

Campus Planning Committee

Terms of Reference

Type: Advisory to President

Charge:

1. Recognizing the academic priorities of the institution, the Committee shall advise the President on:

- a) the long-range plan for the physical development of the campus;
- b) amendments to the approved Campus Plan;
- c) the university's proposed multi-year Capital Plans;
- d) general matters that may impact on campus planning and sustainability, including major policy studies and ideas and opportunities related to campus planning; and
- e) other issues as requested by the President.

2. The Committee, as part of its mandate, shall be responsible for the following:

a) Campus Plan Implementation

The Committee shall monitor the implementation of the approved Campus Plan and provide input on all related planning projects. The Committee shall consider proposals for changes to the approved plan and make such recommendations to the President as it deems appropriate. The Committee will review the plan on a periodic basis to ensure that it remains relevant and aligned with the university's strategic mission and goals.

b) Land Use Decisions

The Committee shall consider all proposed changes and the use of the lands of the university and shall consider the selection of all sites for construction of facilities and make such recommendations as it deems appropriate before any formal determination is made to designate a site for construction or make significant changes to the use of lands of the university.

c) Building Proposals

The Committee shall review and approve specific facility proposals including the program of requirements study for each new building or major addition, the schematic design of each new building, major addition or infrastructure project, and the plans for the protection, restoration and maintenance of the campus landscape.

d) Transportation Planning

The Committee shall consider matters related to transportation planning for the campus, including the university's transportation demand management program, general traffic and parking management strategies, and accessibility.

e) Infrastructure Planning

The Committee shall consider any matter related to the physical infrastructure of the campus of the university as outlined in the Campus Plan or affected by Campus Plan implementation and shall make recommendations to the President as it considers appropriate and financially prudent to preserve the integrity of the physical infrastructure.

f) Capital Planning

The Committee shall review reports regarding the priorities and major capital planning initiatives to be included within the university's Capital Plan. The Committee shall provide input pertaining to consistency with the Campus Plan and infrastructure planning.

g) Sustainability

The Committee shall consider matters related to the advancement of sustainability in the physical development of the campus, including in new building construction, major renovation projects, infrastructure projects and in campus planning decisions and implementation. The Campus Sustainability Guidelines and the Campus Design Guidelines, the Sustainability Policy and the operational strategies and actions within the Climate and Sustainability Action Plan 2030 provide information that can assist in the implementation of the sustainability policies in the Campus Plan.

3. Sub-Committees

The Committee may appoint sub-committees and workgroups that may assist the Committee in carrying out its mandate, and dissolve them as necessary; to establish terms of reference and memberships, to ensure that these subcommittees and workgroups report to the President on a regular basis, and to consider their reports and recommendations on such matters as planning studies and area plans related to Campus Plan implementation, environmental plans, and Campus Plan monitoring.

4. Delegated Authority for Minor Changes

To ensure operational flexibility for routine matters while preserving the Committee's oversight role for significant decisions, a delegated authority provision is established. The Vice-President Finance and Operations (VPFO) is authorized to review and approve minor physical changes to buildings and landscape without a formal referral to the Committee.

5. Reporting

The Co-Chairs shall report semi-annually (May and December) to the Senate on the work of the Committee.

6. Membership (appointees on two-year rotating terms unless state otherwise; students on one year terms)

Quorum: 51% or more of voting members

Voting procedures: In the event of a tie, the motion fails

Vice-President Finance and Operations (Co Chair)

Vice-President Academic and Provost (Co Chair)

Vice-President External Relations (or designate)

Vice-President Indigenous (or designate)

2 Deans (nominated by the Deans' Council)

2 faculty members (elected by the Senate following recommendations from the Senate Committee on Agenda and Governance)

1 undergraduate student (selected by UVSS)

1 graduate student (selected by GSS)

1 staff (selected from PEA/CUPE on rotating terms)

1 local resident member of Alumni Association (selected by Alumni Association)

Ex-officio, non-voting members:

Associate Vice-President Financial Planning and Operations

Executive Director Facilities Management

The Office of the Vice-President Finance and Operations is the Secretariat for the Committee. The Director of Campus Planning and Sustainability is a resource person to the Committee.

Revised May 27, 2026