Committee proposal

 January 2015

Committees

Congratulations, you have made the first step into the creation of a new AUCSA committee. In order to become an AUCSA committee you need to send a proposal (guidelines to be found on the second page) to info@aucsa.nl. However, before proceed please check the prerequisites for new committees:

Prerequisites for New Committees

Article 11

1. There should not already be a committee with a similar purpose as the committee that is to be established.
2. The committee should serve the interests of a significant part of the student population. What is considered significant is left to the discretion of the AUCSA Board.
3. The committee should be an open organisation and it should serve a general social function.

Article 12

1. A prospective committee must present a proposal to the AUCSA Board. This proposal must make clear that the prerequisites as laid forth in Article 11 of this Policy Manual are fulfilled and should contain at least the following points:
	1. a clear outline of the purpose and profile of the committee;
	2. a number of activities and the way they can be organised;
	3. a preliminary agenda for at least one semester;
	4. a budget proposal;
	5. an indication of the number of people that showed interest in the proposed activities.
2. After receiving this proposal, the AUCSA Board will decide whether or not to give the committee official AUCSA status. The AUCSA Board can accept the establishment of the committee, in which case both parties will sign a committee contract. The AUCSA Board can also refuse the proposal with a written justification for this decision.
3. The AUCSA Board can advise the new committee with regard to changes to or improvements of the proposal, in which case a decision on approval of the new committee will be taken after the consideration of the revised proposal.
4. Any other conditions and arrangement required by particular committees are to be discussed with the AUCSA Board.

Proposal

Now that you have checked whether you are eligible to become a committee it is time to write a proposal. Below you can find questions that need to be answered in your proposal:

*If you hand in an elaborate proposal, the AUCSA will be better able to judge your potential as a committee. A rule of thumb: the more [details] the merrier!*

What is the name of the Committee?

Who will fill the main board positions (Chair, Secretary, & treasurer)?

*If there are other/more board positions indicate which positions and who will fill them.* *In special circumstances, one person can fulfil multiple positions.*

What is the purpose of the committee?

*Please make clear what the committee will try to achieve and what its goals are.*

What kind of activities would your committee like to organize and how often do you intend to organize them? What events are you planning for the coming year?

*Please sketch what sort of activities the committee will organise and provide a preliminary agenda of activities.*

What gap does your committee fill, and why is in necessary/beneficial to the AUC community?

*Elaborate on why your committee should be part of the AUCSA. Also address how it is different to other committees with similar goals/events.*

Give an indication of how many people are (approximately) interested in your committee and for how many people the committee would like to organize events.

*Please give an indication of the amount of people interested in these activities; how have you demonstrated interest/how will you demonstrate interest within the student body?*

Please attach a draft budget proposal for the coming semester (or full year, if possible).

*This is very crucial; this allows us to evaluate your expenditure in the context of the entire AUCSA budget.*