



## Delegation of Authority – Physical Resources Policy

This document is the parent policy for any College procedures or regulations. Questions regarding this policy are to be directed to the identified Policy Administrator.

### Policy Statement:

The Board of Governors delegates that the President & CEO has authority over all physical resources of Northern Lakes College, within the parameters of the guidelines specifying executive limitations.

<b>Sponsor:</b>	Governance
<b>Policy Owner:</b>	Board of Governors
<b>Policy Administrator:</b>	Executive Assistant, President & CEO and Board of Governors
<b>Approved By:</b>	Board of Governors
<b>Approval Date:</b>	June 18, 2025
<b>Effective Date:</b>	June 18, 2025

<b>Objective:</b>	This policy establishes a clear delegation of authority for decision-making regarding physical resources while ensuring adherence to College priorities, regulatory requirements, and governance oversight.
<b>Guidelines:</b>	<p>Decisions made under this policy shall adhere to the following executive limitations:</p> <ol style="list-style-type: none"> <li>1. All facilities and equipment must be maintained and operated in a manner which complies with relevant legislation and industry best practices.</li> <li>2. The acquisition and disposal of physical resources must align with legislative requirements and industry best practices. The President &amp; CEO shall consult with the Joint Occupational Health &amp; Safety Committee regularly regarding the safe operation of facilities and equipment.</li> <li>3. Appropriate risk management practices must be maintained.</li> <li>4. The President &amp; CEO shall operate within financial, operational, and strategic constraints established by the Board of Governors, ensuring that decisions align with Northern Lakes College mission, vision, and values.</li> </ol> <p>Furthermore, the Board of Governors authorizes the President &amp; CEO to delegate authority as appropriate.</p>
<b>Definitions:</b>	N/A

<b>Related Northern Lakes College Documents:</b>	Governance – Delegation of Authority – Financial Resources Policy Governance – Health and Safety Policy Governance- Delegation of Authority Matrix
<b>Related External Information:</b>	Post-secondary Learning Act
<b>Stakeholders Consulted:</b>	Policy Review Committee: May 14, 2019 (defunct) President’s Advisory Team: Mar 6, 2024; May 6, 2025 Senior Leadership Team: Apr 16, 2019; Apr 7, 2025

	Senior Management Team: Jul 1998; Jun 24, 2014 (defunct)
<b>Next Review Date:</b>	June 17, 2030
<b>Revision History:</b>	<p>July 1998: New</p> <p>November 2008</p> <p>June 25, 2014</p> <p>May 23, 2019</p> <p>February 24, 2020: New template</p> <p>April 10, 2024: Renewal and addition of objective</p> <p>June 18, 2025: Revision of policy statement and guidelines</p>