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
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