

**Board Relationship to the President  
Board Policy No.5 - We Delegate  
Authority to the President**



**WHY WE HAVE THIS POLICY**

As NorQuest College's Board of Governors, we delegate our authority and assign responsibility to the College's President to carry out the College's plans and programs on our behalf.

**WHAT WE WANT THIS POLICY TO ACCOMPLISH**

As a Board, we provide leadership and oversight of the College's activities by:

- establishing and respecting clear distinctions between the authority we retain as a Board and the authority we delegate to the College's President
- holding the President accountable for the authority we delegate
- remaining accountable to the public for our mandate

**Board Policy No.5: We Delegate Authority to the President**

***Our relationship to the President***

NorQuest College's President is a member of its Board of Governors and carries out the actions of the Board (subject to any exceptions addressed elsewhere in the Board's policies). In its relationship with the President, the Board is committed to:

- a mutual expectation of professional, moral, ethical, respectful and legal behaviour of the highest standards
- processes that ensure clear and timely responses to requests for information, guidance and decisions from either the President or the Board Chair
- clear delegation of our authority and respect for the limits that such delegation places on us as individuals and as a Board
- supporting the President's delegation of authority to provide opportunities for NorQuest College staff to become engaged, committed and increasingly effective leaders within the College

***Authority we delegate to the President***

In addition to the general supervision over and direction of the operation of the College, which is the responsibility of the President under section 81(3) of the *Post-Secondary Learning Act (Act)*, NorQuest College's Board of Governors, delegates to the President its authority to:

- carry out the College's plans and programs on our behalf
- establish policies and procedures for the College's management and operation
- make all decisions, take all actions and develop all activities that are consistent with a reasonable interpretation of legislation, the Board's policies and the Board's Strategic Plan for NorQuest College

- carry out, implement and make decisions in relation to the following sections of the *Act*:

<b>Act Section</b>	<b>Section title</b>	<b>Further clarification</b>
45(2&3)	Programs boards must provide	These sections are delegated with the exception of those items that require ministerial approval
46(3&4)	Academic Council	
47(1&2)	Academic Council - Powers and Duties	
60(1c&d)	General Powers and Duties	
64	Student Discipline	
65	Collection of personal information	
80	Other reports and information	Delegation refers to requests for information or documents not specified elsewhere in the <i>Act</i>
82(1-2)	Vice-presidents	
97(1-3)	Audit of Student Association	
105(1-2)	Programs of study	
106(1-4)	Degrees	
118(1-3)	Information and reports	Delegation refers to requests for information or documents not specified elsewhere in the <i>Act</i>
121(4)	Development of Land	References the <i>Safety Codes Act</i>

### ***Authority we retain***

As NorQuest College's Board of Governors, we retain our authority to:

- fulfill our governance role
- review, revise and approve the College's Strategic Plan, including its vision, mission, values and business model
- define the President's role, appoint the President and evaluate the President's performance in that role
- establish and revise Board policies and processes
- establish Board committees to provide oversight of key areas of governance such as Board policy, recruiting and evaluating the College President and finance and audit
- consider and pass motions in key governance areas, which motions are binding on all Board members, including the President
- act on any issue it deems appropriate and in the best interests of the College
- review and approve the yearly budget in advance of submission to the Minister

**WHO APPROVED THIS POLICY**

NorQuest College's Board of Governors has approved and is accountable for this policy.

**WHO IS RESPONSIBLE FOR THIS POLICY**

The Board of Governors (including the President) will ensure that the Board and President conduct themselves within the limits and for the purposes of this policy.

**WHO IS DIRECTLY AFFECTED BY THIS POLICY**

This policy applies to all Board members in the conduct of the business of the Board and their conduct as Board members.

## POLICY MANAGEMENT AND POLICY QUALITY ASSURANCE CHART

<b>Board Policy Name</b>	We Delegate Authority to the President
<b>Board Policy Number</b>	5
<b>Original Approval Date</b>	June 28, 2010
<b>Date Effective</b>	June 28, 2010
<b>Historical Review Dates</b>	
<b>Next Review Date</b>	This policy will be reviewed at least once every 3 years to ensure compliance with legislation, Board policies and intended purpose.
<b>File Storage Location</b>	
<b>Related Legislation</b>	<ul style="list-style-type: none"> <li>▪ <i>Post-Secondary Learning Act</i> 2003, Sections 62, 81 (1-4)</li> </ul>
<b>Related Policies and Procedures</b>	<ul style="list-style-type: none"> <li>▪ all Board policies</li> <li>▪ NorQuest College Board of Governors Manual</li> <li>▪ Rules of the Road</li> <li>▪ President's contract</li> <li>▪ Board policy definitions</li> </ul>
<b>Superseded Policies</b>	<ul style="list-style-type: none"> <li>▪ Policy 1: College Governance and Board Operations</li> <li>▪ Policy 2: Student Affairs, Admissions and Records</li> <li>▪ Policy 4: General Administration</li> <li>▪ Policy 5: Facility and Asset Management</li> <li>▪ Policy 7: Human Resources</li> <li>▪ Standard Practice 1.2: Communication and Counsel to the Board</li> <li>▪ Standard Practice 1.3: Delegation of Authority and Policy Making</li> <li>▪ Standard Practice 1.9: Management Accountability and Reporting Responsibilities</li> </ul>
<b>Monitoring and Frequency</b>	<ul style="list-style-type: none"> <li>▪ incidents reported of delegation of work directly from the Board to staff (yearly)</li> <li>▪ Board of Governors Evaluation of Board/President relationship measure (yearly)</li> <li>▪ President review of Board/President relationship (yearly)</li> </ul>
<b>Policy Custodian</b>	Policy and Planning Specialist