



Chancellor Search Process

- The Chancellor Search Committee shall issue a call for nominations to the Board of Governors, General Faculties Council, Alumni Association, Students' Association of Mount Royal University and to the broader University community.
- The call for nominations will include the position profile, nomination form and information about the process and proposed timelines. The call will remain open until the Board has elected a Chancellor.
- The Search Committee will:
 - Consider nominees, in confidence, recognizing the need for due diligence. Reasonable due diligence in a confidential process may include receipt and review of a nominee's bio or curriculum vitae and review of publicly accessible information about a nominee.
 - Prepare a ranked shortlist from the nominees. Strive for unanimity. In the event that unanimity is lacking during the ranking process, the Committee will decide on the ranking of candidates by a simple majority vote.
 - Ask the President to approach the top shortlisted candidates (maximum five) to ascertain willingness to serve. Should a majority of the candidates decline, the President will approach the next highest ranked candidates.
- The candidates who indicate their willingness to move forward with the process will be asked to participate in a discussion with the President to ascertain their:
 - Interest in post-secondary education;
 - Thoughts on representing the public interest in Mount Royal University;
 - Goals, aspirations and potential contributions during term as Chancellor;
 - Perspective on challenges and opportunities for the University over the next four years.
- The President will report back to the Committee with respect to the discussions with potential candidates. The Committee will shortlist the candidates and select their preferred candidate.

- The Committee will meet with the preferred candidate to assess suitability for the position and compatibility with the institution.
- If the candidate is acceptable to the Committee, the President will follow up with the candidate to advise that their name will be put forward to the Board. If the candidate is not acceptable to the Committee or does not wish to continue with the process, the President will approach the next shortlisted candidate and repeat the process.
- Once a finalist candidate is determined, the President will present the candidate's name in strict confidence to the Board, in a closed meeting, along with a summary of the process followed.
- On receipt of the nomination from the Search Committee and a report on the process followed, the Board either may appoint the nominated candidate as Chancellor, or may refuse to appoint and refer the matter back to the Chancellor Search Committee to nominate an alternate candidate.