

POLICY TYPE:	Board-President Relationship
POLICY TITLE:	Negotiating the President's Contract
EFFECTIVE DATE:	June 2022
REVISION DATE:	
RENEWAL DATE:	June 2023

In this policy, unless otherwise defined herein or the context requires otherwise, words have the same meaning as they do in the Definitions Schedule to By-law No. 1 of the College.

1. POLICY STATEMENTS

It is necessary to negotiate the president's contract when selecting a new president or when the president's contract is renewed. In either case, the process for negotiating a contract is the same.

The Board of Governors Executive Committee (excluding the current president) is responsible for negotiating the president's contract and will use the following guidelines when doing so:

- The process shall reflect rigor, thoroughness, and objectivity;
- The process shall respect confidentiality;
- The contract shall comply with applicable government statutes, regulations, Minister's Binding Policy Directives, and operating procedures and consider any other reference documents provided by the College Employer Council.

2. PROCEDURE

2.1 Negotiating the Contract

As delegated by the Board, the Executive Committee has the authority to lead the contract negotiation process. Typically, the Board Chair will seek advice from the Executive Committee and negotiate directly with the president.

The Board of Governors is responsible for and approves the negotiated contract before it is signed.

2.2 Internal Resources

The Board Secretary and/or the Chief Administrative Officer (unless they have applied for the position of president) provides logistical assistance in ensuring the negotiation process and activities are conducted in conjunction with Board, College, and government policies and procedures.

To avoid any possible conflicts of interest, it should be emphasized that the only function of this internal resource is to facilitate the logistics of this process and ensure that sufficient resources are appropriately provided and budgeted.

2.3 External Resources

When developing the contract, legal counsel must be consulted.

2.4 Communications

There shall not be any public announcement of the successful candidate until a contract is executed to ensure the negotiation process is not compromised.

3. MONITORING

The Governance Review Committee will review this policy as part of its cyclical review of Board by-laws and policies.

4. RELATED LEGISLATION, MINISTER'S BINDING POLICY DIRECTIVES AND OTHER DOCUMENTS

4.1 Board Policy: Committee Terms of Reference

4.2 Ministry Binding Policy Directive: Board-President Relations