



Appointment of the Academic Councillor Policy 3.3

Section:	Election and Appointment		
Approved By:	Council	Public:	Yes
Approved Date:	December 7, 2018	Review Schedule:	Every 3 Years
Effective Date:	December 7, 2018	Last Reviewed:	March 2024
Amended Date(s):	June 14, 2019	Next Review Date:	March 2027

Policy:

In accordance with the by-laws of the College, one registrant shall be appointed as the Academic Councillor. For the purpose of this policy, “Academic Councillor” means a Councillor who is a Faculty Member appointed to Council in accordance with the by-laws of the College.

To assist in appointing the Academic Councillor, Council has approved the use of a competency-based appointment process.

The following is a summary of the appointment process to be followed for the purposes of appointing the Academic Councillor to the Council in accordance with the by-laws of the College.

Background

1. In accordance with the by-laws of the College, the Academic Councillor shall be appointed by resolution of the Council prior to the first regular meeting of Council after the election to be held in the month of April 2019 and the election to be held in April every third year after that.
2. In accordance with the by-laws of the College, a call for interest will be sent by the Registrar & CEO to all registrants, no later than 120 days before the date of the appointment.
3. All expressions of interest (“applications”) must be received on or before the election date as approved by Council. No other applications will be accepted after that date.

Appointment Procedure

1. The Nominating Committee shall pre-screen all applications and assess whether the applicant meets the Councillor Competencies and Expectations established by Council and the eligibility criteria set out in the by-laws of the College.
2. The Nominating Committee shall forward the applications of all eligible applicants to Executive Committee for further assessment prior to the June Council meeting.
3. The Executive Committee shall further assess all applications submitted against the Councillor Competencies and Expectations established by Council.
4. The Executive Committee shall make enquiries as it deems appropriate.
5. The Executive Committee shall, acting as Council, appoint the Academic Councillor.
6. The Council shall ratify the appointment of the Academic Councillor by resolution.