

BOARD OF GOVERNORS


May 31, 2013

Mr. Lee Doney
President and CEO
Public Sector Employers' Council
Box 9400 Stn Prov Govt
Victoria, BC V8V 9V1

Dear Mr. Doney:

I am writing in regard to the annual disclosure statement for Thompson Rivers University as required by the PSEC Executive Compensation Reporting Guidelines. As requested, I have reviewed the attached executive compensation for the reporting period April 1, 2012 to March 31, 2013 and can verify it is accurate and that the executive compensation provided was within the PSEC guidelines.

Sincerely,



Fiona Chan
Chair, Board of Governors
Thompson Rivers University

cc: B. Littler



Executive Compensation

Thompson Rivers University's (TRU) executive compensation philosophy is to ensure that our human resource practices and policies attract and retain the best candidates for our institution.

The University has evolved since its inception in 1970 to become a truly comprehensive university offering programming at the certificate, diploma, degree and graduate degree level. In regard to executive recruitment, TRU continues to recruit and retain its senior executive members from a national labour market and its compensation practices must remain competitive.

The BC Public Sector has adopted the *Public Sector Executive Compensation Reporting Guidelines*. In response to the compensation discussion and analysis section of the *Guidelines*, TRU's compensation practices are summarized below:

- The TRU Board of Governors is responsible for the executive compensation of its President and Vice-Chancellor. The maximum base salary and total compensation allowable for the President and Vice-Chancellor is set and determined by PSEC.
- The President's salary is the highest salary paid to a senior executive at TRU and all other executive compensation is set below this maximum. Through delegated authority by the Board, the President and Vice-Chancellor is responsible for determining the compensation of the other executive members.
- Thompson Rivers University is committed to the responsible stewardship of its resources, including its human resources and financial resources. Given the parameters of the excluded compensation guidelines, TRU recruits at the market rate for each position in order to be competitive.
- Historically Thompson Rivers University has not adopted any incentive or bonus system within its executive compensation framework. However, in a competitive labour market TRU may need to review all compensation elements to the future.

- In order to be competitive and attract executive, TRU provides its executive with academic/research leave. Such academic/research leaves are the norm in the university sector and form an important component of the overall compensation. Most importantly such leaves allow for renewal, and as applicable, the opportunity for executive to prepare for their return to academic responsibilities at the conclusion of their term(s).
- The University provides a comprehensive set of health and welfare benefits to its executive. Consistent with the benefit package provided for other administrative staff at TRU, health and welfare benefits are another important component of total compensation to an employee.
- Vacation time for executive is aligned with the vacation provided for other administrative staff at TRU. Executive members are provided with six weeks vacation each year. Vacation is an integral part of any human resource practice as it provides an employee with an opportunity for renewal and contributes to employee wellness.
- TRU has maintained its participation in its existing pension plan for all administrative staff. This is the same plan provided to all the administrative and faculty members at TRU.

Summary Compensation Table at FISCAL, 2013

Name and Position (a)	Salary (b)	Bonus and / or Incentive Plan Compensation (c)	Benefits (d)	Pension (e)	All Other Compensation (expanded below)	2012/13 Total	Previous Two Years Totals	
							2011 / 12	2010 / 11
A Shaver, President and Vice Chancellor	\$ 199,240	\$ -	\$ 19,122	\$ 8,052	\$ -	\$ 226,414	\$ 227,955	\$ 136,260
U Scheck, Provost and Vice-President Academic	\$ 192,266	\$ -	\$ 18,440	\$ 9,387	\$ 6,000	\$ 226,093	\$ 225,717	\$ 218,471
C Neufeld, Vice-President, Administration and Finance	\$ 190,071	\$ -	\$ 18,246	\$ 9,377	\$ 6,000	\$ 223,694	\$ 224,220	\$ 222,490
J Murray, Vice-President, Open Learning	\$ 133,430	\$ -	\$ 13,534	\$ 4,357	\$ 74,327	\$ 225,648	\$ 219,718	\$ 220,224
W Koczka, Associate Vice-President, International and CEO Global Operations	\$ 147,637	\$ -	\$ 14,137	\$ 7,801	\$ 28,113	\$ 197,688	\$ 178,220	\$ 163,132
L Prins, Interim Vice-President Administration and Finance	\$ 148,441	\$ -	\$ 14,360	\$ 8,517	\$ -	\$ 171,317	\$ 142,600	\$ 140,485
B Chadwick, Interim Associate Vice-President, International and CEO Global Operations	\$ 122,500	\$ -	\$ 11,664	\$ 7,821	\$ -	\$ 141,984	\$ 111,923	\$ 97,814
G Tarzwell, Interim Vice President, Open Learning	\$ 153,899	\$ -	\$ 14,664	\$ 9,182	\$ -	\$ 177,744	\$ 141,925	\$ 136,848
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ATTENTION - Crown Agency Policy changes are being implemented. They may not be reflected in the 2012/13 executive compensation disclosure.

Summary Other Compensation Table at FISCAL, 2013

Name and Position(a)	All Other Compensation	Severance (f)	Vacation payout (g)	Leave payout (h)	Vehicle / Transportation Allowance (i)	Perquisites / other Allowances (j)	Other (k)
A Shaver, President and Vice Chancellor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
U Scheck, Provost and Vice-President Academic	\$ 6,000	\$ -	\$ -	\$ -	\$ 6,000	\$ -	\$ -
C Neufeld, Vice-President, Administration and Finance	\$ 6,000	\$ -	\$ -	\$ -	\$ 6,000	\$ -	\$ -
J Murray, Vice-President, Open Learning	\$ 74,327	\$ 72,250	\$ -	\$ -	\$ 2,077	\$ -	\$ -
W Koczka, Associate Vice-President, International and CEO Global Operations	\$ 28,113	\$ -	\$ 28,113	\$ -	\$ -	\$ -	\$ -
L Prins, Interim Vice-President Administration and Finance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
B Chadwick, Interim Associate Vice-President, International and CEO Global Operations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
G Tarzwell, Interim Vice President, Open Learning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Notes:

C Neufeld- Retired from position as Vice-President Administration and Finance on March 1, 2013.

L Prins- Interim Vice-President Administration and Finance from March 4, 2013- July 19, 2013. Majority of salary reported 2012-2013 earned in appointment as Associate VP Academic and Faculty Relations.

J Murray-Resigned from position as Vice-Provost, Open Learning May 14, 2012. Received salary continuance until February 18, 2013.

G Tarzwell- Interim Vice-Provost, Open Learning since May 11, 2012.

W Koczka (Deceased)- Former Associate Vice-President International & CEO Global Operations until March 9, 2013.

B Chadwick- Interim Associate Vice-President International & CEO Global Operations since March 26, 2013 (4 days during the period of April 1, 2012-March 30, 2013). Majority of salary reported from 2012-2013 earned in regular appointment as Director, International and Managing Director TRU World Global Operations.