

Board Policy No.6 – The President & CEO Maintains a Leadership Succession Plan

Functional Category:	Board
Parent Policy:	Board Policy No.1 – Board Policies are Our Primary Means of Governance
Approval Date:	March 4, 2019
Effective Date:	March 4, 2019
Policy Owner:	
Policy Administrator:	Board Coordinator

Overview: NorQuest College’s President & CEO, Vice Presidents and other key leaders are critical to the college’s continuing viability and growth. A leadership succession plan helps ensure the best use and development of leaders to achieve the college’s Strategic Plan.

What We Want This Policy to Accomplish: Under the President & CEO’s guidance, the college attracts, develops and retains skilled leaders who ensure the college’s long-term viability and continued growth. The Board and the President & CEO use the Leadership Succession Plan to provide timely and effective leadership in the event of voluntary or involuntary departures of the President & CEO, Vice Presidents or other key leaders.

Policy:

Board’s role in leadership succession

The Board delegates its authority to the President & CEO to manage all aspects of leadership succession within the college except those matters related to the Board’s employment of the President & CEO. The Board reserves the right to influence the college’s Leadership Succession Plan through its Strategic Plan for NorQuest College.

President & CEO’s role in leadership succession

To ensure that the college has strong internal leadership and organizational capacity, the President & CEO develops and maintains the college’s Leadership Succession Plan. The college’s Leadership Succession Plan will be designed to ensure that:

- the President & CEO has a rich understanding of the role leadership plays in achieving the college’s Strategic Plan and demonstrates due diligence in seeking to recruit and develop leaders to meet the college’s strategic objectives
- the President & CEO maintains a current list of the skills and competencies needed to lead the college in key areas
- the President & CEO follows a clear and objective process for identifying, assessing and developing potential leaders from within the college
- the President & CEO maintains a clear understanding of the current climate and best practices for recruiting and compensating senior management
- the college has clear plans and processes in place to mitigate uncertainty in times of leadership change, including voluntary and involuntary departure of President & CEO, Vice President(s) and other key leaders

Related Legislation:
Related Documentation:
Monitoring and Frequency:
Next Review Date:
Revision History:

- the college has sufficient organizational capacity to enable internal, interim successor(s) to continue competent operation of the college in the event of sudden loss of key leadership services
- *Post-Secondary Learning Act 2003, Sections 81 (1-4), 82 (1 and 2)*
- all Board policies
- Leadership Succession Plan
- yearly report to the Human Resources Committee on succession plan to ensure key leaders are identified and succession plans are in place for all of them

February 2022

This policy will be reviewed at least once every three years to ensure compliance with legislation, Board policies and intended purpose.

June 28, 2010 – New Policy Established
 May 15, 2013
 February 24, 2016
 February 12, 2019