



NUMBER **BPR 40**

TITLE **EVALUATION OF PRESIDENT**

APPROVAL DATE January 24, 2017

NEXT REVIEW November 15, 2020

BOARD OF GOVERNORS POLICY

The Board will evaluate the President's performance each year based on approved goals, objectives, performance measures, targets, and compliance with policies and relevant laws:

1. The President's evaluation will occur between September 1st and the following regular February Board meeting.
2. The Board's HR Committee will serve as the Evaluation Committee and will undertake this annual process with the President.
3. The Board will establish the parameters and terms of reference for the HR Committee to follow in conducting the President's Evaluation. Any changes to the parameters or terms of reference require Board approval.
 - a. The Committee will agree on process and timelines with the President.
 - b. The President will prepare a self-evaluation based on the approved annual goals, objectives, performance measures and targets.
 - c. The Committee may consult with representatives from the College's internal and external community. Those consulted will be informed of the explicit areas for which information will be sought.
 - d. College process outcomes such as the Student Satisfaction Survey, relevant employee engagement processes as outlined in approved performance and target expectations, will also be utilized.
 - e. The Committee will also consider the monitoring reports prepared by the President with others for the Board's approval.
4. Based on the information collected and its own analysis of this information, a draft report will be prepared and discussed with the President. Input for a final draft for the Board will be considered.
5. The Committee will present a finalized draft report to the Board in an In Camera Session of the Board.
6. A final report will then be prepared for the Board's approval and, once approved, provided to the President.
7. The report will be confidential. A copy will be kept in the President's personnel file.
8. The Committee will indicate that the evaluation was conducted in a statement for tabling at an Open Session of a Regular Board Meeting.