



## **BACKGROUND and PURPOSE**

The Board of Governors established the Housing Action Plan Working Group in September 2016, for the time-limited purpose of developing faculty housing recommendations for the consideration of the Finance Committee and the Board of Governors. The Working Group was dissolved following presentation of recommendations to the Board of Governors in February 2017.

The Board of Governors reconstituted the Housing Action Plan Working Group (3) (HAP3) in September 2018, to further consider options for affordable housing and other faculty, staff and student housing issues, to provide feedback to the Stadium Road Neighbourhood and other planning processes, and to develop recommendations for the consideration of the Property Committee (jointly with the Finance Committee) and the Board of Governors.

## **MEMBERSHIP & PROCEDURES**

Membership of the HAP3 Working Group:

- Chair: Chair of the Board of Governors
- Vice-Chair: Chair of the Property Committee
- Chair of the Finance Committee
- Additional Governors at the discretion of the Chair
- Student Representative (AMS)
- Faculty Representative
- President and Chancellor (*ex officio* voting members)

Members are appointed based on qualifications and interest, availability of time to engage in the business of the HAP3 Working Group, and to avoid potential conflicts of interest.

The HAP3 Working Group Chair is responsible for the better conduct of meetings, including agendas, information processes, and oversight of reporting and action items.

The HAP3 Working Group Vice-Chair assumes the responsibilities of the HAP3 Working Group Chair in the absence of the HAP3 Working Group Chair, and may also be assigned additional tasks at the discretion of the HAP3 Working Group Chair.

The HAP3 Working Group will receive (through the Board Secretariat) additional and reasonable support for the assembly, assessment and reporting of information.

## **MEETINGS & QUORUM**

The HAP3 Working Group will meet according to a schedule jointly approved by the Board of Governors' Property Committee and Finance Committee.

Quorum will be 35% of the voting membership.

## **ACCOUNTABILITY**

Minutes of HAP3 Working Group meetings are approved at the next Working Group meeting or by means of electronic approval and are distributed as soon as practicable.

Minutes of closed sessions are distributed only to Governors and others authorized to attend such closed sessions and are confidential unless resolved otherwise by the HAP3 Working Group Chair.

The Chair of the HAP3 Working Group reports on discussion and any action taken at the next regularly scheduled joint meeting of the Property Committee and Finance Committee.

**In addition to the above, procedures and practices of the HAP3 Working Group are governed by Policy 93 (Open, Closed and *In Camera* Meetings of the Board of Governors) and associated *Committee Meeting Rules and Practices*.**

## **DISSOLUTION**

The HAP3 Working Group will be dissolved by joint resolution of the Property Committee and Finance Committee upon completion of tasks assigned by the Property Committee and Finance Committee.