THE COLLEGE OF FAMILY PHYSICIANS OF CANADA | LE COLLÈGE DES MÉDECINS DE FAMILLE DU CANADA

Governance Committee

(Approved by the Board December 18, 2024; revised July 2025)

Purpose

To make recommendations to the Board to facilitate optimal governance at the CFPC.

Responsibilities

1. Recommend improvements to the governance structure and function of the CFPC:
    1. Review and prioritize the Board's list of topics for governance improvement
    2. Design a work plan (annually) to address the prioritized list of areas for improvement
2. Maintain oversight of Board policies and recommend updates as needed
3. Support Bylaw review, and act as and perform the duties of the 'Bylaws Committee' under the CFPC Bylaws.

Type of Committee

Board committee

Accountability

Reports to the Board

Membership

Voting:

- Four current Board Directors
- Two additional members
    - The Board may decide to select two individuals representing needed perspectives or skills for a specific purpose and for a time-limited period that is fully defined in a proposal to the Board
    - These roles can be reconsidered by the Board every two years.

Non-voting:

- CEO/Executive Director
- Board President
- Board Directors attending as non-voting observers
- External observers, invited by the committee, who make sure there is broader input and expertise as needed

Chair

Determined among committee members.

Term of Office

Board committee terms are one-year commitments, with membership re-established when new Board Directors are welcomed in November.

For knowledge continuity, it is preferred that at least one Board Director remain on the committee during the annual turnover.

Frequency of Meetings

Up to five video/teleconferences and the option of a one- to two-day in-person meeting annually, at the call of the Chair and considering the needs identified in the work plan.

Staff

The Committee is supported by the Office of the CEO staff.