously through an online survey portal

Representatives who are interested in joining the CUE committee are asked to please submit their name, institution and a brief statement as to why they would like to join the committee to the [canadianuniversitiesevent@gmail.com](mailto:canadianuniversitiesevent@gmail.com) account no later than **January 29th**.

Self-nominations will be posted for voting for **two weeks** (candidate profiles will include all the requested information above). Once voting is complete, success candidates will be contact and an email to the CUE membership will be sent.

Any area that receives only one self-nomination will be acclaimed to the committee.