

BRIEFING NOTE

TO: Board of Directors

FROM: Governance Committee

DATE: December 5 and 6, 2022

SUBJECT: Quarterly Policies for Content Review

☒ For Decision ☐ For Information ☐ Monitoring Report

Purpose:

To carry out a scheduled content review of policies 2-12, 4-21 and 4-04 for the purpose of determining whether any amendments are necessary.

Background:

The board has implemented a schedule to regularly review the content of its governance policies in order to ensure they remain relevant and continue to serve the board's needs and strategic objectives.

For Consideration:

The following policies are scheduled for content review in Q4 of 2022:

1. **Corporate Identity, Public Image and Communication Policy 2-12:** Minor amendments are proposed to this policy to ensure it is consistent with existing board policies. The proposed amendments do not change any of the substantive content of the policy (see **Appendix A**).
2. **Director Job Description Policy 4-04:** No updates are proposed to this policy at this time (see **Appendix B**).
3. **Board Strategic Agenda Workplan Policy 4-21:** It is proposed that this policy be re-formatted to make it easier to read and more consistent with other policies that have been adopted by the board since this policy was first approved. The proposed amendments seek to retain the substantive content of the policy (see **Appendix C and D**).

Public Interest Consideration:

The board has a duty to make decisions that are consistent with the College's public interest mandate. It is incumbent on the Committee to consider this mandate when proposing updated policies.

Diversity, Equity and Inclusion Considerations:

It is incumbent on the Committee to consider whether the proposed action plan is consistent with the COO's organizational values relating to diversity, equity and inclusion.

Action:

That the board approve the proposed updates with respect to these policies.