



PROCEDURES

Policy Name	Board Authorities Grid		
Policy #	504a-G	Category	General Administration
Policy Sponsor	Senior Leadership Council	Previous Revision Date	June 20, 2019
Policy Approved by	Board of Directors	Current Issue Date	June 22, 2023
Procedures Approved by	Board of Directors	Revision Date	June 2026

See the related [POLICY](#).

PROCEDURES

The Board of Directors retains responsibility for authorizing the following activities:

- 1) Saskatchewan Polytechnic-wide policies for which the Board has retained responsibility.
- 2) Recruiting, negotiating, and executing employment contracts, and approving expense reimbursements for the President & CEO.
- 3) Annual multi-year business plan.
- 4) Ratification of collective agreements.
- 5) The following contracts, agreements, and expenditures¹:
 - 5.1 Purchasing and purchasing contracts, within budget, greater than \$3 million.
 - 5.2 Facility/capital projects, funded through approved capital budget, greater than \$3 million.
 - 5.3 Facility/capital projects, unplanned, unbudgeted, or revised budgets greater than \$1 million.
 - 5.4 Revenue agreements greater than \$3 million²
 - 5.5 Acquisition of Information Technology Hardware and Software Solutions (excluding devices acquired via Evergreen), greater than \$3 million.
 - 5.6 Fundraising campaigns and projects greater than \$3 million.
 - 5.7 Research agreements where the total value of the contract is greater than \$3 million.
- 6) Real property purchases and disposals, including financing (in accordance with *The Saskatchewan Polytechnic Act*).
- 7) Borrowing money for and on behalf of Saskatchewan Polytechnic (in accordance with *The Saskatchewan Polytechnic Act*).

¹ Thresholds in the Board Authorities Grid procedures are reviewed in keeping with the policy review cycle – every three years. Thresholds are arrived at according to an appraisal of risk and governance best practices to ensure efficient decision-making and effective stewardship of resources.

² The apprenticeship and English language training (LINC) agreements do not require Board approval based on previous Board motions.

- 8) Authorization of transfers to and from reserves.
- 9) Confirming the selection of legal counsel of record and auditors and receiving at least annually an informational report regarding Directors' and Officers' insurance coverage.
- 10) Approval of non-audit services performed by the external auditor.