

Board Executive Committee

Approval Authority: Board of Governors

Reports To: Board of Governors

Established: 2004 03 15

Amendments: 2013 05 10, 2014 05 09, 2020 03 20, 2022 05 12, 02 02 2023

1.0 Purpose

As delegated by the Board from time to time, the Executive Committee assists the Board in the performance of its responsibilities and shall:

- Provide oversight on the development, monitoring, and implementation the University's strategic plan, and
- Ensure that the Board has the opportunity to monitor the implementation of the Board-approved strategic plan on a regular basis.
- In exceptional circumstances, unusual or urgent matters that require an immediate decision, the Executive Committee shall exercise the full power of the Board to ensure the orderly flow of Board business and implementation of decisions.

Where decisions are made on behalf of the Board, the Chair or designate, shall communicate decisions in a timely manner to the Board.

Following any Board Executive Committee meeting, prepare a report to be received at the next meeting of the Board of Governors.

2.0 Responsibilities

Without limiting as described above, the Executive Committee shall:

- Act for the Board of Governors on matters requiring immediate attention in between meetings of the Board.
- Act for the Board of Governors on matters involving employment conditions, collective bargaining, and compensation, when required.
- Act as an advisory body to the Chair of the Board and the President with respect to governance and administrative issues.
- Oversee the performance, evaluation, retirement and compensation of the President and Vice Chancellor.
- Review annually the performance of the President

- Appoint and oversee the Search Committee through the process of the Reappointment, or Search and Appointment of the President.
- Receive from the President, the proposed performance goals and objectives for each forthcoming academic year for presentation and approval of the Board.
- Support the Board in fulfilling its responsibilities for executive management performance, strategic direction, and organizational quality and effectiveness.
- The Executive Committee may consider any other matters, which in the opinion of the Executive Committee, or at the request of the Board of Governors, would assist the Board of Governors in meeting its responsibilities.

3.0 Composition

The members of the Committee shall consist of the following:

- Board Chair
- Board Vice-Chair
- Chairs of the Standing Committees of the Board
- President (ex-officio)¹
- University Secretary (ex-officio) (non-voting)

4.0 Reporting

The Executive Committee is accountable to and reports to the Board.

5.0 Meetings and Quorum

The Committee shall meet at least quarterly and at the call of the Chair. All meetings of the committee are closed. A quorum shall consist of a majority of the members of the Committee.

Review Period: Annually or as required

Next Review: 2024-01

¹ The President shall be non-voting on matters related to President's performance, evaluation, and compensation.