

STR AD-HOC COMMITTEE

ROLE OF THE CHAIR AND VICE-CHAIR

The responsibilities of the Chair include:

- Represent the committee by acting as a spokesperson as appropriate
- Start the meeting by calling the the meeting to order.
- When a vote is required, clarify and prompt the correct voting procedures and enact correct legal processes

The responsibilities of the Vice-Chair include:

- Stand in for the chair when they are absent
- Represent the committee by acting as a spokesperson as appropriate
- Respond to and assist with tasks requested by the Chair, facilitator, or other committee members