**Proposal for sub-committees**

Please read the below descriptions and overviews= of each possible sub-committee. Seniors will not be expected to join a sub-committee. The idea of sub-committees is that members will be expected to join at least one, but may join as many as they so choose. Each EBoard member will oversee one or more sub-committee. Sub-committees are designed to allow for members to become more involved with the various projects that take place within MERT. Today at GMM, we will be voting on the sub-committees as a slate. If the slate is voted up, EBoard will work on figuring out the finer details of the subcommittees. If the slate is voted down, EBoard will evaluate the reasons for doing so, and either scrap the idea or come up with a new proposal. Please note that these are all projects that already take place within MERT, this is just EBoard’s way of encouraging members to become involved as they so please.

**Operations**

*Constitution Committee:* The constitution in place is currently outdated. This committee will be focusing on working with EBoard to amend the constitution and make it fit the needs of our organization better. This will be a temporary committee, serving for next semester only.

**Training**

*MCI Committee*: The MCI takes place each fall semester. This committee would serve under the training department to help design, plan and implement the drill.

*CPR Training:* The responsibility of this committee would be to organize, plan and run CPR classes for both MERT members and individuals within the community.

NOTE: There may be a possibility for a future committee that would plan specific, smaller drills- including a spring drill.

**Equipment**

*Bunk Room Committee:* We have been given a specific bunk room budget. This committee will serve to decide what the budget will be spent on in order to make the space enjoyable for all MERT members.

*Inventory Committee*: This committee will be responsible for completing a monthly inventory of all disposable items that are used by R/C MERT.

**Secretary**

*Applications Committee*: The application process begins with the Fall activities fair and ends with last cycle of interviews. Members serving on the application committee would help the secretary run the activities fair, attend meet and greets, read applications and conduct interviews. The applications committee will serve only in the fall semester.

*Record Updating Committee:* Serving only once time after new members have been added to the organization, the record updating committee will be responsible for creating new folders for the NMOPers and filing away members who have graduated.

**Public Relations**

*Banquet Committee*: Members on the banquet committee will have the opportunity to assist the planning of the MERT Banquet in the spring.

*Member Events Committee:* Throughout the year, the PR department has introduced programs such as the 803-preceptor program and MERT dinners. These programs promote MERT bonding. In this committee, members will have the opportunity to assist with the planning of new bonding events.

**Webmaster/Scheduler**

*Webdesign/Press Committee*: The Webdesign/Press committee will work in conjunction with the Webmaster/Scheduler to brainstorm long-term projects for the R/C MERT website while keeping it up to date with other collegiate EMS websites. The committee members will be responsible for constructing news updates as they pertain to different aspects of our organization and for taking photographs to be uploaded to the website. The Webdesign/Press committee will also be charged with developing video projects to promote R/C MERT.

**QA/QI**

*Statistics Report*: This committee is for anyone who is interested in helping with the statistics report per semester. They will be working closely with the QA/QI chair to collect statistics from emsCharts and put them together in a document that presents them accordingly.