

# Process flow: Reappointment of a Rector and Vice-Chancellor (short procedure)

## COUNCIL

Process management by Registrar's Office (as the secretariat of Council) in collaboration with Human Resources (HR)

The Chair of Council approaches the Rector and Vice-Chancellor twelve (12) months before the expiry of the term of office and enquires whether they wish to continue for a second term. A shortened procedure may be followed at most once.

If the Rector and Vice-Chancellor wishes to continue for a second term, they must submit the following documents to the Chair of Council:

1. A report pertaining to performance achieved during their current term.
2. Feedback from direct reports and key stakeholders.
3. A vision statement for a possible second term.
4. An updated detailed curriculum vitae.

The Chair of Council must submit the documents to Council via the Human Resources and Remuneration Committee of Council for decision-making on whether the short or long procedure should be followed.

## INSTITUTIONAL FORUM (IF) & SENATE

If Council decides on the short procedure, the following documents must be presented by the Chair of Council (or delegate) to the IF and Senate to inform their vote on the reappointment of the incumbent:

1. A report pertaining to performance achieved during the Rector and Vice-Chancellor's current term.
2. Feedback from direct reports and key stakeholders.
3. The Rector and Vice-Chancellor's vision statement for a possible second term.
4. An updated detailed curriculum vitae.

The results of the voting are presented to Council.

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Page  
1

If the incumbent, with due consideration for the voting in Senate and the IF, obtains an absolute majority (50% + 1) of votes of members of Council present and voting, the incumbent is appointed for a further term, with the duration thereof determined by Council.

The Chair of Council informs the incumbent of the final decision.