

**UNIVERSITY OF MANITOBA  
BYLAW**

<b>Bylaw:</b>	<b>THE PROVOST AND THE VICE-PRESIDENTS OF THE UNIVERSITY OF MANITOBA</b>
<b>Effective Date:</b>	June 22, 2021
<b>Revised Date:</b>	
<b>Review Date:</b>	June 22, 2031
<b>Approving Body:</b>	
<b>Authority:</b>	University of Manitoba Act section #16(1)b
<b>Responsible Executive Officer:</b>	President and Vice-Chancellor
<b>Delegate: (If applicable)</b>	
<b>Contact:</b>	President and Vice-Chancellor
<b>Application:</b>	Board of Governors members, Senate members, Faculty, Staff, Students

**Part I  
Reason for Bylaw**

- 1.1 To identify the authorities vested in the Provost and in the Vice-Presidents of the University of Manitoba, along with a statement of duties and reporting lines.

**Part II  
Bylaw Content**

- 2.1 Office:**
- (a) There shall be the following Vice-Presidents of the University of Manitoba:
- Vice-President (Academic)
  - Vice-President (Research and International)
  - Vice-President (Administration)
  - Vice-President (External)
  - Vice-President (Indigenous)
- (b) There shall be a Provost of the University of Manitoba who shall also be the Vice-President (Academic).

## **2.2 Appointment**

(a) Vice-Presidents shall be appointed by the Board on the recommendation of the President.

## **2.3 Reporting:**

(a) The Vice-Presidents shall be responsible to the President.

## **2.4 Powers and Duties**

(a) The President shall exercise general supervision over and direction of the operation of the University including its academic work, staff, students and business affairs. In support of the President, the powers, duties and functions of the Vice-Presidents shall include:

- i. Supporting the University's mission, vision and upholding core institutional values;
- ii. Supporting the University's commitments to Indigenous peoples and communities;
- iii. Overseeing, providing leadership to and coordination of the administration of the University;
- iv. Developing leaders within the University and acting as the officers to whom the heads of their respective reporting units report;
- v. Authorizing the implementation of new initiatives for their respective reporting units where necessary approvals have been granted;
- vi. Working with the President and the other Vice-Presidents to ensure achievement of mutual goals that support the primary functions of the University;
- vii. Developing accountability frameworks for implementing the University's strategic plan and achieving its goals;
- viii. Recommending to the President on the appointment, promotion, change of service, discipline, retirement and dismissal of the heads of their respective reporting units. In the case of the Provost and Vice-President (Academic), the Vice-President will make recommendations to the President for appointment, promotion and tenure for all faculty members;
- ix. Preparing such analyses, reports, plans, and policy recommendations as the Vice-President deems appropriate for advancing the work of the University;

- x. Preparing an annual resource plan for their respective reporting units with such assistance from the members of the staff or committees as the Vice-President may call for, and submitting the budget to the Central Unit Allocation Committee;
  - xi. Serving as members of Senate, and participating and engaging in the collegial governance of the University as appropriate;
  - xii. Participating in and serving as resources to meetings of the Board of Governors and its Committees as appropriate;
  - xiii. Supporting the President in advancing external relationships; and
  - xiv. Undertaking such additional duties as may be assigned from time to time by the Board or the President.
- (b) In addition to the powers and duties of a Vice-President, the Provost shall be the senior Vice-President, with the following powers, duties and functions:
- i. Acting on behalf of the President in his or her absence or inability to act, or as delegated;
  - ii. Collaborating with the President to establish policy and direction on academic and administrative matters affecting the University as a whole, including the development of the University's strategic goals and objectives;
  - iii. Leading and integrating institutional strategic, operational, capital, learning spaces and resource planning activities, and engaging the Senate and Board of Governors in a collegial planning process as appropriate; and
  - iv. Making recommendations to the President on annual resource allocations for the University in alignment with academic priorities and the Strategic Plan(s) of the University.

## 2.5 Delegation

- (a) A Vice-President may delegate any of the powers, duties and functions of that Vice-President as the Vice-President sees fit and may prescribe conditions governing the exercise of any delegated power, duty and function, including the power of sub-delegation.

## Part III Accountability

- 3.1 The Office of Legal Counsel is responsible for advising the University Secretary that a formal review of this Bylaw is required.
- 3.2 The President is responsible for the implementation, administration and review of this Bylaw.
- 3.3 Board of Governors members, Senate members, Faculty/School Councils, Faculty Members, Staff Members and Students are responsible for complying with this Bylaw.

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

- 4.1 The President may approve Procedures, if applicable, which are secondary to and comply with this Bylaw.

#### **Part V Review**

- 5.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Bylaw is June 22, 2031.
- 5.2 In the interim, this Bylaw may be revised or repealed if:
  - (a) the Board of Governors or the Approving Body deems it necessary or desirable to do so;
  - (b) the Bylaw is no longer legislatively or statutorily compliant; and/or
  - (c) the Bylaw is now in conflict with another Governing Document.
- 5.3 If this Bylaw is revised or repealed all Secondary Documents, if applicable, shall be reviewed as soon as possible in order that they:
  - (a) comply with the revised Bylaw; or
  - (b) are in turn repealed.

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

- 6.1 This Bylaw supersedes all of the following:

- (a) Bylaw: Vice – President (Academic) and Provost
- (b) Bylaw: Vice – President (Administration)
- (c) Bylaw: Vice – President (External)
- (d) Bylaw: Vice – President (Research and International)
- (e) all previous Board of Governors/Senate Governing Documents on the subject matter contained herein; and
- (f) all previous Administration Governing Documents on the subject matter contained herein.

## **Part VII Cross References**

- 7.1 This Bylaw should be cross referenced to the following relevant Governing Documents, legislation and/or forms:
- (a) The Provost and Vice – President (Academic) Procedures
  - (b) The Vice – President (Administration) Procedures
  - (c) The Vice President (External) Procedures
  - (d) The Vice – President (Research and International) Procedures
  - (e) The Vice-President (Indigenous) Procedures