

<b>SECTION: Executive Administration</b>	
<b>EFFECTIVE DATE:</b> March 15, 2011	
<b>APPROVAL DATES:</b>  March 15, 2011 August 19, 2014 July 10, 2015 September 13, 2016 November 7, 2017 September 18, 2018 February 11, 2020	
<b>LATEST APPROVAL:</b> September 21, 2021	
<b>NEXT REVISION:</b> August 2022	
<b>APPROVING AUTHORITY:</b>	Original signed by the President and CEO

**MANDATE:**

The President and CEO's Cabinet (Cabinet) is a key governance body of Alberta University of the Arts (AUArts) which advises the President and CEO on all issues related to the management (operational and strategic) of the institution and on those items delegated from the President and CEO.

**AUTHORITY and ACCOUNTABILITY:**

Cabinet has the authority delegated to it by the President and CEO under the Post-Secondary Learning Act and the President and CEO's Delegation of Authority Policy. As the President and CEO remains accountable to the Board for any actions of a sub-delegate under the Board Delegation of Authority Policy, Cabinet is accountable to the President and CEO for its actions.

**PURPOSE:**

The President's Cabinet is composed of the senior university administrators who report directly to the President and CEO. They work closely together with the President, members of the Board of Governors, and academic leadership to provide advice, develop and implement university-wide initiatives, and oversee operation of the university.

The President and CEO delegates specific duties to Cabinet in accordance with the Post-Secondary Learning Act and the Board of Governors delegations to the President and CEO.

**MEMBERSHIP (FOR 2021-2022):**

- President and CEO (Chair)
- Vice President, Administration
- Associate Vice President of Academic Affairs
- Vice President, Advancement
- Dean Innovation, Learning & Development
- Dean of Students
- University Secretary
- Director, Academic Resources

**RESOURCES:**

- A Cabinet member may request information from groups or individuals at AUArts as part of supporting material for an agenda item
- The Chair, on recommendation of a Cabinet member, may invite specific individuals (internal and external) to attend a meeting to present an item for discussion or for Cabinet to deliberate on a recommendation to the President and CEO.
- Cabinet may strike sub-committees and may appoint members outside the Cabinet to sit on these sub-committees
- The Executive Assistant to the President and CEO will serve as secretary to Cabinet as needed

**REFERENCES:**

- Post-Secondary Learning Act (PSLA)
- Mandate Statement of the Alberta University of the Arts
- Mandate and Roles Document for the Alberta University of the Arts
- Board of Governors: Code of Conduct Policy
- Board of Governors: Delegation of Authorities Policy
- Executive Administration: President and CEO Delegation of Authorities Policy
- Signing Authority Matrix