



Investment Policy

Category:	Operations
Number:	
Audience:	All University Personnel
Last Revised:	January 15, 2015
Owner:	Vice President Finance and Administration
Approved by:	Board of Governors
Contact:	Senior Financial Officer (306) 790-5950 ext. 2405

Introduction

This policy establishes approval authority and acceptable investment options relating to monies held by the University.

Definitions

Schedule I Bank - comprised of domestic banks that are authorized under the Bank Act to accept deposits that are eligible for deposit insurance provided by the Canadian Deposit Insurance Corporation up to certain limits.

Schedule II Bank - comprised of smaller credit unions, trusts and subsidiaries of foreign banks that are still regulated by the Federal Bank Act that provides for adherence to the same strict policies that apply to the larger domestic banks.

Policy

There are two separate and distinct types of funds at the University which are utilized for investment purposes as follows:

Endowment and Trust Funds

The University maintains its endowment and trust funds, less a reserve considered necessary to meet obligations due within one year, with the University of Regina. These funds include monies received from donors for the purpose of generating scholarships and other academic endeavors and are invested in long term investments pursuant to policies established by the University of Regina.

Operational Funds

In the normal course of operations, the University generates surplus cash reserves that will not be required for a minimum period of 90 days. The amount of surplus operational cash flow is monitored on a

daily basis by the Senior Financial Officer as is the time frame considered available before the funds will be needed.

The objectives in investing surplus cash flow is to maximize investment income and return to the University while simultaneously minimizing the risk of capital loss on any investment and maintaining adequate liquidity for operational cash requirements.

Operational cash reserves may only be invested in fixed income based investments with little or no possibility of capital loss. These investments would include those backed by Schedule I or Schedule II banks primarily comprised of term deposits or banker's acceptances.

Consequences for Noncompliance

Any employee who fails to comply with this policy may be subject to disciplinary action under the applicable collective agreement, employment contract, University policy, or at law.

Processes

The approved process to be followed by the University is as follows:

1. Endowment and Trust Funds are invested pursuant to policies established by the University of Regina who have unfettered authority to make all investment decisions concerning these funds;
2. Operational Funds are invested by the Senior Financial Officer based on cash flow estimates prepared and reviewed on a regular basis. Investment products are restricted to fixed income based investments with virtually no risk.
3. Limits established for these investment decisions are as follows:
 - a. Senior Financial Officer – up to \$500,000;
 - b. Board of Governors – over \$500,000

Related Information

- Endowment and Trust Fund, Statement of Investment Policies and Goals, University of Regina.
- Signing Authority Policy