1. ESTABLISHMENT AND AUTHORITY

The Board of Governors (Board) hereby establishes a standing committee called the Human Resources Committee as provided for in the Board of Governors Bylaws, and delegates to the Human Resources Committee the authorities set out in these Terms of Reference (TOR).

The Committee does not have decision-making authority except where, and to the extent that, such authority has been expressly delegated or assigned by the Board in these Terms of Reference or by a resolution of the Board.

All defined terms which are used, but not defined in these TOR, and which are defined in the Board of Governors Bylaws shall have the meaning given to such terms in the Board of Governors Bylaws.

2. PURPOSE

The Human Resources Committee will assist the Board of Governors in fulfilling its fiduciary responsibilities for all matters pertaining to personnel including oversight of policies affecting working conditions, collective bargaining, and the terms and conditions of employment, including salaries and benefits.

3. MEMBERSHIP

Chair
External Board member

Vice-Chair
Chair of the Board of Governors as *ex officio* (voting)

Voting Members
At least three (3) External Members, one member who shall be named as Chair
Chair of the Finance Committee as *ex officio*
President and Vice-Chancellor as *ex officio*

Resources
General Counsel and University Secretary
Associate Vice-President, Human Resources

4. RESPONSIBILITIES

Without restricting the generality of its role, and within its delegated authorities, the Human Resources Committee will:

Employee Labour Relations:

4.1 Approve bargaining mandates in respect of all bargaining units.

4.2 Approve ratification of collective agreements with each bargaining unit.

Non-Union Appointments and Reviews

President

4.3 Oversee the process for the recruitment, appointment and reappointment of the President, including approval of the compensation and benefits package offered to the President.

4.4 Approve any changes to the President's compensation and benefits package elements which are not provided generally to other executive members.

4.5 Annually receive and approve the priorities and goals established by the President for the following year.

4.6 Oversee the review and evaluation of the performance of the President, which shall take into account the self-assessment and the priorities and goals approved for the year under review.

Executive Members (Vice-Presidents and Vice-President Equivalent Positions)

4.7 Advise the President with respect to the appointment, extension, reappointment and dismissal of executive members.

4.8 Confirm and receive a succession plan for executive members.

4.9 Establishing salary ranges for the executive members.

4.10 Establishing the benefits package of the executive members and approving significant changes to this benefits package.

Other Non-Union Employees (Management / Exempt)

4.11 Establishing salary ranges for management and exempt employees.

4.12 Establishing the benefits package(s) of the management and exempt employee groups and approving significant changes to these benefits packages.

Reports and Advice

4.13 Receive information from the President regarding the strategic priorities linked to employee wellbeing, employee engagement, trends and compensation.

General

4.14 Approve, recommend, or discuss, as appropriate, policies and procedures within the Committee's role.

4.15 Approve an annual Committee work plan.

5. REPORT TO THE BOARD OF GOVERNORS

The Committee reports regularly to the Board of Governors with respect to its activities and decisions.

Approval History:

Approved by the Governance and Nominating Committee: June 9, 2025
Approved by the Governance and Nominating Committee: November 20, 2023
Approved by the Governance and Nominating Committee: May 26, 2021
Approved by Governance and Nominating Committee: September 23, 2020
Approved by the Board of Governors: May 25, 2020
Approved by Governance and Nominating Committee: May 14, 2019
Approved by Board of Governors: October 30, 2017