

Governance Committee Terms of Reference

Adopted by the Board of Governors on 1 October 2004; amended on 12 May 2007 and amended on 5 February 2011

Purpose

The central purpose of the Governance Committee is to foster and promote excellence in institutional governance. It has responsibility for Board development and Board effectiveness and plays a critical role in identifying the Board profile and trustee resources that are required to carry out the work of the Board and to complement and advance the University's overall institutional strategy.

Composition

The Governance Committee shall consist of 9 Board members including the University President and at least one representative from each of the following 4 constituent groups that appoint members to the Board: Associated Alumni, Convention of Atlantic Baptist Churches, Faculty, and Students.

Frequency of Meetings

As needed to fulfill committee responsibilities but generally 6 times per year.

Responsibilities

1. Recommend strategies and policies for maintaining a high level of Board effectiveness.
2. Periodically review the Board profile for complementarity with the current needs and work of the Board and maintain regular communication with appointing bodies regarding emerging needs.
3. Assume a nominating committee function by annually submitting nominations to the Board for the following Board positions: Chair, First Vice-Chair, Second Vice-Chair, and Secretary and members of all Standing Committees. Also in this nominating committee capacity, submit nominations for the two Board appointees to the Board as their terms expire or as vacancies otherwise occur.
4. Develop practices and recommend strategies and policies for orienting, educating, and engaging Board members.

5. In conjunction with the Board Secretariat staff, develop programming for the formal Board Orientation Program (once every 3 years) and the Annual Board Retreat.
6. Ensure that informal Board assessment is a regular part of Board practice and that a formal Board assessment occurs at least once every three years.