



## PRESIDENT SELECTION POLICY

Policy Area:	Board		
Policy Number:	PSPL_2209R_BG/GOV		
Policy Sponsor:	Chair, Okanagan College Board of Governors		
Policy Contact:	Board Office		
Stakeholders:	Board of Governors, Employees, and Students		
Authority:	<i>College and Institute Act</i>		
Approval Authority:	Board of Governors		
Approval Date:	September 27, 2022		
Effective Date:	September 28, 2022		
Replaces:	President Selection Policy (2019)		
Last reviewed:	September 2022	Scheduled review date:	May 2027

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Procedures: *Procedures for President Selection  
(to be reviewed and approved at the time a Search is initiated)*

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### 1. Policy Statement

The recruitment and appointment of a President is one of the Board’s most important responsibilities and as such the Board is required to establish the principles for the search and selection of the President of Okanagan College.

### 2. Purpose

- 2.1 To outline the principles to be applied during the search and selection of a new President.
- 2.2 To outline the membership of the Search Committee that will carry out the presidential search and recruitment process for the purpose of recommending candidates to the Board for consideration for the position of President.

### 3. Scope and Application

- 3.1 This policy applies to the Board and those employees and students who serve on the Search Committee.

### 4. Definitions Used in this Policy

<b>Board</b>	Means the Okanagan College Board of Governors.
<b>President</b>	Means the chief executive officer of Okanagan College.
<b>Search Committee</b>	Means the President Search Advisory Committee.

## 5. Responsibilities

- 5.1 It is the responsibility of the Board to:
- a) Determine that a search be conducted.
  - b) Approve membership of the Search Committee.
  - c) Approve the Procedures for the President Selection Policy.
  - d) Approve the Terms of Reference for the Search Committee.
  - e) Approve the skills, qualifications, and position description for the President.
  - f) Call special meetings as required.
  - g) Make the final selection and appointment of the President.
- 5.2 It is the responsibility of the Human Resources & Compensation Committee to:
- a) Seek nominations from the college community and recommend to the Board individuals to serve on the Search Committee.
  - b) Engage the services of a professional search consultant.
  - c) Review, and amend as appropriate Procedures for the Search Committee
  - d) Review, and amend as appropriate Terms of Reference for the Search Committee
- 5.3 It is the responsibility of the Search Committee to:
- a) Solicit input from the college community to establish the criteria and process to be used to recruit and select candidates.
  - b) Provide regular verbal updates on the process to the Board at its closed meetings.
  - c) Recommend to the Board one or more candidates for consideration.

## 6. President Search Advisory Committee Membership

- 6.1 The Search Committee will consist of the following members and is limited to a maximum of 15 members:
- a) The Board Chair, or the Chair's delegate, who will serve as the Search Committee Chair;
  - b) Three Board members selected by the Board Chair who are neither employees nor students of the College;
  - c) A member of the Education Council selected by the Education Council Chair;
  - d) An employee who is a member of the Okanagan College Faculty Association and who is elected by the employees represented by the association;
  - e) An employee who is a member of the OC BCGEU Vocational union and who is elected by the employees represented by the union;
  - f) An employee who is a member of the OC BCGEU Support Staff union and who is elected by the employees represented by the union;
  - g) A senior administrator who is a member of the Leadership Council;
  - h) An administrative employee who is not a member of a bargaining unit or a member of Leadership Council;

- i) A student who is a member of the Okanagan College Student Union (OCSU) and is elected by the students represented by the OCSU; and
  - j) A student who is a member of the Vernon Student Association (VSA) and is elected by the students represented by the VSA.
  - k) Any other individuals the Board deems appropriate.
- 6.2 An employee will be assigned to support the Committee and search process. This individual does not have voting rights on the Committee.
- 6.3 Appointments will be made taking into consideration representation from across the region served by Okanagan College, as well as representation from the Indigenous community and on advice provided by representative areas.

## 7. Confidentiality

- 7.1 The search process will be a closed confidential process.
- 7.2 The Search Committee will carry out its work confidentially and all information related to the search and the work of the Search Committee will be kept confidential unless released by the Chair of the Search Committee.

## 8. Related Acts and Regulations

*College and Institute Act*

## 9. Supporting References, Policies, Procedures and Forms

*Human Resources & Compensation Committee Terms of Reference*

### History / Revisions

Date	Action
2022-09-27	Revision Approved by Board of Governors: <i>President Selection Policy</i>
2019-05-30	Revision Approved by the Board of Governors: <i>President Selection Policy</i>
2007-06-26	Revision Approved by the Board of Governors: <i>President Selection Policy</i>
2005-06-28	Adopted by the Board of Governors: <i>OUC Policy Manual dated October 30, 1995</i>
1996-02-28	Approved by the Board of Governors: <i>Policy Manual dated October 30, 1995</i>