

Board Committee Charter	CAPITAL INFRASTRUCTURE COMMITTEE
Approved by the Board of Trustees	December 12, 2013
Amendments approved by the Board of Trustees	April 10, 2014; June 23, 2016; June 21, 2018; June 27, 2019; October 1, 2020

1.	Mandate
	<p>The mandate of the Capital Infrastructure Committee (“Committee”) is to assist the Board in supporting the responsible stewardship, development and management of the University’s lands, buildings and physical and information technology (IT) infrastructure and the alignment of capital infrastructure with the University’s strategic priorities. In fulfilling this mandate, the Committee shall provide oversight and guidance regarding:</p> <ul style="list-style-type: none"> a. institutional plans, budgets and strategies related to the capital assets and information technology infrastructure of the University; and b. major capital and information technology projects.
2.	Composition
	<p>The Capital Infrastructure Committee is appointed annually and consists of the following:</p> <ul style="list-style-type: none"> a. the Chair of the Board, the Chair-Elect (or, when there is no Chair-Elect, the Vice-Chair), and the President, ex officio; b. a minimum of five additional community Trustees one of whom shall serve as Chair; c. one faculty Trustee; d. one student Trustee; e. one staff Trustee.
3.	Responsibilities
	<p>In fulfilling its mandate, the Capital Infrastructure Committee shall have the following responsibilities:</p>

3.1.	<p><i>Planning and Development</i></p> <ul style="list-style-type: none"> a. review and make recommendations to the Board regarding the University’s land use, development and capital planning documents, including but not limited to the Campus Master Plan; b. review major development initiatives on University owned properties; c. review advice received from Senate as to what buildings and other facilities are required to meet the needs of the University in accordance with subsection 13 (l) of the Brock University Act; d. review reports and information regarding space utilization and management to support and inform efficient use of University space; e. review funding for planning and development to satisfy itself that adequate ongoing operational funding is captured in initial building costs, debt financing and ongoing operational budgets and provide input to the Financial Planning and Investment Committee as appropriate;
3.2.	<p><i>Contracts for lands, buildings and infrastructure</i></p> <ul style="list-style-type: none"> a. review and make recommendations to the Board regarding any agreements or documents, including memorandums of understanding or agreement and letters of intent, that commit the University to spending more than \$1,000,000 in relation to the University’s lands, buildings and infrastructure; b. review and make recommendations to the Board regarding any leases and licenses that are above the delegated thresholds outlined in the Contract Signing Policy; c. review and make recommendations to the Board regarding the acquisition or disposal of land or buildings;
3.3.	<p><i>Major Capital Projects</i></p> <ul style="list-style-type: none"> a. review proposals and make recommendations to the Board regarding individual Major Capital Projects (those projects having a total project budget exceeding \$1,000,000 in value); b. review and make recommendations to the Board on the award of tenders and contracts for the supply of capital goods and services that are valued at \$1,000,000 or greater; c. reviewing funding for Major Capital Projects to satisfy itself that the initial and on-going operating costs associated with Major Capital Projects have been identified and provided for by management and provide input to the Financial Planning and Investment Committee as appropriate; d. review project management and delivery to satisfy itself that project-related risks (including any delays, financial claims and legal risks) are appropriately mitigated and addressed;
3.4.	<p><i>Information Technology</i></p> <ul style="list-style-type: none"> a. review the University’s information technology infrastructure and make recommendations to the Board as appropriate.
3.5.	<p><i>Deferred Maintenance</i></p> <ul style="list-style-type: none"> a. review reports and information related to facilities condition audits and capital renewal needs; b. reviewing funding for deferred maintenance projects to satisfy itself that management has a multi-year funding plan to allow for appropriate levels of

	<p>funding within the University's operating budget and capital budgets to reduce the University's deferred maintenance backlog and provide input to the Financial Planning and Investment Committee as appropriate.</p>
3.6.	<p><i>Accessibility</i></p> <p>a. review reports and information related to maintaining and enhancing the accessibility of the University's physical and information technology infrastructure and its compliance with accessibility legislation and regulations, including the Accessibility for Ontarians with Disabilities Act;</p>
3.7.	<p><i>Sustainability and Sustainable Facility Operations</i></p> <p>a. review sustainability-related policies, plans and activities of the University to satisfy itself that the University has appropriate measures in place to support sustainability;</p>
3.8.	<p><i>Policies</i></p> <p>The Committee shall review and make recommendations to the Board regarding the approval, amendment or repeal of any University policy relating to its mandate.</p>
3.9.	<p><i>Risk Management</i></p> <p>The Committee shall gain reasonable assurance that risks related to its mandate are being effectively managed and controlled by reviewing the University's strategies, policies and plans for addressing such risks.</p>
3.10.	<p><i>Performance Indicators and Measurement</i></p> <p>a. regularly receive and review key performance indicators related to its mandate.</p>
3.11.	<p><i>Other Responsibilities</i></p> <p>a. request reports from management on any matters that, in the Committee's discretion, fall within the Committee's duties.</p> <p>b. consider and provide guidance regarding any other matter referred to the Committee by the Board, Executive Committee or President.</p>
4.	<p>Meetings</p> <p>a. Meetings of the Capital Infrastructure Committee are open to members of the public, with the exception of <i>in camera</i> sessions. Admission will be on a first-come, first-admitted basis subject to the limitations of available space. Refer to the Framework for Open Meetings.</p> <p>b. Committee meetings shall normally be held four times a year, at the call of the Chair.</p> <p>c. Meetings are held in accordance with the Board and Board Committee Meeting Procedures.</p>