

Algonquin College Board of Governors Policy Manual

Through the establishment of policies, processes, and structures based on the College’s vision, mission and values, the Algonquin College Board of Governors ensures the effective operation of Algonquin College and the fulfilment of the College’s mandate. This Governance Policy Manual provides in a single document the Algonquin College bylaws, the Board committee structure, the College vision and strategic plan and the Board policies.

Board By-laws

Listed below are the by-laws currently approved by the Algonquin College Board of Governors:

By-Law No. 1 General Conduct	A By-law relating generally to conduct of the affairs of the Board of Governors of Algonquin College of Applied Arts and Technology pursuant to Regulation 34/03 under the Ontario Colleges of Applied Arts and Technologies Act, 2002;
By-Law No. 2 Financial Instruments	A By-law regarding borrowing and securities pursuant to the Financial Administration Act and the Public Accountancy Act;
By-Law No. 3 Electing Internal Governors	A By-law regarding the Election of Internal Governors pursuant to Regulation 34/03 under the Ontario Colleges of Applied Arts and Technologies Act, 2002;
By-Law No. 4 Advisory Council	A By-law regarding the Advisory Council of Algonquin College of Applied Arts and Technology pursuant to the Minister’s Binding Policy Directive on Governance and Accountability made under the Ontario Colleges of Applied Arts and Technology Act, 2002;
By-Law No. 5 Advisory Committees	A By-law regarding the Advisory Committees of Algonquin College of Applied Arts and Technology pursuant to the Minister’s Binding Policy Directive on Framework for Programs of Instruction made under the Ontario Colleges of Applied Arts and Technology Act, 2002.

Board Organization Structure

Governance Committee	The Governance Committee is a standing committee of the Board of Governors established in accordance with article 16 of By-law no. 1 and the Minister’s Binding Policy Directive on Governance and Accountability
Academic And Student Affairs Committee	The Academic and Student Affairs Committee is a standing committee of the Board of Governors established in accordance with article 17 of By-law no. 1
Audit and Risk Management Committee	The Audit and Risk Management Committee is a standing committee of the Board of Governors established in accordance with article 15 of By-law no. 1
Executive Committee	The Executive Committee is a standing committee of the Board of Governors established in accordance with article 18 of By-law no. 1

Memorandum of Agreement – College Foundation

The College Foundation is an Algonquin College subsidiary organization per the Ministry of Training, Colleges and Universities Entrepreneurship Binding Directive

Memorandum of Agreement – Algonquin College – Saudi Arabia

Algonquin College – Saudi Arabia is an Algonquin College subsidiary organization per the Ministry of Training, Colleges and Universities Entrepreneurship Binding Directive. Note that that Algonquin College – Saudi Arabia has a contract with TA'HEEL

Memorandum of Agreement – 2364193 Ontario Inc.

2364193 Ontario Inc. is an Algonquin College subsidiary organization per the Ministry of Training, Colleges and Universities Entrepreneurship Binding Directive. Note that 2364193 Ontario Inc. also has an Articles of Association with Algonquin College.

Board Strategic Plan

The current strategic plan approved by the Algonquin College Board of Governors:

**Strategic Plan
2012-2017**

BOARD POLICIES

This Board Policy Manual contains all of the current policies adopted by the Algonquin College Board of Governors. These policies are organized into two categories to guide decision-making:

- **BOARD PROCESS:** These policies focus on the internal workings of the Board. These define how the Board will operate, and address the roles of the officers and the Board Committees. All of the collective and individual expectations of directors, officers and board committees are clarified either here or in the Algonquin College bylaws.
- **BOARD DIRECTIVES:** These policies provide high level direction and guidance for the College to fulfil its mission and achieve its strategic plan. The Board directives establish key principles and responsibilities, set fundamental requirements and limits and allocate responsibilities.

The Board policies are clear, current, concise, relevant and congruent with the Board mandate to provide strategic leadership and stewardship of Algonquin College's resources on behalf of the public. The Board develops these policies through a consistent and transparent process that respects the needs and perspectives of those who are directly affected by the policies. In the event that the Board needs to proceed in a way that is different than contemplated by any Board policy, having policies imposes upon the Board a responsibility to consciously address why the Board is proceeding in a different way.

To ensure these policies are kept current, every Board policy shall be reviewed by the Governance Committee within five years after the policy has been approved or amended by the Board. All proposed revisions to Board policy shall be provided to the Board for consideration.

Board Governance Policies

I.

BOARD PROCESS

- BG I-01 Responsibilities of the Board of Governors
- BG I-02 Appointment/ Reappointment Of External Governors
- BG I-03 Communication with the Board of Governors
- BG I-04 Responsibilities of the Board Chair (under development)

II

BOARD DIRECTIVES

- BG II-01 Programs of Instruction
- BG II-02 Financial Management

Approved: June 9, 2014