



## Our Commitment as Governors

Under Mount Saint Vincent University's Charter, the Board of Governors consists of the Chancellor, President, Vice-President Academic, Vice-President Administration, and members representing the Sisters of Charity, Government, faculty, students, alumnae, and the external community (Community at Large). Board members "selected by and from" their specific constituency are appointed to the Board for a term specified by their constituency.

Members from the Community at Large are appointed to the Board through the Nominating Committee; these members are appointed for a three-year term. At the end of the three-year term, the Board may extend an invitation for reappointment of Members from the Community at Large if there is mutual interest. It should be noted that there is no expectation that reappointment is automatic, given that circumstances and needed skill sets can change.

All Governors are expected to have an understanding of and commitment to the mission and vision of the University. Each Governor will demonstrate this understanding and commitment, in fulfilling a number of responsibilities outlined below.

All new Board members are expected to participate in an orientation session that will be held early each fall for the purpose of reviewing the workings of the University, the role of the Board and the University's three year business plan. Other responsibilities include:

### **Administrative Responsibilities**

- , Attend and be punctual at all meetings with advance notice given when unable to attend; minimum attendance expected is 60% of all meetings (there is a minimum of 5 meetings per year);
- , Be involved at Board meetings, ask questions, discuss, participate in decision making, react to ideas, exercise initiative;
- , Keep informed. Know your Board manual and read the relevant minutes and reports before meetings; maintain an understanding of the financial position of the University;
- , Have a working knowledge of parliamentary procedure;
- , Maintain Board business confidentiality; if a problem arises, discuss it with the Board Chair;
- , Be alert to any possible areas of conflicts of interest and advise the Board Chair accordingly; act in the best interests of Mount Saint Vincent University;
- , Understand your fiduciary responsibilities.

## **Responsibility to Participate**

- , Support and participate in the fundraising programs of the University to the best of your ability;
- , Be an active and committed participant in the events of the University including attending at least one Convocation ceremony per year if at all possible;
- , Be actively involved on one or more Board Committees;
- , Know and understand the roles and responsibilities of the Board and observe the appropriate lines of communication;
- , Participate in recruiting and mentoring new Board members;
- , Provide feedback through completion of annual evaluation of Board of Governors and Board Chair.

## **Responsibility for Community Relations**

- , Keep informed of the University's programs and activities;
- , Provide positive representation for the University in the community.

Approved by the Board of Governors: February 25, 2016 (via consent agenda)

Approved by the HRGC: January 25, 2017

Approved by the HRGC: June 7, 2019

Approved by the Board of Governors: June 20, 2019

Approved by the HRGC: February 4, 2021

Approved by the Board of Governors: February 25, 2021