DRAFT Board Self-Assessment

Thank you for taking the time to complete this self-assessment. It will take 10-15 minutes, and your response is completely anonymous. The Governance Committee will review the results and make recommendations to improve our ability as a Board to meet our obligations.

| **#** | DK – Don’t Know.  NA- Not Applicable | 1- Strongly disagree  2. Disagree  3. Agree.  4. Strongly Agree | DK | NA | 1 | 2 | 3 | 4 |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Board Structures and Frameworks** | | | | | | | | |
|  | The Board's by-laws and policies are consistent with its mandate. | |  |  |  |  |  |  |
|  | The Board has a process for reviewing its by-laws and policies and regularly updates them. | |  |  |  |  |  |  |
|  | Each member signs a statement acknowledging the role, responsibilities and expectations of Board members. | |  |  |  |  |  |  |
|  | Board members know and follow the code of ethical conduct for members. | |  |  |  |  |  |  |
|  | The Board has a process to ensure its members have an appropriate mix of experience and competencies. | |  |  |  |  |  |  |
|  | The Board has processes in place to oversee finance, risk and strategy. | |  |  |  |  |  |  |
|  | Members receive information in enough time to prepare for meetings. | |  |  |  |  |  |  |
|  | New Board members receive an orientation before their first meeting. | |  |  |  |  |  |  |
| **Board Member Responsibilities** **and Duties** | | | | | | | | |
|  | All board members arrive at meetings prepared, informed and ready to engage in decision-making. | |  |  |  |  |  |  |
|  | All board members attend and participate meaningfully at meetings. | |  |  |  |  |  |  |
|  | All board members receive ongoing education to help them fulfill their obligations. | |  |  |  |  |  |  |
|  | The Board follows evidence-based criteria, institutional values and ethics to guide decision making. | |  |  |  |  |  |  |
|  | All board members make decisions in the best interest of the entire organization. | |  |  |  |  |  |  |
|  | Board members speak with one voice, even when individuals may not agree with a given decision of the Board. | |  |  |  |  |  |  |
|  | All board members understand what aspects of discussion are to remain confidential and keep them in confidence. | |  |  |  |  |  |  |
|  | The Board works with the organization's leaders to develop the mission and strategy. | |  |  |  |  |  |  |
|  | The Board seeks input from internal and external stakeholders when updating the strategic plan. | |  |  |  |  |  |  |
| **President Recruitment and Oversight** | | | | | | | | |
|  | The Board oversees the recruitment and selection of the President. | |  |  |  |  |  |  |
|  | The Board works with the President to set and annually review the president's performance objectives. | |  |  |  |  |  |  |
|  | The Board supports and commits resources to the ongoing professional development of the President. | |  |  |  |  |  |  |
|  | The Board has a mechanism to receive updates or reports from the President, e.g. a standing agenda item. | |  |  |  |  |  |  |
|  | The Board has a succession plan for the President. | |  |  |  |  |  |  |
| **Fiduciary Responsibilities** | | | | | | | | |
|  | The Board works with internal leadership to conduct ongoing environmental scans to identify new challenges and risks. | |  |  |  |  |  |  |
|  | The Board approves the organization's capital and operating budgets. | |  |  |  |  |  |  |
|  | The Board ensures integrity of the organization's financial statements, internal controls, and systems. | |  |  |  |  |  |  |
|  | The Board anticipates financial needs and potential risks, and develops contingency plans to address them. | |  |  |  |  |  |  |
|  | The Board ensures that an integrated risk management plan and contingency plans are in place. | |  |  |  |  |  |  |
|  | The Board regularly reviews safety reports to understand issues and opportunities for improvement. | |  |  |  |  |  |  |
|  | The Board addresses recommendations in reports from the President and leadership team. | |  |  |  |  |  |  |
| **Communications and Advocacy** | | | | | | | | |
|  | The Board regularly hears from and considers the voice of staff and students. | |  |  |  |  |  |  |
|  | The Board oversees the development of a communication plan for the organization. | |  |  |  |  |  |  |
|  | The Board promotes the organization and the value of its services to the community. | |  |  |  |  |  |  |
|  | The Board shares reports about the organization’s performance and quality of services with the community. | |  |  |  |  |  |  |
|  | The Board's activities and decisions are recorded, archived, and made publicly available. | |  |  |  |  |  |  |
|  | The Board demonstrates a commitment to recognizing team members for their achievements. | |  |  |  |  |  |  |
| **Governance Assessments and Self-Evaluation** | | | | | | | | |
|  | The Board follows a process to regularly evaluate its performance and effectiveness. | |  |  |  |  |  |  |
|  | The Board regularly evaluates the performance of the board chair. | |  |  |  |  |  |  |
|  | The Board regularly reviews the contribution of individual members and provides feedback to them. | |  |  |  |  |  |  |
|  | The Board identifies and addresses opportunities for improvement in how it functions. | |  |  |  |  |  |  |

DRAFT Board Chair Evaluation

Thank you for taking the time to share your thoughts in this evaluation of our Board Chair. Your answers are completely anonymous, and it will take about 8-10 minutes to complete the survey. The Governance Committee will review the results with the Chair, and discuss approaches that support our Chair and in executing good governance practices.

Chair’s role in Board responsibilities

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | The board chair has… | Strongly disagree | Somewhat disagree | Somewhat  agree | Strongly agree | Don’t know |
| 1 | Effectively identified priorities and set agendas |  |  |  |  |  |
| 2 | Managed meetings in an effective and timely manner |  |  |  |  |  |
| 3 | Established a positive meeting tone and environment |  |  |  |  |  |
| 4 | Cultivated and built capacity in board members |  |  |  |  |  |
| 5 | Encouraged all board members’ voices to be heard |  |  |  |  |  |
| 6 | Been responsive to requests from board members |  |  |  |  |  |
| 7 | Communicated effectively with board members |  |  |  |  |  |
| 8 | Effectively represented the board at public events |  |  |  |  |  |
| 9 | Guided the board in providing fiduciary oversight |  |  |  |  |  |
| 10 | Publicly promoted and supported the University |  |  |  |  |  |
| 11 | Balanced the fiduciary and strategic roles of the Board |  |  |  |  |  |
| 12 | Demonstrated a deep understanding of the organization’s activities, structures, and mission |  |  |  |  |  |

**Comments on this area:**

Chair’s Role in building Relationships

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | The board chair has established positive relationships with: | Strongly disagree | Somewhat disagree | Somewhat  agree | Strongly agree | Don’t know |
| 13 | All board members |  |  |  |  |  |
| 14 | Committee chairs |  |  |  |  |  |
| 15 | Internal stakeholders (staff, faculty, students) |  |  |  |  |  |
| 16 | External stakeholders (general public, partners) |  |  |  |  |  |
| 17 | Government |  |  |  |  |  |
| 18 | First Nations |  |  |  |  |  |

**Comments on this area:**