

GOVERNANCE COMMITTEE 2021-2022 Annual Work Plan

In addition to specific items listed in the work plan, the following Consent Agenda items will be included at each meeting:

1. Governance Committee Action Items Register; and
2. NBCC legislated reporting requirements update.

Changes to legislation or public policy will be reported as required.

Meetings will include oversight, insight and foresight agenda items.

The Committee has the discretion to move items between and among meetings but will cover all work plan items over the course of the year.

DATE	ITEM
August 25, 2021	<ol style="list-style-type: none"> 1. Annual review of Governance Committee Terms of Reference 2. Review Board of Governors’ Terms of Reference 3. Annual assessment of Governance Committee 2020-2021 Annual Work Plan/ Review and approve Governance Committee 2021-2022 Annual Work Plan 4. Strategic Planning Process Update 5. Review and recommend for approval draft 2021-2022 NBCC Annual Report 6. Discuss Business Plan Priorities for 2022-2023 7. Review Summer 2020-2021 Performance Management Dashboard 8. Confirm strategic discussion topic for September Board meeting 9. Discuss Plans for Fall Board Retreat 10. Discuss process for Governor Leave of Absence requests 11. 2022 Nomination process: <ol style="list-style-type: none"> 11.1. Review upcoming 2021 Governor vacancies 11.2. Review Board Competency Matrix 12. Prep for 2021 Internal Governor Election for Student Governor 13. Board Evaluation Debrief Action Plan 14. Policy Review: <ol style="list-style-type: none"> 14.1. Code of Conduct 14.2. Conflict of Interest 14.3. PR Events 14.4. Remuneration and Reimbursement of Expenses for Governors
November 24, 2021	<ol style="list-style-type: none"> 1. Update on draft 2022-2023 Accountability Framework and Reporting Guide to Government 2. Review Fall 2021-2022 Performance Measurement Dashboard 3. Confirm strategic discussion topic for December Board meeting 4. Start Preparation for Spring 2022 Internal Governor Election 5. 2022 Nomination process: <ol style="list-style-type: none"> 5.1. Review 2022 External Nominations Work Plan 5.2. Review completed 2021 Competency Matrix to identify gender, geographic, diversity and competency gaps for 2022 6. Policy Review: <ol style="list-style-type: none"> 6.1. Nomination of External Governors

DATE	ITEM
December 9, 2021	1. Joint Audit and Governance Committee: <ul style="list-style-type: none"> 1.1. review and recommend for approval draft 2022-2021 NBCC Business Plan
January 2022 (date to be determined)	1. 2022 Nomination process: <ul style="list-style-type: none"> 1.1. Review competencies of Governors who have expressed a desire to run for a second term and see if their competencies are aligned with the identified 2022 priority competencies 1.2. Review potential candidate recommendations submitted by the Governors 1.3. Review other identified potential candidates, including candidates on NBCC candidate database and independent candidates who have applied to the ABC website
February 2022 (date to be determined)	1. 2022 Nomination process: <ul style="list-style-type: none"> 1.1. Review final list of ABC applications 1.2. Compile candidate shortlist 1.3. Contact shortlisted candidates
March 16, 2022	1. Strategic Planning Update 2. Review and recommend for approval draft 2022-2023 Accountability Framework and Reporting Guide to Government (including draft 2022-2023 Performance Measurement Framework) 2. Review Winter 2021-2022 Performance Measurement Dashboard 3. Confirm strategic discussion topic for April Board meeting 4. Discuss Board Evaluation for 2021-2022 (academic year) 5. 2022 Nomination process: <ul style="list-style-type: none"> 5.1. Review and recommend for approval 2022 External Nominations Report 6. Annual review of Board’s Governance policy index
May 18, 2022	1. Annual review of NBCC By-Laws 2. Review preliminary concepts/outline for 2022-2023 Annual Report 3. Review Spring 2021-2022 Performance Measurement Dashboard 4. Confirm strategic discussion topic for June Board meeting 5. Prep for annual election of Chair and Vice-Chair 6. Annual review of Board Committee Structure 7. Annual review of orientation and mentoring program for new Governors 8. Discuss Board PD Program 9. Start planning for 2022 Annual Fall Board Retreat 10. Policy Review: <ul style="list-style-type: none"> 10.1. NBCC’s Strategic Planning 10.2. Protected Disclosure 10.3. Responsibilities of Chair and Vice-Chair