



Draft Bylaw: Appointment Process

Board of the Board of the College: The Board of the College shall consist of a President, Past-President, President-Elect, Treasurer and 3 (three) Directors at Large, and a minimum of 2 (two) and not more than 3 (three) public representatives. The Board shall appoint one of the Directors-at-Large to serve as the secretary to the Board.

1) Appointment of Board Members

- a) The Board, with the exception of the public representatives who are appointed by the Governor in council, shall be appointed by the Board from amongst the NSCRT membership.
- b) The Board will:
 - i) Appoint a nominations committee according to bylaw 9(c).
 - ii) Determine upcoming Board member vacancies during the 1st Board meeting of the calendar year. Board member vacancies, including the President position, which occur prior to the scheduled end of a term, at the discretion of the Board, shall be:
 - (1) Left vacant if a regular appointment is within the next 6 months; or
 - (2) Replaced by a regular member of the College, appointed by the Board to serve the remainder of the term; or
 - (3) Filled by a call for a Special Appointment to replace the vacancy for the remainder of the term.
 - iii) Develop and approve:
 - (1) A Board Composition Matrix of desired competencies, qualities, and skills;
 - (2) A Board Composition Matrix Summary Table; and
 - (3) A Board Member Self-Assessment Tool.
 - iv) Ensure each Board member completes the self-assessment tool which is used to complete the Board Composition Matrix Summary Table.



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- v) Identify the competencies, qualities and other skills of candidates needed to fill identified vacancies based on the completed composition matrix summary table.
- vi) Provide the Nominations Committee with a position description to be used in the Call for Nominations.
- vii) Review the nominees referred by the Nominations Committee after the closing of the Call for Nominations.
- viii) Appoint, through a majority vote of the Board conducted through a secret ballot, the candidate(s) that best meets the desired competencies, qualities and other skills established in the Board composition matrix.
- c) Appointment to the Board will take place at the Annual General Meeting (AGM).
- d) The Nominations Committee will
 - i) Seek candidates to fill member vacancies on the Board created by either the expiration of a term of a currently serving member, or through a vacancy prior to the expiration of a serving member's term.
 - ii) Ensure nominees have completed and signed a form approved by the Board and have provided such other information as required by the Board to outline how the candidate's experience and qualifications align with the position description.
 - iii) From the nominees received, refer to the Board for consideration all candidates for each vacant position, ensuring there is a candidate for each available vacancy.
- e) Reoffering for a second Board term

Any incumbent who wishes to be nominated for a second term must submit their name and a nominations form to the Nominations Committee. The incumbent's name will be put forth with any other nominees for the Board vacancy.