

# BOARD POLICY

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<b>POLICY TYPE:</b>	Governance Process
<b>POLICY TITLE:</b>	Board of Governors' Orientation
<b>EFFECTIVE DATE:</b>	October 2016
<b>RENEWAL DATE:</b>	May 2019

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## 1. Background

- 1.1. The Ontario Ministry of Advanced Education and Skills Developments' Protocol for Board Nominations and Appointments, requires colleges to ensure that new members participate in the Colleges Ontario orientation sessions and to provide college-based induction and ongoing development activities of board members.

Orientation is offered annually through The College Centre of Board Excellence, a collaborative partnership between the College Employer Council and Colleges Ontario. The program is offered online and at various locations throughout the province. This orientation provides a briefing on the nature of education and training in Ontario, the challenges facing all colleges, the legal framework governing their obligations as governors, and the roles and responsibilities of the major players. A manual for effective college governance is also available through The College Centre of Board Excellence.

- 1.2. Durham College provides an orientation session for new Governors and is open to all Governors, prior to or at the outset of new Governors' first terms of service. This orientation is focused on governance roles, policies and issues specific to Durham College.

## 2. Policy statements

- 2.1. Each member of the Board of Governors will develop an understanding of the college sector, scope and mandate of Durham College, the education and service needs of the populations it serves, and the Board's policy governance approach.

## 2.2. Accordingly:

2.2.1. The Board of Governors shall provide a formal orientation program, including written materials, for all new Governors that focuses on:

- a) the role of the Board;
- b) the role and responsibilities of individual Board members;
- c) the history and development of the College;
- d) the College's Strategic Plan;
- e) an overview of the College's programs, services, budget, business plan, KPI, annual report and facilities;
- f) the college system;
- g) the current Policy Governance model;

2.3. Every incoming Board member will participate in the orientation program.

2.4. The annual program will be open to all members.

2.5. The Board may provide a second orientation opportunity intended for new or early-term Governors to be held in the second quarter of every Board year. This additional orientation opportunity will be open to all members.

2.6. The Board will encourage participation at regional, provincial and national orientation programs and conferences.

2.7. The Board will work to match a mentor to each incoming Board members during their first year of service, but may continue unofficially thereafter. A mentor will provide support for the new Governor and provide information on routine Board processes.

## 3. Monitoring

The Board will annually evaluate its orientation program, at a minimum through feedback from the annual performance survey. The Chair of the Board will present the annual survey to the Executive Committee for input and approval. The annual survey shall be issued to all Board members by June of each year.