

POLICY TITLE	Governance Policy Review Committee Terms of Reference – Ad Hoc
POLICY NUMBER	Number: G-1.4
POLICY TYPE	Governance
APPROVAL DATE	September 22, 2021
APPROVAL BODY	Board of Governors
REPLACES (IF APPLICABLE)	new
LAST UPDATE OR AMENDMENT OR REVIEW DATE	
NEXT REVIEW DATE	
HOLDER	President
RESPONSIBLE OPERATIONAL LEADER	
SUPPORTING DOCUMENTS	

GOVERNANCE POLICY REVIEW COMMITTEE TERMS OF REFERENCE – AD HOC

Terms of Reference

An Ad Hoc committee of the Board of Governors, the Governance Policy Review Committee is responsible for assisting the Board in fulfilling its Governance responsibilities by reviewing the Governance Policies of the Board. The Committee will provide recommendations to the Board.

Role

The Governance Policy Review Committee makes recommendations and/or delivers reports to the Board of Governors in the following areas:

1. Recommendation to Board of Governors for Approval

- a) Updates and revisions to the Board Governance policies;
- b) Recommendations for new Governance policies;
- c) Recommendations for the rescindment of Governance policies.

Membership

1. The Governance Policy Review Committee will consist of the Chair or Vice Chair, two other Board members appointed by the Board Chair, and the President. The membership may be increased at the discretion of the Board Chair.
2. All membership appointments will be for one year. Re-appointments are permitted.

Committee Operation

1. The committee will normally meet a minimum of four times a year. An annual schedule will be drawn up prior to the commencement of each academic year (September). Extra meetings may be added.
2. The committee will review one or two policies at a time.
3. The majority of the members of the committee will constitute a quorum.
4. The committee will seek consensus on decisions. If consensus cannot be reached, the Board will be presented with options to vote on.
5. Administrative support will be provided by the Executive Assistant to the Board.
6. Committee members will be expected to attend all meetings, including extra meetings.