



## COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS OF ONTARIO (CMLTO) BY-LAW

### 4.5 APPOINTMENT OF ACADEMIC BOARD MEMBER

#### 4.5.1 REGULAR TERM OF OFFICE

Except in the case of a vacancy, the term of office of the Academic Board Member appointed to the Board of Directors is three (3) years.

The three-year (3) term commences on January 1<sup>st</sup> of the calendar year following the appointment and continues until:

- Their successor takes office in accordance with this By-Law, or
- They resign from their position, or
- They are disqualified or removed from office under this By-Law, or
- Until such other time designated by the Board of Directors, whichever occurs first.

#### 4.5.2 MAXIMUM TERM OF OFFICE

No person may serve as an Academic Board Member on the Board of Directors for more than nine (9) consecutive years.

#### 4.5.3 COOLING-OFF PERIOD

An Academic Board Member, who has served on the Board of Directors for nine (9) consecutive years, is eligible for appointment to the Board after a twelve (12) month period has passed since that Member last served on the Board of Directors.

Eligibility following the cooling-off period remains subject to the criteria set out in section 4.4.5.1 of this By-Law.

#### 4.5.4 TERM OF OFFICE FOR ACADEMIC BOARD MEMBERS FILLING VACANCIES

The term of office of an Academic Member appointed to the Board of Directors to fill a vacancy shall continue until the time the former Academic Member's term would have expired.

#### 4.5.5 NUMBER OF ACADEMIC MEMBERS ON BOARD OF DIRECTORS

The Board of Directors shall have one Academic Board Member who is appointed pursuant to this By-Law.

#### 4.5.6 TIMING OF APPOINTMENT

The regular appointment of an Academic Board Member to the Board of Directors shall be made in accordance with the following schedule,

- In September 2023, and in every third (3<sup>rd</sup>) calendar year thereafter.

#### 4.5.7 APPOINTMENT PROCESS

##### 4.5.7.1 ELIGIBILITY FOR APPOINTMENT

A Registrant is eligible for appointment to the Board of Directors as an Academic Board Member provided that on the date of appointment,

- The Registrant meets the criteria for eligibility for election as a Professional Board Member (except for the nomination requirement),

The Registrant has completed, signed and returned the CMLTO Academic Member Application Package pursuant to this By-Law,

- The Registrant has completed the CMLTO Board Competencies and Leadership Characteristics Self-Assessment and confirmed, through the CMLTO Academic Board Member Application Package, that they meet or partially meet the Board-approved competency-based eligibility criteria set out in the CMLTO Board Competency and Leadership Characteristics Profile. Candidates may attest to undertaking reasonable measures to meet any competencies requiring further development not fully met at the time of nomination. This confirmation and self-assessment will be included in the candidate's election, and
- The Registrant's primary employment is to teach a course of study in Medical Laboratory Technology accredited by [Accreditation Canada's Equal Canada Program](#).

##### 4.5.7.2 DISPUTED CANDIDACY

Where an issue and/or concern arises with respect to the eligibility of a Registrant to be appointed to the Board that is not governed by this By-Law, the Registrar and CEO shall determine the eligibility of the Registrant.

##### 4.5.7.3 DISQUALIFICATION OF CANDIDATES

A candidate may be disqualified from participation in the appointment process should they fail to comply with the Code of Conduct of the College as set out in the [Code of Conduct Article](#) of this By-Law at any point during the appointment process.

Where the Registrar and CEO, knowing all of the facts, would consider the presence of the candidate on the Board of Directors or any of the Committees as impairing the public's trust in the College, or affecting the operations of the Board of Directors in serving the public interest, the Registrar and CEO may disqualify a candidate from participation in the appointment process.

#### **4.5.7.4 CALL FOR EXPRESSIONS OF INTEREST**

A call for expressions of interest in being appointed as the Academic Board Member shall be sent to all Registrants, no later than hundred twenty (120) days before the date the appointment takes effect.

Each Registrant shall be provided with information relating to the appointment procedure and the deadline to submit an application to be considered for appointment to the Board of Directors as an Academic Board Member.

Where there is an interruption of delivery service or any other extenuating circumstances during a period affecting publication of the call for the receipt of applications, the Registrar and CEO shall extend the deadline for the receipt of applications for such period as the Registrar and CEO considers necessary to compensate for the interruption.

#### **4.5.7.5 APPLICATION PROCESS**

The application of a candidate for appointment to the Board of Directors as an Academic Board Member shall be in writing and given to the Registrar and CEO.

The candidate shall complete, sign and return the CMLTO Academic Member Application Package to the Registrar and CEO.

#### **4.5.7.6 APPOINTMENT OF THE ACADEMIC BOARD MEMBER BY BOARD OF DIRECTORS**

The Executive Committee shall,

- Review the applications to become an Academic Board Member,
- Make such enquiries as it deems required,
- Consider other relevant factors, and
- Make a recommendation to the Board of Directors.

The Board of Directors, after considering the recommendation made by the Executive Committee, by a resolution, shall appoint the Academic Board Member in accordance with the By-Law before December 31<sup>st</sup> of the year prior to the commencement of the term of office.