Brock University University Policies Approved by the Board of Trustees

Under the Purview of the Financial Planning, Investment and Human Resources Committee

Policy	Responsibility
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 Capital and Non-Capital Asset 	AVP, Finance
 Cash and Equivalents Handling 	AVP, Finance
 Disclosure of Financial Impropriety 	VP, Finance and Administration
 Endowment Fund Investment 	VP, Finance and Administration
 Ethical Purchasing 	VP, Finance and Administration
 Operating Capital Fund Investment 	VP, Finance and Administration
Petty Cash	VP, Finance and Administration
 Purchasing 	VP, Finance and Administration
 Signing Authority 	VP, Finance and Administration
Sinking Fund	VP, Finance and Administration
 Surplus Asset Redeployment/Disposal 	VP, Finance and Administration
 Travel and Related Expense 	VP, Finance and Administration

Human Resources Policies

Trust and Endowment Management

 Accommodation for Employees with Disabilities 	AVP, Human Resources
Conflict of Interest	AVP, Human Resources
 Respectful Work and Learning 	Office of Human Rights and Equity Services
Environment	
 Tobacco and Smoking Policy 	AVP, Human Resources
 Occupational Health and Safety 	AVP, Human Resources
 Workplace Violence Prevention Policy 	AVP, Human Resources

VP, Finance and Administration

Information Technology Policies

Computer Use	Executive Director, ITS
Electronic Mail	Executive Director, ITS
Software License	Executive Director, ITS

Other Policies

Access to Information and Protection of Privacy	President
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 Alcohol 	Vice Provost and AVP, Student Services
 Code of Student Conduct and Disciplinary Procedures 	Vice Provost and AVP, Student Services
in Non Academic Matters	

Provision of University Goods or Services to Persons with Disabilities

President

Under the Purview of the Pedagogy, Advancement and Research Committee

Advancement Policies

 Development 	Director, Office of Development and Donor Relations
Donation	Director, Office of Development and Donor Relations
 Donor Relations 	Director, Office of Development and Donor Relations
Media Relations	VP, Advancement
Naming	Director, Office of Development and Donor Relations/President
 Institutional Brand Identity Policy 	VP, Advancement

Other Policies

• Copyright Act - Fair Dealing

Provost and VP, Academic

Under the Purview of the Capital Projects and Facilities Committee

• Emergency Management Plan

AVP, Human Resources

Under the Purview of the Governance/Nominating Committee

• Administration of Board Policies

VP, Finance and Administration