



Governance Process	ENDs
Board – CEO Delegation	Executive Limitations

JACKSON COLLEGE BOARD OF TRUSTEES POLICY

Policy Type: EXECUTIVE LIMITATIONS

Policy Title: Communication & Support to the Board

Policy Number: EL 08

Date Adopted: 11.11.19

Version: 3.0

Date Last Reviewed: 10.16.23

Responsible Party: Chief Governance Officer

Reviewing Committee: Chairperson Crist,
Trustee Barnes, &
Trustee Heins

EXECUTIVE LIMITATIONS STATEMENT:

The CEO shall not permit the Board to be uninformed or unsupported in its work.

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

1. Withhold, impede, or confound information relevant to the Board's informed accomplishment of its job.
 - 1.1. Allow the Board to be without timely decision information to support informed Board choices.
 - 1.2. Neglect to submit timely monitoring data including, interpretations of Board policies that provide the observable metrics or conditions that would demonstrate compliance, rationale for why the interpretations are reasonable and evidence of compliance.
 - 1.3. Let the Board be unaware of any actual or anticipated non-compliance with any ENDS or Executive Limitations policy, regardless of the Board's monitoring schedule.
 - 1.4. Let the Board be unaware of any incidental information it requires, including:
 - Anticipated media coverage;
 - Actual or anticipated legal actions;
 - Material or publicly visible internal changes or events, including changes in executive personnel;
 - Anticipated noncompliance with federal law, state law or local;

- Quarterly financial statements;
 - Annual year-end financial report;
 - Names and titles of two executive administration members familiar with Board and CEO matters and processes;
 - At least every quarter a presentation from a designated area;
 - On a timely basis, an overview of new projects or initiatives;
 - Relevant trends and significant external changes.
- 1.5. Allow the Board to be unaware that, in the CEO's opinion, the Board is not in compliance with its own policies on Governance Process and Board-Management Delegation, particularly in the case of Board behaviour which is detrimental to the work relationship between the Board and the CEO.
 - 1.6. Present information in unnecessarily complex or lengthy form, or in a form that does not clearly differentiate among monitoring, decision preparation, and general incidental or other information.
 2. Allow the Board to be without reasonable administrative support for Board activities.
 - 2.1. Allow the Board to be without a workable, user-friendly mechanism for official Board, officer or Board committee communications.
 3. Impede the Board's holism, misrepresent its processes and role, or impede its lawful obligations.
 - 3.1. Deal with the Board in a way that favors or privileges certain Board members over others, except when (a) fulfilling individual requests for information or (b) responding to officers, or committees duly charged by the Board.
 - 3.2. Neglect to supply for the Required Approvals agenda all items delegated to the CEO, yet required by law, regulation or contract to be Board-approved, along with the applicable monitoring information.

Date Of Change	Version	Description of Change	Responsible Party
11.11.19	1.0	First release following Policy Governance consulting work.	Chief of Staff
11.9.20	2.0	Edits to accurately reflect college processes and edits to reflect board requests following planning session	Chief of Staff
10.10.22	2.0	Regular Review – Approved	CEO
10.16.23	3.0	Regular Review – omissions and additions – approved as amended.	CGO