

SIMON FRASER UNIVERSITY

MEMORANDUM

S 83-82

To..... SENATE
.....
Subject..... REGISTRAR SEARCH COMMITTEE

With wording as proposed at Senate
Nov. 7/83. If the Board approves
this wording, no
further action by
Senate would be
required.
From..... DR. W. G. SAYWELL, PRESIDENT
Date..... OCTOBER 25, 1983

Under section 27(e) of the University Act, the Board of Governors has the power

"with the approval of the senate, to establish procedures for the recommendation and selection of candidates for president, deans, librarians, registrar and other senior academic administrators as the board may designate."

The Board of Governors at its meeting held on October 25, 1983 approved the composition and terms of reference for a Registrar Search Committee, as follows:

"Composition of Registrar Search Committee"

1. Vice-President Academic (Chairman)
2. One Dean, selected by the Deans
3. }
4. } Three faculty members, appointed by the President
5. }
6. One administrative and professional staff member from the Registrar's Office, selected by that group
7. One union staff member from the Registrar's Office, selected by that group
8. One administrative and professional staff member from outside the Registrar's Office selected by the Vice-President Administration
9. } Two students, one of whom shall be a graduate student, one of whom
10. } shall be an undergraduate student, selected by the Student Society.

Terms of Reference of Registrar Search Committee

1. Deciding whether to include persons outside the University in the search
2. Engaging in a search for potential candidates, examining their credentials, and arranging for appropriate interviews.
3. Bringing to the President within a reasonable period of time one or more recommendations for appointment as Registrar."

MOTION:

"That Senate approve the selection procedures and terms of reference established by the Board of Governors for the Registrar Search Committee."