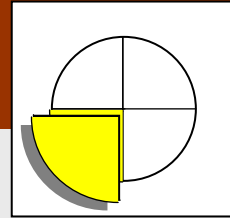


**NORTHERN LIGHTS COLLEGE  
BOARD OF DIRECTORS POLICY**



**Policy Name:** Monitoring Executive Performance

**Number:** BP-4

**Policy Type:** Board-President Relationship

**Date Approved:** 19 Jun 2007

**Date Reviewed:** 18 Jan 2012

**Date Revised:** 18 Jan 2012

Systematic and rigorous monitoring of President job performance will be solely against the only expected President job outputs: organizational accomplishment of Ends and organizational operation within the boundaries established in Executive Limitations.

1. The purpose of monitoring is simply to determine the degree to which Board policies are being met. Only information that does this will be considered to be monitoring.
2. A given policy may be monitored in one or more of three ways:
  - 2.1. Internal report: Disclosure of compliance information by the CEO, along with his or her explicit interpretation of Board policy, and justification for the reasonableness of interpretation
  - 2.2. External report: Discovery of compliance information by an impartial, external auditor, inspector or judge who is selected by and reports directly to the Board. The external party will first be provided with the CEO's explicit interpretation of the policy and justification for the reasonableness of interpretation.. The report must assess the reasonableness of the interpretation of Board policy, and compliance with it. The basis for assessment is *not* the standards of the external party, unless the Board has previously indicated that party's opinion to be the standard.
  - 2.3. Direct Board Inspection: Discovery of compliance information by a designated Board member, a committee or the Board as a whole. This is a Board inspection of documents, activities or circumstances directed by the Board that assesses compliance with policy, with access to the CEO's justification for the reasonableness of his/her interpretation. Such an inspection is only undertaken at the instruction of the Board.
3. In every case, the standard for compliance shall be *any reasonable President interpretation* of the board policy being monitored. The Board is the final arbiter of reasonableness, but will always judge with a "reasonable person" test rather than interpretations favoured by board members or even the board as a whole.

4. Upon the choice of the Board, any policy can be monitored by any of the above methods at any time. For regular monitoring, however, each *Ends* and *Executive Limitations* policy will be classified by the Board according to frequency and method.

	<u>Policy</u>	<u>Method</u>	<u>Frequency</u>
E	Ends	Internal Report	Annual, Jun
E-1	Learner Capacity	Internal Report	Annual, Jun
E-2	Community Enrichment	Internal Report	Annual, Jun
EL	General Executive Constraint	Internal Report	Annual, Aug
EL-1	Treatment of Students	Internal Report	Annual, Sep
EL-2	Treatment of Staff	Internal Report	Annual, Jun
EL-3	Financial Planning (For Auditor)	External Report Internal Interpret Only	Annual, May Annual, Jan
EL-4	Financial Condition	Internal Report External Audit	Aug Nov Jan Annual, May
EL-5	Asset Protection 5.6, 5.7 and 5.7.1 (For Auditor) 5.6, 5.7 and 5.7.1 Balance of EL-5	Internal Interpret Only External Report Internal Report	Annual, Jan Annual, May Annual, Oct
EL-6	Compensation and Benefits 6.1, 6.2 and 6.3 (For Auditor) 6.1, 6.2 and 6.3 Balance of EL-6	Internal Interpret Only External Report Internal Report	Annual, Jan Annual, May Annual, Nov
EL-7	Communication and Support to the Board	Internal Report	Annual, Mar
EL-8	Emergency Executive Succession	Internal Report	Annual, Aug
EL-9	Access to Education	Internal Report	Annual, May
EL-10	Land Use	Internal Report	Annual, Jan

5. A formal evaluation of the President by the Board will occur annually, based on the achievement of the Board's *Ends* Policies and non-violation of its *Executive Limitations* policies. This formal evaluation will be conducted by cumulating the regular monitoring data provided during the year and the board's recorded acceptance or non-acceptance of the reports, and identifying performance trends evidenced by that data.