

## **HUMAN RESOURCES COMMITTEE**

### **TERMS OF REFERENCE**

1. To advise the Council on all policies relating to terms and conditions of service of University employees, including but not limited to policies on:
  - (a) grading and salary structure at all levels, including methods by which such salaries and relevant salary scales/ranges might periodically be reviewed;
  - (b) the provision of staff fringe benefits including but not confined to leave, leaving service/retirement benefits, housing, medical and dental care, allowances, etc.; and
  - (c) other employment terms and conditions of service including but not confined to employment tenure, retirement age, code of conduct, staff grievances, disciplinary, redundancy and termination policies, etc.
2. To approve, where appropriate and on delegated authority by Council, exceptions to Council-approved policies relating to terms and conditions of service of University employees.