

GOVERNANCE PROCESSES

Policy Title	Policy Number
Council Roles and Responsibilities	GP-4
	Date of Approval
	July 16, 2014
Responsible Authority	Date of Revisions
CMLTM Council	July 16, 2014 September 14, 2016
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The Council of the College of Medical Laboratory Technologists of Manitoba is accountable to the Minister of Health, the public, the CMLTM membership, and stakeholders. The Council will account to CMLTM members, and the public through annual reports, access to minutes of Council meetings (except those deemed sensitive), and generally operating in an open and transparent manner.

Specifically, the Council is responsible for:

1. Upholding current legislation for the protection of the public;
2. Providing strategic leadership to and defining the strategic direction of the College;
3. Hiring the Registrar/CEO, establishing policies and procedures for delegation or authority to the Registrar/CEO, and supporting the Registrar/CEO in meeting the mandate of the College;
4. Evaluating the performance of the Registrar/CEO;
5. Developing governing policies that address:
 - The Strategic Plan – outlines what the College hopes to achieve as articulated through the vision, mission, values, and objectives.
 - Governance Processes – defines how the Council prudently and ethically organizes, manages and evaluates its operations, and how it relates to the public, funders, and key stakeholders.
 - Council-Registrar/CEO Relationship – defines the nature of the delegation of authority to the Registrar/CEO, the evaluation of performance of the Registrar/CEO, and how the Registrar/CEO is held accountable for results.
 - Executive Limitations – defines the limitations to the way in which the Registrar/CEO works to achieve the strategic direction of the Council;
6. Seeking and securing sufficient resources for the College to finance its operations adequately;
7. Developing guidelines within which management may negotiate pay and benefits agreements with staff;
8. Ensuring that the College conducts its operations within the by-laws of the College and legal requirements;
9. Approving the financial statements of the College;
10. Ensuring an annual independent audit;
11. Ensuring an effective nomination process for recruitment of new Council members.
12. The oversight and support of all committees.