



**1. Mandate and Role of the Committee**

The GFC Executive Subcommittee on Governance and Procedural Oversight (Exec GPO) is a standing subcommittee of GFC Executive charged with Governance Procedural Oversight including delegations of authority, issues that arise with Meeting Procedural Rules, and regular 3-year reviews of GFC's Guiding Documents and terms of reference for GFC and GFC Standing Committees.

**2. Areas of Responsibility**

Review and recommend changes to GFC Executive Committee on:

- GFC and Standing Committee Terms of Reference
- Principles for GFC Standing Committee Composition
- Principles of GFC Delegation of Authority
- GFC Meeting Procedural Rules
- GFC Roles and Responsibilities of Members

**3. Composition**

**Voting Members (9)**

***Ex-officio (4)***

- President and Vice-Chancellor, or delegate, Chair
- Vice-Provost and University Registrar
- President, Students' Union
- President, Graduate Students' Association

***Elected by GFC (5)***

*Preference to GFC members concurrently serving on a GFC Standing Committee*

- 3 academic staff (A1.1, 1.5, 1.6, 1.7) from GFC (One member will be elected by the committee to serve as Vice-Chair)
- 2 appointed members of GFC

**Non-voting Members (2)**

- University Secretary
- GFC Secretary

**4. Delegated Authority from General Faculties Council**

*Should be reviewed at least every three years and reported to GFC.*

*None*

**5. Responsibilities Additional to Delegated Authority**

5.1 To conduct regular 3-year reviews of GFC's Guiding Documents and terms of reference for GFC and GFC Standing Committees.

5.2 To recommend to GFC Executive Committee on proposals for changes to:

- a. GFC and Standing Committee Terms of Reference, including delegations of authority
- b. Principles for GFC Standing Committee Composition
- c. Principles of GFC Delegation of Authority
- d. GFC Meeting Procedural Rules
- e. GFC Roles and Responsibilities of Members

**GFC EXECUTIVE SUBCOMMITTEE ON  
GOVERNANCE & PROCEDURAL OVERSIGHT**

Terms of Reference

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**6. Reporting to GFC**

The committee should regularly report to GFC Executive with respect to its activities and decisions.

**7. Definitions**

Academic staff - as defined by the [Recruitment Policy \(Appendix A\) Definition and Categories of Academic Staff, Postdoctoral Fellows, Academic Colleagues and Excluded Academic Staff](#)

Appointed members of GFC - Including Elected Students and Other Appointees as set forth in the [Post-Secondary Learning Act](#), Sec 23(d)

**8. Links**

[GFC Delegations of Authority](#)

[Principles of GFC Delegation of Authority](#)

[Principles for GFC Standing Committee Composition](#)

[GFC Meeting Procedural Rules](#)

[GFC Roles and Responsibilities of Members](#)

Approved by GFC Executive Committee: September 13, 2021