



Governance Process	ENDs
Board – CEO Delegation	Executive Limitations

## JACKSON COLLEGE BOARD OF TRUSTEES POLICY

**Policy Type:** EXECUTIVE LIMITATIONS

**Policy Title:** Compensation and Benefits

**Policy Number:** EL 07

**Date Adopted:** 11.11.19

**Version:** 3.0

**Date Last Reviewed:** 11.13.23

**Responsible Party:** Chief Governance Officer

**Reviewing Committee:** Chairperson Crist,  
Trustee Simpson,  
Trustee Lake

### GLOBAL EXECUTIVE LIMITATIONS STATEMENT:

With respect to employment, compensation and benefits to employees, consultants, independent contractors and volunteers, the CEO shall not cause or allow jeopardy to the College's fiscal integrity or public image.

Further, without limiting the scope of the above statement by the following list, the CEO shall not:

1. Change his/her own compensation and benefits.
2. Establish current compensation and benefits that deviate materially from the geographic or professional market for the skills employed.
  - 2.1. Establish or change salary schedules and plans prior to monitoring to ensure compliance with the criteria in this policy.
3. Establish or change compensation and benefits that deviate from the current collective bargaining agreements.
  - 3.1. Finalize negotiated collective agreements which exceed parameters established by the Board of Trustees.
  - 3.2. Ratify collective agreements prior to monitoring to ensure compliance with the relevant criteria in this policy.
4. Create obligations over a longer term than revenues can be safely projected.
5. Change retirement benefits such that the provisions:
  - Introduce retirement benefits beyond what is currently offered.

6. Promise or imply permanent or guaranteed employment.

6.1. Employ Administrators under a contract in excess of two year's duration.

6.2. No College employee, with the exception of the College CEO or their official designee, is permitted to extend an offer of employment to any candidate or non-employee.

<b>Date Of Change</b>	<b>Version</b>	<b>Description of Change</b>	<b>Responsible Party</b>
11.11.19	1.0	First release following Policy Governance consulting work.	Chief of Staff
1.11.21	2.0	Edits following work on monitoring report with consultant.	Chief of Staff
2.14.22	2.0	Regular review – no changes	CEO
11.14.22	2.0	Regular Review – Approved	CEO
11.13.23	3.0	Regular Review – Edits to 6.1 and 6.2 to reflect 2-year administrator contracts and employment guarantees.	CGO