

BOARD EXCELLENCE



LEADERSHIP EXCELLENCE

*2018-19
program brochure
Winter edition*

The College Centre programs are a partnership of:



For further information regarding sessions and registration, please contact:

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Board Excellence program

The Board Excellence (BE) Program is offered via a collaborative partnership between Colleges Ontario and the College Employer Council.

The program's mission is to promote college excellence in board governance through the provision of high-quality education for the leadership of public colleges. The program is offered to board members and staff working with the boards of public colleges across Canada. Sessions provide attendees with an understanding of the key elements of good governance in the post-secondary sector. The scheduled webinars and in-person training sessions are led by experts in their various fields.

The program is intended to complement training provided by individual colleges to equip governors, board members and college staff for their roles. The sessions will also provide forums for governors and board staff for networking and learning through shared experiences.

What certificates are offered?

There are two accreditations:

- Good governance certificate:**
 This certificate is awarded upon completion of the full Saturday session on good governance and the half-day board orientation session on the Sunday morning (i.e., the Saturday and Sunday just prior to the Higher Education Summit).
- Advanced good governance certificate:**
 This certificate is awarded upon completion of the Good Governance Certificate, Introduction to Risk Management – parts one and two, and three (3) additional elective credits.

The program is accredited by the College Centre of Board Excellence. The program is comprised of in-person sessions (held in conjunction with the annual Higher Education Summit) and a series of webinars. Board members and board staff are welcome to attend the sessions to gain the accreditation. More experienced board members may wish to attend only those sessions that are most useful to their terms on the board.

Note: Sessions taken in the past five years will be recognized and counted towards the good governance and advanced good governance certificates. Sessions taken prior to 2013 will NOT be recognized.

BE Program Summary		
Session Title	Good Governance Certificate (2 mandatory sessions)	Advanced Good Governance Certificate (3 elective credits and all mandatory sessions)
Board orientation	Mandatory	Mandatory
Good governance		
UPDATED: Risk management – part one: Key principles		
UPDATED: Risk management – part two: Case studies		
Duties and obligations of governors		Elective
The college system and introduction to collective bargaining		
Student governor workshop		
NEW: Never waste a good crisis		
NEW: Coaching for high performance		
NEW: Building personal resilience		
Achieving diversity and inclusion on boards and senior management		
Understanding college financial statements		
Getting to know the CAAT Pension Plan		
College financial leadership		

To register please contact your board executive assistant or visit

www.collegecentreofboardexcellence.ca

Login: college Password: excellence

LE Program Summary	
Session Title	College Leadership Excellence Certificate (5 mandatory credits, 6 elective credits)
Duties and obligations of governors	Mandatory
The leadership accountability gap – What’s really getting in the way of your organization’s success?	
Understanding college financial statements	
Working with boards	
Change leadership symposium	
The college system and introduction to collective bargaining	Elective
NEW: Never waste a good crisis	
NEW: Coaching for high performance	
NEW: Building personal resilience	
Achieving diversity and inclusion on boards and senior management teams	
College financial leadership	
NEW: Risk management for senior management – an introduction	

The Leadership Excellence (LE) Program is a collaborative partnership between Colleges Ontario and the College Employer Council. The purpose of the program is to provide leaders in middle management who are interested in pursuing senior management roles in the college system with specific knowledge and skills to increase their preparation for future senior management positions.

Who can take the program?

The program is targeted to those persons who are looking to move from middle management to senior management. The following people may take the program if approved by a member of the college’s senior management team:

- Associate vice presidents
- Deans
- Associate deans
- Directors
- Chiefs [includes CFOs, CIOs, CHROs, etc]
- Registrars
- Chairs - academic, department

Others who may also wish to participate include:

- Vice presidents
- Senior vice presidents

College leadership excellence certificate

A college leadership excellence certificate will be awarded upon completion of:

- Five (5) mandatory sessions, and
- Six (6) or more elective credits. A minimum of two (2) of these elective credits must be completed in person^{1&2}. Please see the program summary table for more information.

¹ Elective sessions offered in-person at the Higher Education Summit will vary from year to year.

² Registrants may wish to complete at least two electives in the same year so only one HES registration fee is incurred.

Note: Sessions taken in the past five years will be recognized and counted towards the college leadership excellence certificate. Sessions taken prior to 2013 will NOT be recognized.

Returning registrants can find links to register in the CLE workroom on the college system portal.

Download the new registrant enrolment form through:
<https://collegesontario.org/events/CLE-program.html>

Winter program sessions

College financial leadership

Webinar: Tues., Jan. 8, 2019, 8 a.m. - 9:30 a.m.

Webinar: Wed., Jan. 16, 2019, noon - 1:30 p.m.

BE Elective

LE Elective

This 90 minute webinar provides guidance on the role of the board and good governance practices it may adopt around financial leadership. The components of revenue and expenditures are discussed, along with financial health indicators, the current financial status of the college system, and the influence of the province on college financial matters.

This session also touches on legislation, regulations, risk management and fiduciary duties and standard of care. While these areas are covered in more detail in other CCBE sessions, this webinar illustrates how, ultimately, all of these matters overlap one another and the need for board members to have some understanding of them in a financial context.

Understanding college financial statements

Webinar: Tues., Jan. 29, 2019, 8 a.m. - 9:30 a.m.

Webinar: Wed., Feb. 6, 2019, noon - 1:30 p.m.

BE Elective

LE Mandatory

Delegates will learn practical techniques to build personal resilience and achieve results in high-pressure situations.

Financial statements provide critical information on a college's financial health and its ability to pursue and achieve its strategic objectives. This session will provide an introduction for board members, board staff and senior managers on:

- Basic components of financial statements.
- Generally accepted accounting principles "GAAP" for colleges.
- Role of senior management and boards vis-a-vis financial statements.
- What to focus on in the financial statements i.e. key things to look for.
- Reporting of financials to key internal and external stakeholders.
- Upcoming "GAAP" changes for college financial statements.

Working with boards

Webinar: Tues., Feb. 26, 2019, noon - 1:30 p.m.

Webinar: Wed., Mar. 6, 2019, 8 a.m. - 9:30 a.m.

BE Not applicable

LE Mandatory

This webinar will look at what a college's senior management can do to work most effectively with its board, ensuring the board is educated and informed and able to perform its governance responsibilities effectively.

Getting to know the CAAT Pension Plan

Webinar: Thurs., Feb. 28, 2019, 8 a.m. - 9 a.m.

Webinar: Tues., Mar. 5, 2019, noon - 1 p.m.

BE Elective

LE Not applicable

In a recent survey of nearly 1,000 CAAT Pension Plan members, 80 per cent of respondents indicated that a workplace pension was an important or somewhat important factor in their decision to join their college employer.

Pensions are important and this webinar session examines the CAAT Pension Plan, its governance structure, investment performance and the economic and demographic headwinds facing the plan.

Achieving diversity and inclusion on boards and senior management teams

Webinar: Mon., Mar. 25, 2019, noon - 1:30 p.m.

Webinar: Weds., Apr. 3, 2019, 8 a.m. - 9:30 a.m.

BE Elective

LE Elective

The session will provide key insights on how to use recruitment, policies, processes and measures to achieve diversity and inclusion on college boards and senior management teams.

NEW: Risk management for senior management - an introduction

Webinar: Thurs., Apr. 11, 2019, 8 a.m. - 9:30 a.m.

Webinar: Tues., Apr. 16, 2019, noon - 1:30 p.m.

BE Not applicable

LE Elective

External experts will look at the critical role senior management plays in leading risk management, building a pervasive risk culture and ensuring that the board has the information it needs to endorse the president's proposed approach to and proposed strategies for risk management.

Change leadership symposium

In person: Wed., May 1 2019, 9 a.m. - 4:30 p.m.

CO/CEC Offices, 20 Bay Street, Toronto

BE Not applicable

LE Mandatory

This session will look at senior management's role in change leadership, how change leadership differs from leadership, the skills needed to be effective and some of the key steps toward successful change leadership. Using a simulation tool, participants will learn the "what to do" and "how to be" of successful change.