

April 5, 2018

VICTORIA UNIVERSITY
MANDATE OF THE
EXECUTIVE COMMITTEE
OF THE BOARD OF REGENTS

1. Purpose

The purpose of the Executive Committee (“the Committee”) is to provide oversight of the responsibilities of the Board of Regents (“the Board”) by reviewing the strategic direction and resource planning of Victoria University (“the University”) including the assessment of opportunities and risks, and human resource policies, practices and agreements, including health and safety issues. The Committee will coordinate the work of the other standing committees of the Board, and deal with such other matters that come within the Board’s mandate not expressly within the purview of any committee. The Committee has the authority to act on behalf of the Board in relation to all matters arising between regular meetings of the Board.

2. Authority

The Committee is established pursuant to By-law Number One.

3. Membership

The Committee shall be composed of:

- (a) The Officers of the Board
- (b) The President of the University and the Principals of Victoria College and Emmanuel College (ex officio)
- (c) The Chairs of the standing committees of the Board
- (d) The President of the Victoria University Student’s Administrative Council
- (e) Such other members as the Board may from time-to-time determine.

The Chair of the Committee shall be the Chair of the Board.

4. Responsibilities

The Committee shall have the following responsibilities:

- (a) To work with and give advice to the President and senior officers of the University in the development and implementation of strategic, business and resource plans and the assessment of institutional risks and opportunities;
- (b) To review and approve human resource policies, practices and collective agreements of the University, including health and safety;
- (c) To coordinate the work and recommendations of the other standing committees of the Board taking action as necessary;
- (d) To review recommendations and reports coming from the standing committees to the Board and to take action as necessary in preparing the agendas for meetings of the Board;
- (e) To receive and review reports from the Governance and University Affairs Committee regarding the performance of the Board, its standing committees and each of its members;
- (f) To act with the authority of the Board in relation to all matters arising between regular meetings of the Board;
- (g) To assume such other duties as may be necessary from time-to-time to ensure the maintenance, growth and promotion of the University; and
- (h) To set up sub-committees and special task forces that may be required for specific tasks and projects.

5. Meetings of the Committee

The Committee shall meet with such frequency and at such intervals as it shall determine is necessary to carry out its duties and responsibilities, but not less than five times in each calendar year in order to prepare for forthcoming meetings of the Board.

6. Senior Compensation

The Committee will ensure that the performances of the President and the senior officers of the University are appropriately reviewed by a Compensation Sub-Committee consisting of the Chair, the Vice-Chair and the Treasurer of the Board.