

LOYALIST COLLEGE BOARD of GOVERNOR POLICY FRAMEWORK

On September 20, 2018, a revised approach to policy and procedure development, which would allow Board Governance policies, operational policies and procedures to have different approval processes, was introduced and approved by the Board of Governors.

Board support in structuring the Loyalist College policies into the following three categories was received:

- **Board of Governance policies** will provide governance and oversight to the College, and will be approved by the Board of Governors
- **College Operational policies and procedure** will provide the framework for efficient and effective business operation of the College, and will be approved by the College Executive Team
- **Departmental procedures** will provide details on department specific matters and will be approved by the corresponding Senior Vice-President or Executive Director

The revised approach to policy and procedure development included the review of Board policies and College operational policies. As a component of that review, Board level and College level policies were identified as was the division of responsibilities i.e. what is a College operational policy and a Board governance policy.

The intent of the review was to develop a streamline process that aligned policies to the Board by laws and work plan for the Board and committees; provide a clear monitoring and reporting system to the Board; provide oversight, identify risks, identify and/or address gaps; resulting in a quality system linking government legislation, board policy and College responsibility.

The framework for policy governance that was introduced and approved by the Board of Governors shows Board policies being categorized and aligned into the four areas of the governance model – President-Board Relationships, Outcomes, Board/Governance Processes, and Executive Limitations.

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<p>A. President-Board Relationship</p> <p>A1 Duties of Officers of the Board – The President A2 College President Performance Management Review A3 Emergency Succession</p>	<p>B. Outcomes</p> <p>B2 Program Evaluation B3 Program Proposals and Modifications</p>
<p>C. Board/Governance Processes</p> <p>C1 Governance Process / Chair’s Role C2 Appointment and Reappointment Process C3 Code of Conduct for Governors C4 Whistleblower Policy C6 Internal Governors Absence from Workplace for Board Related Activities C7 Media and Communications C8 Board Members and President Travel Expenses C9 Attendance at Conferences C10 Guidelines for Consent Agenda C11 Delegations Before the Board C12 Board and Committee Meeting Attendance C13 Mentor Process C14 Gifts to Retiring Board Members</p>	<p>D. Executive Limitations</p> <p>D1 Sexual Assault and Sexual Violence D2 Entrepreneurship D3 Financial Matters D4 Perquisites</p>

Framework Legend

- ***Board-President Relationship*** – policies that outline the approaches for how the board relates to the President.
- ***Outcomes*** – policies that comprise the organizational vision. They define the mission and strategic direction that set out the College’s actions.
- ***Governance/Board Process*** – policies for the operations of the Board. They consist of a consistent and structured plan for how the Board will operate.
- ***Executive Limitations*** – These policies define what the Board will not allow, establishing guidelines of prudence and ethics that limit methods that the President or other officials can use to accomplish organizational goals.