

Policy Name:	BOARD RESPONSIBILITIES & DUTIES	 <p>coast mountain college</p>
Approved By:	Presidents Council & Board of Governors	
Approval Date:	November 16, 2012	
Amendment Date:	N/A	
Policy Holder:	Board of Governors	
Policy Number:	GP-4	
Category:	Governance Process	

BOARD RESPONSIBILITIES & DUTIES

1.00 POLICY STATEMENTS

To distinguish the Board of Governor's own unique role from the role of staff, the Board of Governors will concentrate its efforts on the following outputs.

1.01 Written governing policies which, at the broadest level, address the following:

1.01.1 ENDS: Organizational product, impact, benefits, outcomes, recipients, and their relative worth (what good, for which needs, at what costs).

1.01.1.1 Review Board policies and create new policies and/or make amendments to existing policies as necessary.

1.01.2 Governance Process: Specification of how the Board of Governors conceives, carries out, and monitors its own performance.

1.01.2.1 Approve and monitor Board of Governor's compliance with all Board policies;

1.01.3 Through the President ensures the College operates at all times within applicable laws and regulations and to the highest ethical and moral standards, and;

1.01.4 Executive Limitations: Constraints on President's authority, which establish the purpose and ethical boundaries within which all staff activity and decision must take place.

- 1.02 The appointment and succession of the President:
 - 1.02.1 Approving the President's compensation;
 - 1.02.2 Providing advice and counsel to the President in the execution of the President's duties;
 - 1.02.3 Through the President ensuring alignment with related policies at the Ministerial level;
 - 1.02.4 Through the President approve collective agreements;

- 1.03 The Board has the responsibility to establish the strategic direction of Coast Mountain College by:
 - 1.03.1 Ensuring the development, and ultimately approving, the college's Vision, Mission, Values, Operating Principles and Strategic Directions, taking into consideration the parameters outlined in the Ministry of Advanced Education's Service Plan;
 - 1.03.2 Approving annual capital and operating budgets that support the college's ability to meet its strategic plan;
 - 1.03.3 Working with the President, to establish clear benchmarks for organizational performance based on the ENDS against which the strategic, operating and capital plans can be measured and monitored.

- 1.04 The Board has the responsibility to work with Coast Mountain College's Education Council through the President or his/her delegate. (See Colleges and Institutes Act):
 - 1.04.1 Ensure that there is an effective link between the Board and the Education Council, and;
 - 1.04.2 Receive regular reports from the Education Council.

- 1.05 The Board has the responsibility to work with Coast Mountain College's First Nations Council through the President or his/her delegate to:
 - 1.05.1 Ensure that there is an effective link between the Board and First Nations Council, and;
 - 1.05.2 Receive regular reports from First Nations Council.

- 1.06 The Board has the responsibility for financial and Risk Management through the Finance & Audit Committee:
 - 1.06.1 Take reasonable steps, through the President, to ensure the implementation and integrity of the College's internal control and management information systems;
 - 1.06.2 Through the President, to ensure management identifies the principal financial and non-financial risks of the College and implements appropriate systems and programs to manage these risks;
 - 1.06.3 Through the President, monitor organization performance results;
 - 1.06.4 Approve annual financial statements, and approve release thereof by management, and;
 - 1.06.5 Recommend appointment of external auditors and approve auditors' fees.