

CANADORE COLLEGE
CORPORATE POLICY MANUAL

TITLE: External Governor Recruitment Policy

EFFECTIVE DATE: April 16, 2024

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 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). The administrative screening and processing of LGIC nominations and appointments is conducted by the Public Appointments Secretariat.

2. PURPOSE

2.1 To ensure the processes followed for the nomination and appointment of external governors are consistent with the *Protocol for Board Nominations and Appointments for Colleges of Applied Arts and Technology* 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 in identifying qualified individuals to become 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 its membership with respect to the skills and experience of external governors, while considering the strategic direction 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 The nomination and appointment process will be open and transparent to the college community and to the broader community that the college serves. To achieve this, candidates 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. All reasonable candidates will be interviewed to determine their level of commitment, their understanding of the responsibilities and requirements of being a college governor, and their integrity.
- 4.2 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.
- 4.3 Nominations and appointments will be assessed on merit – only qualified and experienced individuals with the necessary skills and knowledge will be considered for nomination; diversity – in the range of relevant background, experience, and professional skills. The dimensions of diversity include, but are not limited to, age, gender, race, ethnicity, physical ability, intellectual ability, religion, sexual orientation, educational background, and expertise; and strategic direction – the candidate’s capacity to assist the college to 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.