



## Board Governance Policy Manual

**POLICY CATEGORY: EXECUTIVE LIMITATIONS    POLICY NUMBER: D07**

**POLICY TITLE: COMMUNICATION TO THE BOARD    EFFECTIVE: OCT. 12/05**

**LAST REVISED: APRIL 8/15    REFERENCE (MOTION): 374.O.8.1 (EST. OCT. 2005)**

### PURPOSE

The President shall ensure that the Board is provided with complete, comprehensive, accurate and timely information and materials in order to make decisions. This policy outlines specific requirements that the President must address in meeting this obligation.

### APPLICATION AND SCOPE

This policy applies to the President.

### PRINCIPLES

1. In providing information to the Board, the President will:
  - 1.1. Submit data and metrics required by the Board in a manner that is accurate, clear and concise, and timely and which is directly relevant to the subject matter being considered by the Board;
  - 1.2. Deal with the Board as a whole, except when the Board's authority is delegated. This does not preclude the President from consulting with Governors on an individual basis as required;
  - 1.3. Advise the Board of relevant trends, anticipated controversial media coverage and significant external and internal issues;
  - 1.4. Assemble for the Board the full extent of points of view, issues and options necessary for informed Board decisions;
  - 1.5. Report actual or anticipated non-compliance with any board policy or By-Law;
  - 1.6. Ensure that the Board is apprised of the status of the College in relation to its regulatory and legal obligations; and

1.7. Provide the Board with information on any other relevant matters.

**MONITORING**

As part of its annual evaluation of the President's performance, the Board will evaluate the nature, quality and timeliness of communication available to the Board from the President.

**POLICY REVIEW DATE:**

**April 2016**

**Annual**