
Policy Title:	Appointment of Chancellor	Policy Version:	2
Policy No:	2503	Approval Date:	July 18, 2018
Original Submission Date:	7 January 2015, Revised 2018	Effective Date:	July 18, 2018
Approval Body:	Academic Council	Revision Date:	July 2021

Policy Statement

The Chancellor for Acsenda School of Management (ASM) is the titular head of the Acsenda School of Management. As a degree granting institution, it is important that ASM has a policy on the selection, appointment and responsibilities of the Chancellor.

Purpose

This policy outlines the criteria and procedure for selection and appointment of the Chancellor for Acsenda School of Management along with the terms and conditions of appointment.

The duties and responsibilities associated with the role of Chancellor are as follows:

- Preside at all convocation events;
- Confer all degrees, diplomas, and certificates earned and awarded by Acsenda School of Management;
- Serve as an ex officio voting member of the ASM Academic Council;
- Represent the institution at major events both off and on campus as requested by the President;
- Contribute to the global skills development of students as agreed with the Academic Vice President;
- Perform such other duties as mutually agreed with the President .

Scope

Terms and Conditions of Appointment:

- The Chancellor is appointed by the Board of Directors of the Acsenda School of Management on the recommendation of the President and the Academic Council. The appointment shall be for a period of three (3) years, renewable for a further term of up to three (3) on the recommendation of the Academic Council.
- The Chancellor cannot be a current employee of ASM or its parent company Educo. ;
- Should the Chancellor not be diligent in carrying out the responsibilities of the Office, or act in a way that brings harm or disrepute to her/himself or to ASM, the appointment may be rescinded by the Board of Directors, and can also be upon the recommendation to the Board of Directors by a majority vote of the Academic Council.
- The appointment of the Chancellor shall be based on the following criteria:
 - Comprehensive knowledge of higher education systems in British Columbia, Canada and internationally;
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 - Widely respected institutional experience in post-secondary learning systems and delivery models;
 - Supportive of the value-added role of private sector providers of higher education in BC, nationally, and Internationally;
 - An international network of contacts and knowledge of trends and development in global education;

- Has a demonstrated interest in the history and future growth of ASM.

Definition

These definitions apply to terms as they are used in this policy.

Word/Term	Definition
Chancellor	A chancellor is a leader of a college or university usually either the executive or ceremonial head of the university. With respect to this policy, the Chancellor is the titular head of Accenda School of Management as a degree granting institution.

Related legislation

The Degree Authorization Act

Related policies – none

Policy Number	Policy Title

Responsibility

The ASM President has the responsibility for implementing the policy on appointment of the Chancellor.

The Chair of Academic Council, in consultation with the President, appoints a Selection Committee for recruitment and selection of a potential Chancellor i

The Selection Committee of Academic Council conducts the search and selection process and recommends a nominee.

The President recommends the nominee to the ASM Board of Directors for appointment as the ASM Chancellor.

The ASM Board of Directors makes a final decision on the appointment as the ASM Chancellor

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Appointment Procedure:

Approximately twelve (12) months before the expiry of a Chancellor's term, the President will notify the Academic Council of the impending vacancy. The Academic Council will develop or review and update their terms of reference and criteria for selection of the Chancellor as necessary.

The Chair of Academic Council will appoint a Selection Committee to be constituted from Academic Council members as follows:

- the Chair of the Academic Council, who will chair the committee;
- the Vice Chair
- The ASM President
- one faculty member
- one student or alumni member
- one member appointed by Educo.
- The secretary to Academic Council will serve as secretary to the Committee, keeping minutes of decisions and actions only.

The Selection Committee shall issue a call for nominations to the ASM community, including, faculty, staff, students, alumni and to the community at large;

The Committee shall identify a preferred candidate and, after ascertaining willingness to serve, recommend the nomination be presented to the Board of Directors by the President.

The ASM Board of Directors makes a final decision on the appointment as the ASM Chancellor.

APPENDICES

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None