

SUBJECT: SELECTION PROCEDURES FOR THE SEARCH COMMITTEE FOR THE PRESIDENT & VICE-CHANCELLOR**1. Terms of Reference for the Search Committee**

- To review the position of President & Vice-Chancellor
- To establish the qualification and qualities desired of candidates
- To assist in the drafting of the advertisement
- To establish a short list of candidates
- To recommend to the full Board of Governors, by providing a prioritized ranking of short listed candidates.

2. Search Committee Composition (18 members)

- Board Chair (Chair)
- Board Vice-Chair (Vice-Chair)
- Chancellor
- Three other Board members, including a regional member chosen by the Human Resources Committee of the Board
- One Senior Academic Officer (Provost, Vice-Provost, or Dean) and one Senior Administrative Officer (Director or Vice-President), chosen by the Human Resources Committee of the Board in consultation with President's Council
- Director, Human Resources (non-voting)
- A regional representative (chosen by the Human Resources Committee of the Board)
- 3 Faculty members (chosen by Senate - at least one from each College)
- 2 students, one undergraduate and one graduate (chosen by the Human Resources Committee of the Board, in consultation with the appropriate student governing body)
- A staff member (chosen by the Human Resources Committee of the Board, in consultation with CUPE and the Exempt groups)
- A First Nations member (chosen by the Human Resources Committee of the Board in consultation with the Senate Committee on First Nations and Aboriginal People)
- Secretary of the Board of Governors (non-voting Committee Officer).

3. Process

- The search will be conducted in accordance with the principles established in the UNBC Policy - *Appointment of Senior Academic Administrative Officers of the University and of Faculty*.