### A. RECOMMENDATION OF THE SEARCH COMMITTEE

1. **Recommended Candidate:**
   - **Gender:**
     - female
     - male
   - If known, indicate if the candidate is:
     - Aboriginal
     - visible minority
     - disabled

2. **Search Committee Vote:**
   - Quorum shall be a majority of eligible members and must never be less than five. (Article 13.5.1.2)
   - Date of Search Committee meeting when the vote was taken:
   - Please attach a list of the members of the Search Committee indicating those in attendance at the meeting when the vote was taken.

3. **Minority Views (Article 13.5.1.9):**
   - Statement of minority views are attached.
   - There are no minority views.

4. **Types of appointments (Article 13.3):**
   - **Limited term** (Article 13.3.2.2) from: to:
     - (Note, see article 13.3.2.2 if less than 12 months and not ending at end of academic year; requires JCMA approval)
     - Reason for limited term appointment (see Article 13.3.2.1 for appointments in-scope of the USFA)
     - (i) replacement for faculty member on leave (position #: )
     - (ii) replacement for employee appointed to another University position (position #: )
     - (iii) funded from research grants, contracts, etc. (source of funds: )
     - (iv) tenurable position #: but inadequate opportunity to conduct satisfactory search
     - (v) tenurable position #: but no suitable candidate
     - (vi) funded from a combination of part-time funds

   - **Special Lecturer** (see Articles 13.1.4 and 24.4.1)
     - Attach reasons for rank and salary (Requires JCMA Approval)
     - Full-time  Part-time (specify % or number of months )

   - **Without Term**
     - Effective Date: ____________________________
     - Date of JCMA Approval: ____________________________

   - **Tenure Track - Probationary**
     - Effective Date: ____________________________
     - List previous University of Saskatchewan appointments that may count toward the probationary period (see Articles 13.3.2.2 and 13.7.3)

   - **Continuing Status - Probationary**
     - Effective Date: ____________________________
     - List previous University of Saskatchewan appointments that may count toward the probationary period (see Articles 13.3.2.2 and 13.7.3)
With tenure  
Effective Date: ________________

With continuing status  
Effective Date: ________________

Quorum of the Renewal and Tenure Committee shall be two-thirds of eligible members of the committee rounded up to the next highest integer.

i. Please attach a list of the members of the Department (or College) Renewals and Tenure Committee indicating those in attendance at meeting when vote taken.

ii. Please attach Form T1 providing the rationale for how the candidate meets the standards for tenure including the vote of the committee on the question: “Shall tenure/continuing status be recommended on appointment?”

<table>
<thead>
<tr>
<th>In favour</th>
<th>Opposed</th>
<th>Absent</th>
<th>Abstained</th>
<th>On Leave</th>
<th>Excluded (conflict of interest)</th>
</tr>
</thead>
</table>

**B. SUMMARY OF THE SEARCH PROCESS**

**Advertising** (attach copy of printed advertisement)

Advertising outlets (print, electronic, conference, etc.): 

Date(s): From to

**Employment Equity Information**: Describe any measures taken to encourage applications from designated groups (aboriginal peoples, persons with disabilities, visible minorities and women):

Total number of applicants: Female: Male:

Number interviewed: Female: Male:

If the short list did not contain any members of the designated groups, please provide an explanation:

**C. SEARCH COMMITTEE SALARY RECOMMENDATION** (Article 18.2.6)

- **Re-appointment - salary will follow normal progression**

Current Rank: ________________  Current Salary: ________________  Current CDI Count: _______

Reappointment other than July 1:

- continue at current rank, salary, and CDI count. Will receive normal July 1 salary adjustments including across the board increases and CDI increases.

Reappointment effective July 1:

- July 1 Collective Bargaining Across the Board Adjustment: ____ %
- July 1 CDI Adjustment: _____ CDI x $______
- July 1 Other Collective Bargaining Adjustments: _______________________________
- July 1 Salary after adjustments: ______________________________
- July 1 CDI Count: ____________________

Note: Special increases can be awarded as outlined in Article 17.1 and 17.2.

- **New appointment – salary as follows:**

Salary: __________________ [only academic component for College of Medicine appointments]

Article 18.2.6.1  o Normal treatment (floor of appropriate rank)
**Article 18.2.6.6**  
- Above floor of appropriate rank *(Form B-1 must be completed and attached)*  
- Firm Salary* $_______________ *A firm salary has specific meaning. Contact HR for clarification.

**Signature of Chair, Search Committee:**  
**Date:**

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**D. DEAN’S RECOMMENDATION ON CONDITIONS OF APPOINTMENT**

- I support the appointment and salary recommended by the Search Committee  
- I do not support the appointment and salary recommended by the Search Committee  
- I support the appointment recommended by the Search Committee but recommend a different salary

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**Article 18.2.6.7** The starting salary cannot be less than the recommended salary of the Search Committee and may not be more than 2 CDIs or Special Increases above the recommended salary without referral to the Search Committee.

Salary including CDI Count and Special Increase Count $________________

- CDI Count: ____ (to 2 decimal places)  
- Special Increase Count: ____

- Firm Salary* $_______________ *A firm salary has specific meaning. Contact HR for clarification. *(requires end date)*

**Assigned duties (check one):**  
- Standard duties for faculty in this department/college  
- Non-standard duties *(description of non-standard duties must be attached)*

**Signature of Dean:**  
**Date:**

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**Send Form B, advertisement, CV, and reference letters to:** The Office of the Vice-Provost Faculty Relations and the Faculty Association (if the position is in-scope).

*Revised October 2018*