



SIMON FRASER UNIVERSITY
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October 1, 1992

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A13.05

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January 28, 2010

- b. engaging in a search for potential candidates and examining their credentials;
 - c. consulting during the search procedure with all available department chairs in the Faculty involved;
 - d. receiving expressions, as early as possible in the search process, of opinions and preferences of faculty, staff and students in the Faculty involved with regard to the qualities to be sought in a successful candidate; similarly receiving opinions about the qualifications of shortlisted candidates and their performance during forums, seminars or other public presentations.
 - e. consulting with the department(s) most nearly concerned with the academic discipline of any deanship candidate about the academic standing of the candidate;
 - f. obtaining, in the case of a candidate from within the University, ratification by vote of the Faculty involved of the candidate to be recommended to the President. This vote will require a simple majority of the votes cast;
 - g. obtaining, in the case of a candidate from outside the University, an academic appointment under the terms of A 10.01 which requires a vote demonstrating support from within the academic unit;
 - h. bringing to the President of the University within a reasonable period one or more recommendations for appointment to the position.
3. If the President does not find it possible to recommend to the Board of Governors the appointment of a candidate recommended by the Committee, the President shall so inform the Committee, and shall supply an explanation of the decision. In such an event the Dean's Search Committee shall undertake once more the responsibilities outlined above.
 4. Any person who is a candidate for the position shall not be a member of the Search Committee.
 5. If a member of the Search Committee leaves the Committee, the Vice-President, Academic may appoint a replacement.

2.

Search

Committee

Members

Vice-President, Academic
(Or Designate)

Two Deans

Faculty Members (one from each Faculty)

Chair

Chair

Selected by the Deans. (At least one must be a Faculty Dean. The incumbent Dean of Graduate Studies is excluded from membership.)

Elected by and from the respective Faculties with at least two of the members holding frl.681 10.8 (o)1.3 .h(d)3(e)47 (er)0.5S 8.5

No later than 10 months before the expiration of the Dean's term of office, the Vice-President, Academic shall initiate formation of the Search Committee for the Dean of Graduate Studies. In the event the Dean leaves the position prior to the expiration of the term of office, a Search Committee shall be constituted as soon as possible.

The Registrar shall be responsible for conducting elections for the Search Committee in accordance with the procedures for Senate elections.

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1. StOn

The Committee shall review the incumbent's performance where that individual is eligible for and seeking re-appointment. The review will include meeting with the incumbent and broad consultation within the University, with the Deans and Vice-Presidents, and with appropriate external constituents. If the committee is satisfied with the results of the review, it will recommend reappointment.

2. StTw

Where there is no incumbent eligible for and seeking re-appointment or where, as a result of a Stage One review, the Committee does not recommend the incumbent's re-appointment the responsibilities of the Search Committee for the Dean of Graduate Studies shall include:

- a.

the Committee, and shall supply an explanation of the decision. In such an event, the Search Committee for the Dean of Lifelong Learning shall undertake once more the responsibilities outlined above.

4. Any person who is a candidate for the position shall not be a member of the Search Committee.
5. If a member of the Search Committee leaves the Committee, the Vice-President, Academic may appoint a replacement.

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- a. deciding whether to include in its search persons outside the University;
- b. engaging in a search for potential candidates and examining their credentials;