From: Paul Conway
Sent: August-25-16 3:15 PM
To: Truus Souman
Subject: Board attachment - DRAFT Board Course Monitoring Policy

DRAFT Board Policy for the monitoring of ADRIA-delivered courses

Acknowledging the value of having Board members that stay current and are fully aware of the current ADRIA course offerings, the Board has determined that there will be provisions to facilitate such monitoring when practical (Ref: minutes from April & June 2016 Board meetings). Monitoring could be for all or any portion of the course. The Board stipulates that the monitoring of courses will remain at the discretion of the Instructor, and must in no way disrupt or diminish the learning experience for paying students. The Instructor will stipulate in advance the level of engagement and participation that will be allowed. The Board further stipulates that the Board member must cover any ADRIA out of pocket costs associated with monitoring, and the Board understands that no more than one individual will be allowed to monitor any one course at a time. Board members will not seek any evaluation, credit (other than for CPD) or qualification (for designations, certificate programs or the like) when permitted to monitor a course offered through ADRIA, but will instead pay full price should they seek such consideration. Board member requests to monitor a course are to be made directly to the Director Professional Development, with an info copy to the Executive Director. Board members who monitor a course are to provide feedback on their experience to the ADRIA instructor(s) and staff, as well as a verbal report to their Board colleagues at the next Board meeting.

Paul Conway | ***Executive Director***

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Contact details: fax. (780) 433-9024
7128 Ada Boulevard, Edmonton AB T5B 4E4
1-800-232-7214 or **(780) 433-4881 ext. 111**

ADRIA has engaged a dedicated team of part-time staff, so calls and e-mails are usually returned within 2 business days. Calls & visits are best accomodated weekdays from 10am-2pm.