

## administration • reference memo

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- keywords:**
- **BOARD POLICY**
  - **CONSULTANTS**
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The President may retain the services of consultants, on a temporary basis, to advise the President on specific matters relating to the operation of the College. For these purposes a consultant is defined as advising on the operation of the College and does not include fee for service activities.

The Board will authorize and fund consultants at the time of budget approval. Authorization of all other consultants must be referred to the Board for approval or where it is essential to incur contractual obligations prior to a regular meeting of the College Board, the approval of the Board Chair or in his/her absence, the Vice Board Chair, must be secured.

The Board delegates to the President the authority to select consultants except for those consultants so designated by the Board at the time of funding approval.

Date adopted by Capilano College Board: September 21, 1999