



BOARD OF GOVERNORS OF ATHABASCA UNIVERSITY FINANCE & PROPERTY COMMITTEE TERMS OF REFERENCE & MEMBERSHIP

1. Purpose

The Finance & Property Committee (the “Committee”) will assist the Board of Governors of Athabasca University (the “Board”) in its oversight of the financial plans, policies, investments, practices, and performance of the University and approved capital projects, including information technology projects.

2. Membership

The membership of the Committee shall include:

- Public Member, appointed as Committee Chair
- Chair, Board of Governors
- President
- 1 Student Member of the Board
- 1 Staff Member of the Board
- 3 Public Members of the Board

3. Responsibilities

Without restricting the generality of its role and within its delegated authorities, the Committee will:

Finance

- 3.1 Recommend to the Board approval of policies governing the University’s financial and budgetary matters;
- 3.2 Recommend to the Board approval of tuition and other fees;
- 3.3 Recommend to the Board approval of financial support for new academic programs;
- 3.4 Recommend to the Board approval of the annual Comprehensive Institutional Plan;
- 3.5 Provide input on assumptions with respect to the development of the annual operating and capital resource plans;
- 3.6 Recommend to the Board approval of the annual operating and capital resource plans;
- 3.7 Notify the Board of any concerns arising from its review of quarterly and year-end variance reports for information;
- 3.8 Recommend to the Board approval of any in-year revisions to the operating and capital resource plans;
- 3.9 Recommend to the Board approval of the Summary Capital and Infrastructure Plan;
- 3.10 Recommend to the Board approval of any transfer between or from net assets (reserve accounts);



- 3.11 Approve the University's banking resolutions;
- 3.12 Ensure that Statutory Filings and Payments have been made;

Investment

- 3.13 Recommend to the Board approval of policies governing investment matters;
- 3.14 Approve the External Fund Manager(s);
- 3.15 Appoint the Community Members of the Investment Advisory Group;
- 3.16 Approve the Terms of Reference for the Investment Advisory Group;
- 3.17 Notify the Board of any concerns arising from its review of the quarterly investment status updates and Annual Report provided by the Investment Advisory Group;
- 3.18 Ensure that investment activities comply with the Investment Policy;

Property and Information Technology

- 3.19 Recommend to the Board approval of long-range plans for development of physical assets and infrastructure, including information technology;
- 3.20 Notify the Board of any concerns arising from its review of ongoing status reports on new capital projects;
- 3.21 Recommend to the Board approval of land and real estate transactions including acquisition or sale, and licenses to use, leases and commitments of real property, facilities, or resources of the University;
- 3.22 Recommend to the Board approval of the acquisition, holding, leasing or disposition of real property by University associations identified in legislation; and

Intellectual Property

- 3.23 Recommend to the Board approval of Intellectual Property policies.