

The intent of this policy is to outline the regular and rigorous monitoring of the CEO's performance in relation to Board mandated objectives, ongoing professional development, and in furtherance of IGNITE's multi-year strategic plan. Monitoring will be based on the achievement of Board mandated objectives, professional development activities, and the furtherance of IGNITE's multi-year strategic plan.

Monitoring of the CEO's performance is primarily to assess the degree to which Board mandated objectives are met or exceeded. This fair, systematic assessment of organizational performance provides stability to IGNITE, the CEO, and the staff team, which in turn supports the Membership.

Monitoring CEO Performance:

Monitoring of the CEO's performance is undertaken for the Board through by the CEO Performance Evaluation Committee (CEO-PEC). The Board itself will acquire monitoring information by any or all of the following methods:

1. **INTERNAL REPORT:** in which the CEO shares information and progress on organizational performance, initiatives, and developments in relation to Board mandated objectives, their professional development, or progress toward the multi-year strategic plan;
2. **BOARD DIRECT INSPECTION:** in which Board Members assess compliance and interpretation of Board policies and procedures; and,
3. **360° PERFORMANCE FEEDBACK:** in which the CEO's performance is assessed and reported on by an independent, professionally licensed human resources professional practice contracted by the Board to report on such within the Province of Ontario.

While monitoring the CEO, the Board will assess the Board mandated objectives and compliance with Board policies and procedures based on their reasonableness of interpretation. The Board shall further determine whether or not the information presented demonstrates reasonable accomplishment of the Board mandated objectives, based on criteria presented at their initiation, and the context within which the CEO found themselves operating in their fulfillment.

Performance Management

The Board, through the Chairperson, will ensure the progressive and positive performance of the CEO as outlined below. In the event the Board determines the CEO has acted:

1. Unlawfully;
2. In a manner meant to, or, in the view of a reasonable person, likely to cause harm to others;

3. In an imprudent manner in the context of a post-secondary educational setting within the Province of Ontario in a free, open, multi-cultural, inclusive, and tolerant society;
4. In violation of commonly accepted business and professional ethics, standards, and norms of civilized behaviour in Canada, including Institutional policies within which IGNITE chooses to operate; or,
5. Board policies and procedures;

the Board must ensure all Board actions are consistent with:

- A. IGNITE policies and procedures;
- B. The Ontario Human Rights Code;
- C. Ontario's Occupational Health & Safety Act;
- D. The Employment Standards Act of Ontario; and,
- E. Providing the CEO with written notification of performance concerns in a timely manner, with any necessary remedies, including specific timeframes, if and as available, as determined by a majority Vote of the Board.

Professional Development

The CEO is an experienced professional, with numerous employment alternatives, employed by IGNITE. As such, and as a reputable, responsible employer interested in the well-being of its employees, IGNITE desires its CEO to undertake professional development activities, courses, and learning experiences. These professional development activities should be framed from the perspective of: "How will this help my work at IGNITE?" Additionally, continuing to keep a CEO engaged and happy with their employ at IGNITE is also part of this equation. The Board is supportive and wishes to be a model employer in this respect, as it expects and supports the same of the CEO in relation to all other IGNITE employees.

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Date amended by the Board: October 7, 2015

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