

## **EXECUTIVE COMMITTEE**

### **Terms of Reference**

1. To advise the Chair of the Board and the President in carrying out their functions and responsibilities.
2. To review, on a quarterly basis, on behalf of the Board specific reports related to the management of the University, including but not limited to:
  - Staff Changes
  - Health and Safety Matters
  - Legal Matters
3. To regularly review matters as related to University Governance and best practices as related to governance in the sector.
4. To review such other matters requiring Board action, and not falling within the terms of reference of other Board Standing Committees, and to make recommendations as appropriate to the Board.
5. When deemed necessary, between regular meetings of the Board, to exercise all the powers of the Board, except to repeal, amend or modify the University Act or bylaws or to appoint a President or Vice-President.

### **Composition of Voting Members**

8 Board members

President and Vice-Chancellor (ex officio)

Chair of the Board (ex officio)

Vice-Chair of the Board (ex officio)

### **Composition of Non-Voting Members**

2 non-voting Senate representatives (preferably one being a student)

University Secretary and General Counsel (ex officio)

Terms revised by the Board of Governors on June 24, 2011

Terms revised by the Board of Governors on February 16, 2001

Terms revised by the Board of Governors on June 12, 1992