



**BOARD OF GOVERNORS
Academic & Student Affairs Committee**

Terms of Reference

Mandate

The mandate of the Academic & Student Affairs Committee is to support the University in achieving its strategic direction priorities in the areas of teaching, learning and research, to the extent that these are board-related areas. The Committee aims to assist the Board of Governors in its oversight of the effectiveness of specifically designated areas of academic affairs, including academic appointments, and of student affairs, including student enrolment, engagement and experience.

Academic Affairs:

The University has a bicameral governance structure, with the Senate being the University's senior academic governing body, its Board-approved Constitution enumerating the extent of its powers. Senate decisions and policies would typically be approved by placement on the Board consent agenda, given the governance diligence already completed by the Senate and the administration. Specific academic appointments call for board-level review, which is in the mandate of this Committee.

Student Affairs:

An exceptional university learning experience, in and outside of the classroom, is facilitated by intentional student affairs programs and services that contribute to: personal, social and vocational development; physical, mental and spiritual health and wellness; learning capacity and academic success; and academic persistence, progression and completion. These co-curricular programs and services are offered through centralized administrative and decentralized academic units, and they are critically important to institutional recruitment, retention and reputational goals. The Committee's mandate includes reviewing progress against student experience goals, monitoring the quality of the broader student experience, and recommending improvements falling within the purview of this Committee.

The Committee generally reviews and recommends to the Board for approval decision items, but has the authority to retain the services of professional advisors appropriate to fulfilling its responsibilities.

Composition

The Academic & Student Affairs Committee shall be composed of not less than three and not more than six members of the Board.

Duties and Responsibilities

The Committee is responsible for:

- a) Reviewing institutional measures and performance indicators for institutional priorities, including teaching, learning and research as well as student enrolment, retention, engagement and satisfaction goals;
- b) Monitoring the quality of the student learning experience, in and outside the classroom, for our diverse student population including historically under-represented and/or marginalized student groups;
- c) Reinforcing the importance of students as key stakeholders, and an exceptional student experience as a core consideration, in Board decision-making;
- d) Receiving and reviewing on behalf of the Board, the Academic Appointments Report as set out in the Board-approved University Policy Regarding Academic Appointments;
- e) Reviewing and approving on behalf of the Board, the appointment/reappointment of Associate Vice-Presidents, Deans and University Librarian in accordance with the Board-approved Senior Administrative Appointments Policy and Procedures, and to report such decisions to the Board;
- f) Receiving and reviewing on behalf of the Board, the annual report on academic program accreditation status;
- g) overseeing risks in areas within the Committee's mandate, as designated from time to time by the Finance, Audit, Investment & Risk Committee.

Governance

The Committee shall meet a minimum of three times per year.

One-half of the members of the Committee shall constitute a quorum.

The records of the Committee's decisions shall be maintained by the University Secretary in the form of supporting documents related to those decisions and/or minutes of meetings as appropriate.

The University Secretary will provide administrative support and serve as a resource and recording secretary for this Committee.

This is a standing committee of the Board of Governors.

Approved by the Board of Governors – November 22, 2016