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OFFICE OF THE GOVERNING COUNCIL

Memorandum to: Business Board
For: Meeting of January 17, 2005
Agenda Item: 3

Item Identification: Report of the Senior Salary Committee for 2003-2004

Under the *Policy on Appointments and Remuneration*, the Senior Salary Committee is required to report regularly on compensation decisions for members of the senior salary group and others, including academic division heads with salaries below this level and administrative officers with special reporting arrangements with respect to the Governing Council, the President or the Provost.

Sponsor:

Rose M. Patten, Chair of the Governing Council, on behalf of the Senior Salary Committee which comprises the Chair and Vice-Chair of the Governing Council, the Chair of the Business Board, one additional alumni member of the Governing Council (currently Mr. Stephen Smith), one additional member of the Business Board (currently Dr. Alice Dong) and the President.

Jurisdictional Information:

The Senior Salary Committee reports periodically on its activities to the Business Board, which is broadly responsible to the Governing Council for personnel policy.

Previous Action Taken:

In the *Policy on Appointments and Remuneration*, the Governing Council has provided for delegation of its powers to appoint employees and set compensation. Included in these arrangements is the establishment and terms of reference of the Senior Salary Committee. The last report was presented to the Business Board in June 2003.

Action Sought:

No action required. Report is for information.

Highlights:

The Report provides background on the Senior Salary Committee's mandate and method of operation. It also presents information on the number and range of decisions made by the Committee in the period 2003-2004.

Financial Implications:

None.