



Northeast Community College Board Policy Manual

Governance Process Policy
Policy Number: GP - 11

Investment in Governance

Consistent with its commitment to excellence in governance, the Board will invest in its governance capacity.

1. Anyone who is, or is considering being a candidate for the Board of Governors shall be provided with information that clearly outlines the role of the Board and the Board's expectations of Board members, including the Policy Governance methodology.
2. Board skills, methods, and supports will be sufficient to assure governing with excellence.
 - 2.1. New members of the Board shall receive a complete orientation to ensure familiarity with the organization's issues and structure, and the Board's process of governance.
 - 2.2. Board members shall have ongoing opportunity for continued education to enhance their Policy Governance capabilities.
 - 2.3. Outreach mechanisms will be used as needed to ensure the Board's ability to listen to owner viewpoints and values.
 - 2.4. Outside monitoring assistance will be arranged so that the Board can exercise sufficient control over organizational performance. This includes, but is not limited to fiscal audit.
3. The Board will take action to fill vacancies which result from acceptance of a resignation or recognition of a vacancy.
 - 3.1. The Board will declare a vacancy at the time it formally accepts the resignation or recognizes a vacancy and determine the timeframe and deadlines for the selection process.
 - 3.2. The Board will prepare an informational questionnaire which it will advise interested persons to complete and submit it to the Board Secretary. Individual Board members may also submit a nomination for another person to the Board Secretary.

- 3.3. The Board will appoint a Search Committee.
- 3.4. The Board will appoint the person to fill a Board vacancy at a regularly scheduled Board meeting or a special meeting called for the purpose of making the appointment.
4. Costs will be prudently incurred, though not at the expense of endangering the development and maintenance of superior governance capability.
 - 4.1. The Board will establish annually prior to the budget cycle, and be accountable for an annual budget for its own governance functions, which shall include funds for Board and Board committee meeting costs; Board education, recruitment and orientation; costs of fiscal audit, legal counsel and any other outside monitoring assistance required; and costs of methods such as focus groups, surveys and opinion analyses to ensure the Board's ability to listen to owner viewpoints and values.
5. The Board will use its governance means policies as measurable standards against which the Board's performance can be evaluated.
 - 5.1. The Board will evaluate and discuss the Board's process and performance at each meeting.
 - 5.2. Under the leadership of the Board Chair, at least annually the Board will conduct a self-evaluation. As a result of this evaluation, the Board will establish a governance action plan for improvement of identified areas.
 - 5.2.1. The Board will monitor its adherence to its own Governance Process and Board – President Delegation policies regularly. Upon the choice of the Board, any policy can be monitored at any time. However, at minimum, the Board will monitor its own adherence to them, according to the following schedule:

Effective Date: 12/09/2021

Original Adoption Date: 12/09/2021

Revision Date: none

Rescinded Date: none

Schedule of Content Review (CR) /Board Self-Evaluation (BSE)					
Number	Policy	Year 1 01/22- 12/22	Year 2 01/23- 12/23	Year 3 01/24- 12/24	Year 4 01/25- 12/25
GP-00	Global Governance Commitment				Apr
GP-01	Governing Style	Feb		Feb	
GP-02	Board Job Contributions		Feb		
GP-03	Board Planning Cycle and Agenda Control		Feb		Feb
GP-04	Role of the Board Chair	Mar		Mar	
GP-05	Role of the Vice Chair				May
GP-06	Role of Board Secretary				May
GP-07	Board Committee Principles			May	
GP-08	Board Committee Structure			May	
GP-08.1	Governance Committee Charter	Apr			
GP-08.2	Ownership Linkage Committee Charter		May		
GP-08.3	Search Committee Charter				Oct
GP-09	Board and Committee Expenses			May	
GP-10	Board Code of Conduct	Dec	Dec	Dec	Dec
GP-11	Investment in Governance				Mar
GP-12	Board Linkage with Ownership	Nov			
GP-13	Board Linkage with External Organizations		May		
GP-14	Special Rules of Order	Jan		Jan	
GP-15	Handling Operational Complaints		Nov		
GP-16	Handling Alleged Policy Violations				Nov
BPD-00	Global Board-President Delegation			Nov	

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Number	Policy	Year 1 01/22- 12/22	Year 2 01/23- 12/23	Year 3 01/24- 12/24	Year 4 01/25- 12/25
BPD-01	Unity of Control			Nov	
BPD-02	Accountability of the President		Mar		
BPD-03	Delegation to the President	Oct			
BPD-04	Monitoring President Performance	May			
BPD-05	President Succession				Oct
BPD-06	President Compensation		Mar		