

SUBJECT: SELECTION PROCEDURES FOR UNIVERSITY LIBRARIAN

1. Terms of Reference for the Search Committee

- To review the position of University Librarian
- To establish the qualification and qualities desired of candidates
- To assist in the drafting of the advertisement
- To establish a short list of candidates
- To recommend to the President, by providing a prioritized ranking of short listed candidates.

2. Search Committee Membership

- Vice- President, Research
- Director of Regional Operations
- 2 Professional Librarians
- Northern Medical Program representative
- 4 Faculty members to include:
 - Faculty Association representative
 - Faculty Senator
 - 2 Faculty members or Senior Lab Instructors - efforts will be made to ensure that in the appointment and selection of these two Faculty members or Senior Lab Instructors, there is representation from the College of Science & Management and the College of Arts, Social & Health Sciences
- 1 Staff member from the Library (appointed by the Chair of the Search Committee)
- Educational Media Services representative
- Graduate Student representative
- Undergraduate Student representative

* Efforts will be made to ensure that in the appointment of committee members, regional representation is taken into consideration.

3. Chair

- Provost

4. Process

- The search will be an open process.
- Senior administrators and Chairs will be afforded the opportunity to meet the candidates in an informal session.
- The candidates will be requested to speak at a public forum.
- The President's recommendation shall be directed to the Academic Operations Committee of the Board of Governors for approval.