

Campus Planning Committee Terms of Reference

Mandate

The Campus Planning Committee (“the Committee”) strives to strengthen and enhance the Board of Governors’ roles and responsibilities and is advisory to the Board. The role of the Committee is to provide governance on behalf of the Board regarding the planning and use of the University’s land and building assets. The Committee also makes recommendations to the Board which ensure that property and facilities development is aligned with policies, principles and strategies

Composition

Upon the recommendation of the Board Chair, the Committee shall be comprised of:

1. Committee Chair (voting)
2. Board Chair (ex-officio, voting)
3. Board Vice Chair (ex-officio, voting)
4. President and Vice-Chancellor (ex-officio, voting)
5. Chancellor (ex-officio, voting)
6. No less than eight (8) voting members of the board, a majority of whom shall be public or alumni members.

The Committee Chair will be appointed as per the Board Bylaws.

Resources

The Office of University Governance shall be a resource to the Committee, specifically relating to governance, logistics and record keeping for the Committee. Additional resources to the committee are the President and Vice-Presidents, and General Counsel, as required.

If the Board or Committee determines that an External Advisor or an External Committee Member with particular expertise is needed to participate on a Committee, the Board may choose to appoint such persons as additional resources.

Duties and Responsibilities

The Committee shall fulfill the following duties and responsibilities in keeping with the Committee Mandate:

A. Campus Planning

1. Identify and assess strategic risks and opportunities associated with facilities and land and recommend for approval to the Board policies as required.
2. Recommend for approval to the Board the multi-year Campus Master Plan, including the budget to support the plan. Monitor the execution of the Campus Master Plan and recommend to the Board corrective action when required.
3. Identify the impact of the Campus Master Plan on the wider community, and ensure collaboration occurs with different levels of government regarding campus and facilities development.
4. Provide guidance and recommendations to the Board relating to current and future facilities, land, buildings, and infrastructure that support the University’s strategic objectives.
5. Advise and assist the Board with its external and community relations strategy to support the campus planning objectives of the University.

B. Property

1. Make recommendations to the Board regarding the acquisition or disposal of University property, the acquisition or construction of new space, the major renovation of existing space, or the decommissioning or disposition of existing space.
2. Monitor the progress of capital projects and other significant related matters.
3. Oversee performance and management of The MacEwan University Land Trust.
4. Review annual Naming Opportunity Plans.
5. Review and approve honorific and philanthropic naming proposals of physical entities and, if necessary, recommend revocation of names of such entities to the Board for approval.

C. Policy and Other Matters

1. Review and approve changes to existing University policies relating to the Committee's mandate as set out in the University's Policy Document Framework and identified in Appendix A.
2. Review and recommend new University policies relating to the Committee's mandate,
3. Consider risks associated with items before the Committee and make recommendations to the Board.
4. Consider other matters at the request of the Board.

Workplan Development

The Committee will develop an annual workplan for recommendation to the Board of Governors for approval.

Accountability

The Committee shall report its discussion to the Board by maintaining minutes of its meetings and providing an oral report at each Board meeting.

Terms of Reference Review

The Committee will review its Terms of Reference annually and recommend to the Board of Governors any required changes.

Approved: December 18, 2026

Next Review: October 2026

Policies delegated to the Campus Planning Committee for approval

- Facilities – Whole Life Cycle Sustainability

History

06.15.2023	MOTION # Policy delegation approved by the board.
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