

C – Board-President Relations

Appointment of an Interim President

Background

The Board of Governors must ensure that the College has appropriate, accountable leadership in the event that the President is absent for extended periods of time, whether the absence is planned (e.g. the President is pursuing a professional development opportunity) or unplanned (e.g. extended sick leave).

Policy

In the event of an emergency that will see the President absent for an extended period of time (greater than 3 months) the Board will appoint an interim President referred to as the Acting President and the Acting President will have all authority delegated by the Board to the position of the President.

It is understood that when the President plans absences of less than 3 months' duration (e.g. vacation), the President shall appoint one or more members of the Senior Management Team to act as President. In this event, the President shall advise the Board Chair who will be acting for the President.

Procedure

The President must:

1. Ensure that there is an Emergency Succession Plan for the role of the President and that there are at least two Senior Management personnel that could fulfill the role of Acting President.
2. Inform the Board Chair as to who can appropriately fulfill the role of Acting President while ensuring that the vacated duties of these individuals will not be jeopardized.
3. Should the President for any reason be unable to perform their duties in excess of three months then the Board of Governors will appoint an Acting President.
4. When appropriate, the Board of Governors will consider the advice of the President when making such an appointment.