Process flow: Appointment of a Chief Director



COUNCIL / RECTORATE SENIOR APPOINTMENTS COMMITTEE (SAC) **HUMAN RESOURCES (HR)** Secretariat of the SAC the Rectorate, at least nine (9) months before the expiry of the term of the incumbent of the Council approves the establishment of a Senior The SAC drafts and finalises an advertisement Appointments Committee (SAC). and specifies the inherent requirements of the Human Resources assists the SAC in position, qualifications and other criteria. compiling an advertisement. HR is the secretariat and convenor of the SAC. SAC draws up a shortlist. The SAC must repeat the recruitment process or a part thereof if, in its HR advertises the post in the media and judgement, there are not adequate suitable conducts strategic recruitment. candidates. HR to ensure that the SAC is presented with an adequate pool of suitable The SAC conducts candidates. interviews: candidates present their vision to the SAC.

Process flow: Appointment of a Chief Director



COUNCIL / RECTORATE **SENIOR APPOINTMENTS COMMITTEE (SAC) HUMAN RESOURCES (HR)** Secretariat of the SAC Page The SAC votes on each candidate on the shortlist to determine suitability. • The SAC is also given the opportunity to indicate their preference with regard to candidates who are found suitable for appointment. The SAC makes the final decision for its preferred candidate for the position with an absolute majority (50% + 1) of votes of the members of the SAC present and voting, YES NO The SAC reports the decision to Council via the SAC Registrar's Office (Secretariat of Council). appoints