

## Summary of Board of Governors' Elected Student Positions

### What is the Board of Governors?

The Board of Governors (the Board) is one chamber of the two-chamber governance structure at OCAD University that is responsible for governing and managing the affairs of the University. The Board is responsible for the administrative and fiscal matters and the other chamber, the Senate, is responsible for academic matters. Some of the powers of the Board include determining the mission, vision and values of the University, appointing/removing the president, appointing/removing the chancellor, approving the annual university budget, and setting fees/charges for tuition and other services offered by the University. Details of these specific powers are set out in the [Ontario College of Art & Design University Act, 2002](#).

### Who is the Board of Governors?

The [Board of Governors](#) consists of members from the external community, including six individuals appointed by the Ontario government, two elected by the OCAD U Alumni, and ten by the Board itself. There are also eight internal Board members drawn from the OCAD U community, elected by staff, management and students as well as faculty members cross-appointed by the Senate. The President and the Chancellor are *ex officio* voting internal members.

### What are the Student Positions on the Board of Governors?

As part of the 28-member Board, there are current vacancies for:

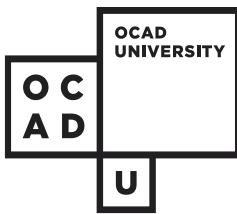
- one Undergraduate Student position, elected by registered full-time/part-time Undergraduate Students at OCAD U; and
- one Graduate Student position, elected by registered full-time/part-time Graduate Students at OCAD U.

Each of these student positions is for a two-year term or as long as the student is a member of that student group. (Each position is eligible for re-election for one additional two-year term as long as the student is still a member of that student group.)

### Who is Eligible to be Nominated for a Student Position on the Board of Governors?

To be eligible to be nominated for the Graduate Student position on the Board, you must:

- Be a registered full-time/part-time Undergraduate/Graduate Student at OCAD University; and
- Be at least 18 years old.



You must submit the (1) [candidate form](#), (2) a current resume, (3) a 100-word summary profile statement, including your program of study at OCAD U and why you want to be a Student Governor, and (4) three [nominator forms](#) from three OCAD U Undergraduate/Graduate student nominators (as appropriate to the position you are being nominated for) who support your nomination, to Tanya Bowes, Secretary to the Board of Governors via email by 4:00 p.m. EDT on September 9, 2024. Your summary profile may be posted on the Board election webpage to announce qualified candidates and is subject to review by the Board Secretary.

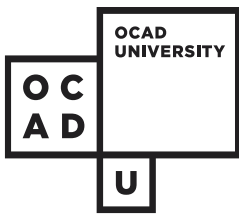
### **Why Be a Student Board Governor?**

- Have input on administrative and financial planning matters at OCAD U
- Represent your student peers to bring that perspective to the Board table
- Gain experience in a leadership and governance role
- Participate in major decisions at OCAD U
- Build bridges between the governing bodies and students at OCAD U
- Make connections with various representatives of the OCAD U community

### **What are the Responsibilities of a Student Board Governor?**

All members of the Board of Governors must adhere to these guidelines:

- Oversee the vision, mission and the implementation of the strategic plan of the institution adopted by the Board of Governors
- Be informed about the issues facing OCAD U and Ontario universities in general
- Prepare for meetings, seeking clarification of pending issues and any information not provided in the agenda package [distributed about a week in advance of meetings], to enable informed decision making
- Attend Board meetings and meetings of assigned Board committees faithfully, providing regrets in advance if attendance is prevented by some unforeseen occurrence
- Participate actively and openly in discussion, being respectful of the process, fellow members, and differing points of view
- Respect the principle of Board collegiality: an issue may be debated vigorously, but once a decision is made, it is owned by the entire Board
- Review the minutes of all meetings and note any errors or omissions promptly
- Recognize the distinction between the role of the Board to approve policy for the institution and the role of management to develop and implement policy and to oversee the day-to-day operations of the institution
- Recognize that the President or her/his express delegate is the primary spokesperson for management and that the Chair of the Board or her/his express delegate is the primary spokesperson for the Board



- Insist that the Board obtain outside expert advice whenever necessary
- Refrain from voting only when necessary

The Board of Governors generally meets **five times a year** (October, December, March, May and June) on a Monday of the month from 4:30 to 7:30 p.m. on the OCAD U campus. In addition, it holds a full-day retreat on a Saturday in late January and the Annual General Meeting is part of the December meeting.

**Regular attendance is expected of members** and the Board may declare a position vacant if a person fails to attend a majority of meetings over any 12-month period.

Student Board Governors may be assigned to one of four Board Committees that have student representation.

#### Audit, Finance and Risk Committee

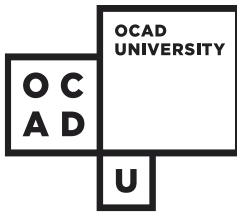
This Board Committee advises the Board on matters related to the planning, allocation, monitoring and evaluation of all financial resources of the University in keeping with its needs, purposes and strategic objectives, to ensure the appropriate controls and accountabilities exist within the University and are sound as they relate to finance, statutory and regulatory compliance, and financial policy requirements. The Committee also liaises among the external auditors, management, and the Board in its role of overseeing the review of the University's independent financial statement, pension and other required audits at least annually, and making all necessary recommendations on these matters to the Board. In addition, the Committee will assist the Board in its oversight of the University's risk management to ensure that appropriate processes are in place to identify, report, and control areas of significant risk to the University, including risk management frameworks, policies and strategies.

This Board Committee meets about five times per year and requires one student member of the Board to be on the Board Committee.

#### Human Resources Committee

This Board Committee deals with policy level issues related to the recruitment, retention and development of University employees and related human resources matters. Other areas of responsibility include policy-level issues regarding health and safety, and diversity and equity.

This Board Committee meets about four times per year and may require one student member of the Board to be on the Board Committee.



### Physical Resources & Capital Assets Committee

This Board Committee has responsibility for advising on alignment of capital and information technology infrastructure assets of the University with its strategic objectives, including its academic priorities. The Committee oversees campus planning and development activity with regard to prudent sustainability practices. It makes recommendations to the Board on leasing or acquiring new properties or major assets and the disposition of properties and major capital assets.

This Board Committee meets about three times per year and may require one student member of the Board to be on the Board Committee.

### Brand and Business Development Committee

The Brand and Business Development Committee will be responsible for consideration of institutional brand strategy and revenue generation, including recruitment and enrolment strategy, and institutional reputation; and review of and advice on current and future business initiatives of the university.

This Board Committee meets about four times per year and may require one student member of the Board to be on the Board Committee.

For more information on the Board and its Board Committees, please read [OCAD U Board of Governors General By-Law No.1](#).

### KEY DATES

**Nomination Period:** May 6, 2024 to September 9, 2024

**Nomination Deadline:** Nominations close at 4:00 p.m. EDT on Monday, September 9, 2024

**Candidates Announced:** By Wednesday, September 11, 2024

**Election Period (Electronic Voting):** Wednesday, September 11, 2024 to Wednesday, September 18, 2024 at 4:00 p.m.

**Election Results Announced:** By Friday, September 20, 2024

*Still have questions? Contact Tanya Bowes, Board Secretary by email at [tbowes@ocadu.ca](mailto:tbowes@ocadu.ca).*