

SIMON FRASER UNIVERSITY

S.75-112

MEMORANDUM

To Mr. H.M. Evans,
Secretary of Senate

From B.G. Wilson,
Vice-President Academic

Subject APPOINTMENT PROCEDURES FOR
DEANS

Date 30 June, 1975

Section 28(e) of the Universities Act provides authority for the Board of Governors, with the approval of Senate, to establish procedures for the recommendation and selection of candidates for President, Deans, Librarians, Registrar and other senior administrators as the Board may designate.

The Board of Governors at its meeting of January 21, 1975, approved the following procedure in relation to the appointment of Deans.

"4. Deans: In the case of a search for a Dean, the Vice-President, Academic shall chair the Committee which shall include all Deans, five faculty members and two students (see Paper S358 as approved by the Board of Governors in December 1970). The recommendation of the Committee shall be forwarded to the President who shall recommend to the Board."

Senate, at its February 1975 meeting, discussed the proposals (Senate Paper S 75-31) and referred the recommendations back to the Board of Governors for review and reformulation after appropriate consultation with representative University bodies. The Board of Governors has not taken final action on this matter.

In the absence of new procedures, I have initiated the formation of two search committees for Deans on the basis of Paper S 380 as modified through Paper S 71-1 approved in June 1970 and January 1971 respectively. The Search Committee for Dean of Education, to fill a vacancy caused by the appointment of Dean Birch to Associate Vice-President, Academic, effective 1 September 1975, has already been constituted, while election procedures are under way for a Search Committee for a Dean of Science at the end of Dean Aronoff's term August 31, 1976. These Committees have been constituted as follows:

- a. The Academic Vice-President, who shall serve as Chairman.
- b. All Deans of Faculties, including the incumbent Dean of the Faculty for which the search procedure is instituted (where he is not himself a candidate).
- c. Five faculty members holding regular fulltime appointments, at least two of whom shall be at the rank of Associate Professor or above, elected by and from the Faculty involved.
- d. Two students, to be selected by such methods as the Simon Fraser Student Society may determine.

In addition, the Dean of Graduate Studies is an ex-officio voting member of the Committee, as provided for in S 71-1.

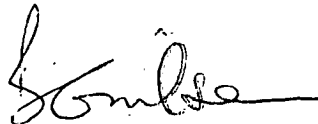
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The only effective difference between this composition and that proposed in S.75-31 is that the Dean of Continuing Studies is not an ex-officio voting member of the Committee, as constituted under Paper S.380.

The term of the incumbent Dean of Graduate Studies ends on August 31, 1976, and consequently it is appropriate to constitute a Search Committee for this position which becomes open on September 1, 1976. When Paper S.358 was put forward to the May 1970 meeting of Senate it indicated that the report concerned itself with Deans of Faculties only. It did not deal with the Dean of Graduate Studies or other Deanship positions not related to specific Faculties of the University. At that time a Dean of Graduate Studies Search Committee was operating (albeit in a somewhat ad hoc fashion) having been appointed by the Senate Committee on Graduate Studies and with membership consisting of the Executive Committee of the Senate Graduate Studies Committee. In the final stages of the search procedure the Chairmanship of this Committee was taken up by the Academic Vice-President on his appointment September 1 1970. No subsequent legislation provides for the formal setting up of a Search Committee for Dean of Graduate Studies, or other Dean.

Paper S.75-31, which has not been adopted by Senate, would provide for a Search Committee for Dean of Graduate Studies similar to that for a Dean of Faculty, with the presumption that the five faculty members would be elected by and from the faculty at the University rather than from a specific Faculty. In order to facilitate the search process, I would ask you to give notice to Senate that, at its meeting on July 7, 1975, I will seek permission to add to the agenda the following Motion:

That Senate approve the procedures set out in Section 4 of Paper S.75-31 as interim operating procedures for recommendation and selection of Deans pending approval of new procedures for the recommendation and selection of candidates for senior academic administrative appointments within the University, by the Board of Governors and Senate.



B.G. Wilson