

## B – Governance Process

## BOARD AND MEMBER SELF EVALUATION

### Background

The Colleges of Applied Arts and Technology Policy Framework (Governance and Accountability Framework) requires that the Board establish a formal and ongoing process of evaluation of its effectiveness. The performance measures for the assessment would match the fundamental elements needed to put governance principles into action. The Board of Governors is a dynamic body of individuals in that the terms are no longer than six years (except for the President). This means that the Board's knowledge of its Governance and Accountability responsibilities will also be dynamic. The Board must ensure that individual governors are aware or that there are actions in place so that they may become aware of their responsibilities and in turn improve the decision-making process.

The Board of Governors believes that one of its major responsibilities is to govern with excellence and integrity. Further, the Board recognizes that in order to do so, it needs an ongoing plan for Board effectiveness evaluation to facilitate and guide continuous Board learning and development.

### Policy

The Board of Governors of Northern College will conduct an annual Board self evaluation of the Board's performance and an Individual Board Member self evaluation. These evaluations will include an assessment of:

- Effectiveness of the Board
- Conduct of the Board
- Relationship with the President
- Individual Performance
- Feedback to the Chair
- Achievement of Ends

### Full Board Self Evaluation

The primary strategy to assess Board effectiveness will be through the use of an annual Board evaluation tool where each Board member completes the evaluation. The Board will use the information gained from this evaluation to:

- Compare to earlier evaluations to measure progress and improvements.
- Plan ways to further enhance the Board's effectiveness.
- Develop an annual plan for Board learning and development as part of the Board's goals.

In particular, future governance work, agenda items, and action plans resulting from these evaluations will be incorporated in the annual Board goals. The Board will regularly review its progress toward achieving its own learning and governance effectiveness process.

### Individual Board Member Self Evaluation

Each Board member will complete a questionnaire designed to estimate his/her own performance and contribution as a Board member. These results will be anonymously rolled together to provide the Board with a profile of the overall Board perspectives and learning on individual Board member effectiveness.

### **Procedure**

1. All Board members will have input into the development of the self evaluation questionnaire.
2. All Governors will be invited to complete the Full Board and Individual Self Evaluation forms.
3. There is no requirement for identification of individuals and confidentiality will be respected.
4. The Executive Assistant to the Board shall be responsible for the implementation of the evaluation process.
5. Implementation of the Board and Individual self evaluations shall occur prior to the Board's summer recess.
6. The results of the self evaluations will be presented to the Board at the Board's Annual Planning Retreat by the Executive Committee.
7. The evaluation results will be used to:
  - a) Summarize facts and opinions.
  - b) Encourage Board discussion on improvements that are required.
  - c) Develop improvement strategies.
8. The Board will use the results to prioritize actions necessary to enhance Board performance.