



BOARD SAFETY, HEALTH AND ENVIRONMENT COMMITTEE Terms of Reference

1. Authority

- a) The Board Safety, Health and Environment Committee (the "Committee") is created by and responsible to the Board of Governors (the "Board") of the University of Alberta (the "University")
- b) University Governance shall provide administrative support to the Committee.
- c) The Committee shall function in accordance with the Board's General Committee Terms of Reference.

2. Composition of Committee

- a) Voting Members appointed by the Board (ordinarily a maximum of 11 voting members)
 - (1) Two Board members from the membership categories identified by the *Alberta Post-Secondary Learning Act (the Act)* as *general public, alumni and Senate*
 - (2) A Board member from the membership category identified by the Act as *academic staff of the University*
 - (3) A Board member or designate from the membership category identified by the Act as *students nominated by the council of the students association*
 - (4) A Board member or designate from the membership category identified by the Act as *graduate student nominated by the council of the association*
 - (5) Board member or designate from the membership category identified by the Act as *member of the non-academic staff*
 - (6) Two members of the general public with specific expertise in the area of environmental health and safety.
 - (7) A member of the general public with specific expertise in the area of non-clinical community health
 - (8) The Board Chair, by virtue of office
 - (9) The President and Vice-Chancellor, by virtue of office
 - (10) The Chancellor, by virtue of office
- b) Non-Voting Officials appointed by the President
 - (1) Provost and Vice-President (Academic) or delegate
 - (2) Vice-President (Finance and Administration)
 - (3) Associate Vice-President (Risk Management Services)
 - (4) University Secretary
 - (5) Committee Secretary
 - (6) Other officers, as determined by the President
- c) The Board of Governors shall appoint the Committee Chair from the Committee membership category 2(a)(1), upon the recommendation of the Board Chair.

- d) The Committee shall designate the Vice-Chair from the Committee membership upon the recommendation of the Board Chair and the Committee Chair. The Vice-Chair undertakes and discharges all duties of the Chair in the absence of the Chair.

3. Mandate of the Committee

Except as provided in paragraph 4 hereof and in the Board's General Committee Terms of Reference, the Committee shall monitor, evaluate, advise and make decisions on behalf of the Board with respect to all matters concerning environmental health and the protection of the health, safety and security of the University community and the general public at the University as well as University student health and wellness. The Committee shall also consider any other matter delegated to the Committee by the Board.

Without limiting the generality of the foregoing the Committee shall:

- a) provide oversight regarding the environmental health, safety and security of the University community:
 - (i) approve University policies and procedures relating to environmental health, safety, and security issues and compliance therewith;
 - (ii) monitor University compliance with all relevant environmental health, safety and security legislation, regulations and University policies and procedures;
 - (iii) consider and make recommendations on matters pertaining to the University's interaction with government departments or agencies, such as other post-secondary institutions, dealing with environmental health, safety and security issues;
 - (iv) receive and review those elements of the Risk Management Services portfolio plan relevant to the mandate of the Committee;
 - (v) receive for information, review and provide recommendations on management or other reports relating to environmental health, safety and security incidents, trends and outcomes at the University or relevant industries;
 - (vi) receive for information, review and provide recommendations on annual reports from University of Alberta Protective Services, Environmental Health and Safety and the Office of Emergency Management; and
 - (vii) receive for information, review, and provide recommendations on management strategies and programs to create a culture of enterprise-wide risk management and compliance at the University relating to environmental, health, safety and security issues.

- b) provide oversight regarding student health and wellness initiatives and strategies on campus:
 - (i) review and approve University policies and procedures relating to student health and wellness issues;
 - (ii) receive for information, review and provide recommendations on management or other reports relating to student wellness trends and initiatives at the University;
 - (iii) receive for information, review and provide recommendations on management-led and other campus strategies and programs to create a wellness culture for University students;
 - (iv) monitor University compliance with all relevant student health and wellness legislation, regulations and University policies and procedures; and
 - (v) consider matters pertaining to the University's interaction with government departments or agencies, such as other post-secondary institutions, dealing with student health and wellness.
- c) annually provide advice to the President, through the Chair of the Board Human Resources and Compensation Committee, with respect to the responsibilities and performance (in relation thereto) of those Vice Presidents whose responsibilities are within the mandate of the Committee
- d) review and provide recommendations to the Board Audit Committee, with respect to the University's enterprise-wide risks and risk measures related to the Committee mandate.
- e) review on an annual basis the terms of reference for the Committee and recommend to the Board any required changes.

4. Limitations on delegation by the Board

The general delegation of authority by the Board to the Committee shall be limited as set out in this paragraph. Notwithstanding the general delegation of authority to the Committee as set out in paragraph 3, the Board shall make all decisions with respect to issues that pose or may reasonably be expected to pose significant risk to the health and safety of individuals and policies related thereto.

5. Reporting to the Board

As provided in the Board's General Terms of Reference the Committee shall regularly report to the Board on its activities and decisions including the University's compliance with respect to those statutory and regulatory responsibilities within the mandate of the Committee.

The Committee shall review, evaluate and provide information and recommendations to the Board where the Board is making decisions generally related to the Committee's areas of responsibility.

Decision History:

Date	Decision-Maker	Decision
2008-10-08	Board Safety, Health and Environment Committee	Recommendation to the Board
2008-11-07	Board of Governors	Approved
2011-02-15	Board Safety, Health and Environment Committee	Recommendation to the Board
2011-03-18	Board of Governors	Pending Approval
2011-09-27	Board Safety, Health and Environment Committee	Recommendation to the Board
2011-10-21	Board of Governors	Approved
2012-11-28	President / Chair of Board Safety, Health and Environment Committee	Addition to Non-Voting Officials
2013-09-24	Board Safety, Health and Environment Committee	Recommendation to the Board
2013-10-18	Board of Governors	Approved
2014-11-18	Board Safety, Health and Environment Committee	Recommendation to the Board
2014-12-10	Board of Governors	Approved
2015-09-30	Board Safety, Health and Environment Committee	Recommendation to the Board
2015-10-16	Board of Governors	Approved