

**CANADORE COLLEGE**  
**CORPORATE POLICY MANUAL**

**TITLE:** External Governor Recruitment Policy

**EFFECTIVE DATE:** November 17, 2020

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**1. SCOPE**

**1.1** Authority

This policy is issued under the authority of the Board of Governors.

**1.2** Application

This policy applies to external governor candidates, those appointed by the Board of Governors or by the Lieutenant Governor in Council.

**1.3** Background

College boards directly appoint two-thirds of their external board members. The remaining one-third of external members is appointed by the Lieutenant Governor in Council (LGIC). LGIC appointments are made by Order-in-Council. The administrative screening and processing of LGIC nominations and appointments is conducted by the government Public Appointments Secretariat (PAS).

**2. PURPOSE**

**2.1** To ensure the processes followed by the Board in the selection and appointment of external governors is consistent with the *Protocol for Board Nominations and Appointments* issued by the Ministry of Colleges and Universities.

**2.2** To ensure that the Board is comprised of individuals who possess the skills, qualities and experience to collectively contribute to effective board governance.

**2.3** To assist the Board in identifying qualified individuals to become external governors.

**2.4** To establish the process to be followed by the Board to appoint external governors.

**3. PRINCIPLES**

**3.1** The nomination and appointment process shall be guided by the principles of merit, diversity and probity.

- 3.2 The Board will seek a balance within the Board with respect to the skills and experience of external governors, while considering the strategic directions of the College and any unique or special requirements of the College at the current time.
- 3.3 The Board will ensure all external governors possess the behavioural qualities necessary to perform their role.
- 3.4 The Board will seek a range of relevant backgrounds for external governors that complement the board composition in terms of representing a broad cross-section of the communities the College serves.

#### **4. POLICY**

- 4.1 New external governors will be identified through expressions of interest in response to vacancies advertised on the College website, and through referrals by current board members and business and/or industry contacts.
- 4.3 Board membership should reflect a balance of gender, culture and sector representation. The Board has determined that external governors should be able to provide advocacy and/or fundraising support to the College by virtue of recognition as leaders in their community or sector.
- 4.4 Candidates are assessed on merit – the skills and experiences the candidate will bring to the Board; diversity – the candidate’s background, skills, and experience; strategic direction – the candidate’s capacity to assist the college achieve its strategic direction; and probity – the candidate’s commitment to the values and principles of public service.

#### **5. ROLES AND RESPONSIBILITIES**

##### **5.1 Board of Governors**

The Board of Governors is responsible for the initial approval of the policy and subsequent substantive amendments. The Board of Governors will contribute to and monitor the recruitment process.

##### **5.2 President**

The President is responsible for the overall management and operation of the College. The President will ensure that the policy is implemented and that compliance is monitored.

##### **5.3 Secretary of the Board**

The Secretary of the Board is the liaison between prospective governors and the Executive Committee and is responsible for coordinating the external recruitment process. The Secretary of the Board is also responsible for appointment submissions to the Public Appointments Secretariat.

**6. EVALUATION**

This policy will be evaluated every three years as part of the Board's regular policy review process.