

 <p>Board of Governors Policy Manual</p>		<p>Policy # C- 5 Approved: 2012-03-13 Revised: 2021-03-09 Motion: 17-03-21</p>
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C – Board-President Relations	Assessing Presidential Performance
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Background

Assessment of the President’s performance is one mechanism that the Board uses to ensure its accountability by verifying that the specified outcomes for the College are being achieved within the executive limitations defined in policy.

This policy outlines principles to guide the President’s performance assessment; and aligns with the Minister’s Binding Policy Directive 1.0 - Governance and Accountability; Board of Governors Policies on Board-President Relations; the framework of the College Employer Council; and Northern College By-law No. 1.

Policy

The Board of Governors will assess the President’s performance through an annual performance review as a formal opportunity to assess and record achievement of goals and establish action plans and performance adjustments as necessary.

The President’s annual performance review will be conducted by the Board Executive Committee, as delegated by the Board of Governors. Performance review results and recommendations will be approved by the Board.

Regular feedback between the Board and the President will provide informal, ongoing assessment of organizational results.

Principles

The relationship between the College Board of Governors and the President is critical to the College’s success. The Board, accountable for the overall direction of the College, hires the President as its Chief Executive Officer, and delegates authority and responsibility for managing the ongoing affairs of the College; the implementation of Board approved policies; and the provision of the leadership required to achieve the College’s strategic and general operational objectives.

The Board clearly defines its expectations of the President in:

- the employment contract;
- Board policies;
- the President’s behavioural competencies, identified in the President’s annual performance evaluation template; and
- the President’s annual goals and objectives which are established at the beginning of the year and include a weighting factor.

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Assessment of the President’s performance shall be based on the College’s achievement towards Board policies, strategic direction and general College operations.

1. The employment performance of the College President will be formally reviewed and evaluated on completion of six months in office, and on completion of twelve months in office.
2. In subsequent years the first review shall be conducted at mid-year (September) with a verbal report to the Board at its next meeting (November); and the second on the anniversary of the contract (March) with a verbal report to the Board at the May meeting. At the September mid-year review the President will provide the Board Chair/Executive Committee with a brief written summary of progress against established goals. At year end the President will provide the Board Chair/Executive Committee with a formal written summary of achievement against established goals.
3. Since the President is continuously accountable to the Board for organizational performance, a standing agenda item will be added to the Board Executive Committee Agenda so the President may provide ongoing informal verbal updates on their performance objectives.

360 Degree Review

The President will seek 360 degree feedback as an opportunity for personal and professional development. This 360 degree review will be facilitated by an external firm approved by the Board, and conducted on a recurring schedule, as follows:

1. upon contract renewal (every 5 years);
2. for a new President: at year one and year 3.

Further to completing a 360 review, the external firm will be expected to provide follow-up and follow-up coaching to the President, as required.

Monitoring System

As part of the assessment of the President’s performance, the Board Chair/Executive Committee, by virtue of its delegated authority from the Board, will evaluate the nature, quality and formal process of review, making necessary recommendations for revision of policy or amendment of procedure.