



South Asian Canadian Legacy Project

Committee Name: Advisory Group on BC Labour Movements Histories Research

Terms of Reference

Type: Ad Hoc Advisory

Purpose

Offer advise and support on creating historical documentation and promoting the dissemination of information South Asian Canadian involvement in labour movements in British Columbia.

Advocate and champion as ambassadors to the project.

Scope

In-Scope: Leading up to March 31, 2022, members will offer overall guidance and support on creating and promoting historical documentation of South Asian Canadian involvement in labour movements in British Columbia to SACLP staff and the BC Labour Heritage Centre (contractor).

Out-of-Scope: Decision making, day-to-day working of the project.

Authority

Members will offer advice, support, and recommendations which will be forwarded to the SACLP Project Management Team for consideration.

Membership

Individuals will be invited and appointed by the Director of South Asian Studies Institute to join as per their expertise and availability.

The Director will decide upon the number of members required and will appoint a Lead/Co-Lead to the advisory group.



**SOUTH ASIAN
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Meeting arrangement:

Meetings will be arranged by the Project Manager and will take place as needed in-person or by conference calls. (minimum of four meetings during the project cycle)

The Project Manager will prepare an agenda and upon approval from the Director, will distribute to the members at least one week before the scheduled meeting.

Communication by email/phone and other mediums will be available between meetings.

Reporting

The Advisory Group will report to the Director, South Asian Studies Institute.

Resources and budget

The members will volunteer their time and will not receive any remunerations.

The members will be reimbursed for out of pocket expenses incurred to attend meetings, such as lunch/dinner, parking and/or mileage.

Deliverables

The Advisory Group has a mandate to offer advice, support and make recommendations to create and promote historical documentation of South Asian Canadian involvement in labour movements in British Columbia.