

Council Self Evaluation – May 2023

You are asked to rate yourself and your peers honestly and in the spirit of constructive criticism. Please rank your answers as follows:

Does very well = Commendable performance widely recognized by peers

Is adequate = Good / Average performance

Could use improvement = Needs improvement

Is inadequate = Significant performance issues that warrant immediate attention

I don't know = Not able to rate

Overall Rating: 4.44

A	Council Composition	4.21
1	Council has sufficient diversity with regards to sex, age, talents, skill set, experience, visible minorities, etc.	3.53
2	Council has established criteria that is used to recruit new Council members.	3.87
3	Council members are selected carefully.	4.13
4	Council members are elected for specific terms.	4.87
5	Council members are limited in the number of consecutive terms that can be served.	4.2
6	The Council members, collectively, have the required experience and skill to carry out the responsibility of Council.	4.67
B	Training and Development	4.17
7	New Council members are fully orientated to the work and what is required of them as a Council member.	3.93
8	New Council members receive training in regards to serving on Council.	4
9	Council has regular and ongoing training and development.	4
10	Council meets at least once a year for educational purposes.	3.33
11	Council does an annual evaluation of their effectiveness as a Council.	4.87
12	Council does annual evaluations of individual Council member's effectiveness.	4.87
C	Policies and Procedures	4.61
13	Council has a code of ethics that is signed by all Council members.	4.93
14	The CDSS Council policies are clear and up to date.	4.6
15	All Council members are familiar with Council policies.	40.7
16	Council abides by its policies.	4.47
17	All Council members have access to the Council manual.	5
D	Relationship with the Executive Director and Registrar	4



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18	Council has a good working relationship with the Executive Director.	5
19	Council has a good working relationship with the Registrar.	2.93
20	Council performs performance evaluations for the Executive Director based on a prescribed method.	4.27
21	Council performs performance evaluations for the Registrar based on a prescribed method.	3.8
E	Council Work	4.67
22	Council has designated oversight committees that have specific Terms of Reference (TOR).	4.53
23	Each Council member is on at least one committee.	4.87
24	Council has regularly scheduled meetings.	4.93
25	Council members are regularly present at Council meetings.	4.47
26	Council meetings begin and end on time.	5
27	Council members follow through on their commitments in a timely manner.	4.4
28	There is adequate information (minutes, reports, agenda, etc.) provided in advance of the meetings to help Council members prepare for the meeting. (ie. The information received is what Council members need).	4.93
29	Information provided prior to the meetings (reports, agenda, etc.) is distributed in sufficient enough time prior to meetings for Council members to be adequately prepared for the meeting (i.e., The information received in enough time for you to have time to review it before the meeting).	4.87
30	There is open discussion at Council meetings that allow all Council members to participate, with opportunities for all Council members to contribute.	4.87
31	Council meetings focus on policy development, strategic planning, financial oversight, Registrar and Executive Director performance and organizational needs.	4.3
32	Minutes are accurate and complete for each Council meeting.	4.9
33	Minutes are distributed to Council members in a timely manner after Council meetings.	4.93
34	Minutes are approved by Council, signed by the President and President Elect and retained.	4.27
35	Each committee keeps minutes that are distributed/available to all Council members.	3.93
36	Council evaluates the effectiveness of itself as well as each Councilor.	4.73
F	Responsibility of the Council	4.57
37	Council is aware of trends, risks, changes or concerns that would affect the organization.	4.67
38	Council understands its legal liability and duties.	4.6
39	Council identifies and strives to avoid conflict of interests.	4.6
40	Council carries insurance for the Councilors and Management.	4.4
G	Financial	4.7

41	Council approves the budget.	4.8
42	Council reviews financial performance throughout the year.	4.53
43	Council approves the Auditor, scope of the audit and audit process.	4.6
44	Council approves the annual financial statements.	4.87
H	Strategic Planning	3.9
45	Council is involved in planning the long-term goals and strategic direction.	4
46	Council reviews the Vision, Mission and Values annually.	3.8

Councilor Self-Evaluation – May 2023

*The results of this self-evaluation will be collated so that we can see collectively how we think we are doing. Your individual response will not be identifiable in the collation. Highlight the response that **best** reflects your opinion. The rating scale for each statement is:*

Strongly Disagree (1); Disagree (2); Maybe or Not Sure (3); Agree (4); Strongly Agree (5).

Overall Rating: 4.56

1	I am aware of what is expected of me as a Council member.	4.53
2	I have a good record of meeting attendance.	4.87
3	I read the minutes, reports, and other materials in advance of our Council meetings.	4.73
4	I am familiar with what is in the organization's by-laws and/or governing policies.	4.07
5	I frequently encourage other Council members to express their opinions at Council meetings.	4.13
6	I am encouraged by other Council members to express my opinions at Council meetings.	4.53
7	I am a good listener at Council meetings.	4.73
8	I follow through on things I have said I would do.	4.6
9	I maintain the confidentiality of all Council decisions.	4.8
10	When I have a different opinion than the majority, I raise it.	4.4
11	I support Council decisions once they are made even if I do not agree with them.	4.73

CDSS Council Evaluation 2023 Comments



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Council has established criteria that is used to recruit new Council members.

- lack of young people lack of females
- Could be more diverse in regards to sex, and visible minorities
- More female councilors would be an asset
- The composition of council does not necessarily reflect the dentists of the province. In saying that, CDSS council can't select people to be elected.
- Gender inequality
- Need more females
- A greater female contingent would be beneficial.
- Lack of female colleagues.
- there is a gender imbalance on council



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Council has established criteria that is used to recruit new Council members.

- members are elected
- We have the ability to nominate like any other registrant.
- Encourage more Dentists to join.



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Council members are selected carefully.

- Often no election is required. Encouraging additional applicants would address this
- That is up to the registrants who vote



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Council members are limited in the number of consecutive terms that can be served.

- Due to a lack of other members participating in council it seems multiple stay on for several terms. I do not have concern with this.
- Currently no set terms



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New Council members are fully orientated to the work and what is required of them as a Council member.

- A mandatory orientation should be implemented.
- Observation is the only orientation
- Shadowing and observation are effective training techniques



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New Council members receive training in regards to serving on Council.

- Terminology and general procedure and framework could be reviewed more.
- A separate training session would be beneficial



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Council has regular and ongoing training and development.

- There have not been any training courses recently
- I am not aware of a specific meeting in which the purpose is council training, however if there are areas requiring improvement, it is usually discussed at our regular council meetings.
- This could be considered
- Not done.
- I haven't heard about a specific in-service education day for Council
- An education and strategic planning day could be useful.

All Council members are familiar with Council policies.

- There is no current way to prove this



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Council abides by its policies.

- Not everyone is aware of all policies that need to be followed



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Council has a good working relationship with the Registrar.

- Will be improved with new Registrar being hired.
- N/A at this time
- Need a registrar first
- N/A
- currently recruiting for a new Registrar
- Yes, Dr. Uswaks term.
- Self-explanatory
- position currently vacant
- After the departure of the past Registrar, I think it is clear that Council should do a complete review of the Registrar position, including salary grading in accordance with other, similar Registrar positions within the Regulatory framework.



Council performs performance evaluations for the Executive Director based on a prescribed method.

- Formal goals and reviews are not done
- This has been improving



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Council performs performance evaluations for the Registrar based on a prescribed method.

- Formal goals and reviews are not done
- Obviously the vacancy of a, Registrar greatly affects this line of questions.



Council has designated oversight committees that have specific Terms of Reference (TOR).

- CRCC will help streamline this.



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Council members are regularly present at Council meetings.

- Attendance should be 100% at scheduled mandatory meetings and is not always the case
- Dr. Bil has been absent too often.



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Council members follow through on their commitments in a timely manner.

- the action items often are carries over



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Council meetings focus on policy development, strategic planning, financial oversight, Registrar and Executive Director performance and organizational needs.

- we are improving but still get hung up on operational issues



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Minutes are approved by Council, signed by the President and President Elect and retained.

- unknown
- Not sure the pres-elect has been asked to sign the minutes.
- they are approved but I have not witnessed signatures



Each committee keeps minutes that are distributed/available to all Council members.

- unknown
- Unclear as to what needs to be kept by each committee
- Most committees do not have meeting activity
- Not all committees have minutes.



Council carries insurance for the Councilors and Management.

- I am not aware if this is true
- I am unsure.



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Council approves the Auditor, scope of the audit and audit process.

- Unsure of scope



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Council is involved in planning the long-term goals and strategic direction.

- Direction dictated by the Government's dental act
- Short term survival has resulted in this being pushed back
- An annual strategic planning review, perhaps coordinated with the AGM, could help maintain continuity and also add another dimension to the AGM's activities.

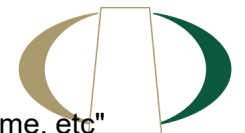


Council reviews the Vision, Mission and Values annually.

- I dont believe this to be true
- I have not yet been part of a systematic review.

Please identify two things that Council could improve upon next year.

- Holding management accountable registrar was an embarrassment make sure committees are functional
- engage more new people to join council who would be inclined to do executive
- The committee to review committees should hopefully streamline non-active committees, and in doing so save the CDSS costs associated with these honorariums. We can always strive to have more participation from all members present during open discussions. It is important to have every opinion or idea heard."
- Transparency Public and member outreach, Improve recruitment of new councilors, Encourage participation of all councilors in all debates
- Long-term planning, Creating a direction and expectations for Standards and PIP implementation,
- Ensuring Councillors have an open line of question for Executive Council and ensuring Executive Council does report any significant items of discussion to Council as appropriate and in a timely manner. Identification of different organizations Councilors may be members of that may affect their debate/opinions/decisions on Council"
- STABILITY internally. Incorporating more female representation."
- Review and align the Registrar Job Description in terms of scope, impact and responsibilities using comparable industry positions. Hold a Council Education event coordinated with a Strategic Planning session."
- Have more communication from President Need better knowledge of discipline process
- Develop a long-term plan for the registrar position. Committee efficiency.
- Continue live meeting format. Expand length of one day meetings.
- Ensure remain arms length from day to day operations
- On going training and development. Realign the Registrar position, perform a complete review of the Job Description, salary grid, percentage part time, etc"



Please identify two areas Council is doing well and should continue to do in the future.

- Meeting a are efficient. Everyone speaking up
- Council communicates regularly to keep members informed, acts in best interest of public
- Allowing all members to voice their opinion during meetings on each topic. Going around the table allows for this process. Efficiency of meetings and distribution of materials ahead of time allow for more open discussion time during meetings."
- Quarterly meetings.
- Meeting structure
- Typically thorough discussion involving all council members. Keeps focus on public protection in spite of its dual role, assuring association responsibilities don't interfere with regulatory mandate
- Having an understanding and expectations of what can be achieved at the staff level. Creating documentation for continuity in important roles
- Ensuring all Councillors have a chance to comment on issues, by a round the table recognition of each Councillor as is currently done
- The complete overhaul of the CDSS was completely necessary, unfortunate, but handled very well by Executive Council and staff that had to be participants in this. This allowed Council to perform at the best of the Council's ability"
- Organized, productive meetings. Collective trouble-shooting."
- Continue it's strong collegial relationship with the Executive Director. Continue the well coordinated and functional approach used to keep Council Meetings focused and on track"
- Transparency with information, and how information is distributed. As well as accounting for every members opinion.
- Meetings are quite efficient. Good updates from our ED.
- Efficient, engaging meetings. Recognize and meet upcoming challenges and changes that need to occur.
- Meeting efficiency is greatly improved. Meeting preparedness has taken a, quantum leap."
- Meetings are efficiently run
- Excellent workflow from the Executive Director's office, along with a strong Board Chair assure Council Meetings are effective, proactive and focus on regulatory and member support needs.



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