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BOARD POLICY ON ACTING PRESIDENT

Approval Authority	Board of Governors
Primary Contact	Board Chair
Related Policies / Legislation	Board policy direction Human Resources Development and Management (BPD-225) *University Act, s*. 59 (1)

PHILOSOPHY

In accordance with the University Act of British Columbia [Section 59(1)], there must be a President of the University. This policy addresses the appointment of an acting President when the President is unavailable to fulfil their duties, or there is a vacancy in the office.

POLICY

1. When the President is away from campus or unable to fulfill their responsibilities, the following guidelines apply:
   a. When the President is absent or unable to fulfil their responsibilities for a period of more than 2 days and less than six weeks, the Provost serves as acting President.
   b. If the Provost is not available, the President or Provost choose another senior administrator of the University to serve as acting President and inform the Chair of the Board of Governors.
   c. If a Board committee or full Board meeting is scheduled, the acting President may be called upon to report on items but does not serve as a voting member on any matters being considered and requiring a vote.
2. If the President is absent or unable to fulfill their responsibilities for a period exceeding six weeks, the Board of Governors appoints an acting President. The Executive Committee is responsible to manage the need for an acting President in a period between this six-week time frame and the next scheduled Board meeting.
3. In cases where a President's term ends and a successor is not yet in place, resigns, or is permanently unable to complete their term, the Board of Governors appoints an interim President to serve until a full search is completed.
4. In the case where an acting or interim President is appointed as per #2 and #3 above, the acting or interim President serves as a full member of the Board unless the Board determines otherwise.
5. An acting or interim President consults with the President or Board Chair as applicable for any direction on carrying out their duties during the appointment.