



Terms of Reference Academic Staff Pension Board

Effective Date: January 2014

Supersedes *

GENERAL

1. The Academic Staff Pension Board (the "Pension Board") shall be a standing committee of the Board of Governors, constituted for the purpose of administering the Pension Plan for Academic Staff (the "Plan") and the University of Western Ontario Master Trust for the Academic and Administrative Staff Pension Plans and Retirement Income Funds (the "Master Trust") under general guidelines as set forth in the Plan

MEMBERSHIP

2. The Academic Staff Pension Board consists of the following members:

Four elected Members of the Academic Pension Plan, plus the following ex officio members:

- Vice President (Operations & Finance) (or a designate)
- Associate Vice President (Human Resources) (or a designate)
- Director, Human Resources (Total Compensation)

At least one of the ex officio members or their designate(s) shall hold professional accreditation in investment management.

3. In the event that the Pension Board is of the opinion that there is insufficient expertise on the Board in any of its responsibilities, the Pension Board may choose to appoint up to 3 additional members with appropriate expertise.
4. All of the Board members described in section 2 and 3 shall be voting members of the Board.

ELECTION AND VACANCIES

5. The four elected Members of the Plan shall be elected for a term of ~~years~~ ^{year} each by a ballot of all Members of the Plan who make a contribution under subsection (1) of section IV of the Plan in the month during which the election is held, provided that only Members supported by at least ten nominee Members may stand for ~~elect~~ ^{election}
6. Vacancies occurring prior to the expiration of an elected membership term shall be filled by by-election conducted in the same manner as the election described in paragraph 5.
7. The elected Member whose term is next scheduled to expire shall be the Chair of the Pension Board unless such Member declines, in which case the Chair shall be chosen by a vote of the members of the Pension Board.
8. The Director, Human Resources (Total ~~Con~~ ^{Con}sation), will act as Secretary to the Pension Board.

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- (c) To recommend the retention of, and the mandate for, such investment service providers as it deems appropriate.
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