

**Human Resources Committee**

**Membership:**

President and Vice-Chancellor  
 Four other members of the Board (except Board members who are also employees of the University)

**Resource persons:**

Provost and Vice-President (Academic)  
 Vice-President (Administration)  
 Executive Director, University Governance (University Secretary)  
 Associate Vice-President (Human Resources)

**Duties:**

The role of the Human Resources Committee is to provide oversight of, and review and make recommendations to the Board of Governors on matters regarding the University’s human resources.

1. Review and recommend to the Board approval of material changes to policies related to recruitment, retention, termination, professional development, compensation (except the President), diversity, discrimination and harassment prevention, and health, safety, and wellness affecting the faculty and staff of the University.
2. Annually recommend to the Board approval of compensation for out-of-scope employees, including economic adjustments and performance compensation.
3. Review and recommend to the Board approval of the general economic parameters that will inform collective bargaining.
4. Review and recommend to the Board approval of the collective agreements.
5. Receive for information the annual pension reports provided to members of the Academic and Administrative Benefits Committee and the Non-Academic Benefits Committee.
6. Receive for information an annual report regarding workforce demographics.
7. Receive for information the annual reports related to human resources services.
8. Review and recommend to the Board approval of the terms of reference for the Joint Pension Investment Committee, the Non-Academic Benefits Committee and the Academic and Administrative Benefits Committee, including any changes in its membership.
9. Annually review its terms of reference and recommend changes to the Board as appropriate.

**Annual Work Plan and Reporting:**

<b>Key Agenda Items/Activities</b>	<b>Sept</b>	<b>Dec</b>	<b>Mar</b>	<b>May</b>	<b>Jul</b>	<b>At least annually or as required</b>
Terms of Reference and work plan update – for approval	√					

<b>Key Agenda Items/Activities</b>	<b>Sept</b>	<b>Dec</b>	<b>Mar</b>	<b>May</b>	<b>Jul</b>	<b>At least annually or as required</b>
Annual Academic Workforce Demographics report – for information	√					
Collective Agreements Annual Status Update – for information	√					
Reporting on senior Admin/Academic appointments and/or searches – for information	√					
Annual University of Regina Workforce Demographics – for information		√				
Annual Health, Safety and Wellness Report – for information			√			
Economic adjustment for out-of-scope – for approval				√		
Academic and Non-academic pension plan – Annual Report – for information				√		
Performance based salary adjustments for out-of-scope – for approval				√		
Respectful University Services Annual Report – for information					√	
Labour relations updates – for information						√
Environmental Scan for upcoming collective bargaining – for information						√
Pension and SERP amendments (including governance changes) – for approval						√
Pension and benefit committees member appointments – for approval						√
Terms of reference for the Joint Pension Investment Committee, Non-Academic Benefits Committee and the Academic and Administrative Benefits Committee – for approval						√
Collective Agreements update and approval – as required						√
Human Resources policy revisions/changes – for approval						√
Employee Engagement Survey results and follow up report – for information						√