

Risk Management and Purchasing Services

Risk Management Advisory Committee

SUBJECT: RISK MANAGEMENT ADVISORY COMMITTEE

PREAMBLE: Risk management is the process of planning, organizing, directing, and controlling the resources and activities of the University in order to cost effectively maximize positive outcomes and minimize the adverse effects of accidental losses. This includes risk control practices to ensure the safety and well being of the University and its community.

PURPOSE: The management of risk is a shared responsibility at all levels of the University. All departments and individual members of the University community are responsible for identifying and managing the risks associated with their activities and programs. The purpose of the Risk Management Committee is to provide the leadership and direction for individuals and departments to incorporate risk management practices into their decision making process.

MISSION: To educate, promote and facilitate risk management practices and due diligence by assisting the University community in designing programs to preserve and protect human, physical and financial assets be they on or off campus.

MEMBERS: **CHAIR – Vice-President Administration**

ACADEMIC TEAM

- Vice-President Academic and Provost
- University Secretary/General Counsel
- Chief of Staff and Director of Institutional Planning
- Vice-President, Francophone Affairs, Research and Graduate Studies
- Associate Vice-President Student Affairs
- Human Rights Advisor
- Dean, Social Sciences and Humanities
- Dean, Management
- Dean, Science and Engineering
- Dean, Professional Schools
- Director, Risk Management and Purchasing Services
- Assistant Manager, Risk Management
- Faculty, Human Kinetics
- Registrar
- Director, Midwifery Education Program
- Director, School of Nursing
- Director, Academic Staff Relations
- Director, Security
- Assistant to Director, Security and Parking

**OPERATIONS
TEAM**

CHAIR – Vice-President Administration

University Secretary/General Counsel
Chief of Staff and Director of Institutional Planning
Chief Information Officer
Director, Risk Management and Purchasing Services
Assistant Manager, Risk Management
Director, Security
Assistant to Director, Security
Director, Athletics
Director, Physical Plant
Director of Services
Manager, Active Living and Physical Education Facilities
Manager, Occupational Health and Safety
Manager, Health & Counselling Services

MEETINGS: Four meetings in total will be held per year. Two meetings of the general committee and one each of the Academic and Operations committees.

What is Risk Management?

Risk management aims to minimize risk-associated losses – that is, a Risk Management Advisory Committee would address accidents resulting in financial loss to the University, and would work on methods of preventing a recurrence of these incidents.

How does Risk Management differ from Occupational Health and Safety?

Obviously, it would be redundant to have two university committees addressing the same issues; therefore it is important to clearly define the role of our Risk Management Advisory Committee, assuring that their responsibilities do not overlap. While the goal of the Joint Health and Safety Committee is to provide a safe work environment for staff, it is the role of a Risk Management Advisory Committee to focus on a wider spectrum of risks and activities that may be prevented or deterred. The two committees do share a common goal that is providing a safer university environment, however the Risk Management Advisory Committee is particularly focused on minimizing liability risks.

How will the Risk Management Advisory Committee prioritize these risks/issues?

The Risk Management Advisory Committee will track claims and new exposures as well as monitor emerging trends to identify major areas of risk that are of concern to the University community. There are four major areas of risk or risk identifiers - **financial, strategic, hazard and operational**. Some risks are externally driven, while others are internally driven.

Examples of risk events include:

- **Financial** - loss of funding, cash flow, tuition stability and asset values
- **Strategic** - change in student needs, R & D, reputation, alliances, intellectual capital
- **Hazard** - public liability, bodily injury, infectious disease and natural disasters
- **Operations** - campus safety, information systems, student activities and regulatory environment