

## BRIEFING NOTE

**TO:** Board of Directors

**FROM:** Amy Stein, Deputy Registrar

**DATE:** December 1, 2025

**SUBJECT:** 2026 Board Annual Workplan

☒ For Decision

☐ For Information

☐ Monitoring Report

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**Purpose:**

To approve the Board's Annual Workplan for 2026.

**Background:**

The board is responsible for achieving its strategic objectives during the upcoming board cycle. To support this, the board receives a proposed workplan for the 2026 calendar year, as outlined in the Board Annual Workplan Policy (4-40). Board meeting agendas include the action items listed in the workplan to monitor the board's progress in completing all items within the cycle.

**For Consideration:**

The proposed 2026 workplan is attached for the board's consideration. The workplan is subject to change/revision to account for changes during the year and to respond efficiently to environmental or systemic issues that arise.

**Public Interest Considerations:**

The annual workplan ensures that the board is held accountable for the focus of its own workplan.

**Diversity, Equity, and Inclusion Considerations:**

The board's core values include diversity, equity, and inclusion, and therefore, these principles should be reflected in the work that is done throughout the year.

**Risk Management Considerations:**

The annual workplan assists the board in managing organizational risk by serving as a system to monitor ongoing achievement of operational, policy, monitoring, and training objectives  
Recommendations/Action Required:

**Action Required:**

That the board approve the 2026 annual workplan.

MARCH 2026 BOARD WORK PLAN				
OPERATIONAL	POLICY, BY-LAW AND REGULATION	MONITORING REPORTS	EXTERNAL MONITORING	TRAINING AND DEVELOPMENT
Minutes, December	Strategic Outcomes Policy (GC)	Committee Reports (Spotlight: Registration)		Introduction to the College (Orientation)
Financial Variance Report to December 31, 2025	Vendor Relations & Procurement Management (GC)	Committee Annual Reports		Governance (Orientation)
Approval of 2026 Pre-Election Training Module	Appointed Member Policy (GC)	Registrar’s Report		Strategic Plan (Orientation)
Registrar, CEO Performance Review	Role of Board Officers Policy (GC)	Communications Report		A Year in Preview (Orientation)
	Examination and Upgrading Policy (RC)	Strategic Outcomes Policy (R)		Virtual Boardroom Tour (Orientation)
		Financial Planning and Budgeting (R)		
		Role of Board Officers Policy (B) (Deferred from 2025)		
		Delegation to the Registrar Policy (B)		
		Status of 2025 Board Self-Evaluation Action Plan		

Green = Complete  
Blue = Complete (moved or added to workplan)  
Red = Not complete  
Orange = Not complete (moved or added to workplan)

GC = Governance Committee  
RC = Registration Committee  
R = Registrar Monitoring Report  
B = Board Monitoring Report

JUNE 2026 BOARD WORK PLAN				
OPERATIONAL	POLICY, BY-LAW AND REGULATION	MONITORING REPORTS	EXTERNAL MONITORING	TRAINING AND DEVELOPMENT
Minutes, March	Currency Policy (RC)	Committee Reports (Spotlight: Professional Conduct)	2025 Financial Audit Report	TBD
Year-to-date Financial Variance Report	Financial Planning and Budgeting Policy (GC)	Registrar’s Report		
Reassess 2026 Strategic Agenda Work Plan	Role of Committee Chairperson Policy (GC)	Communications Report		
	Board-Staff Relationship Policy (GC)	Financial Condition Policy (R)		
		Investment Policy (R)		
		Governance Approach Policy (B)		
		Approval of 2026 Board Action Plan		

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SEPTEMBER 2026 BOARD WORK PLAN				
OPERATIONAL	POLICY, BY-LAW AND REGULATION	MONITORING REPORTS	EXTERNAL MONITORING	TRAINING AND DEVELOPMENT
Minutes, June	Registrar, CEO Expectations and Job Products Policy (GC)	Committee Reports (Spotlight: Policy & Governance)		Cybersecurity
Year-to-date Financial Variance Report	Registrar, CEO Performance Evaluation and Compensation Process Policy (GC)	Registrar’s Report		
Appointment of Auditor for 2027	Posting of Board Materials Policy (GC)	Communications Report		
	Board Effectiveness Evaluation Policy (GC)	Strategic Outcomes Policy Report (R)		
	Practicum Policy (RC)	Asset Protection Policy (R)		
	Internationally Educated Applicant Policy (RC)	Technology and Cyber Security Policy (R)		
		Board Terms of Reference Policy (B)		

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DECEMBER 2026 BOARD WORK PLAN

OPERATIONAL	POLICY, BY-LAW AND REGULATION	MONITORING REPORTS	EXTERNAL MONITORING	TRAINING AND DEVELOPMENT
Minutes, September	Board Support of the Registrar, CEO Policy (GC)	Committee Reports (Spotlight: Professional Practice)		
Year-to-date Financial Variance Report	Governance Approach Policy (GC)	Registrar’s Report		
2027 Draft Budget	Technology and Cyber Security Policy (GC)	Communications Report		
Approval of 2027 board meeting dates		Reserves Policy Report (R)		
Election of NEC Rep		Investment Policy Report (R)		
Election of 2027 Executive		Board Code of Conduct (B)		
Appointment of Appointed Members		2026 Board Work Plan Review		
Approval of 2027 Committee Slate		2027 Board Work Plan Development		
Appointment of Registrar’s Review Subcommittee				
Assignment of 2027 Board Monitoring Reports				

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