

REPORTING RELATIONSHIP

1. The committee is a standing committee of the Canadian Organization of Medical Physicists (COMP).
2. The Chair of the committee is a member of the COMP Board.
3. The chair will present a written report to the COMP Board prior to each in-person Board meeting and the Annual General Meeting of COMP.

PURPOSE

The Committee will:

1. promote and support the science of medical physics, for those within the profession.

RESPONSIBILITIES AND DUTIES

1. To coordinate and organize the work of COMP in respect to issues regarding scientific activities of medical physicists in Canada
2. To report regularly to the COMP Board, including a biannual report and presentation of recommendations and an annual budget for approval
3. To coordinate activities with other organizations of similar interests.
4. To develop and monitor relations with governmental science and funding agencies
5. To oversee the organization of the Annual Scientific Meeting.

MEMBERSHIP

The Committee is composed of:

1. a chair who is approved by the COMP Board for a term of three years;
2. the COMP Board vice-president;
3. the chair of the Annual Scientific Meeting
4. the scientific chair of the Annual Scientific Meeting
5. the Grants and Funding liaison
6. other members as required

RULES OF ORDER

1. The committee should meet a minimum of two times a year, either by teleconference or in person.
2. A quorum consists of the committee chair and at least three other members.
3. Summary minutes of meetings will be taken and all decisions shall be recorded.
4. The committee should function as far as possible by consensus, otherwise a majority decision will be respected. The chair shall have the deciding vote in the case of a tie. Recommendations to the COMP Board may also include a minority opinion.

BUDGET

An annual budget for the committee will be prepared and submitted to the COMP Treasurer.