



Board of Governors
Mission Committee Charter

Mission

The Mission Committee is a standing committee of the St. Jerome's University Board of Governors, established by Bylaw, Article 3.8, regularized in Article 4 and subject to governing legislation, the *St. Jerome's University Act, 2000, S.O., 2000, c. Pr34*, and St. Jerome's University Bylaw. The committee provides advice and recommendations to the Board on matters related to the mission of the University, in particular its Catholic identity as required.

Responsibilities and Authority

- Review and oversee the continuing fulfillment of the Mission Statement of the University
- Participate and address matters related to the mission of the University, in particular its Catholic identity
- Assess and recommend opportunities, needs, and interest for Board members to develop relevant knowledge and skills
- Participate in conversations regarding mission-oriented fundraising and development at the University
- Develop an Annual Work Plan for the Committee

Committee Members

- Chancellor of the University
- Episcopal Delegate
- Provincial Superior of the Congregation of the Resurrection or his delegate
- President (Vice Chancellor)
- Student Board Member
- At least three additional Board Members at Large

Committee Resources

- Director, Campus Ministry
- Manager, Development & Alumni Relations

Procedures

- One of the Board Members at Large will be selected in accordance with the Board Policy on *Nomination and Appointment of Chairs for Board Committees* to serve as Chair for a two-year term, eligible for re-appointment for a maximum of one additional year
- Selection of the Committee Chair from the Members at Large will take place prior to and for approval of the appointment at the June Board meeting
- Notice of committee meetings shall be provided at least seven (7) days prior to any Committee meeting
- Meeting Agendas will be developed by the Committee Chair
- Mission Committee will normally meet at least two (2) times each academic year, once in the fall and once in the winter semester
- Mission Committee may meet *in camera* as required
- Agendas and Minutes of all open session Mission Committee meetings will be posted on the SJU Board SharePoint site

- Reports from the Mission Committee to the Board are due to the Executive Assistant to the Board at least twelve (12) days prior to a scheduled Board meeting
- Decisions of the Mission Committee on recommendations to the Board will primarily be reached by consensus
- When consensus cannot be reached, voting shall take place on a simple majority basis, with all committee members except the Chair eligible to vote
- In the event of a tie in votes, the Chair shall cast the deciding vote
- Quorum for each meeting shall be a majority of committee members, such that the majority of those in attendance are external members as defined by the St. Jerome's University Bylaw