

POLICIES AND PROCEDURES

SECTION TITLE: BOARD OF DIRECTORS	SECTION REFERENCE: BD
POLICY TITLE: STUDENT-AT-LARGE VACANCIES	POLICY NUMBER: BD-026

POLICY STATEMENT: THE BOARD OF DIRECTORS SHALL ENSURE AN EFFECTIVE PROCESS TO FILL ANY VACANCY ARISING IN THE STUDENT-AT-LARGE MEMBERS OF THE BOARD.

a. PURPOSE: To establish the procedure to fill a vacancy in the Student-at-large members.

b. PROCEDURE:

- i. A vacancy shall exist if a student-at-large director duly resigns or if the Board and Members exercise their authority under By-Law Number One to remove a director.
- ii. The Executive Committee will be charged with the responsibility of selecting and recommending an individual to the Board for approval.
- iii. The Executive will place an advertisement in a campus-wide publication.
- iv. Where possible, the Executive will also act to ensure that additional means of promotion are made including but not limited to postering, and announcements.
- v. At the next Executive meeting following the deadline for applications, the Executive will review the applications and make a selection based on criteria that has established in accordance with (C) Criteria, below. The Executive has the power to choose whether or not it wants to meet with the applicants.
- vi. The recommendation by the Executive will then go forward to the Board for approval at the next available meeting.
- vii. All applicants will be contacted either by an Executive member or by the Executive Director thanking them for their interest.

c. CRITERIA:

- a. When a vacancy occurs in either the student-at-large or alumni directorship, the YORK UNIVERSITY STUDENT CENTRE Board or Executive will establish criteria to guide the selection of the individual.
- b. This criteria should reflect the current needs of the Board as the Board sees it.

Contact Person (title):	Chairperson / Executive Director
Cross-Manual Reference:	
Monitoring Tools:	Board Minutes, Executive Minutes
Relevant Forms:	n/a

Board Approval Date:	19 FEB 08
Review Dates:	
Revised Date(s):	