

Procedures:	Chancellor Selection
Associated Policy:	BOG 21.0 - Chancellor Selection Policy
Procedure Holder:	Board of Governors
Executive Lead:	President
Original Date:	February 12, 2021
Next Review:	February 2024

1. Purpose and Background

These procedures are intended to define a method by which the Board of Governors will appoint or reappoint a Chancellor to serve the University.

2. Guiding Principles

- The University intends to alternate the appointment of Chancellor between Yukon First Nations citizens and non-Yukon First Nations citizens.
- The University intends to alternate the appointment of Chancellor between male and female individuals.

3. Definitions

- **University Community:** includes:
 - credit and non-credit students, including distance students and continuing studies students;
 - employees, include faculty, support staff, term employees, and casual employees;
 - anyone holding a university appointment;
 - post-doctoral fellows;
 - all persons who are employed under contracts with university faculty members as the employer and who provide research or administrative services directly supporting faculty members' research activities;
 - visiting researchers;
 - anyone contractually required to abide by university policies;
 - anyone volunteering with a university program or activity;

- members of the Board of Governors and Senate; and
- anyone who ordinarily resides on campus because of their relationship with the university.

4. Procedures

4.1 Formation and Composition of Joint Chancellor Search Committee

Approximately 12 months before the expiry of a Chancellor’s term, the President will notify the Board of Governors and the Senate of the impending vacancy of the role of Chancellor. At the same time, the President will strike the Joint Chancellor Search Committee (“the Committee”) to seek and consider nominations for the role of Chancellor, and will seek membership for the Committee from the Board of Governors and from the Senate..

The Committee will be constituted as follows:

- The President of the University, who will chair the Committee;
- Three current members of the Board of Governors, elected by the Board of Governors;
- The member of the Board of Governors who was elected by the student body;
- Two current members of the Senate who are faculty, elected by the Senate; and
- One current senate member who is a senior administrator, elected by the Senate.

The President of the University will ensure that best efforts are made so that at least 30 percent of the members of the Committee (at least three members) are Indigenous persons from Yukon or elsewhere in Canada.

The executive assistant to the Board of Governors will serve as a non-voting secretary of the Committee.

In the event that the Chancellor makes known their decision to retire from the position early, or in the event that the position of Chancellor becomes vacant, the President will inform the Board of Governors and the Senate immediately and strike the Committee as outlined above.

4.2 Committee Standards of Conduct

In carrying out its duties, the Committee will at all times observe and respect the highest standards of conduct, including but not limited to standards respecting bias, the appearance of bias, the fairness of its deliberations and investigations, and the confidentiality of the names of all individuals considered for Chancellor.

4.3 Committee Operations

In the event that a Committee member ceases to serve for any reason, a replacement will be elected by the same process and from the same membership group as the member outgoing, except in the case where the work of the Committee has progressed to the point where the Committee decides, in its discretion, that the election of a replacement is unnecessary.

Quorum for Committee meetings shall consist of five members of the Committee, one of whom must be the President.

Once received, names submitted for consideration are confidential. Deliberations of the Committee are likewise confidential. A Committee member who has breached confidentiality shall be subject to sanction by the chair up to and including removal from the Committee.

4.4 Selection Criteria

The Committee will search for and give preference to individuals with the following attributes:

- a person of Canadian citizenship;
- highly esteemed and regarded as a community leader, who has the respect of both the University and external communities;
- a person whose appointment would add to the reputation and enhance the image of the University;
- a person who has an appreciation of the distinctive role Yukon University has in the North;

- a person who has enthusiasm for the purposes of Yukon University, specifically those purposes laid out in section 3 of Yukon University Act;
- a person capable of performing the duties of Chancellor as described in Section 11 of the Yukon University Act;
- be well positioned to build connections between the University and its stakeholder groups, and broader communities locally, nationally, and/or internationally;
- a person who is available to participate in convocation ceremonies and other ceremonial events;

Pursuant to the Yukon University Act, Section 18, the following persons are ineligible for the role of Chancellor:

- a member of the Parliament of Canada;
- a member of the Legislative Assembly;
- a member of the main governing council of a Yukon First Nation established under the constitution of the Yukon First Nation; and
- a member of the council of a Yukon First Nation that is a band recognized under the Indian Act.

4.5 Reappointment of Current Chancellor

If the current Chancellor is eligible for reappointment, the Committee will consider whether or not the Chancellor should be reappointed. A person may not hold the office of Chancellor for more than two consecutive terms. If the Committee's recommendation is for reappointment, the Board will, with the Chancellor's agreement, invite the Chancellor to stand for a second term. In the event of a recommendation not to reappoint the current Chancellor, the Chancellor will be informed, and the selection process continued.

In making the above determination, the Committee may solicit information in confidence concerning the Chancellor's first time from members of the Board, the Senate, and/or from the broader University Community.

4.6 Solicitation of Nominees

Unless the current Chancellor is being reappointed, the Committee will request that the President communicate to the University community and externally that the University is inviting nominations for the role of Chancellor. As part of this communication, the President will send the call for nominations to each of the 14 Yukon First Nation governments.

The call for nominations will include a brief position profile, the nomination form, and information about the process and timelines. The Committee may, at its discretion, engage an external consultant to assist in generating or assessing candidates.

4.7 Deliberations and Recommendation

Upon reviewing all nominations, the Committee will submit one name only to the Board as the candidate for appointment. Prior to submitting a name to the Board for consideration, the Committee will confirm with the candidate that they are willing to let their name stand for appointment as Chancellor.

The Committee will use its best efforts to submit its recommendation to the Board no later than two months prior to the expiration of the current Chancellor's term. In the event that the Committee cannot reach a recommendation within the timeframe allowed, the Committee will advise the Board that they have been unable to make a recommendation; the Board may either grant an extension or strike a new Committee pursuant to these guidelines.

In its deliberations, the Committee will strive for consensus. In the event that the Committee cannot reach consensus, the Committee will decide on a candidate by simple majority vote.

4.8 Board Approval of Committee's Recommendation

The Board of Governors retains the power to accept or reject the nomination from the Committee. In the event that the Board of Governors rejects the nomination, they will either direct the Committee to continue its work, or to strike the Committee anew and restart the process.

5. Exceptions to the Procedures

None.

6. Problem Solving

Any questions arising out of the content or communication of this policy or disputes arising from a decision made as a result of applying this policy should be first reported to Chair of the Board of Governors.

7. Forms

Chancellor Nomination Form.

8. Appendices

None.