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| Policy Number | 2.1.6 |
| Approval Body | Senate |
| Policy Officer | President |
| Approval Date | January 2009 |

2.1.6 SENATE BUDGET COMMITTEE

TERMS OF REFERENCE

Membership

- Senate Budget Committee will be comprised of all members of the Senate
- VP, Finance + Administration shall be the staff officer and President's designate in presenting the budget to the Senate Budget Committee

Resource Personnel

- Director, Financial Services
- At the invitation of the Chair of the Senate, any other member of the University community whose expertise and knowledge would be of benefit to the Committee

Chair

The Senate Vice-Chair shall be the Chair of the Committee.

Mandate and Authority

Legislation:

"The president must prepare and submit to the board an annual budget in consultation with the appropriate standing committee of the senate"

1. The Vice President, Finance + Administration shall present the budget to the Senate Budget Committee on behalf of the President. The responsibility for the budget however, rests with the President.
2. The Senate Committee will review the draft annual operating budget submission and may make recommendations to the President and Vice President, Finance + Administration for their consideration when presenting the final budget to the Board for approval.
3. Recommendations shall be by resolution of the Committee.
4. The President may present the original budget to the Board for approval, but must include the resolutions from Senate in that presentation to the Board for information and discussion.

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5. The resolutions passed by this "Standing Committee of the Whole" shall be as valid as if passed at a regularly constituted Senate meeting, and the rules and procedures for meetings shall be the same as outlined in the Senate Bylaws.

Conflict of Interest

Senate members must consider the Conflict of Interest and Code of Conduct Bylaws prior to any discussion or resolution being considered that would involve budget adjustments affecting the closure of a specific instructional program, area or Faculty, reductions in their operations, or other situations that might constitute any real, potential or apparent conflict of interest.

Meetings

At the call of the Chair of the Committee.