

University of Prince Edward Island	Policy No. TBD	Revision No. 0	
Policy Title: Appointment of Acting or Interim University President		Page 1 of 2	
Creation Date: February 3, 2025	Version Date: March 25, 2025	Review Date: March 2030	
Policy Approval Authority: Board of Governors	Designated Executive Officer(s): Chair, Board of Governors	WWW Access: (Yes)	

1. Purpose

- 1.1. To establish a timely, effective and transparent process for the appointment of an acting or interim President of the University.

2. Scope

- 2.1. This policy applies to the appointment of an acting or interim President.

3. Definitions

- 3.1. “Acting appointment” means the temporary appointment of an existing University Vice-President to act as President during a temporary absence or unavailability of the President.
- 3.2. “Interim appointment” means the temporary appointment of an existing University Vice-President to act as President during a time when the office of President is vacant.
- 3.3. “President” means the President and Vice-Chancellor of the University as provided in section 28 of the *University Act*, RSPEI 1988, c. U-4.

4. Responsibilities

- 4.1. This Policy is authorized by the Board of Governors.
- 4.2. The development, maintenance and administration of this policy shall be the responsibility of the Board of Governors Secretariat.

5. Policy

- 5.1. Acting Appointments
 - 5.1.1. The President may make an acting appointment to temporarily fulfill the duties of the President for a term of three weeks or less.
 - 5.1.2. With the concurrence of the Executive Committee of the Board of Governors, the President may make an acting appointment to temporarily fulfill the duties of the President for a term of more than three weeks.

5.2. Interim Appointments

- 5.2.1. The Board of Governors may appoint an Interim President, upon recommendation of its Executive Committee.
- 5.2.2. The appointment of an Interim President may be for a term of two years or less.
- 5.2.3. In exceptional circumstances, the Board of Governors may extend the appointment of an Interim President for up to one additional year.
- 5.2.4. The Executive Committee of the Board of Governors may adopt processes and procedures, which may include an expression of interest, applicable to the appointment of an interim President. Those processes and procedures will be publicly available to members of the University community, and will be published on the University's website.

6. Review

- 6.1. This policy is to be reviewed every five years.

7. References

8. Related Policies

- 8.1. Appointment of Acting or Interim Vice-President Policy

RELEVANT LEGISLATION:

University Act