

## INDUSTRY CHAIR

This procedure is governed by its parent policy. Questions regarding this procedure are to be directed to the identified Procedure Owner.

<b>Category:</b>	G. People & Culture
<b>Parent Policy:</b>	G11
<b>Approval Date:</b>	May 15, 2025
<b>Effective Date:</b>	May 15, 2025
<b>Procedure Owner:</b>	Vice President, Academic

<b>Overview:</b>	The composition of the Industry Chair Advisory Committee and Terms of Reference are outlined in the following procedure.
<b>Procedures:</b>	<p><b>Advisory Committee</b> The composition of an Advisory Committee will be as follows:</p> <ul style="list-style-type: none"> <li>• Vice President, Academic or their designate</li> <li>• Vice President, External Relations &amp; Research or their designate</li> </ul> <p>With the approval of the Vice President Academic, the Advisory Committee may additionally include:</p> <ul style="list-style-type: none"> <li>• Dean or Director of the designated School or Department of study and/or program or their designate</li> <li>• One additional representative related to the area of focus</li> <li>• Two representatives from industry associated with this area of focus</li> <li>• Two or more representatives from the donors, or from the community, as appropriate</li> <li>• Chief People &amp; Culture Officer or their designate</li> </ul> <p><b>Terms of Reference</b> Each Industry Chair shall have terms of reference developed by the Advisory Committee with the following elements defined:</p> <ul style="list-style-type: none"> <li>• <b>Title:</b> The official title of the Industry Chair.</li> <li>• <b>Purpose:</b> The purpose and objectives of the Industry Chair along with the program(s) it will serve.</li> <li>• <b>Qualifications:</b> The general and any specific qualifications required of candidates or nominees. Normally, Industry Chair candidates will be required to have academic and industry related qualifications commensurate with the senior nature of the appointment.</li> <li>• <b>Term of Appointment:</b> The term and renewal provisions must be specified, with renewal terms subject to a favourable performance review and the availability of funds. Normally, initial appointments are for a three year term.</li> </ul>



**Definitions:**

**Related Information:**

**Review Period:**

**Revision History:**

- **Reporting Obligations:** Appointees will report regularly in a manner acceptable to the Advisory Committee. The reporting will occur through the Dean or Director of the School to the relevant Vice President. If the appointment includes an expense allowance, an annual work plan and budget will be required and subject to periodic review by the Vice President or their designate.
- **Other:** Any other provisions unique to the appointment.

**Establishment**

The College's established policies and procedures will be followed for selecting and appointing a candidate, and the use of funds.

3 years

New: June 2006  
Revised: January 2013  
Revised: June 2019  
Revised: May 2025