

Appointment and Renewal of Academic Vice-Presidents Policy			
Policy Sponsor	President	Category	Board
Policy Contact	Chief Human Resources Officer	Effective Date	December 4, 2024
Approved By	Governors of Athabasca University	Review Date	December 4, 2029
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1. Purpose

Athabasca University is committed to hiring the best-qualified candidates and aspires to achieve equity and diversity in the selection and appointment or renewal of Academic Vice Presidents.

2. Scope

This policy applies to all appointments and renewals of Academic Vice Presidents.

3. Definitions

Academic Vice-President	Senior Academic Leader, in the position of Vice-President or equivalent (i.e., Provost), who is responsible for the direct management of matters that are academic in nature.
Advisory Renewal Committee	The committee convened by the President to provide advice to the President for the purpose of reviewing the suitability of and recommending an incumbent for renewal for an Academic Vice-President position.
Advisory Search Committee	The committee convened by the President to provide advice to the President for the purpose of recommending a candidate to the President for an Academic Vice-President position.

4. Guiding Principles

4.1. Pursuant to section 82 of the *Post-Secondary Learning Act*, the Governors of Athabasca University may appoint a Vice President with the powers, duties and functions recommended by the President of Athabasca University (University). The appointment of a Vice-President will be made by the Board of Governors on the recommendation of the President, as the Chair of the Advisory Search Committee.

- 4.2.** The term of office of an Academic Vice-President will not normally exceed five (5) years. The appointment may be renewed for a subsequent five (5) year term as outlined in the Appointment or Renewal of Academic Vice-Presidents Procedures.
- 4.3.** This Policy does not apply to interim appointments.
- 4.4.** Upon notice that the recruitment or renewal of an Academic Vice-President is required, process shall be initiated in accordance with the Appointment and Renewal of Academic Vice-President Procedures, including the establishment of any required recruitment or renewal committees.
- 4.5.** The selection and appointment of an Academic Vice-President shall be a closed process.
- 4.6.** The recruitment of Academic Vice-Presidents will normally be international in scope.
- 4.7.** A recruitment firm will normally be retained to assist the Search Committee with the search for candidates.
- 4.8.** It is the responsibility of the President to ensure compliance with this policy and the related procedure.
- 4.9.** It is the responsibility of each individual member of the Advisory Search Committee for the Appointment of an Academic Vice-President or of a Advisory Renewal Committee of an Academic Vice-President to maintain in the strictest of confidence, any and all information received during the course of the work on these Advisory Committees, including all deliberations of the Advisory Committees which shall also remain confidential into perpetuity.

5. Applicable Legislation and Regulations

[Post-Secondary Learning Act, S.A. 2003, c. P-19.5](#)

6. Related Procedures/Documents

[Appointment and Renewal of Academic Vice-Presidents Procedure](#)

History

<i>Date</i>	<i>Action</i>
December 4, 2024	Policy Revised (Governors of Athabasca University, Human Resources and Compensation Committee Motion #239-02)
May 10, 2022	Policy Revised (Governors of Athabasca University Motion #226-02)
March 15, 2018	Policy Revised (Governors of Athabasca University Motion #369-06)
January 12, 2017	Policy Approved (Governors of Athabasca University Motion #221-03)