

Proposed Terms of Reference

ODSA Ultimate Committee

The Ontario Disc Sports Association (ODSA) is creating an Ultimate Committee to engage the ultimate community in Ontario. The committee's proposed mandates are to: (i) oversee and advise on all aspects of ultimate competition in Ontario, including championships, coaching & player development; (ii) engage clubs in identifying common needs and provide recommendations to the Board of Directors on priorities and courses of action.

Composition

The Ultimate Committee will be comprised of representatives from all regions of the province, as well as three ODSA directors. One of the ODSA directors will chair the committee. The Committee will be a working group for members to contact in regard to ultimate related concerns in their respective regions and to work with the board on various projects.

The province will be divided into geographical regions, each with a representative who will advocate on behalf of that region's member clubs and/or teams. The committee members will be :

- Chair (an ODSA director)
- ODSA directors (2)
- East region rep
- North region rep
- Central region rep
- Southwest region rep
- Ottawa rep
- Toronto rep

Committee members will be chosen in such a way as to maximize representation of all members, including both recreational play (small, medium, and large size clubs) and competitive play (juniors, masters, mixed, open, and women's). It is expected that sub-committees will be formed to manage specific programs (eg. competition committee), as necessary.

Objectives

The objectives of the Ultimate Committee will be to:

- Engage Ontario ultimate clubs & teams to maximize member satisfaction
- Oversee and advise on all aspects of ultimate competition in Ontario (eg. championships, coaching, player development) through a Competition Committee
- Represent the interests of Ontario ultimate clubs & teams to the Board of Directors
- Assist in the development of future ODSA programs and initiatives
- Keep the ultimate community apprised of ongoing projects & priorities

Last revised: March 26, 2011

Deliverables

- The committee will conduct quarterly teleconference meetings. If appropriate, an annual face-to-face meeting will be arranged.
- Regional representatives will provide committee reports and meeting minutes to their respective constituents.
- Regional representatives will arrange meetings with their member clubs to discuss initiatives or issues as required.

Accountability

The Ultimate Committee, through its Chair, will report directly to the ODSA Board of Directors.

Duties of the Chair

- To arrange and call meetings of the committee
- To set each meeting agenda and arrange for meeting minutes to be produced
- Present the meeting minutes and report to the ODSA board of directors at the following board meeting

Other Details

- The chair of the Ultimate Committee will also participate in the quarterly President's Calls.
- Sub-committees of the Ultimate Committee may be developed for specific tasks and/or projects.

Proposed Timeline for Implementation

As part of the process of engagement with the Ontario ultimate community, and in collaboration with Ultimate Canada (UC), the following next steps are proposed:

1. March 26th -- Distribute the proposed Terms of Reference for the Ultimate Committee to Ontario clubs and Ultimate Canada for review and feedback.
2. March 27th - April 24th - Ontario clubs and teams to provide feedback on terms.
3. April 25th – May 6th - UC to host a conference call to follow up on the November Ultimate Ontario meeting and to discuss the proposed terms of reference for the ODSA Ultimate Committee.
4. Follow-up presidents' conference call - date tbd at above call