



---

<b>SUBJECT</b>	Update on Amendments to Committee Terms of Reference
<b>SUBMITTED TO</b>	People, Community & International Committee
<b>MEETING DATE</b>	November 21, 2023
<b>SESSION CLASSIFICATION</b>	Recommended session criteria from Board Meetings Policy: OPEN
<b>REQUEST</b>	For information only - No action requested
<b>LEAD</b>	Byron Thom, Governance Committee Chair
<b>SUPPORTED BY</b>	Karen Hakkarainen, Board Secretary

---

### EXECUTIVE SUMMARY

This briefing provides a status update on revisions to Terms of Reference for the Board's Standing Committees. These revisions are being undertaken in accordance with the recommendations of the Subcommittee to Review the Board's Committee Structure (the "Subcommittee") that were approved in principle by the Governance Committee in September 2022.

Work toward the implementation of the Subcommittee's recommendations commenced with the Board's dissolution in March 2023 of the Sustainability and Climate Action Committee.

In June 2023, an external consultant was engaged to assist with redrafting the Terms of Reference of the Board's Standing Committees, beginning with the Learning and Research, Governance and Employee Relations Committees. The Office of University Counsel has facilitated a process for the Executive team to provide feedback on the draft terms of reference and this feedback was provided to the Board Secretariat on November 06.

Next steps are to convene a meeting of the Governance Committee Chair (who is also chair of the Subcommittee), the Governance Committee vice-chair, University Counsel, the external consultant and the Board Secretary to review the feedback from the Executive team and determine how best to proceed with advancing the recommendations of the Subcommittee.