



PRESIDENTIAL SEARCH AND REVIEW POLICY

Policy Type:	Board	Initially Approved:	April 25, 2023
Policy Sponsor:	Chair, Board of Governors	Last Revised:	April 25, 2023
Primary Contact:	University Secretariat Office	Review Scheduled:	April 2028
Approver:	Board of Governors		

A. OVERVIEW

Alberta's Post-secondary Learning Act states that;

1. The Board of a public post-secondary institution shall appoint the President of the public post- secondary institution; and
2. The Board shall prescribe the term of office of the President and the remuneration to be paid to the President by the board.

In accordance with the responsibilities prescribed in the Act, the Board shall preside over these functions as outlined in this Policy.

B. PURPOSE

This Policy sets out the framework for the recruitment, appointment or reappointment, and annual review process of the President of the University.

C. SCOPE

This Policy applies to the President, the Board of Governors, members of the Presidential Search Committee (PSC) and members of the Presidential Reappointment Committee (PRC).

D. POLICY STATEMENT

1. TERM OF OFFICE

- 1.1 The term of office of the President of the University shall be for a period of up to five years and may be renewed for an additional term of up to five years. Any renewals for an additional term would be subject to the reappointment process outlined in section 4.

2. SEARCH, SELECTION, AND APPOINTMENT OF A PRESIDENT

- 2.1 In the event of an upcoming or sudden vacancy in the position of the President of the University, the Board shall set a timeline, establish a budget for the recruitment process in consultation with the University Secretary and Executive Director, People and Culture, and initiate the recruitment process for a new President.
- 2.2 The Gov&HR of the Board has the delegated authority to:
 - a. Lead the recruitment process for the President and conclude employment contract negotiations.
 - b. Approve terms and conditions of employment for the President; and
 - c. Set performance goals with the President and conduct performance assessments.
- 2.3 Not more than 18 months but not less than 12 months prior to the end of the President's term of office, or upon a sudden vacancy of the position, the Gov&HR of the Board shall establish a PSC that will operate under Terms of Reference approved by the Board.
- 2.4 The recruitment process shall be carried out in accordance with the Search, Selection, and Appointment of a President Procedures.

3. ANNUAL REVIEW OF THE PRESIDENT

- 3.1 The annual review assesses how the President provides leadership in the achievement of the University's mandate and strategic priorities, identifies the strengths and areas of improvement of the President's performance, provides the President with constructive information and feedback, and defines methods to support and enhance the President's performance.
- 3.2 The annual review of the President shall be carried out in accordance with the Annual Review of the President Procedures.

4. REAPPOINTMENT OF THE PRESIDENT

- 4.1 An incumbent shall normally indicate to the Board Chair, in writing, not more than 18 months but not less than 12 months prior to the end of their current term of office that they wish to stand for reappointment. If the incumbent chooses to stand for reappointment, the Gov&HR of the Board shall establish a PRC that will operate under Terms of Reference approved by the Board of Governors.
- 4.2 A comprehensive assessment shall be conducted upon receipt of an incumbent's written expression of intent to stand for reappointment that will build on the President's previous annual reviews and takes a broader review of the President's performance.
- 4.3 The comprehensive assessment and reappointment of the President shall be carried out in accordance with Presidential Reappointment Procedures.

5. DISMISSAL OF A PRESIDENT

- 5.1 The Board, on recommendation from the Gov&HR, shall make all decisions regarding the dismissal of a President.

6. APPOINTMENT, REAPPOINTMENT AND DISMISSAL OF AN INTERIM PRESIDENT

6.1 The Board, on recommendation from the Gov&HR, shall make all decisions regarding the appointment, reappointment, and dismissal of an Interim President.

E. DEFINITIONS

Board:	Board of Governors
Gov&HR:	Governance and Human Resources Committee
President:	President and Chief Executive Officer
Policy:	Presidential Search and Review Policy
University:	Alberta University of the Arts (AUArts)
PRC:	Presidential Review Committee
PSC:	Presidential Search Committee

F. RELATED POLICIES

- Search, Selection, and Appointment of a President Procedure
- Annual Review of the President Procedure
- Presidential Reappointment Procedure
- Board Code of Conduct Policy
- Student Code of Conduct

G. RELATED LEGISLATION

- Alberta Post-Secondary Learning Act
- Reform of Agencies, Boards and Commissions Compensation Regulation

H. RELATED DOCUMENTS

- President and CEO Employment Agreement
- Presidential Reappointment Committee Terms of Reference
- Presidential Search Committee Terms of Reference
- Confidentiality Agreement

I. REVISION HISTORY

Date (mm/dd/yyyy)	Description of Change	Sections	Person who Entered Revision (Position Title)	Person who Authorized Revision (Position Title)
04/25/2023	New Policy	All	University Secretary	Chair, Board of Governors