



Board of Governors  
**EXECUTIVE COMMITTEE**  
**AGENDA**

Thursday, February 6, 2020  
4:35 p.m. to 4:46 p.m.  
UBC Vancouver  
Robert H. Lee & Family Boardroom  
The Robert H. Lee Alumni Centre  
6163 University Boulevard

1. Approval of Minutes	<b>DECISION REQUESTED</b> <b>IT IS HEREBY REQUESTED that the Executive Committee approve as circulated Minutes of the November 26, 2019 Executive Committee meeting.</b>
2. Streamlining Submissions and Presentations to the Board	A Guide, general template and eight custom templates have been developed. Meetings at UBC Okanagan and UBC Vancouver have been scheduled to walk through the Guide and general template, answer questions, and receive further input.  Once final input has been received, materials will be handed over to the Board Secretariat for implementation and maintenance. It is anticipated that all submissions will be in the new format for April 2020 Committee and Board meetings.

**CONSENT/INFORMATION AGENDA** Subject to Governor request for discussion

**DECISION REQUESTED**

**IT IS HEREBY REQUESTED that the Committee approve or receive for information (as indicated) the following items:**

**3. Executive Committee Terms of Reference**

Circulated for information: proposed Terms of Reference amendments as forwarded to the February 5, 2020 Governance Committee meeting for approval.