



**TERMS OF REFERENCE
OKANAGAN COLLEGE BOARD OF GOVERNORS
CAMPUS PLANNING COMMITTEE**

Date approved/revised: September 26, 2006/February 15, 2008/November 2010/November 29, 2016

Resources: VP, Employee and Corporate Services; Director, Facilities and Business Services

Approved by: Board of Governors

I. PURPOSE

The purpose of the Campus Planning Committee is to assist the Board in fulfilling its responsibility for the oversight of long term campus development, which includes developing master plans for its campuses, major capital projects, long-term maintenance of facilities and land development.

II. COMPOSITION AND OPERATIONS

- A. In addition to the Board Chair and President as ex-officio members of the Committee, the Committee shall be composed of no fewer than three Board members.
- B. On the recommendation of the Board Chair, the Board appoints the Committee members.
- C. The Committee shall meet at least two times each year.
- D. Additional meetings may be held as deemed necessary by the Committee Chair, or as requested by the majority of Committee members.

III. DUTIES AND RESPONSIBILITIES

The Committee has the duty and responsibility to:

- A. Review the capital planning processes, specific project scope, long-term maintenance plans, and land acquisitions.
- B. Review and recommend for approval to the Board, where appropriate, the construction and/or renovation of major capital projects.

IV. ACCOUNTABILITY

The Committee will report its discussions to the Board by maintaining minutes of its meetings and providing an oral report at the next Board meeting.

V. REVIEW

The Terms of Reference for this Committee will be reviewed annually by the Committee.