

## **Trust & Endowment Committee**

### **Terms of Reference**

#### **Membership:**

The five members of the Trust & Endowment Committee shall be:

- The Vice President (Administration);
- The Associate Vice President (Human Resources);
- The Associate Vice President (Finance);
- The Financial Analyst (Accounts Payable, Banking & Trust) in Financial Services (ex-officio);
- An individual appointed by the Board of Governors. The appointment continues to be served by Dr. Jim Tomkins.

#### **Duties:**

The responsibilities of the Trust & Endowment Committee shall pertain to the administration of the assets of the University's Trust & Endowment Fund. Specific duties include:

1. To monitor investment performance of assets and of investment managers.
2. To receive and review periodic financial and administrative reports.
3. To report to the Board of Governors at least once annually on the investment performance of the Trust & Endowment Fund.
4. To review and update as necessary the Trust & Endowment Fund's Statement of Investment Policies and Goals (SIP&G), usually annually.
5. To make recommendations to the Board of Governors regarding proposed changes to the SIP&G or to investment managers.
6. To maintain all committee records; including minutes, agendas, reports, etc.
7. To undertake any other duties specified by the Board of Governors.