







The responsibility of the Board of Governors is to:

- a) Act in the best interest of the College in alignment with the \_\_\_\_\_ and other legislation as appropriate.
- b) Establish by-laws and policies in accordance with s.19 of the \_\_\_\_\_.
- c) Appoint a President who will be the President and Chief Executive Officer (CEO) who is responsible for advising the Board on College activities and for implementing the goals and policies established by the Board. The CEO will be responsible for establishing a structure including providing monitoring reports on College activities that meets the Board's goals including development of a Strategic Plan.
- d) Establish a regular schedule of meetings and committee meetings and ensure Board development and orientation.
- e) Establish committees of the Board that will have the power to advise and make recommendations to the Board.

The role of the Chair of the Board is to provide leadership to the Board and to:

- a) Chair the regular, in camera, and special meetings of the Board.
- b) Act on behalf of the Board in liaison and linkage with \_\_\_\_\_



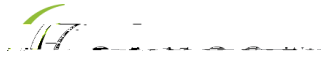
- e) Support Board decisions so that the Board speaks with one voice in relation to such decisions. If Board members have any questions between meetings, they should direct those questions to the Board Chair.

The role of the President and Chief Executive Officer is to provide leadership to the College, to represent the College within the community and to:

- a) Perform the duties and responsibilities in accordance with the requirements of the \_\_\_\_\_, and as determined by the Board.
- b) Guide the development of policy options for the Board's consideration.
- c) Implement the by-laws and policies of the Board.
- d) Develop an organizational structure and process that will enable the effective achievement of the Board's goals.
- e) Direct and guide the development of policy and procedures to manage the College.
- f)







A majority of the Board members holding office constitute a quorum at a meeting of the Board.

The affirmative votes of a majority present at the meeting at which a quorum is present are sufficient to pass a resolution of the Board.

: Abstentions will be dealt with in accordance with [Robert's Rules of Order](#).

: Agendas for the regular meetings of the Board



- ix) Matters relating to the performance and compensation of the President, in the absence of College management.

Special in-camera sessions may be called where one or more Board members may need to recuse themselves because they may be in a perceived or actual conflict of interest. If a Board member has a conflict of interest or a perceived conflict of interest in relation to a matter before the Board, the Board member must excuse themselves from the meeting and must not participate in any of the Board discussions or vote with respect to that matter.

The Board, through the Board Executive Committee will seek advice and receive policy proposals from the Education Council in accordance with s.23 of the . The Board Executive Committee will, as needed, establish ad hoc committees to vet policy proposals, and bring forward recommendations to the Board.

1. The Board Executive Committee will first review forthcoming policy that falls under Section 23 of the and will consider, reject, refer back, review for decision and when ready, forward the item to Education Council for its review and advice. The Executive Committee will report on its actions to the Board at the next Board meeting.  
The Board reserves the right to receive and consider the policy matter prior to seeking advice from Education Council.
2. The Board Executive Committee would normally expect to receive advice through the next regular meeting of Education Council. If the matter is not pressing, and Education Council needs more time to consider its advice, the Board would consider such a request. However, the Board may require that the Education Council respond in less time.
3. Unless another agreement is in place, the Board will seek a written response from Education Council.

The Board will conduct an annual survey of its effectiveness that will be distributed for completion in May of every year. It will be followed by one-on-one meetings with Board members undertaken by the Board Executive. The purpose of a Board evaluation is to examine the Board's overall effectiveness, identify opportunities for improvement and provide data that will assist with developing the annual Board orientation and ongoing training schedule. The Chair will undertake an annual evaluation of themselves by an electronic survey of the members, and share the results first with the Board Executive and then with the entire Board.

The Board will establish an annual orientation and training program in governance that includes participation by all Board members. The Board Executive Committee will schedule the annual orientation to occur in August or September of the new academic year. Ongoing orientation and Board training will be conducted throughout the year.



