

## **BOARD POLICY NO. 1 – BOARD POLICIES ARE OUR PRIMARY MEANS OF GOVERNANCE**

This document is the parent policy for any college or divisional procedures.

<b>Functional Category:</b>	Board
<b>Approval Date:</b>	November 8, 2021
<b>Effective Date:</b>	November 8, 2021
<b>Policy Owner:</b>	The Chair and all members of the Board of Governors will ensure that Board policies meet the standards outlined in this policy.
<b>Policy Administrator:</b>	Board Coordinator
<b>Objective:</b>	<p>In the context of NorQuest College’s governance model of decision-making and accountability, the Board’s policies establish clear expectations and limits for our own actions and for those to whom we delegate our authority.</p> <p>Board policies help ensure that those to whom we delegate our authority are accountable to us for their actions. We rely on our policies as the foundation for all decisions and to monitor and measure the results of our decisions.</p>
<b>Policy:</b>	<p>Board policies are:</p> <ul style="list-style-type: none"> <li>• clear, current, concise</li> <li>• consistent in approach</li> <li>• congruent with the Board’s mandate</li> <li>• relevant to the Board’s policy governance model</li> </ul> <p>The Board develops, approves and monitors compliance with its policies through a transparent process that includes:</p> <ul style="list-style-type: none"> <li>• considering the needs and perspectives of Board members</li> <li>• recognizing current and relevant practices and performance measures</li> <li>• where possible, considering the potential consequences and risks of approving or not approving a policy</li> <li>• monitoring compliance with and evaluating the effectiveness of each policy</li> <li>• developing processes to support each policy</li> <li>• creating policy that fits into one of the following <b>three</b> categories: <ul style="list-style-type: none"> <li>○ Governance Process Policies and accompanying statements define and clarify the responsibilities, authority, accountability, roles and administration of the Board of Governors</li> <li>○ Board Relationship to the President Policies define the means by which the Board relates to the organization through the only employee that reports directly to the Board—the President.</li> <li>○ Expectations Policies articulate and describe the boundaries and authorities within which the Board empowers the President/CEO to operate</li> </ul> </li> </ul>
<b>Definitions:</b>	<b>Board</b> means the Board of Governors, established under the Act.

<b>Related NorQuest College Information:</b>
<b>Related External Information:</b>
<b>Next Review Date:</b>
<b>Revision History:</b>

**Chair** means the person designated by the Lieutenant Governor in Council as chair of the Board or the person designated by the Board Chair as a Committee Chair.

**Procedures** are written statements that stipulate specific actions to be taken to conform to established policies, and allow for the systematic implementation of those policies. Procedures often include detailed step-by-step descriptions of what to do, and normally explain the use of any relevant forms.

**Vice-Chair** means the Public member appointed by the Board to serve as Chair in the Chair’s absence.

Board Policies  
 Board Procedure No. 1.2 – Professional Development for Board Members  
 Board Procedure No. 1.3 – Internal Governor Work Assignment  
 Board Procedure No. 1.4 – Conflict of Interest

Post-Secondary Learning Act 2020

February 2024 – At least once every three years to ensure compliance with legislation, Board Policies and intended purpose.

June 2010 – New Policy Established  
 May 2012 – Reviewed  
 March 2015 – Reviewed  
 March 2018 – Reviewed  
 October 2021 – Reviewed, reformatted