

## UNIVERSITY OF MANITOBA POLICY

<b>Policy:</b>	<b>ELECTION OF THE CHANCELLOR</b>
<b>Effective Date:</b>	January 25, 2011
<b>Revised Date:</b>	June 26, 2018
<b>Review Date:</b>	June 26, 2028
<b>Approving Body:</b>	Board of Governors and Senate
<b>Authority:</b>	<i>The University of Manitoba Act</i> Section 46-50
<b>Responsible Executive Officer:</b>	University Secretary
<b>Delegate:</b>	
<b>Contact:</b>	University Secretary
<b>Application:</b>	Board of Governors members; Senate members; Members of the University Community

### Part I Reason for Policy

- 1.1 To provide for the election of the Chancellor in a manner consistent with the provisions of *The University of Manitoba Act*, C.C.S.M. c.u60.

### Part II Policy Content

- 2.1 *The University of Manitoba Act* states that the Chancellor shall be elected by the Committee of Election. The Committee of Election is a joint session of the voting members of the Board of Governors and the Senate. The Committee of Election is chaired by the Chair of the Board of Governors. The University Secretary, as Secretary of Senate, serves as the Secretary of the Committee of Election.
- 2.2 The Chancellor shall be elected by the Committee of Election following a recommendation of the Chancellor Search Committee.

## **Chancellor Search Committee**

2.3 The Chancellor Search Committee shall consist of:

- (a) The Chair of the Board of Governors (as Chair);
- (b) The President;
- (c) The Vice-President (External);
- (d) Three (3) members of Senate who are not students, elected by Senate;
- (e) Two (2) member of the Board of Governors (in addition to the Chair), elected by the Board;
- (f) Two (2) students, one undergraduate and one graduate, elected by Senate;
- (g) Two (2) members of the University of Manitoba Alumni Association, nominated by the Alumni Association; and
- (h) The University Secretary, as Secretary (non-voting)

2.4 The Terms of Reference of the Chancellor Search Committee are:

- (a) To solicit nominations for the office of Chancellor from members of the University Community. The nomination period shall be of at least four (4) weeks duration and the call for nominations made widely;
- (b) To review nominations for the office of Chancellor;
- (c) To assess the suitability of candidates for the office of Chancellor against the description of the role of Chancellor as outlined in the Chancellor Bylaw;
- (d) To prepare a Report to the Committee of Election on the number of nominations received for Chancellor, including the one recommended candidate for Chancellor with supporting documentation.

2.5 The Chancellor Search Committee shall have the option to:

- (a) Obtain or ask nominators to obtain supplemental biographical or other information about the nominees;
- (b) Meet with individual nominees to discuss the nature of the position, and obtain additional information that would be of assistance to the Committee of Election.

2.6 Prior to submitting the Report to the Committee of Election, the Chancellor Search Committee shall determine the willingness of the recommended candidate to stand as Chancellor.

2.7 The deliberations of the Chancellor Search Committee shall be confidential.

### **Meetings of the Committee of Election**

2.8 Meetings of the Committee of Election require fourteen (14) days written notice to all voting members of the Committee. An electronic message shall be considered sufficient written notice.

2.9 Meetings of the Committee of Election shall be held in closed session.

2.10 The election shall be by secret ballot following the presentation of the report of the Chancellor Search Committee.

2.11 To be elected, a candidate must receive support from a majority of those members present and voting.

2.12 The Chair of the Committee of Election shall ask the successful candidate to serve.

2.13 The name of the successful candidate shall be held in confidence until a public announcement is made by the University.

2.14 In the event that the candidate recommended to the Committee of Election by the Chancellor Search Committee does not receive a majority of the votes cast, the nomination, and any comments shall be referred back to the Chancellor Search Committee for further review and deliberations. The Chancellor Search Committee shall make another recommendation to the Committee of Election within thirty (30) days. This recommendation may be for the same candidate with additional information, or for a new candidate.

### **Part III Accountability**

3.1 The Office of Legal Counsel is responsible for advising the University Secretary that a formal review of this Policy is required.

3.2 The University Secretary is responsible for the implementation, administration and review of this Policy.

3.3 Board of Governors members, Senate members and members of the University Community are responsible for complying with this Policy.

### **Part IV Authority to Approve Procedures**

4.1 The Approving Bodies may approve Procedures, if applicable, which are secondary to and comply with this Policy.

## **Part V Review**

- 5.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Policy is June 26, 2028.
- 5.2 In the interim, this Policy may be revised or repealed if:
- (a) the University Secretary or Approving Bodies deems it necessary or desirable to do so;
  - (b) the Policy is no longer legislatively or statutorily compliant; and/or
  - (c) the Policy is now in conflict with another Governing Document.
- 5.3 If this Policy is revised or repealed, all Secondary Documents will be reviewed as soon as reasonably possible in order to ensure that they:
- (a) comply with the revised Policy; or
  - (b) are in turn repealed.

## **Part VI Effect on Previous Statements**

- 6.1 This Policy supersedes all of the following:
- (a) all previous Board of Governors/Senate Governing Documents on the subject matter contained herein; and
  - (b) all previous Administration Governing Documents on the subject matter contained herein.

## **Part VII Cross References**

- 7.1 This Policy should be cross referenced to the following relevant Governing Documents, legislation and/or forms:
- (a) [The Chancellor Policy](#)