



Saint Paul University

Board of Governors¹

Committees

Approved by the Board of Governors March 1, 2017

Revised March 27, 2019

Next revision March 27, 2021

¹ On January 31, 2018, and effective April 1, 2018, the Council of Administration approved the use of “Board of Governors” instead of “Council of Administration,” and “Bureau des gouverneurs” instead of “Conseil d’administration,” and this without modifying official documents such as legislative or other legal documents. The University is in the process of updating the terminology on its website and in its publications. Notwithstanding, the old terminology may still appear, especially in official documents. In these cases, the old terminology has the same meaning as the new and should be interpreted as being equivalent.

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² **Key:** REC: Rector; SEC GEN: Secretary General; VRA: Vice-Rector, Administration; VRAR: Vice-Rector, Academic and Research.

Part 1 – Board of Governors Permanent Committees
Partie 1 – Comités permanents du Bureau des gouverneurs

Executive Committee
Comité exécutif

Membership		Established: Statutes of SPU 2009 Revised: March 27, 2019
<p>Under the responsibility of the Rector, the Executive Committee is composed of the following ex-officio members:</p> <ul style="list-style-type: none"> • the Rector; • the Vice-Rector, Academic and Research; • the Vice-Rector, Administration; and • the Secretary General. <p>The usual term is three years.</p>		
Mandate		
<p><u>Status</u></p> <p>1. The Executive Committee is a permanent committee of the Board of Governors. Its four members are the University’s chief administrators and constitute its executive under Article 16 b. of the <i>Statutes of Saint Paul University</i> (2009) and University Regulation ADM 102. The Executive Committee assists the Rector in carrying out his or her responsibilities.</p> <p><u>Mandate</u></p> <p>2. Oversee the day-to-day affairs of Saint Paul University according to approved budgets, existing policies, and regulations approved by the appropriate authorities.</p> <p>3. Assist the Board of Governors in the performance of its duties.</p> <p>4. Approve faculty engagement (hiring), renewal of faculty contracts, tenure appointments, faculty promotions and sabbatical requests, except for problem cases, under the authority delegated by the Board of Governors to the Executive Committee retroactive to December 12, 2012, according to the Board of Governors decision of March 1, 2017.</p> <p>5. Approve the hiring of University support staff for budgeted positions.</p> <p>6. Propose University regulations as needed, for consideration by a permanent committee of the Board of Governors.</p>		
<p><u>Quorum</u></p> <p>7. Three (3) of the four (4) committee members are required for quorum.</p>		
<p><u>Frequency of Meetings</u></p> <p>8. Weekly.</p>		

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Board of Governors Advisory Committee
Comité consultatif du Bureau des gouverneurs

Membership		Established: BG 30 May 2018 Revised: March 27, 2019
<p>The Committee is composed of six members.</p> <ul style="list-style-type: none"> • the president of the Board of Governors (who presides); • the vice-president of the Board of Governors; • the president of the Audit Committee; • the president of the Finance Committee; • the president of the Governance and Nominations Committee; and • the Rector. <p>The Committee can add other members as it deems necessary and appropriate.</p>		
Mandate		
<p><u>Status</u></p> <p>1. This Committee is a permanent advisory committee of the Board of Governors (BG).</p> <p><u>Mandat</u></p> <p>2. This Committee’s mandate is to:</p> <ul style="list-style-type: none"> a. Advise and assist the President on sensitive, complex and emerging issues and initiatives; b. Develop a succession plan for the president and vice-president positions; and c. Carry out the Rector’s annual performance review and to set performance objectives for the coming year. <p><u>Quorum</u></p> <p>3. The quorum is said to have been met if the President and a majority of members are present.</p>		
<p><u>Frequency of Meetings</u></p> <p>4. The Committee meets at least once a year to carry out the Rector’s performance review and as required.</p> <p>5. The Committee reserves the right to hold a closed session with external members only when required.</p>		

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Governance and Nominations Committee
Comité de gouvernance et de nominations

Membership		Established: April 20, 2011 Revised: March 27, 2019
<p>Under the responsibility of the Rector, the Committee is composed of the following members of the Board of Governors:</p> <ul style="list-style-type: none"> • two or three members (external or internal) of the Board of Governors (BG), one of the external members whom acts as Chair, recommended by the Committee and appointed by the BG for a renewable one-year term; • <i>(optional)</i> a member of the public who is not on the Board of Governors; • the Rector; and • the Secretary General. <p>The usual term is three years.</p>		
Mandate		
<p><u>Status</u></p> <p>1. The Governance and Nominations Committee (“Committee”) is a permanent committee of the Board of Governors (BG) reporting directly to the BG.</p> <p><u>Powers and Functions</u></p> <p>2. To the extent deemed necessary, assess, comment upon and recommend to the BG on the following:</p> <ul style="list-style-type: none"> a. The structure of the BG and its committees; b. The process for evaluating the effectiveness of the BG and its committees; c. The mix of skills and competencies required on the BG and its committees. <p>3. Approve the orientation and training policies of BG and Committee members.</p> <p>4. Support the selection process for BG members.</p> <p>5. Recommend potential candidates for nomination to the Board of Governors of the University of Ottawa (eight positions nominated by SPU) in anticipation of vacancies.</p> <p>6. Recommend to the BG potential candidates for nomination to BG committees.</p> <p>7. To the extent deemed necessary, develop and recommend to the BG the implementation of governance principles and guidelines as well as policies to assist the BG in the performance of its duties.</p> <p>8. Review and recommend to the BG the regulations proposed by the Executive Committee, as well as regulations to assist the BG in the performance of its duties, and recommend their implementation to the BG (if a University regulation is submitted by another committee for approval by the BG, the Governance and Nominations Committee need not review the regulation).</p> <p>9. Monitor the attendance of BG members at meetings of the BG and its committees, and provide comments to the BG, if necessary.</p> <p>10. The Committee can seek assistance from University personnel or from consultants to carry out its functions as it deems necessary and appropriate.</p>		

Quorum

11. The majority of external members of the Board of Governors and a member of the Executive Committee. In the event of a tie, the Chair has a casting vote (BG 29/04/2015).

Frequency of Meetings

12. The Committee meets at least two weeks before every meeting of the Board of Governors, and reports annually to the BG at one of the BG's regular meetings.

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**Finance Committee
Comité des finances**

Membership		Established: April 2011 Revised: March 27, 2019
<p>Under the responsibility of the Vice-Rector, Administration, the Committee is composed of the following members:</p> <ul style="list-style-type: none"> • <i>ex officio</i>: Vice-Rector, Administration; • <i>ex officio</i>: Director, Financial Services; • two or three members (external or internal) of the Board of Governors, one of the external members whom acts as Chair, recommended by the Committee and appointed by the BG; and • (<i>optional</i>) a member of the public who is not on the Board of Governors. <p>The usual term is three years.</p>		
Mandate		
<p><u>Status</u></p> <p>1. The Finance Committee (“Committee”) is a permanent committee of the Board of Governors (BG) reporting directly to the BG.</p> <p><u>Budgetary and Financial Planning and Oversight</u></p> <p>2. Regularly review the University’s financial statements.</p> <p>3. Regularly review the implementation of the current budget and assists in the preparation of the next budget.</p> <p>4. Periodically review the University’s investment portfolio.</p> <p>5. As appropriate, make recommendations to the BG on budgetary and financial matters, including the University’s financial regulations.</p> <p>6. Advise the Vice-Rector, Administration on financial matters.</p> <p><u>Quorum</u></p> <p>7. The majority of external members of the Board of Governors and a member of the Executive Committee.</p>		
<p><u>Frequency of Meetings</u></p> <p>8. The Committee meets at least three times per year, and reports annually to the BG at one of the BG’s regular meetings.</p>		

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**Audit Committee
Comité d'audit**

Membership		Established: April 2011 Revised: March 27, 2019
<p>Under the responsibility of the Vice-Rector, Administration, the Committee is composed of the following members:</p> <ul style="list-style-type: none"> • <i>ex officio</i>: Vice-Rector, Administration; • <i>ex officio</i>: Director, Financial Services; • two or three external members of the Board of Governors, one of whom acts as Chair, recommended by the Committee and appointed by the BG for a renewable one-year term; and • (<i>optional</i>) a member of the public who is not on the Board of Governors. <p>The usual term is three years.</p>		
Mandate		
<p><u>Status</u></p> <p>1. The Audit Committee (“Committee”) is a permanent committee of the Board of Governors (BG) reporting directly to the BG.</p> <p><u>Planning and Preparation of the Audit</u></p> <p>2. Review with the auditors the scope of the audit for the current year, including areas where the auditors have identified a potential risk of error in the financial position or results of operations.</p> <p>3. Assess whether the organization’s staff is providing the auditors with all they help they need.</p> <p>4. Examine any weaknesses in control mechanisms revealed by the previous year’s audit, and determine whether all practical steps have been taken to address them.</p> <p>5. Approve the auditors’ annual “engagement letter,” including fees and honorariums.</p> <p>6. Make recommendations to the Board of Governors regarding budget and financial audits, including University regulations.</p> <p><u>Accounting Systems and Internal Controls</u></p> <p>7. Stay informed of changes to financial and internal control systems implemented during the year.</p> <p>8. Stay informed of major financial risks incurred by the organization and of the effectiveness of control mechanisms implemented to minimize their potential impact.</p> <p>9. Review how the organization’s pension plan is controlled.</p> <p><u>Annual Financial Statements</u></p> <p>10. Examine the annual financial statements, with particular attention to the following areas:</p> <ul style="list-style-type: none"> a. The relevance of the choice and application of accounting policies, especially if a policy is controversial; b. The procedure in place to justify special or exceptional operations; and c. The reasonableness of significant estimates made by the administration with regard to the figures appearing in the financial statements. 		

11. Stay informed of changes to professional standards and regulatory requirements.
12. Recommend the approval of the financial statements by the Board of Governors.
13. Review the Annual Report to ensure its consistency with the financial statements.

Results of the Audit

14. Examine the auditors' proposed report on the financial statements, in light of discussions of the financial statements.
15. Examine the auditors' "letter to management" identifying weaknesses in internal control procedures and other areas.
16. Meet privately with the auditors (without members of the University administration) to identify any issues that should be brought to the Committee's attention, such as:
 - a. A lack of collaboration on the part of the University administration, or disagreements with the administration;
 - b. Attempts to limit the scope of the audit; and
 - c. Estimates or irregularities that could be detrimental to the institution.

Appointment of External Auditors

17. In accordance with University Regulation FIN 311 – *External Audit of Saint Paul University*, the Audit Committee selects the external auditors.

Quorum

18. Two external members of the Board of Governors and a member of the Executive Committee.

Frequency of Meetings

19. The Committee meets twice a year, and reports annually to the BG at one of the BG's regular meetings.

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**Pension Plan Committee
Comité de régime de retraite**

Membership		Established: Nov. 17, 2010 Revised: March 27, 2019
<p>Under the responsibility of the Vice-Rector, Administration, the Committee is composed of the following members:</p> <ul style="list-style-type: none"> • <i>ex officio</i> and Chair: Vice-Rector, Administration; • <i>ex officio</i>: Director, Human Resources; • one person appointed by the Saint Paul University Faculty Association; • one person appointed by the Administrative Support Personnel of Saint Paul University (ASPSPU) represented by the Ontario Secondary School Teachers’ Federation (OSSTF); and • one peer-appointed person representing University management. <p>The term starts on June 1 and ends on May 31 for a period of three years.</p>		
Mandate		
<p><u>Status</u></p> <p>1. The Pension Plan Committee (“Committee”) is a permanent committee of the Board of Governors (BG) reporting directly to the BG, in accordance with the statutes approved by the BG on March 23, 2016.</p> <p><u>Mandate</u></p> <p>2. Conduct an annual review of the Pension Plan investment policy.</p> <p>3. Review the Pension Plan statements and make recommendations to the Executive Committee.</p> <p>4. Promote understanding of the Pension Plan.</p>		
<p><u>Quorum</u></p> <p>5. The quorum for any meeting of the Pension Plan Committee shall be the two <i>ex-officio</i> members and at least two elected members.</p>		
<p><u>Frequency of Meetings</u></p> <p>6. The Committee meets quarterly, and reports annually to the BG at one of the BG’s regular meetings.</p>		

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**Research Ethics Board
Comité d'éthique de la recherche**

Membership		Established: April 24, 2013 Revised: March 27, 2019
<p>Saint Paul University confirmed its full compliance with the <i>Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans</i> (TCPS) as amended from time to time by a resolution of its Board of Governors (BG) on May 16, 2012. The TCPS provides for the creation of a Research Ethics Board (REB) that reports to the BG. The REB is composed of five members who have at least one of the following qualifications:</p> <ul style="list-style-type: none"> • two members with expertise in relevant research disciplines, fields and methodologies of Saint Paul University; • a member versed in ethics; • a member versed in law when it comes to evaluating research projects that have a biomedical component; and • one community member with no affiliation with the institution. <p>The BG also appoints a substitute member for each member, in case of inability to attend a meeting. Each member is appointed for a term not exceeding five years. The mandate may be renewed.</p>		
<p><u>Status</u></p> <p>1. In accordance with the TCPS and with University Regulation ASA 412: <i>Research Ethics Board and Responsible Conduct of Research</i>, approved by the BG on April 24, 2013. The BG, at its meeting of September 18, 2013, appointed the Chair and the members of the REB, as well as the five substitute members to attend in the absence of a core member,.</p> <p><u>Mandate</u></p> <p>2. Review all requests under the TCPS.</p> <p><u>Quorum</u></p> <p>3. Quorum is obtained at three members. In the case of a project with a biomedical component to review, the quorum is set at four members.</p> <p><u>Frequency of Meetings</u></p> <p>4. As required. No meeting has been required since the adoption of Regulation ASA-412, since projects with minimal risk need not be submitted to the Research Ethics Board (evaluation of such projects being delegated to the REB Chair alone).</p>		

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OMI/SPU Joint Advisory Committee
Comité mixte consultatif OMI/USP

Preamble

Over the last 15 years, the governance of Saint Paul University has developed best practices, policies and understanding to reflect the respective responsibilities of the Oblates of Mary Immaculate, the Senate, the Board of Governors, and the Executive Committee.

As a Catholic University, the specific responsibilities of each body are described in one or more of the following documents: *Civil Charter* (1933, as amended); *Statutes of Saint Paul University* (2009); *Sapientia Christiana* (1979); *Ex Corde Ecclesiae* (1990); the *Code of Canon Law* (1983); and the *Agreement between Saint Paul University and the Congregation of Missionary Oblates of Mary Immaculate* (2001).

The University's day-to-day life is governed by its mission statement and strategic plan, providing common ground for responsible service within the university community.

Experience has shown that responsible governance requires clear role differentiation, transparent communication, and mutually supportive decision making. The exercise of responsible and differentiated roles requires consultation and the collective identification and resolution of tensions and conflicts. Significant changes and developments can and do occur. The importance of the University's future and the need to preserve our rich heritage with regard to the demographic realities of the Oblates of Mary Immaculate are the *raison d'être* of the OMI/SPU Joint Advisory Committee.

OMI/SPU Joint Advisory Committee
Comité mixte consultatif OMI/USP

Membership		<p>Established: BG – September 27, 2017, and OMI Notre-Dame-du-Cap Province – October 31, 2017 Revised: BG - March 27, 2019</p>
<p>The Committee is composed of four members:</p> <ul style="list-style-type: none"> • two members appointed by Saint Paul University’s Board of Governors (BG); and • two members appointed by the Council of the Notre-Dame-du-Cap Province. <p>The four members choose a Chair from among themselves. The usual term is three years.</p>		
Mandate		
<p><u>Status</u></p> <p>1. Given the canonical and statutory links between Saint Paul University and the Congregation of the Missionary Oblates of Mary Immaculate and the resulting responsibilities of each of the parties concerned, the Board of Governors of the University and the Council of the Province representing the Congregation decided by mutual agreement to create the OMI/SPU Joint Advisory Committee. The committee makes recommendations based on consensus.</p> <p><u>Mandate</u></p> <p>2. Strengthen the links between the Oblates and Saint Paul University.</p> <p>3. Evaluate the terms of statutory and actual co-responsibility and, in particular, review the documents associated with these responsibilities, such as the <i>Agreement between Saint Paul University and the Congregation of Missionary Oblates of Mary Immaculate</i> (2001) and the <i>Statutes of Saint Paul University</i> (2009).</p> <p>4. Propose solutions to further the actualization of the mission, and act to protect and perpetuate the University’s Oblate identity.</p> <p><u>Quorum</u></p> <p>5. Quorum is obtained at three of the four Committee members.</p>		
<p><u>Frequency of Meetings</u></p> <p>6. At least twice a year.</p>		

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Board of Governors Member Selection Committee
Comité de sélection d'un membre du Bureau des gouverneurs

Membership		Established: October 26, 2016 Revised: March 27, 2019
<p>In the event of a vacancy on the BG, or when it is deemed advisable to appoint new members, the Secretary General shall notify the BG and see to the establishment of a BG Member Selection Committee composed of the following members:</p> <ul style="list-style-type: none"> • the Chair of the BG, who chairs the Committee <i>ex officio</i>; • the Rector of the University (or his/her delegate); • the Provincial (or his delegate); and • two members appointed by the BG, at least one of whom is a member of the Governance and Nominations Committee. <p>The Committee may appoint other members if it deems it appropriate to do so.</p>		
Mandate		
<p><u>Status</u></p> <p>1. The BG Member Selection Committee (“Committee”) is a permanent committee of the Board of Governors.</p> <p><u>Mandate</u></p> <p>2. Meet to put forward the names of candidates for membership on the BG.</p> <p>3. Create a short list of candidates to be interviewed.</p> <p>4. Share observations and recommendations with members of the BG.</p> <p>5. On presentation by the Committee Chair, the BG votes on whether to accept the candidate as a member of the BG.</p> <p><u>Quorum</u></p> <p>6. Quorum is obtained at a minimum of three members of the BG Member Selection Committee, including the Chair for formal interviews.</p>		
<p><u>Frequency of Meetings</u></p> <p>7. At least once a year.</p>		

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Part 2 – Board of Governors Ad Hoc Committees
Partie 2 – Comités ad hoc du Bureau des gouverneurs

Consultative Committee on the Renewal of the Rector’s Mandate
Comité de consultation sur le renouvellement du mandat de recteur/rectrice

Membership		Established: October 26, 2016 Revised: March 27, 2019
<p>At least one year before the Rector’s mandate ends, the Provincial Superior of the Notre-Dame-du-Cap Province of the Missionary Oblates of Mary Immaculate (“the Provincial”) and the Chair of the University’s Board of Governors (BG) jointly appoint a member of the BG as the person responsible for the consultation on the reappointment of the Rector. The Chair of the BG also asks the Saint Paul University Senate to appoint a member of the Senate to participate in this process together with the person responsible for the consultation.</p> <p>Thus, the Committee is composed of the following two members:</p> <ul style="list-style-type: none"> • one member appointed jointly by the Provincial Superior of the Notre-Dame-du-Cap Province of the Missionary Oblates of Mary Immaculate (“the Provincial”) and the Chair of the SPU Board of Governors; • one member appointed by the SPU Senate. 		
Mandate		
<p><u>Status</u></p> <p>1. The Consultative Committee on the Renewal of the Rector’s Mandate (“Committee”) is an ad hoc committee of the Board of Governors.</p> <p><u>Mandate</u></p> <p>2. Consult the incumbent Rector, the members of the BG and the Senate, and the Provincial.</p> <p>3. Inform the Provincial and the BG of the results of the consultation.</p> <p><u>Quorum</u></p> <p>4. The two Committee members.</p> <p><u>Frequency of Meetings</u></p> <p>5. As required.</p>		

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Rector Recruitment Committee
Comité de recrutement de recteur/rectrice

Membership		Established: October 26, 2016 Revised: March 27, 2019
<p>This committee is struck as needed to recruit a rector. Twelve months before the end of the Rector’s term of office, or as soon as known, the Provincial Superior of the Notre-Dame-du-Cap Province of the Missionary Oblates of Mary Immaculate (“the Provincial”) and the Chair of the University’s Board of Governors (BG) jointly announce the opening of the position to the University’s teaching and non-teaching staff. The Rector Recruitment Committee is composed of:</p> <ul style="list-style-type: none"> • the Provincial (or his delegate); • two members of the BG, appointed by the BG; • one member of the Executive Committee (“EC”), appointed by the EC; • one dean and one professor representing Canon Law and Theology, appointed by the Senate; • one dean and one professor representing Philosophy and Human Sciences, appointed by the Senate; • one member of the management staff, appointed by the EC; • one student, appointed by the Saint Paul University Students’ Association; and • one person from outside the University, appointed by the Provincial after consultation with the BG. <p>The Committee members choose a Chair from among themselves.</p>		
Mandate		
<p><u>Status</u></p> <p>1. The Rector Recruitment Committee (“Committee”) is an ad hoc committee of the Board of Governors.</p> <p><u>Mandate</u></p> <p>2. Oversee the recruitment process.</p> <p>3. Draft and propose a desired candidate profile.</p> <p>4. The Committee Chair consults the members of the Senate.</p> <p>5. The Committee Chair informs the BG and the Provincial of the results.</p> <p><u>Quorum</u></p> <p>6. For interviews, at least six members of the Committee.</p> <p><u>Frequency of Meetings</u></p> <p>7. As required.</p>		

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Committee for the Recruitment of an Executive Committee Member
Comité de recrutement de membre du Comité exécutif

Membership		Established: October 26, 2016 Revised: March 27, 2019
<p>A few months before the end of the incumbent’s term of office, or as soon as known, the Rector, after consulting the Provincial, announces the opening of the position to the University’s teaching and non-teaching staff. The Committee for the Recruitment of an Executive Committee Member is composed of:</p> <ul style="list-style-type: none"> • the Rector (Committee Chair); • one member of the BG, appointed by the BG; • one dean, appointed by the Senate; • one professor representing a faculty other than that of the dean, appointed by the Senate; and • one member of the management staff, appointed by the Executive Committee. <p>The Rector may, at his or her discretion, appoint up to three other members to ensure fairness or representativeness or to contribute specific expertise.</p>		
Mandate		
<p><u>Status</u></p> <p>6. The Committee for the Recruitment of an Executive Committee Member (“Committee”) is an ad hoc committee of the Board of Governors.</p> <p><u>Mandate</u></p> <p>7. Oversee the recruitment process.</p> <p>8. Draft and propose a desired candidate profile.</p> <p>9. Create a short list of candidates to be interviewed. This is a structured interview which members of the Committee may attend if they wish. The Rector asks for feedback from the members who participated.</p> <p>10. The Rector consults the members of the Senate.</p> <p>11. The Rector informs the Provincial Superior of the Notre-Dame-du-Cap Province of the Missionary Oblates of Mary Immaculate (“the Provincial”) and the Chair of the University’s Board of Governors (BG) of the results of the consultation, together with his or her own recommendation. If they accept the recommendation, the BG appoints the successful candidate by virtue of an explicit delegation from the Provincial.</p> <p><u>Quorum</u></p> <p>12. For interviews, at least four members of the Committee, including the Rector.</p>		
<p><u>Frequency of Meetings</u></p> <p>8. As required.</p>		

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Theology Renewal Committee
Comité sur le renouveau de la théologie

Membership		Established: BG October 25, 2017 Revised: March 27, 2019
<p>The Committee is composed of a minimum of six members. It is co-chaired by the Dean of the Faculty of Theology and another person appointed by the Board of Governors. The other members are:</p> <ul style="list-style-type: none"> • one professor representing the Faculty of Theology; • one professor representing the School of Transformational Leadership; • one representative of the bishopric; and • representatives appointed by the Provincial Superior of the Oblates of Mary Immaculate. 		
Mandate		
<p><u>Status</u></p> <ol style="list-style-type: none"> 1. Reflecting the historical and current importance of theology within Saint Paul University and the interest in this area shown by a large segment of the academic community, the Theology Renewal Committee investigates directions that allow theology to address new needs and challenges, in order to enrich the mission of the University. <p><u>Mandate</u></p> <ol style="list-style-type: none"> 2. The mandate of the Theology Renewal Committee (“Committee”) is to consider: <ol style="list-style-type: none"> a. the renewal of theology and the general orientation of all undergraduate and graduate programs (i.e., not only those offered by the Faculty of Theology) that relate directly or indirectly to theology, taking into account the missionary interests of the Oblates; b. the implementation of this renewal by concrete means: programs, teaching methods, promotion, recruitment, interuniversity partnerships, etc.; and c. as required, permanent structures to ensure the smooth operation of all programs. 3. The Committee Co-Chairs will report regularly to the Executive Committee, and to the Board of Governors in March 2018 (or May 2018 at the latest) if any recommendations have financial implications. 4. The Committee will work with all those interested in contributing to the development of theology. 5. The OMI/SPU Joint Advisory Committee should also be involved in this initiative. <p><u>Quorum</u></p> <ol style="list-style-type: none"> 6. Quorum is obtained at a majority of the members. <p><u>Frequency of Meetings</u></p> <ol style="list-style-type: none"> 7. Regularly. 		

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**Part 3 – Other Committees with members nominated by the Board of Governors
Partie 3 – Autres Comités avec membres nommés par le Bureau des gouverneurs**

**Council of Administration, Saint Paul University Oblate Fund Inc.
Conseil d'administration, Fonds Oblat de l'Université Saint Paul inc.**

Membership		Established: February 13, 2001 Revised: March 27, 2019
<p>The Council of Administration is composed of a maximum of seven members:</p> <ul style="list-style-type: none"> • three people appointed by the Board of Governors of Saint Paul University, Ottawa, Ontario; • three people appointed by the Provincial Council of the civil corporation known as the Missionary Oblates of Mary Immaculate; and • a seventh member elected by the other six. The elected seventh member may not be a member of the Saint Paul University Board of Governors nor a member of the Provincial Council of the civil corporation known as the Missionary Oblates of Mary Immaculate. <p>The usual term is three years.</p>		
Mandate		
<p><u>Status</u></p> <p>1. The Saint Paul University Oblate Fund Inc. was established on February 13, 2001, as a corporation without share capital under Part II of the <i>Canada Corporations Act</i>.</p> <p><u>Mandate</u></p> <p>2. Administer and exercise the property, affairs and powers of the Corporation.</p> <p><u>Quorum</u></p> <p>3. Quorum is obtained at five of the seven members of the Council of Administration.</p>		
<p><u>Frequency of Meetings</u></p> <p>4. Biannually.</p>		

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**University of Ottawa Board of Governors
Bureau des gouverneurs de l'Université d'Ottawa**

Membership		Established: February 13, 2001 Revised: March 27, 2019
<p>Under the terms of the <i>1965 University of Ottawa Act</i>, the Board of Governors of Saint Paul University is entitled to appoint eight persons to the Board of Governors of the University of Ottawa. The usual term is three years.</p>		
Mandate		
<p><u>Status</u></p> <p>1. Under the terms of the <i>1965 University of Ottawa Act</i>, this Board possesses all the powers necessary and useful for the fulfillment of its functions, for the attainment of the objectives and purposes of the University of Ottawa.</p> <p><u>Mandate</u></p> <p>2. As set out in the <i>1965 University of Ottawa Act</i>.</p>		
<p><u>Frequency of Meetings</u></p> <p>3. In accordance with the University of Ottawa timetable.</p>		

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