



**MEDICINE HAT COLLEGE
BOARD OF GOVERNORS
POLICY MANUAL**

BP-3: Monitoring Presidential Performance

POLICY NAME: Monitoring Presidential Performance	POLICY NUMBER: BP-3
POLICY TYPE: Board-President Relationship	DATE APPROVED: 19 April 2016 DATE REVIEWED:

Monitoring the performance of the President is synonymous with monitoring organizational performance against Board policies on Ends and on Executive Limitations.

1. The purpose of monitoring is to determine the degree to which Board policies are being implemented. Monitoring will be schedule-based and as efficient as possible. Additional information related to policy and not part of normal monitoring, may be considered.
2. A given policy may be monitored in one or more of three ways:
 - a. Internal report - disclosure of compliance information to the Board from the President;
 - b. External report - discovery of compliance information by an impartial, external auditor, inspector or judge who is selected by, and reports directly to, the Board. Such reports must assess presidential performance only against policies of the Board, not those of the external party, unless the Board has previously indicated that party's opinion to be the standard;
 - c. Direct Board inspection - discovery of compliance information by a Board member, a committee or the Board as a whole. This is a Board inspection of documents, activities or circumstances directed by the Board, which allows a reasonable person test of policy compliance.

3. The Board may choose to monitor any policy by any method at any time. For regular monitoring, however, each Ends and Executive Limitations policy will be classified by the Board, according to frequency and method.
4. The President shall ensure that the annual Comprehensive Institutional Plan and institutional priorities are presented annually for approval.
5. On a quarterly schedule, the Executive Committee will meet with the President to review the progress made on the institutional priorities and presidential goals. As well the following policies will be monitored annually and externally:
 - 5.1 EL-4 Financial Conditions
 - 5.2 EL-5 Restricted and Unrestricted Net Assets
 - 5.3 EL-7 Investment
6. In September of each year, the Executive Committee will initiate the annual Presidential Performance Review Process. The Executive Committee will provide recommendations to the Board with respect to the President's performance no later than the October Board meeting.
7. Annually, the Board will meet with the President in closed session to receive and discuss the recommendations of the Executive Committee with respect to the President's performance. The President will provide a report on his or her assessment of attainment of the previous year's presidential goals, as well as those for the next year. The President will also present any plans for professional development as detailed in the contract.