

September 24, 2015

To: University of Alberta's Students' Council 2015/2016

From: Azhar R. Khan

Re: Board of Governor Undergraduate Representative Report (For September 29 Meeting)

Negotiating Changes to the Board of Safety, Health, and Environment Committee (BSHEC)

What are the Changes

I have been in communication with the BSHEC Chair, Steven LePoole, about making changes to the terms of reference for BSHEC. If you want to see what the current terms of reference are, please see my information item. Changes I am proposing to make include:

- **Voting Members-** to add a community health expert or to seek a community health expert when appointing one of the two general public members
- **Mandate of the Committee** – to include student wellness as something the Board should monitor, evaluate, advise, and make decisions on
- **Mandate of the Committee Duties** – to also receive information, review and provide recommendations from the Dean of Students

Purpose of the Changes

My reasons for the change include:

- For the first time allowing a subcommittee of the Board to oversee issues involving student wellness beyond a risk management standpoint
 - A culture change for the University
- A more effective means to deal with student wellness issues as this subcommittee receives much of the vital information that would assist in dealing with such problems
- Improves the Board's ability to advise and dictate actions towards administration
 - Less resources need to be spent by the SU to address student wellness issues
- A community health expert would give more qualified advice about student wellness with the information collected in BSHEC
- Dean of Students has information that would be relevant to student wellness issues
- It allows future students who will be a part of the Board to learn about how to best utilize SU resources in addressing student wellness issues



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) The Board Chair, by virtue of office
 - (8) The President and Vice-Chancellor, by virtue of office
 - (9) The Chancellor, by virtue of office
- b) Non-Voting Officials appointed by the President
 - (1) Vice-President (Finance and Administration)
 - (2) Associate Vice-President (Risk Management Services)
 - (3) University Secretary
 - (4) Committee Secretary
 - (5) 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. 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) approve University policies and procedures relating to environmental health, safety, and security issues and compliance therewith;
- b) monitor University compliance with all relevant environmental health, safety and security legislation, regulations and University policies and procedures;
- c) review and provide recommendations on the University's enterprise-wide risks and risk measures related to the Committee mandate.
- d) 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;
- e) receive and review those elements of the Risk Management Services portfolio plan relevant to the mandate of the Committee;
- f) 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;
- g) 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;
- h) 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; and
- i) 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