

<p style="text-align: center;">FANSHAWE COLLEGE FOUNDATION BOARD OF DIRECTORS' POLICY MANUAL</p>
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CATEGORY B – BOARD PROCESS

TITLE: *Board Work Plan*

POLICY NUMBER: **B-05**
EFFECTIVE DATE: 2012 09 26
REFERENCE: 501, 1203, 1603, 1903, 2303

THE POLICY:

- 1.1 The Board of Directors will regularly review its own goals to ensure their relevance and value. In the 2012/2013 year, the Board will continue to build and grow the policy framework for the Foundation and prepare for the launch of its major fundraising campaign.

- 1.2 The current goals for the Board of Directors are as follows:
 - 1.2.1 Governance – Additional, relevant board policies will be developed utilizing best practices to ensure the Board's corporate manual is sufficiently comprehensive to guide the operations of the corporation and ensure donor and stakeholder confidence are maintained.

The following policies will be monitored throughout the year:

- Mission, Vision, Values
- Strategic Priorities
- General Executive Constraint
- Donor Rights
- Gift Acceptance Policy
- Investment Policy
- Disbursement Policy
- Investment Income Allocation
- Contributions from Fundraising Activities

WORK PLAN:

2.1 The following Work Plan is proposed for the current fiscal year.

2.1.1 Board Development:

- The Board will hold an educational retreat to review and update the Foundation strategic directions.
- The Board Nominating Committee Task Force will continue its work to identify potential new, qualified, directors to ensure board succession.
- The Board will consider developing a mechanism to honor the contribution of retiring board members and continue their engagement with the College and Foundation.
- Education sessions for Board will be ongoing in conjunction with Board meetings.
- A joint Board session with the Alumni Association Board, Board of Governors and Fanshawe Student Union will be scheduled for 2013.
- The Board will consider an educational visit to one regional campus in 2013.
- The Board will continue its participation with the Investment Committee with two Directors serving on the Fanshawe College Investment Committee.

2.1.2 Public Relations and Donor Development:

- The Foundation will participate in a number of high profile College-based events such as:
 - London convocation ceremonies
 - Faculty-based award ceremonies
 - Bi-annual bursary ceremonies
 - The Colleges Ontario “Premier’s Awards Dinner” in Toronto – November 26, 2012
 - Special major donor events – approximately six per year as well as Gala and Golf events
- Oversight for Major Multi-year fundraising campaign:
 - Campaign Chair appointed – Larry Kinlin
 - Review and approve quarterly campaign updates – beginning 2012 and continuing throughout the multi-year campaign period
 - Participate in campaign events and major donor recognition events

2.1.3 Funding Priorities:

- Review Funding Priorities – annually

2.1.4 Performance:

- Annual Review of Executive Director performance – March 2013
- Annual Review of Board Performance – Spring 2013