

President of the College of New Scholars, Artists and Scientists

Responsibilities: As titular head of the College, the incumbent represents the College within the Society and to the public at large. The President has responsibilities with the College, and *ex officio* as a member of the RSC Executive Committee.

As President of the College, the President:

- presides at all Business and Council meetings of the College and at such other meetings as the College Council may determine;
- represents the College at Society and other public events;
- calls meetings of the Council of the College at predetermined times or as necessary, reviews and reports on the business of the College at Society and College meetings and, at regular intervals, checks that actions are being taken in accordance with routine or specific requirements;
- writes to or otherwise greets new Members and in-coming Officers of the College;
- acknowledges the contributions of retiring Officers and others who have contributed to the work of the College;
- receives, acts on or delegates to other Officers of the College responses to proposals, requests and questions from Members or those outside the Society in matters affecting the College;
- as agreed by the Council of the College, takes initiatives on behalf of the College;
- oversees initiatives include leading or participating in national or regional meetings of the Society or the College, stimulating contacts with other learned organizations in Canada and internationally, and organizing or participating in meetings or activities such as symposia, research projects, policy and public awareness, in coordination with appropriate committees or organizations of the College, Society or other bodies;
- assists the RSC Secretariat in responding to questions or proposals from Members of the College or the general public.

As a member of the Society Executive and Council, the President of the College:

- takes part in all standard activities of those bodies, including the Induction and Awards Ceremony for new Members and other ceremonies of the Society;
- ensures that the regular business of the College within the Society takes place in a timely fashion and that all actions and projects for which the College has prime responsibility are carried out;
- reports on these activities to the membership of the College and the Society by communicating with the College and Society Councils, at the ABM, and through newsletters and other channels as determined;
- prepares records of Council activities for publication in the Proceedings of the Society or as otherwise determined by the Society Council;
- negotiates the College budget and support for the College with the Society Executive;
- supervises, directly or by delegation, the use of funds, staff and resources designated for particular actions or projects for which the College has prime responsibility.