

BOARD EVALUATION		DOCUMENT TYPE: POLICY
DOCUMENT # 103	CATEGORY: GOVERNANCE & OPERATIONS	DATE ISSUED: JUNE 24, 2020
APPROVED BY: THE BOARD	STEWARD:	LAST REVIEW DATE: JUNE 24, 2020
ENDORSED BY: COALITION CHIEF OFFICERS COMMITTEE		NEXT REVIEW DATE:

PURPOSE

The purpose of this policy is to provide the Board of Governors (Board) with a process to evaluate the performance of the Board, both collectively and individually. By taking a holistic approach to assessing its own effectiveness, the Board is able to determine whether it is fulfilling its major responsibilities and achieving its strategic goals.

POLICY

The Board believes that a regular evaluation process to obtain feedback on the performance of the board, both collectively and individually, is necessary for effective board function and continuous development and improvement. By assessing its own effectiveness, the Board is able to determine whether it is fulfilling its major responsibilities and achieving its strategic goals.

While informal Board evaluation processes may be ongoing throughout the year, a formal evaluation process will be undertaken on an annual basis. The comprehensive and holistic approach to Board evaluation will include:

- An evaluation of Board operations as a whole
- Individual member self-assessments
- Chairperson (Co-Chairperson) evaluations
- Committee evaluations (if applicable)
- Chief Executive Officer (CEO) evaluation

PRINCIPLES

The following principles will guide the Boards' assessment of its effectiveness and efficiency. The evaluation process:

1. Should be constructive in nature to support continuous improvement of board governance.
2. Should be transparent and provide for clear, constructive feedback.
3. The evaluation process will identify key areas and potential strategies for Board development and improvement, and identify strengths and gaps in Board performance.
4. Will review and refresh the understanding of the roles and responsibilities of the Board of Governors.
5. Will provide for important self-reflection on how well the Board is meeting its oversight responsibilities.
6. Will be used as a method to help inform individual governor's development plans, and the **Annual Board Governance Development Plan**.

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PRACTICES

In selecting evaluation tools to annually evaluate Board performance and effectiveness, the Board will observe the following practices:

1. The Board Co-Chairs will normally lead the selection and/or development and implementation of board evaluation tools and processes; the Chief Executive Officer or an external consultant may be asked to provide research and support in gathering evaluation tools, processes and best practices. The tools and processes used may vary but they must be comprehensive in nature, reflecting the responsibilities of the Board as stated in the Board Charter.
2. Each member of the Board is responsible for participating actively in the assessment process.
3. The process will ensure that individual responses will be held in confidence; only aggregate results will be shared collectively.
4. The Board will consider the consolidated assessment results and will identify board specific strengths and areas for growth. From the evaluations, the Board will also determine focus for future growth and key areas to be included in the Board Governance Development Plan.
5. Individual Board member self-assessments will inform individual professional development plans, and may be used to inform the **Board Experience Matrix (Board Succession Planning and Recruitment Policy)**.
6. Evaluation of Board meetings shall be done quarterly.

DEFINITIONS

LEGISLATIVE AND COLLECTIVE AGREEMENT REFERENCES

N/A

LINKS TO OTHER RELATED POLICIES, DOCUMENTS, AND WEBSITES

1. Board Governance Development Policy
2. Board Charter
3. Board Succession Planning and Recruitment Policy.
4. Board Evaluation Procedures