



SUBJECT: Board Responsibilities	CATEGORY: Governance	NO. G-1.1
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PREAMBLE

The SIAS board of directors is the governing board of SIAS and derives its powers from and exists under *The SIAS Act*. Through its strategic guidance and oversight of the management of the business of SIAS, the board ensures accountability to the minister responsible for SIAS and the people of Saskatchewan.

The board is committed to a governance style which encourages an outward vision, strategic leadership, group responsibilities, a clear distinction of board and president/CEO roles and diversity in viewpoints. The board’s decision-making process is based upon a collective, future oriented and pro-active approach.

POLICY

Governance:

- Ensure that the board and SIAS are in compliance with *The SIAS Act*.
- Engage in strategic, fiduciary and generative dialogue.
- Establish a rigorous process for considering policy issues presented by management based upon a clear understanding of various alternatives and recommendations.
- Provide direction to SIAS through governance policies which reflect the board's priorities and values, advance SIAS’s strategic direction, and which are consistent with the Government of Saskatchewan’s goals and objectives.
- Ensure the development of policies related to organizational priorities, legal requirements and high risk decisions; and ensure that all policies requiring board approval are reviewed every three years or earlier as dictated by changing conditions and that all policies requiring presidential approval are reviewed every five years or earlier, as required.
- Develop processes for strengthening SIAS’s relationships with its various stakeholders.

Approved by: Board of Directors	Prepared by: Board Governance/ Policy Committee	Date Issued: November 27, 2009	Supersedes/New Supersedes	Page 1 of 3 #G-1.1
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Human Resources:

- Hire, compensate and replace the president/CEO.
- Review organizational performance and communicate formal evaluations to the president/CEO.
- Ensure that a succession plan for the president/CEO is in place.

Financial and Corporate Issues:

- Approve the annual budget, operations forecast, and three-year operating and capital plan.
- Establish budget guidelines on an annual basis.
- Ensure the preparation and submission of an audited financial statement for SIAST for the preceding year to the minister responsible for SIAST.
- Ensure the integrity of the internal and the external auditing processes .

Strategic Planning:

- Ensure that every three years or earlier as dictated by changing circumstances, the mission, vision and values statements are reviewed, strategic issues are identified, priority goals are set, and the adequacy of achieving priority goals is assessed.
- Focus strategically on long term issues (those of a three- to six-year period) to establish long-term goals .
- Develop processes for a periodic review of SIAST operations.
- Advance SIAST's future strategic directions to ensure that its pro-active decisions are consistent with departmental objectives and goals, in collaboration with the minister responsible for SIAST and departmental officials.

Monitoring and Risk Management:

- Ensure that management has developed policies and procedures to manage and monitor institutional risks.
- On an annual basis, review the progress related to SIAST's operating and capital plan and establishing goals for the coming years.
- Determine and ensure appropriate organizational performance within SIAST.

Management of Board Affairs:

- Make informed decisions in good faith, with due diligence and care, and in the best interest of SIAST.

Approved by:	Prepared by:	Date Issued:	Supersedes/New	Page
Board of Directors	Board Governance/ Policy Committee	November 27, 2009	Supersedes	2 of 3 #G-1.1

- Review the board composition to ensure constituent representation and board expertise and commitment.
- Review the structure, terms of reference and membership of board committees on an annual basis.
- Monitor the governance practices of the board through a formal, annual board evaluation.
- On a regular basis, discuss and monitor the board's process and performance against existing policies which define board responsibilities.
- Initiate continual board development through orientation of new members in the board's governance process, and identify opportunities for participation in professional development activities.
- Meet with elected student representatives in accordance with policy G-1.10.
- Use the expertise of each member to enhance the board's total capabilities.
- Apply self-discipline to matters such as attendance, preparation for meetings, policy-making principles, respect of roles and ensuring the continuity of governance capability.

Approved by:	Prepared by:	Date Issued:	Supersedes/New	Page
Board of Directors	Board Governance/ Policy Committee	November 27, 2009	Supersedes	3 of 3 #G-1.1