



World Council of Enterostomal Therapists (WCET)

An association of nurses (Reg. Charity 1057749)

www.wceton.org

CONSTITUTION ADVISORY PANEL

The Constitution Advisory Panel for the World Council of Enterostomal Therapists (WCET) ensures that the existing Constitutions facilitate the ease of operation of the organisational affairs of the World Council of Enterostomal Therapists (WCET) and comply with the Charities Commission requirements. In addition, the Constitution Advisory Panel shall:

- Review the existing Constitutions and solicit recommendations for amendments from the membership.
- Submit recommendations for amendments to the Executive Board and then to the membership for approval.
- Ensure that the activities of the WCET and the NNGF, where applicable, are conducted within the framework of the Constitutions.
- Arrange for all Constitutional changes to be forwarded to the Charities Commission. If changes to clause 2, 15, or 16 have been accepted by the membership vote, then such changes cannot be acted upon without the approval of the Charities Commission.

Terms of Reference for the Constitution Advisory Panel:

The Vice-President shall assume the responsibility as coordinator of the Constitution Advisory Panel and shall:

- ◆ Act as a liaison between the Advisory Panel and the Executive Board.
- ◆ Select a panel following the General Meeting in June 2010. This panel will serve until the General Meeting in April 2012.
- ◆ Henceforth submit a call for Constitution Advisory Panel members at least six (6) months prior to the General Meeting. Final selection will be made during the Biennial Congress.
- ◆ Select an Advisory Panel of not less than three (3) members who meet all of the following criteria:
 - Full Member of the WCET but not a member of the Executive Board
 - Experience or knowledge of constitutional matters and Robert's Rules of Order



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- Indicated in writing a desire to serve on the panel
 - Ability to converse in English
 - Willing to sign the Agreement to Serve form
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- ◆ Conduct the business portion of the Biennial General Meeting that deals specifically with any proposed amendments of the Constitutions.
 - ◆ Forward changes to the Constitutions to the Publications and Communications Chairperson for inclusion on the website.
 - ◆ Arrange for a meeting of the Advisory Panel during the Biennial Congress.
 - ◆ Collaborate with the panel to develop Goals and Objectives.
 - ◆ Submit an annual report to the Secretary prior to the non congress year Executive Board meeting.
 - ◆ Submit a biennial report to the Executive Board and to the Publications Chairperson for posting on the website.
 - ◆ Discuss all Advisory Panel projects with the Executive Board.
 - ◆ Review and update as needed the Terms of Reference for the Advisory Panel and the specific section in the Policy & Procedure manual.