Initiated by the Rector, in consultation with the Rectorate nine (9) months before the end of the term of the Dean or on the establishment of a new faculty.

Council approves the establishment of a Senior Appointments Committee (SAC) and delegates its authority to the SAC.

SAC drafts and finalises an advertisement and specifies the qualifications and other criteria.

SAC draws up a provisional short list and conducts interviews.

SAC arrives at a final short list of no fewer than 3 candidates.

HR to ensure that the SAC is presented with a suitable pool of candidates.

HR advertises the post in the media and conducts strategic recruitment.

HR to ensure that the SAC is presented with a suitable pool of candidates.

Page 2
FACULTY BOARD (FB)
SAC submits its final shortlist with comments and motivation accompanied by the candidates’ vision statements and their CVs, to the FB concerned.

INSTITUTIONAL FORUM (IF)
SAC submits its final shortlist with comments and motivation accompanied by the candidates’ vision statements and their CVs, to the IF.

One Meeting of the FACULTY BOARD and IF
(Rector (or delegate) acts as Chair)

Candidates on the final shortlist present their vision to the Faculty Board and the IF and answer questions.

FACULTY BOARD and IF vote on each candidate on the final shortlist with the aim of advising the SAC on the suitability of the candidates on the shortlist to be appointed as Dean as well as on the FACULTY BOARD’s and IF’s preferred candidate.

The SAC convenes and considers the recommendations of the Faculty Board and the IF and makes a final decision on the appointment of a suitable candidate on the basis of a majority of the members of the SAC present and voting.

The SAC reports the final decision to Council via the Registrar’s Office.