

BOARD POLICY NO. 5 – WE DELEGATE AUTHORITY TO THE PRESIDENT

This document is the parent policy for any related board procedures. Questions regarding this policy are to be directed to the identified Policy Administrator.

Functional Category:	Board
Approval Date:	November 8, 2021
Effective Date:	November 8, 2021
Policy Owner:	Board of Governors
Policy Administrator:	Board Coordinator

Objective:

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.

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

Policy:

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 and the Public Post-secondary Institutions’ Tuition Fees Regulation:

Act Section	Section Title	Further clarification
45 (2)	Programs boards must provide	These sections are delegated with the exception of those items that require Ministerial approval
46(1b&e), (3&4)	Academic Council	
47	Academic Council – Powers and Duties	
60(1c&d)	General Powers and Duties	
64	Student Discipline	
65	Collection of personal information	
68	Ownership of intellectual property	
75	Banking and investment	Delegation is subject to Board specified limitations for investments
80	Other reports and information	Delegation refers to requests for information or documents not specified elsewhere in the Act
82	Vice Presidents	
83	Officers and employees	
84	Academic Staff	Responsibility for approval of collective agreements is retained by the Board
97	Audit of Student Association	
105	Programs of study	
106	Degrees	
118	Information and reports	Delegation refers to requests for information or documents not specified elsewhere in the Act
121(4)	Development of Land	References the Safety Codes Act

Regulation Section	Section Title	Further clarification
8	Consultations	
9	Publication of tuition fees and fee policies	

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

Definitions:

Board means the Board of Governors, established under the Act.

Procedures are written statements that stipulate specific actions to be taken to conform to established policies, and allow for the systematic implementation of those policies. Procedures often include detailed step-by-step descriptions of what to do, and normally explain the use of any relevant forms.

Related NorQuest College Information:

Board Policies

Related External Information:

Post-Secondary Learning Act
Post-Secondary Institutions' Tuition Fees Regulation

Next Review Date:

February 2024 – At least once every three years to ensure compliance with legislation, Board Policies and intended purpose.

Revision History:

June 2010 – New Policy Established
May 2012
October 2012
February 2016
February 2019
October 2021 – Revised and reformatted

Monitoring and Frequency: