

PROCESS FOR RECRUITMENT AND APPOINTMENT OF NEW MEMBERS

1. Nominations

Nominations may be submitted by any member of the Board of Governance. Recommendations for membership shall be made to the Training Principal or Board liaison and must include:

- A letter/email of nomination
- The nominee's current résumé
- Any additional documentation/information relevant to the candidate's qualifications

Prior to submitting a nomination, the recommending member should conduct appropriate preliminary conversations with the prospective nominee to confirm general interest and suitability.

The Executive and Nominating Committee will review all nominations and evaluate candidates in light of the current needs of the College and the Board, including desired skills, expertise, experience, and representation. Institutional and strategic needs shall guide the recommendation process.

2. Appointment Process

Board appointments shall follow the process below:

- Prospective nominees meet with representatives of the Executive and Nominating Committee. Those representatives report to the Executive and Nominating Committee and may bring forward a recommendation for consideration.
- The Executive and Nominating Committee votes on whether to recommend the nominee to the full Board.
- Prior to consideration by the full Board, confirmation must be obtained from the nominee regarding willingness to serve and understanding of the duties and expectations of Board membership.
- Appointment requires approval by a two-thirds majority vote of the full Board.

3. Communication Protocol

Until a nomination is formally approved, communication regarding the status of the nomination shall be limited to the Board Chair, the Training Principal, or the Board liaison.

Following Board approval, formal communication of appointment shall be made by the Board Chair or Training Principal.

4. Orientation

The Training Principal and Board liaison are responsible for coordinating and conducting new member orientation, as outlined in the "Orientation for New Members" document.

Committee-specific orientation shall be provided by the relevant Committee Chair prior to the member's first committee meeting.

5. Mentorship

Each new Board member shall be assigned a mentor for the first year of service to support integration, governance understanding, and effective participation.