



5.1 The senate authorizes the setting up of a search committee.

5.1.1 The search committee will be composed of the vice-president (academic) as chair, the chairperson of another department elected by the senate, two members elected by the department, one member from outside the department elected by the general faculty meeting, and one student elected by the department.

## **6.0 Procedures of the Search Committee**

6.1 The committee will invite applications by general notice, and by seeking out suitable candidates.

6.2 If there is only one candidate, and that candidate is satisfactory to all members of the department and to the president, the committee will recommend to the president that the candidate be appointed.

6.3 In cases where there is more than one candidate:

6.3.1 the committee will interview suitable candidates;

6.3.2 the committee will consult with the department as to its preference;

6.3.3 the committee will forward a report containing its recommendation to the president.

6.4 In cases where there is no candidate, or no candidate who is acceptable to the committee, the president shall recommend to the board an acting chairperson for a term of one year.

6.5 If during the selection process a member of the committee becomes a candidate, that person must resign from the committee. A replacement will be elected according to the provision of 5.1.1.

## **7.0 Procedures of the President**

7.1 After the consideration of the report of the search committee, the president will either recommend to the board of governors the appointment of a chairperson, or refer the report back to the committee for further consideration.

## **8.0 Renewal of a Chairperson before the Completion of the Term of Office**

8.1 If the vice-president (academic) receives a written request, from one half of the full-time members of the department or from the president, for the removal of a chairperson, he or she must establish a hearing committee.

8.1.1 The hearing committee will be composed of one member selected by the department, one member selected by the administration, and a chairperson who is not a member of the department, selected by the other two members. If the other two members cannot agree upon a chairperson, the chairperson is to be selected in accordance with the provisions of the Arbitration Act of New Brunswick.

8.2 The hearing committee will study the objections, and will determine whether or not the objections warrant the removal of the chairperson.

8.3 The hearing committee will report its recommendation to the president.

8.4 The board may remove the chairperson on the recommendation of the president.

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\*Policy Origin:

This policy was prepared by \_\_\_\_\_

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