

Terms of Reference
Strategic Planning Committee
Updated July 2017

Role

Reporting to the ISPGR Board, the role of this committee is to identify, develop and recommend strategies, in alignment with the Society's Mission and Vision.

Responsibilities

- To establish a multi-year rotational pattern for ISPGR Congress(es) to ensure maximum opportunities in alignment with the goals of the Society
- To develop and/or consider proposals for the strategic growth of the Society including but not limited to the following potential scenarios:
 - Societal
 - New revenue opportunities
 - Social media
 - Congress/Conference
 - Partnering with existing organizations for joint congresses
 - Development of strategic initiatives to enhance the Congress
 - Merging of like-minded conferences
 - Adapting future congress plans based on relevant and valid input from members (i.e. survey results, lack of attendance)
 - Membership
 - Identifying addition or subtraction of member services
 - Member renewal and retention strategies and actions
- To establish, and review on a regular basis, Congress guidelines for:
 - Sponsorship involvement
 - Ethical program planning

Committee Composition

This committee will comprise:

- The ISPGR President who will serve as the chair.
- The ISPGR Vice President who will serve as the co-chair
- The ISPGR Treasurer
- The ISPGR Past President
- One current non-executive member of the ISPGR Board
- 2 - 4 ISPGR members-at-large in good standing, two of which are students

Regular committee members should have 5+ years as a member in good standing with ISPGR and/or with its strategic partners, have a vision in alignment with the ISPGR Board's goals for the growth of the Society and have attended at least 3 ISPGR congresses. The student members should have been an ISPGR member for a minimum of one year.

Meeting Frequency

It is expected that this committee will meet a minimum of two times per year (prior to the meeting of the Board of Directors), and that unless otherwise specified the meetings will take place by conference call

Remuneration

Members of this committee will serve in a volunteer basis.

Term and Succession

The Chair, Vice Chair, Past President and Treasurer serve for the duration of their term in office. Committee members serve a maximum of 4 years with membership reviewed and renewed at the annual Board of Directors meeting in the summer. Student members serve for a maximum of 4 years or until they no longer qualify as a student member, which-ever come first.

Other

This committee advises the board about strategic planning and criteria for new societal actions. Action is only taken following a majority vote by the board. This committee may research the financial implications of recommended actions, but may not expend or commit funds without approval by the Board of Directors.