D – Executive Limitations	Communication with the Board

Background

The Board of Governors is guided by a Policy Governance model. By virtue of having delegated authority to the President to achieve the strategic priorities and goals set by the Board, Board members are not involved in day-to-day operations of the College. Board members must, however, be well informed of college affairs so that they are certain that the College is in compliance with Board policies and all applicable acts and regulations. Timely communication of relevant information to the Board will help ensure that the Board can make informed decisions with respect to fulfilling its role and to advancing the vision and mission of the College.

Policy

The President shall keep the Board informed about matters it requires to fulfill its Policy Governance role.

Procedure

1) The President is responsible to ensure that Board members are provided with the relevant information that they need for productive discussions, sound decisions and advice to the President.

2) In general:
   a) Communications with the Board can be verbal and/or in writing.
   b) Communications with the Board will be accomplished through the President, except as outlined by the policies on complaints and incidents involving the President.
   c) The President may delegate authority for communicating to the Board but can not absolve responsibility for any failure of communication.
   d) Excluding Board of Governor meetings, there is no prescribed frequency of communications to the Board of Governors. Various situations dictate type and frequency of communications.

3) Without limiting the extent of communication with the Board, the President must:
   a) Report any non-compliance with policies of the Board and any applicable Acts or Regulations.
   b) Advise the Board of any significant internal or external issues, negative or controversial media coverage; relevant College trends; and, any other information as stated by the policy statement.
   c) Submit any required monitoring data as set out in the Board policies or as required in all applicable Acts or Regulations.
   d) Assemble for the Board the full extent of points of view, issues and options necessary for informed Board decisions. This may be accomplished at Board meetings, committee meetings, and through various written communication.
   e) Advise the Board if, in the opinion of the President, the Board is not in compliance with its own policies on governance processes, particularly in the case of Board behaviour that is detrimental to the working relationship between the Board and the President.
   f) Inform the Board, at least annually, on the status of the College's compliance to health and safety regulations and policies.

4) In order to fulfil the intent of this policy, the President may from time-to-time consult with individual Board members for information or advice on a particular issue; however, this would not constitute "communication" with the Board as set out in this policy.