

PRESIDENT EVALUATION POLICY

Approved by: Board of Governors
Authorizer: Governance Committee
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POLICY STATEMENT

The purpose of this policy is to establish the framework through which the Board oversees and evaluates the President's performance, consistent with the Board's governance and accountability responsibilities.

SCOPE

This policy applies to the Board, including the President.

DEFINITIONS

Board: The board of governors of the College.

College: The Conestoga College Institute of Technology and Advanced Learning.

President: The president of the College.

PRINCIPLES

The following principles shall guide the evaluation of the President:

1. The evaluation of the President is a core governance responsibility of the Board and supports the Board's accountability for effective oversight of the College.
2. The President's performance shall be subject to an annual evaluation process that provides an opportunity to assess achievement against criteria agreed upon by the Board and to identify areas for development and improvement.
3. The Board may delegate responsibility for administering the President's performance evaluation to a committee of the Board, provided that the results and any related recommendations remain subject to Board review and approval.

4. In addition to the formal annual evaluation, regular and constructive feedback between the Board and the President supports ongoing maintenance of an effective governance relationship.

POLICY

Responsibilities

The Board is responsible for the following:

1. establishing the evaluation criteria that define the overall framework for assessing the President's performance;
2. setting specific performance objectives within that framework, including identifying appropriate measures to assess achievement of those objectives;
3. receiving and considering progress reports from the President at regular intervals throughout the performance year; and
4. providing feedback to the President on the results of the performance evaluation.

Executive Committee

Following the annual evaluation of the President's performance, the Executive Committee shall make a recommendation to the Board with respect to the President's performance and related compensation.

Monitoring

1. The President shall provide the Board a mid-year summary of progress against the criteria established by the Board by November of each year.
2. The President shall provide the Board a year-end summary of progress against the criteria established by the Board following year end, March 31st of each year.

RELEVANT LEGISLATION AND RELATED DOCUMENTS

- Ministry of Colleges and Universities, Research Excellence and Security, Board-President Relations Resource Document
- Governance and Accountability Policy Directive for Colleges of Applied Arts and Technology