

TERMS OF REFERENCE CAMPUS PLANNING ADVISORY COMMITTEE (CPAC)

1. Purpose

The Campus Planning Advisory Committee provides insight and opportunity for consultation to shape UFV's Campus Master Plan and Five Year Capital Plan. The work of CPAC will align with UFV's Strategic Vision, Mission, Education Plan and other key foundation plans. This committee will oversee the allocation of occupied space in accordance with space utilization principles and university plans. CPAC will be forward thinking, considering the influence of technology, the future of education, economic, socio-cultural and environmental factors.

2. Authority

The committee will provide insight and advice, and may make recommendations related to campus capital plans to the CFO & VP Administration to be brought forward to the President and the Board of Governors as appropriate. Committee consultation and advice may be requested by the President related to capital opportunities or plans.

3. Membership

Members will be appointed to this Committee by the CFO & VP of Administration.

Chair: CFO & VP Administration (or designate)

Members:

- CFO & VP Administration
- Provost & VP Academic
- VP Community Engagement
- VP Students
- Vice Provost and VP Academic
- AVP Resource Planning & Enterprise Risk
- AVP Institutional Research & Integrated Planning
- AVP Research & Graduate Studies
- AVP Teaching & Learning
- AVP Campus Planning & Facilities Management
- Chief Information Officer
- University Registrar
- Executive Director, Advancement & Alumni Relations
- Director, Financial Services
- Dean, Applied & Technical Studies
- Dean, College of Arts
- Dean, Education, Community & Human Development
- Dean, Health Sciences
- Dean, Professional Studies
- Dean, Science

4. Reporting & Meeting Arrangements

This committee reports to the CFO & VP Administration and is supported by the Assistant, Office of the CFO & VP Administration.

Quorum for formal recommendations is a minimum of (50) percent of membership. *Current membership: 19 members.

Meetings shall be held bi-monthly in the fall and winter semesters unless cancelled by the chair, with a minimum of four meetings per year. If needed, the chair may call a meeting with at least seven days' notice.

5. Deliverables

- Provide insight and advice on the Campus Master Plan and Five Year Capital Plan to the CFO & VP Administration.
- Approve principles and guidelines for the Campus Planning Working Group (CPWG), a sub-committee of this committee; receive reports and recommendations from the CPWG for information.
- Recommend policy and procedures as appropriate.

6. Review

An annual review of the following will be made:

- CPAC's Terms of Reference
- Campus Planning Working Group (CPWG) principles and guidelines