

## BRIEFING NOTE

**TO:** Board

**FROM:** Amy Stein, Deputy Registrar

**DATE:** December 6, 2021

**SUBJECT:** Board Strategic Agenda/Workplan

☒ For Decision

☐ For Information

☐ Monitoring Report

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**Purpose:**

To approve the Board's Strategic Agenda/Workplan for 2022

**Background:**

As set out in the Board Strategic Agenda and Workplan Policy (4-40), the Board is being presented with a proposed workplan for the 2022 calendar year. The purpose of the workplan is to ensure that the Board is held accountable for meeting its strategic objectives in the upcoming Board cycle.

The workplan is meant to be recorded such that each board member can transparently see at a glance the Board work plan for the whole year. Specific board meeting agendas are prepared with reference to the work plan.

**For Consideration:**

The proposed 2022 workplan is attached for the Board's consideration. The workplan is subject to change/revision in order to account for changes that come up during the year and to respond efficiently to environmental or systemic issues that arise.

**Public Interest Considerations:**

The purpose of the tool is to ensure that the Board is held accountable for the focus of its own work plan.

**Diversity, Equity, and Inclusion Considerations:**

The Board's core values include diversity, equity and inclusion, and therefore these principles should be reflected in the work that is done throughout the year.

**Action Required:**

That the Board approve the 2022 Strategic Agenda/Workplan

FEBRUARY 2022 BOARD STRATEGIC AGENDA/WORK PLAN				
OPERATIONAL	POLICY, BY-LAW AND REGULATION	MONITORING REPORTS	EXTERNAL MONITORING	TRAINING AND DEVELOPMENT
Minutes, December	Currency Policy (RC)	Committee Reports		Introduction to the College (Orientation)
Year-to-date Financial Variance Report	Practicum Policy (RC)	Committee Annual Reports		Governance (Orientation)
Review of Board Self-Evaluations	By-laws on Registration and Liability Insurance (RC)	Registrar's Report		Strategic Plan (Orientation)
Review of Committee Self-Evaluations	Contact Lens Mentor Policy Amendments (RC)	Examination Report		A Year in Preview (Orientation)
Approval of 2022 Pre-Election Training Module	By-Laws on Election Eligibility and Election Process (GC)	Communications Report		Cultural Safety and Humility
	2022 Election Process (GC)	2021 CPMF Report		Virtual Boardroom Tour (Orientation)
	Unity of Control Policy (GC)	1-01 Strategic Outcomes Policy Report		Reading Financial Variance Reports (Orientation)
	General Operational Constraint Policy (GC)	2-01 General Operational Constraint		
	Vendor Relations & Procurement Management Policy (GC)	2-02 Financial Planning and Budgeting		
		2-14 Emergency Registrar, CEO Succession		
		Registrar, CEO Summary of Monitoring Reports		
		Status of 2021 Board Self-Evaluation Action Plan		

Green = Complete

Blue = Added to workplan (complete)

Red = Not complete

Orange = Added to workplan (not complete)

MAY 2022 BOARD STRATEGIC AGENDA/WORK PLAN				
OPERATIONAL	POLICY, BY-LAW AND REGULATION	MONITORING REPORTS	EXTERNAL MONITORING	TRAINING AND DEVELOPMENT
Minutes, February	Board-Staff Relationship Policy (GC)	Committee Reports		TBD Based on 2021 Board Self-Evaluation Feedback
Year-to-date Financial Variance Report	Director and Committee Member Responsibilities Policy (GC)	Registrar's Report		
Registrar, CEO Performance Review	Pre-Election Training Module Policy (GC)	Examination Report		
Reassess Strategic Work Plan for 2022	Intellectual Property Policy (GC)	NACOR Report		
2021 Financial Audit	Board Policy Development Policy (GC)	Communications Report		
2021 Annual Report	Quality Assurance Program and Competency Review and Evaluation Process	2-03 Financial Condition		
		2-06 Investment Policy		
		2-13 Intellectual Property		

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**OCTOBER 2022 BOARD STRATEGIC AGENDA/WORK PLAN**

<b>OPERATIONAL</b>	<b>POLICY, BY-LAW AND REGULATION</b>	<b>MONITORING REPORTS</b>	<b>EXTERNAL MONITORING</b>	<b>TRAINING AND DEVELOPMENT</b>
Minutes, May	Global Board-Registrar, CEO Relationship Policy (GC)	Committee Reports		TBD Based on
Year-to-date Financial Variance Report	Board Process Policy (GC)	Registrar's Report		2021 Board Self-Evaluation
Approval of 2023-2025 Strategic Plan	Board Monitoring System Policy (GC)	Examination Report		Feedback
	Refraction Standard of Practice (CP)	Communications Report		
		1-01 Strategic Outcomes Policy Report		
		2-07 Asset Protection		
		2-20 Human Resources Parameters		

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DECEMBER 2022 BOARD STRATEGIC AGENDA/WORK PLAN				
OPERATIONAL	POLICY, BY-LAW AND REGULATION	MONITORING REPORTS	EXTERNAL MONITORING	TRAINING AND DEVELOPMENT
Minutes, October	Corporate Identity, Public Image and Communications Policy (GC)	Committee Reports		TBD Based on 2021 Board Self-Evaluation Feedback
Year-to-date Financial Variance Report	Board Strategic Agenda Workplan Policy (GC)	Registrar's Report		
2023 Draft Budget	Director Job Description Policy (GC)	Examination Report		
Approval of 2023 board meeting dates		Communications Report		
Election of NEC Rep		NACOR Report		
Appointment of Auditor for 2023		External Meetings Report		
Election of 2023 Executive		2-15 Reserves Policy Report		
Appointment of Appointed Members		2-09 Investment Policy Report		
Approval of 2023 Committee Slate		Strategic Work Plan 2023 Review		
Appointment of Registrar's Review Subcommittee		Strategic Work Plan 2023 Development		

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