P

REGIONAL BOARD REPORT

Subject: Report from the Chair's Committee	**Purpose:** **For Approval** ☐ **For Discussion** ☐ **For Information** ☒
Prepared by: Tony Jakimciw	**Date:** 25 November 2019

Purpose:
To provide the Regional Board with the Annual Report for the period August 2018 – July 2019.

Linked to Strategic Goal 3: Provide a high quality College experience.

Executive Summary:

The annual report of the Chair's Committee for the period August 2018 – July 2019 is attached.

Recommendation:
To note the content.

Previous Committee Approvals:
n/a

For publication ☒	**For publication with redactions** ☐	**Not for publication** ☐

Annual Report of the Chair's Committee 2018-19

Terms of Reference

To advise the Regional Board on the selection/appointment of the Principal and Board Secretary;

To advise the Regional Board on any matters relating to the misconduct on the part of the Principal, Board Secretary or Board member;

To manage staff disciplinary procedure appeals in the case of dismissal;

To manage grievance procedure for staff where the grievance is against the Principal;

To manage grievance appeals where the grievance is against a member of the Senior Management Team;

To oversee any urgent matter that may affect the operation of the College;

To consider and make recommendations to the Regional Board on any matters of unusual or special interest not within the remit of another Committee.

The membership of this Committee is constituted for each meeting to reflect the issues to be dealt with.

Meetings 2018-19

The Committee met once in 2018-19. At its meeting on **30 August 2018** the committee considered the SFC Financial Forecast Return (FFR). Present were;

Tony Jakimciw (Chair)

Ian Ireland

Elaine Acaster

Steven Ker (teleconference)

In attendance

Pete Smith (VP Finance and Corporate Services)

Angela Cox (Principal)

James Ayling (Board Secretary)

Sheila McColm (Minute Secretary)

The committee had been delegated responsibility by the Board to consider the draft FFR and agree any changes prior to approval of the final version being sought from the Board. The committee approved the submission of the FFR as a draft that could be subject to further amendment. This decision was considered and endorsed at a subsequent Board meeting.