

BOARD OF GOVERNORS – Board-President Relations

Policy #: **BP 3 Monitoring President & CEO Performance**

Original Implementation Date: April 19, 2016

Most Recent Activity: January 18, 2020 – *Revised Policy Approved*

Next Mandatory Review Date: 2022-2023

Frequency of Reviews: Every three (3) years



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

1. The purpose of monitoring is to determine the degree to which the 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 of the following ways:
 - a. Internal report - disclosure of compliance information to the board from the within the college;
 - b. External report - discovery of compliance information by an external auditor;
 - c. Direct board inspection - discovery of compliance information by a board member, a committee or the board as a whole.
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 and CEO shall ensure that the Comprehensive Institutional Plan and institutional priorities are presented annually for approval.
5. On an ongoing basis the President and CEO will report on progress made on the institutional priorities and presidential goals.
6. The following policies will be monitored annually by an external auditor.
 - EL-4 Financial Conditions
 - EL-5 Restricted and Unrestricted Net Assets
 - EL-7 Investment
7. In September of each year, the board executive committee will initiate the annual President & CEO performance review process. The board executive committee will provide recommendations to the board with respect to the President & CEO performance no later than the October board meeting.
8. Annually, the board will meet with the President and CEO in closed session to receive and discuss the recommendations of the board executive committee with respect to the President and CEO's performance. The President and CEO will provide a report on their assessment of attainment of the previous year's presidential goals, as well as those for the next year. The President and CEO will also present any plans for professional development as detailed in the contract.