

# BRIEFING NOTE

**TO:** Board of Directors

**FROM:** Stephen Kinsella, Chair

**DATE:** December 4 and 5, 2023

**SUBJECT:** 2023 Board and Committee Self-Evaluations

For Decision

For Information

Monitoring Report

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**Purpose:**

To provide information about the upcoming 2023 Board and Committee Self-Evaluations.

**Background:**

In 2018 the Board approved the Board Effectiveness Self-Evaluation Policy (Appendix A). Under this policy, all directors and committee members have committed to participating in the annual board and committee self-evaluation process. The evaluation is conducted as an online survey.

The self-evaluations are an opportunity to look back at the year and assess any strengths and weaknesses. The results of the evaluations will be used to shape the board and committees' action plans for 2024.

**Process:**

Following the December 5, 2023, board meeting, directors will receive an email with a link to complete the board self-evaluation.

In addition, all board and committee members will receive a separate email for each committee that they sit on, together with a link to complete the committee self-evaluation.

All surveys must be completed by no later than **December 20, 2023**.

Please note that participation in this important process is mandatory for all directors and committee members that sat on the board or committees in 2023. The Board Chair is authorized to take steps to ensure that all directors and committee members complete the self-evaluations and do so in a timely manner.

**Public Interest Considerations:**

Board and Committee Self-Assessments are important because they strengthen how the College operates, which has a strong relationship to how it governs. Every stakeholder has something to gain from boards and committees that perform well and that practice good governance. Board and Committee self-assessments bring value to board directors, committee members, the College and ultimately the public.

**Diversity, Equity, and Inclusions Considerations:**

Board directors and committee members must in good faith and in the best interest of the public regularly take an objective look at the work they have accomplished in the past year and identify issues and gaps in skills they need to be more successful at advancing the College's mission and organizational values relating to diversity, equity, and inclusion.

**Action Required:**

For information only.