

## LOYALIST COLLEGE

### Board of Governors Policy

#### 16. BOARD AND COMMITTEE MEETING ATTENDANCE

**Date Last Approved:** May 29, 2025

**Next Review Date:** 2029

##### Background

In this policy, capitalized terms used but not defined herein shall have the respective meanings ascribed to them in the Definitions Schedule.

To ensure that Governors and committee members contribute their expertise and judgement to the business and affairs of the College, Governors and committee members are expected to attend all Board meetings and all meetings of the committees to which they are assigned.

##### Policy

It is recognized that Governors and committee members may be unable to attend some meetings due to conflicts with other commitments or other unforeseen circumstances. An attendance rate of at least fifty percent (50%) is acceptable.

In accordance with the By-Law, where a Governor or committee member fails to attend fifty percent (50%) of the meetings of the Board or of a committee in a twelve (12) month period or is absent for two (2) consecutive meetings, the Board may determine that removal from the Board or such other sanction as set out in the By-Law are required.

A member's record of attendance shall be considered with respect to renewal of a Board term or future assignment to a committee.

##### Monitoring

The Secretary will monitor the attendance of each Governor and committee member to ensure that they comply with this policy.

##### Related Materials

Loyalist College Board of Governors By-Law 1 (General Governance)