



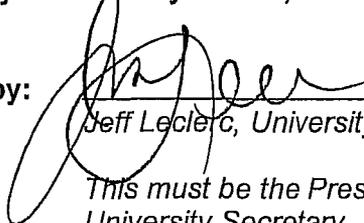
Board of Governors Submission

Routing to the Board of Governors:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>		<u>Sept 9th, 2011</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Governance + Nominating</u>	<u>Sept. 13/11</u>
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
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Submission prepared by: Shelley Foster, Governance Specialist

Submission approved by:



 Jeff Leclerc, University Secretary
This must be the President, a Vice-President, or the University Secretary.

Attachments

Please list any related material attached. Ideally attachments for any given submission will not exceed ten (10) pages.

Attachment 1: Board of Governors Internal Review and Assessment Process

Principles

- The Board of Governors is committed to continuous improvement and adopting best governance practices.
- The Board of Governors is committed to on-going review and performance assessment of the Board and its members.
- The Board of Governors is committed to ensuring that the Board is comprised of members whose competence meets the needs of the University in ensuring effective good governance oversight, while advancing the University's mission and realizing its institutional goals.
- The active engagement of all Board members in this process is essential to the integrity of the process.

Process

The internal review and assessment process is annual and ongoing. It shall include several elements, specifically:

1. Individual Board member self-assessment based on completing the Board member assessment matrix at the time of appointment and annually thereafter.
2. Individual Board member assessment at least once during their first term by the Board Chair using the Board member assessment matrix as the basis for the assessment. This shall include all Board members other than those holding one year appointments and other than those in the first year of their term. These interviews shall take place between April and June.
3. Annual Board Assessment by means of the online Board of Governors Assessment Questionnaire.

Based on the data gathered in the assessment processes identified above, the Governance Committee shall:

1. Review the results of the self-assessments and Board Chair assessments.
2. Conduct a gap assessment based on the data collected against the Board member assessment matrix.
3. Identify and make recommendations to appointing/electing bodies of required expertise/qualities needed on the Board, including, if appropriate, suggesting specific individuals for appointment.
4. Make recommendations to the Board on appointments to standing committees of the Board.
5. Review the results of the Annual Board Assessment Questionnaire, using the results to:
 - a. develop an annual Board education and development plan;
 - b. determine whether any changes to governance practices/policy ought to be recommended to the Board; and
 - c. inform planning of the Board retreat;