

## **COMPREHENSIVE UNIVERSITY ENHANCEMENT FUND STEERING COMMITTEE**

### **Terms of Reference**

1. The CUEF Steering Committee comprises two administrators appointed by the BCOS, two faculty members nominated by TRUFA and approved by the BCOS, and four students appointed by TRUSU.
2. The purpose of the CUEF Steering Committee is to accept, review and approve applications for the use of monies in the CUEF.
3. For certain aspects of fund allocation, the Steering Committee will expand its membership by including ad hoc members with expertise in specific operational areas.
4. The Committee will meet at least three times per year, and more frequently if necessary at the call of the chair, to make recommendations about disbursements from the fund.
5. The Committee will make recommendations about ending specific supported activities (sunset clause) and opening new supported activities through a 3-year review process.
6. The Committee will ensure that reports on the use of the fund are made periodically to TRUSU and to the BCOS and thence to the TRU Board of Governors.
7. The initial terms of appointment for the members of the Steering Committee will be for one year (one administrator and one faculty member) and for two years (one administrator and one faculty member). Students' appointments will be for one year. Appointments may be renewable at the will of the BCOS for administration to the TRUSU for students and to the TRUFA for faculty.
8. Any member may be granted a leave of absence for up to three consecutive meetings. Any absence without leave for three consecutive meetings shall result in a declaration of vacancy by the Committee Secretary.
9. That two student members, one faculty member and one administrator shall constitute a quorum for this committee.