

**The Appointment by the President
of Senior Academic Administrators**

Approval Authority: Board of Governors
Date Approved: March 2021
Mandatory Revision Date: March 2024
Responsible Office: University Secretariat

1. Pursuant to *Carleton University Act* and General Operating Bylaw No. 1 (“Bylaws”) of the University, the Board has delegated to the President full responsibility for the employment and dismissal of all employees of the University other than Vice-Presidents and the University Secretary. The responsibility for employment and dismissal of employees in these categories continues to reside with the Board, pursuant to section 15 of the *Carleton University Act, 1952*, as amended (the “Act”).
2. According to Bylaws of the University, the President is entitled to delegate the responsibility for employment and dismissal decisions otherwise vested in them pursuant to 7.02(b) of the Bylaws. Neither the President nor anyone to whom they delegate responsibility pursuant to 7.02(b) of the Bylaws is required to report to the Board with particulars of any employment or dismissal decision in advance of acting on that decision.
3. Pursuant to its general powers contained in section 15 of the Act, the Board retains the responsibility to see to the better accomplishment of the objects and purposes of the University as set forth in section 3 of the Act. The President and those to whom they may delegate responsibility pursuant to 7.02(b) of the Bylaws are required to exercise the delegated authority in keeping with the best interests of the University, consistent with the objects and purposes of the University as defined in section 3 of the Act.
4. The President and their delegate pursuant to 7.02(b) of the Bylaws will ensure the appointment of senior academic administrators (and where necessary any search) is conducted in keeping with best practices and procedures for such appointments and reflects the objects and purposes of the University as defined in section 3 of the Act.