

## CONFIDENTIALITY OF BOARD INFORMATION AND AUTHORIZED BOARD SPOKESPERSON

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<b>Primary Contact</b>	Board of Governors
<b>Related Policy / Legislation</b>	n/a

### PURPOSE/PHILOSOPHY

All members of the Board and those presenting information to the Board must have assurance that information shared will be treated with confidentiality and care, except when information is clearly within the public domain.

In order to ensure continuity, clarity, sensitivity of timing, and the correct portrayal of issues, the Board Chair is the official spokesperson for the Board of Governors.

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### BYLAW

Therefore,

1. The official spokesperson for the Board is the Chair or, in their absence, the Vice-Chair becomes the official spokesperson. The President is the official spokesperson for the university.
2. When questions about the official position of the Board are asked that are not within the public domain the question should be referred to the Chair for response.
3. Each Board member has the freedom to discuss university issues with the general public and others, subject to:
  - a. The stated rules and constraints of confidentiality of information in all Board documents, discussions that are in camera, and Board committee work.
  - b. Other university information that a Board member may receive or otherwise know, such as technical, academic, financial, legal, or other items that are held by the institution as confidential in nature.
  - c. The assurance that any question the Board member may have about whether information is confidential is resolved at the Board table or in discussion with the Chair, prior to discussions with others.
  - d. Ensuring, when discussing university issues, the Board member makes it clear that they are communicating a personal opinion and not the official position of the university or the Board, with the exception of those occasions when the member has been authorized to act as a spokesperson for a specific occasion, by the Chair.

- e. A violation of confidentiality by a Board member is a serious issue and will be handled by the Board Chair, or in the case of the Board Chair, by the Vice Chair. Discipline may involve anything from a reprimand, up to and including dismissal from their position.