Chancellor Role Profile – 2016 to 2020
2016 Nomination of Chancellor – Joint Committee

Represents the public interest in the University
• Communicates University goals to the community and conveys community perspectives to the University
• Accepts, when possible, invitations to attend and speak at formal and informal academic, community, and social celebrations and receptions, within and beyond University communities
• Connects campus and community members to discuss issues of interest and importance in post-secondary education

Presides over degree-conferring ceremonies, confers all degrees and represents the University at ceremonial occasions
• Presides over nine to ten days of Convocation in the spring (early June) and two to three days in the fall (mid-November)
• Hosts welcome meals for Honorary Degree Recipients preceding each Convocation
• Hosts or co-hosts evening community receptions/dinners for Honorary Degree Recipients (one per week of convocation)
• Attends and speaks at several formal ceremonial University events throughout the academic year

Chairs the Senate and serves as an ex-officio member of the Board of Governors, working in close consultation with the Board Chair and the President & Vice-Chancellor
• Chairs four Senate plenary meetings each year (Thursday afternoons/evenings and Friday mornings)
• Chairs five Senate Executive Committee meetings, ensuring strategic oversight of resources to support Senate’s mandate
• Chairs up to four Senate Honorary Degrees Committee meetings each year and serves as an ex-officio member of all other Senate standing, ad hoc, and task force committees
• Hosts Senate events and programs including U School, Chancellor’s Cup Tournament, and Community Conversations
• Participates in five to six Board of Governors meetings and two briefing sessions (preceded by Board dinners)
• Serves as a member of two or more Board committees and, as ex-officio, may also attend other standing committees
• Attends regular meetings each year with the Board Chair, President & Vice-Chancellor, and President of Alumni Council
• Co-chairs the University of Alberta Council on Aboriginal Initiatives
• Attends and supports initiatives in University Relations, Advancement, Indigenous communities, and student engagement

Calendar for 2016-2017
• Deadline for Nominations – March 7, 2016
• In person interviews with Nomination of Chancellor - Joint Committee – early April 2016
• Presentation/Discussion/Election/Confirmation/Announcement at Senate Plenary – May 5 and 6, 2016
• Installation of the Chancellor at Spring Convocation – June 15, 2016
• Board of Governors Orientation and Meetings – September / October / December / February / March / May / June
• Fall Convocation and Honorary Degree Recipient events – November 15 and 16, 2016
• Spring Convocation and Honorary Degree Recipient events – June 4 through 14, 2017

Time Commitments
The Chancellor may expect to spend a minimum of 65 days each year at the University of Alberta to fulfill key responsibilities. Special events and consultations may bring the Chancellor to campus communities more often at certain times of the year.

January, early February, early May, July, early to mid-August, early October and mid to late December rarely include essential commitments on the University of Alberta calendar for the Chancellor. The Chancellor holds office for a term of four years and is not eligible for re-election.