

Vice-President (External)

Special Resolution: No. 14

Effective Date: May 4, 2006

Revised: September 26, 1991; April 28, 2005

Office

- 1.00 There shall be a Vice-President (External) of the University who is responsible for overseeing the planning, design, implementation, assessment and administration of the University's fund raising activities and overall University relations program which advances and enhances the University's image and reputation as both an international academic leader and a good corporate citizen in local, provincial, national and international constituencies.
- 2.00 The Vice-President (External) shall be responsible to the President & Vice-Chancellor and shall have such powers, duties and functions as may be assigned by the President & Vice-Chancellor or by the Board.

Powers and Duties

- 3.00 The powers, duties and functions of the Vice-President (External) are:
 - (a) to provide leadership and coordination in the concerted planning and programming efforts required to amplify both the University's goodwill and financial benefits in both the short and long term
 - (b) to invite and generate ideas related to the external role
 - (c) to be sensitive to and address issues, ideas, and problems related to the institution's public relations and fund raising activities to ensure that the greatest corporate benefit possible is achieved from the University's external environment
 - (d) to ensure the effective and efficient administration of those University services which directly support public relations and fund raising activities and which report directly to this position
 - (e) to work closely with the President & Vice-Chancellor, in consultation with the Board of Governors, to plan, implement and monitor short- and long-term external relations and fund raising strategies which will complement and assist the University to gain the resources required to support outstanding research and scholarship activities and to coordinate these strategies with the daily functioning of the institution as a whole
 - (f) to work with the Provost & Vice-President (Academic), Vice-President (Operations & Finance) and the Vice-President (Research) to ensure achievement of mutual goals

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- (g) to serve as an *ex officio* member of the Senate and such committees of the Senate as the Senate may determine
- (h) to provide accurate, timely and comprehensive information and guidance on all pertinent matters within his or her jurisdiction to the President, the Senate, the Board of Governors and their associated committees
- (i) to contribute to the overall effectiveness of the University through contact with and/or participation in various external institutions, corporations, organizations and other pertinent bodies in order to develop, maintain and enhance their financial support of the University

Delegation

- 4.00 The Vice-President (External) may delegate duties and functions but remains responsible for such delegations.