



BOARD

Board Remuneration G16

The Board believes that members of the Board of Directors should be compensated for the time that they devote to College business and reimbursed for the out-of-pocket expenses they incur while conducting such business.

The Board believes that the effectiveness and efficiency of the Board operations requires preparation by members and that preparation time should be recognized by the College.

PROCEDURE

The members of the Board will be compensated as per The Regional Colleges Act and the Order-in-Council dated March 6, 1990. (Section 7:10, 11)

1. The full per diem shall be \$110.00 for Board members.
1.1 Per Diem Honorarium Schedule is:

Time Including travel time	5 hours or less	More than 5 hours, and up to 8 hours	More than 8 hours, and up to 13 hours	More than 13 hours
Honorarium	½ Per Diem	1 Per Diem	1 ½ Per Diem	2 Per Diem

2. The presiding Chairperson at a regular or special Board meeting shall receive an additional stipend of \$45.00.
3. The Chairperson will also receive \$110 per month (including July and August) for fulfilling Chairperson Responsibilities.

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A full or half per diem may be paid for the following activities:

1. Board meetings, in person or teleconference;
2. preparation and travel time for each regular and special in-person Board meeting;
3. actual travel time when on College business;
4. committee meetings;
5. training and development activities (limited to one full per diem per day);
6. meetings and other events at which the member represents the College;
7. signing cheques; and
8. other activities and events at which the governor acts on behalf of the College.

Expense Claims may be submitted for the following:

1. Meals allowance will be according to current known Public Service of Saskatchewan rates. Changes in these rates will be effective the date the College receives notification of a change in rates. Kilometer rates for travel on College business will be determined by the Board, taking in consideration rates charged by Public Service Commission and Canada Revenue Agency vehicle rates used to calculate travel expenses for Saskatchewan residents.
2. Overnight accommodation will be reimbursed based on actual and reasonable rates. A receipt is required. A member may claim the Public Service Commissions approved rate for private accommodation without a receipt when eligible to do so.
3. Other expenses will be reimbursed based on actual and reasonable approved rates. Receipts are required.
4. A general rule for claiming per diems is whether attendance is required or not. If it is voluntary, it is up to the individual Board Member's discretion whether to submit a claim for a per diem.
5. Expense Claims for Board members will be co-signed by the Chairperson or Vice Chairperson. The Chairperson's expense claims are to be co-signed by the Vice-Chairperson or an alternate member of the Board.

Regular and ordinary expense Claims for Board members will be processed by the Board Secretary who will ensure the rates charged correspond to this policy. Any unusual or abnormal expense charges will be referred the Chairperson or Vice-Chairperson for authorization, before payment is processed.

6. Any usual or abnormal expense charges submitted by the Chairperson will be referred to the Vice-Chairperson or an alternate member of the Board for authorization.
7. An annual stipend of \$100 will be provided to each Board member, once per year to cover general office type expenses – no receipts are required.