



POLICY CATEGORY: ADMINISTRATION

POLICY TITLE: BOARD COMMITTEE PRINCIPLES

Policy Number: 1.13

Date Approved: March 9, 2018

Purpose: Establish guides for the operation and authority of the Board's Committees.

Definitions: N/A

Policy Statement:

Board Committees may be used to complete certain tasks, particularly the task of gathering information and generating options. Board Committees exist only to assist the Board in its work and never to involve itself in the responsibilities of staff. This policy applies to any group that is formed by Board action, whether or not it is called a Committee and regardless of whether the group includes non-Board members. It does not apply to Committees formed under the authority of the Executive Director.

Accordingly,

1. The Board shall clearly describe and document the scope and time limit of a Committee's mandate, context, and budget limitations.
2. No Committee shall be created for the purpose of instructing or exercising authority over any aspect of NSCA that has been delegated to the Executive Director.
3. Board Committees cannot exercise authority over staff. The Executive Director works for the full Board, and consequently, he or she is not required to obtain approval of a Board committee before an executive action.

4. Board Committees shall not speak or act for the Board except when formally given such authority for specific and time-limited purposes. Expectations and authority shall be carefully stated in order not to conflict with authority delegated to the Executive Director.

5. Board Committees are to avoid over-identification with organizational parts rather than the whole. Therefore, a Board Committee that has helped the Board create policy on some topic shall not be used to monitor NSCA's performance on that same topic.

6. No Committee shall be comprised of more than five (5) Directors.

Scope:

Related Procedure(s):

Revision History	
Date Approved	Comments