

Expectations
**Board Policy No.6 - The President
Maintains a Leadership Succession Plan**



WHY WE HAVE THIS POLICY

NorQuest College's President, Vice Presidents and other key leaders are critical to the College's continuing viability and growth. A leadership succession plan helps ensure the best use and development of leaders to achieve the College's Strategic Plan.

WHAT WE WANT THIS POLICY TO ACCOMPLISH

Under the President's guidance, the College attracts, develops and retains skilled leaders who ensure the College's long-term viability and continued growth. The Board and the President use the Leadership Succession Plan to provide timely and effective leadership in the event of voluntary or involuntary departures of the President and CEO, Vice Presidents or other key leaders.

Policy No.6: The President Maintains a Leadership Succession Plan

Board's role in leadership succession

The Board delegates its authority to the President to manage all aspects of leadership succession within the College except those matters related to the Board's employment of the President. The Board reserves the right to influence the College's Leadership Succession Plan through its Strategic Plan for NorQuest College.

President's role in leadership succession

To ensure that the College has strong internal leadership and organizational capacity, the President develops and maintains the College's Leadership Succession Plan. The College's Leadership Succession Plan will be designed to ensure that:

- the President has a rich understanding of the role leadership plays in achieving the College's Strategic Plan and demonstrates due diligence in seeking to recruit and develop leaders to meet the College's strategic objectives
- the President maintains a current list of the skills and competencies needed to lead the College in key areas
- the President follows a clear and objective process for identifying, assessing and developing potential leaders from within the College
- the President maintains a clear understanding of the current climate and best practices for recruiting and compensating senior management
- the College has clear plans and processes in place to mitigate uncertainty in times of leadership change, including voluntary and involuntary departure of President and CEO, Vice President(s) and other key leaders
- the College has sufficient organizational capacity to enable internal, interim successor(s) to continue competent operation of the College in the event of sudden loss of key leadership services

WHO APPROVED THIS POLICY

NorQuest College's Board of Governors has approved this policy. The President is accountable to the Board for carrying out this policy.

WHO IS RESPONSIBLE FOR THIS POLICY

The Board of Governors will ensure that the President conducts him- or herself within the limits and for the purposes of this policy.

WHO IS DIRECTLY AFFECTED BY THIS POLICY

This policy applies to all Board members in the conduct of the business of the Board and their conduct as Board members.

POLICY MANAGEMENT AND POLICY QUALITY ASSURANCE CHART

Board Policy Name	The President Maintains a Leadership Succession Plan
Board Policy Number	6
Original Approval Date	June 28, 2010
Date Effective	June 28, 2010
Historical Review Dates	
Next Review Date	This policy will be reviewed at least once every three years to ensure compliance with legislation, Board policies and intended purpose.
File Storage Location	
Related Legislation	<ul style="list-style-type: none"> ▪ <i>Post-Secondary Learning Act 2003</i>, Sections 81 (1-4), 82 (1 and 2)
Related Policies and Procedures	<ul style="list-style-type: none"> ▪ all Board policies ▪ Leadership Succession procedure ▪ Board policy definitions
Superseded Policies	<ul style="list-style-type: none"> ▪ Policy 7: Human Resources
Monitoring and Frequency	<ul style="list-style-type: none"> ▪ yearly report to the Board of Governors on succession plan to ensure key leaders are identified and succession plans are in place for all of them
Policy Custodian	Policy and Planning Specialist