

CHARTER FOR DENVER GROUP SCHOOLS COMMITTEE

Approved August 10, 2016

The Denver Group Council (DGC) of the Colorado Mountain Club hereby charters the Denver Group Schools Committee (DSC) as a permanent autonomous committee of the Denver Group, as authorized by Article IX, Section 1, of the Denver Group Bylaws, with authority as specified in this charter.

It is the purpose of the DSC to provide leadership and support for the Denver Group schools and to represent the Denver Group schools program with the DGC and other entities.

Overall, the DSC has authority to manage the Denver Group Schools Program as a whole. This authority includes developing, administering, coordinating, and promoting the outdoor education programs, school support functions, and education-related resource consumption of the Denver Group. This authority does not extend to functions traditionally performed by the schools themselves.

I. Specific Functions The Denver Schools Committee will:

- a. **Represent Denver Group schools with organizations** such as the CMC board and its committees, the state CMC organization, Denver Group Council, American Mountaineering Center and other entities. This includes representing interests, promoting ideas, collaborating on projects, resolving problems, serving as a conduit for communication and implementing directives. With specific regard to the DGC, responsibilities include requesting ratification of new DSC members, submitting a budget, keeping the DGC/chair apprised of matters of significance such as new schools, significant change in schools, major initiatives, significant personnel matters (instructors and students) and incidents with the potential to reflect poorly on the Denver Group or CMC.
- b. **Respond to requests and suggestions** from schools and assist schools as needed.
- c. **Advise, facilitate, arbitrate and take action as deemed** necessary for the benefit of the Denver Group schools program including matters such as aligning common content, instructor training, sharing best practices, harmonizing the schools calendar, succession planning, budgeting, alignment of tuition among schools, marketing, instructor recruitment, safety and risk management.
- d. **Oversee or manage shared resources** such as the schools' web presence, a shared instructor rewards resource, the School/Seminar Director Resource Guide, and space for school gear storage.
- e. **Manage administrative powers** including approval of new schools and school directors, facilitation/arbitration of personnel matters referred by schools, and establishment of policies (guided by input from directors) as may be deemed necessary by the DSC.
- f. **Manage routine committee responsibilities** such as conducting regular DSC meetings, director meetings, and all-instructor meetings, communicating with directors and instructors, and publishing DSC meeting minutes.
- g. **Conduct long term strategic planning**, establish relationships with education departments in other CMC groups and outdoor recreation organizations, and pursue opportunities for community outreach as time permits.

II. Governance

a. Organization of the Denver Schools Committee

The Denver Group Schools Committee shall consist of a Chair and five voting members who are current or past school directors or senior instructors in a Denver Group school. The Chair of the Denver Group Schools Committee shall be appointed by the Denver Group Council Chair subject to confirmation by the Denver Group Council, will report directly to the Denver Group Council Chair and they shall communicate directly as needed. The DSC Chair is a nonvoting member except in the event of a tie, in which case the Chair may cast the deciding vote. The term of the DSC Chair shall be three years, renewable without limit.

The five voting members of the DSC shall be nominated by the DSC Chair and confirmed by the Denver Group Council as provided in the Denver Group Bylaws. The term of the DSC members shall be three years, renewable without limit.

The DSC Chair may create subcommittees of the DSC and appoint members to the subcommittees without confirmation by the Denver Group Council. Subcommittee members need not be members of the Denver Group or the CMC. Members of the Denver Group Schools Committee may be removed for cause. The resignation of a DSC member may be requested by the DSC chair for the following reasons:

- lack of participation in committee deliberations or projects
- violation of State Bylaws, Denver Group Bylaws, or the operating policies of either the CMC or the Denver Group
- violation of the CMC Code of Conduct
- other causes as may be deemed appropriate

Any committee member asked to resign may request a hearing before the DGC as part of the resignation process. Committee members may voluntarily resign before the end of their term by presenting their resignation in writing to the DSC Chair.

Policies and procedures established by the DSC shall be posted on the Denver Group web page and published as an appendix to the School/Seminar Director Resource Guide.

b. Budget

The Denver Group Schools Committee is authorized to spend Denver Group funds in support of its mission, subject to a budget prepared by the DSC in accordance with paragraph 12 of the Denver Group General Financial Policies and approved by the Denver Group Council. Unbudgeted expenditures may be approved by the Denver Group Council on a case-by-case basis. The DSC shall adhere to all financial policies of the Denver Group and the Colorado Mountain Club.