

## Call for nominations to the INQAAHE Board of Directors 2024

The *International Network of Quality Assurance Agencies in Higher Education* (INQAAHE) announces the call for nominations to the Board of Directors to fill in **seven (7)** positions open.

INQAAHE is seeking nominations from members to stand for election to the Board of Directors for 2024 **for a three-year term**. The term will begin during INQAAHE Forum 2024 and conclude during INQAAHE Conference 2027. Nominees must be from INQAAHE member organizations – GGP/ISG aligned, Full or Associate - in good standing and will represent that member and the region the member comes from. INQAAHE's regional distribution is as follows:

- Africa;
- Arab States;
- Asia-Pacific;
- Eastern Europe;
- Latin America and the Caribbean;
- Northern America;
- Western Europe.

INQAAHE seeks nominees to achieve the following principles for Board composition:

- Expertise and professionalism in the field;
- Commitment to voluntary, yet noble mission;
- Ability to dedicate up to 8 hours per week as a working Board Director;
- Geographical coverage;
- Gender balance.

The elections will proceed according to the procedures in the INQAAHE Constitution.

### About the Board

The Board of Directors manages the general affairs of the Network. It is composed of nine members elected by the General Assembly that serve as Directors, up to four members co-opted by majority vote by the Board of Directors, the Chief Executive Officer and the immediate Past President, who both serve on the Board *ex officio*, without voting rights.

All Directors must be associated with a GGP/ISG Aligned, Full or Associate Member of the Network. At least two thirds of the Directors shall be from GGP/ISG Aligned and/or Full Member organisations. No two of the elected, appointed or co-opted Directors should be from the same member organisation. No Director may serve more than two consecutive three-year terms on Board in any capacity (elected or co-opted). In accordance with INQAAHE's values, Board

membership should reflect the international mandate of INQAAHE to strengthen the organisation.

The INQAAHE Board of Directors has direct participation and leadership in INQAAHE activities as well as governance and oversight responsibilities. More specifically, it supports the CEO on strategic leadership, governance, establishment of policies, and oversight of the operations and financial performance of the INQAAHE International Headquarters and assesses the Board's own effectiveness. Board Directors serve on several [committees](#) which are:

- Executive
- Membership
- Recognition
- Communications and Outreach
- Marjorie Peace Lenn

The Board's work is mainly carried out electronically, and Directors must be willing to contribute to these electronic discussions and decision-making. The amount of time varies, but Directors should expect to contribute up to 8 hours per week. In addition to the base work, INQAAHE runs a variety of [project/working groups](#) and special responsibilities, and each Board Director is expected to be active in, and preferably lead, at least one of these. Directors should ensure that they have enough time to commit to the task. This might be several hours per week at busy times for the project group.

### **Expected Commitment from Board Directors**

- Maintaining relations with similar associations and represent the interests of the regions they come from;
- Promoting the work of the Network;
- Contributing to Board discussions and fostering a professional and productive atmosphere;
- Carrying out regular work on behalf of the Network;
- Maintaining involvement in Committees and/or Working Groups ;
- Carrying out any specific mandates of the General Assembly and the Board of Directors within the terms of this Constitution;
- Attending all Board and committee meetings in their entirety;
- Treating confidential matters appropriately;
- Working as part of a team;
- Avoiding and, where appropriate, declaring conflicts of interest.

### **Qualifying Requirements**

- Commitment to the INQAAHE's mission and values and the cause of quality assurance;
- Personal commitment to devote the time necessary to perform the responsibilities of a member to a working Board;

- Strong communication and collaborative skills with consideration of the Board's distinctive feature as a unique platform that brings together diversity of cultures;
- Previous experience as a Board Director is an asset.

New members will be supported and mentored by the CEO and the existing Board of Directors, The Secretariat will help ease the transition into this leadership role. Participation on the Board is voluntary and there is no remuneration for service.

## Procedure

The election of the new Board Directors will be done online through the usual voting platform and will be open from January 17 until February 11, 2024. The publication of results and the constitution of the new Board will be announced after the results of the voting of the first General Assembly Meeting (GAM) of 2024 are compiled.

INQAAHE Board Nomination Timeline - Key Dates	
Action	Date
Deadline to submit nominations to INQAAHE Secretariat	February 11, 2024
Online voting by GGP/ISG Aligned, Full and Associate Members	After GAM 1 of 2024, before the end of Q1 2024 (March)
Publication of results	Early Q2 2024 (April)

To apply, the following documents must be submitted to the INQAAHE Secretariat (at [secretariat@inqaah.org](mailto:secretariat@inqaah.org)) not later than February 11, 2024:

- The nomination letter duly dated and signed by the head of the member organization;
- A biographical note of the candidate of no more than 250 words (*to be shared with the General Assembly*);
- A profile picture (*to be shared with the General Assembly*);
- A cover letter stating your interest in and commitment for Board engagement and the value you will bring (*to be shared with the General Assembly*).

All nominations will be reviewed by the Executive Committee, who will then make recommendations to the General Assembly. The General Assembly will be convened electronically to cast the votes.

Please use the *Nomination Form* to submit your nomination.

The [current composition of the INQAAHE Board of Directors](#) can be viewed on the INQAAHE website.