



# Terms of Reference for the Discipline Committee

## Policy 2.3

<b>Section:</b>	Governance		
<b>Approved By:</b>	Council	<b>Public</b>	Yes
<b>Approved Date:</b>	March 28, 2014	<b>Review Schedule:</b>	Every 3 Years
<b>Effective Date:</b>	June 19, 2014	<b>Last Reviewed:</b>	September 2023
<b>Amended Date(s):</b>	September 17, 2020 September 15, 2023	<b>Next Review Date:</b>	September 2026

### Policy: Terms of Reference for the Discipline Committee

#### Purpose

A panel of the Discipline Committee of the College adjudicates specified allegations of professional misconduct and/or incompetence referred to it by the Inquiries, Complaints and Reports (ICR) Committee. The Discipline Committee makes independent decisions within its legislated mandate, and prepares reports for Council on its activities.

#### Responsibilities

1. At a hearing, panel members:
  - a. consider the allegations set out in the Notice of Hearing, hear evidence and ascertain the facts of the case
  - b. determine whether the allegation has been proved and the member has committed an act of professional misconduct or is incompetent
  - c. determine the penalty to be imposed, in the case of a finding
2. Evaluates and measures performance against any College plan or policy
3. Makes recommendations and provides advice on any discrepancies or areas that need improvement

4. Brings forward to Council any matter that the Committee deems relevant within its mandate

**Composition**

- At least two (2) Professional Councillors
- At least two (2) Publicly-Appointed Councillors
- At least four (4) Non-Council Committee Members

The Chair shall be appointed by the Council. Panel members for each hearing are selected by the Chair from the Discipline Committee members.

Each panel must be composed of at least three and no more than five persons: at least one Professional Councillor and two Publicly-Appointed Councillors. Three members of a panel, at least one of whom must be a Publicly-Appointed Councillor, shall constitute a quorum.

The Committee and the panels are supported by the Professional Conduct & Regulatory Affairs Director.