

**SUBJECT: SELECTION PROCEDURES FOR THE CHAIR OF PHYSICAL THERAPY PROGRAM**

**1. Terms of Reference for the Search Committee**

- To review the position of Chair of Physical Therapy
- To establish the qualifications and qualities desired of candidates
- To assist in the drafting of the advertisement
- To establish a short list of candidates
- To interview a short list of candidates
- To recommend to the President, by providing a prioritized ranking of short listed candidates

**2. Search Committee Membership**

- Provost (Chair)
- Vice Provost Medicine
- 1 College Dean
- 4 Faculty members with tenured or tenure-track appointments or Senior Lab Instructor with a probationary or continuing appointment, to include:
  - 1 Faculty Association representative
  - 1 Faculty Senator
  - 1 Faculty from the Northern Medical Program
  - The remaining Faculty member or Senior Lab Instructor from a relevant science or related health program (appointed by the Chair of the Search Committee)
- 1 Staff member (appointed by the Chair of the Search Committee)
- 1 Graduate Student in a relevant science or related health program
- 1 Undergraduate Student in a relevant science or related health program
- 1 professional Physiotherapist from the Northern British Columbia community (appointed by the Chair of the Search Committee)

**3. Chair**

Provost

**4. Process**

The search will be an open process. Senior Administrators, Chairs and Faculty 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.