



# DCU Statute No. 2 of 1999

## Staff Appointment Procedures

THIS STATUTE is made by the Governing Authority of Dublin City University (hereinafter called the "Governing Authority") pursuant to the powers conferred on it by Section 33 of the Universities Act 1997.

1. All staff appointments made by the University pursuant to Section 25 of the Universities Act shall, save as hereinafter provided, be made in accordance with the procedures set out in this Statute and any regulations made or resolutions passed by the Governing Authority for the purposes of this Statute.
2. This Statute shall not apply to appointments to the office of President of the University (hereinafter called the "President"), which appointments shall be made in accordance with Statute number 1 of 1999, Dublin City University.
3. In the event that the office of President is or becomes vacant, the Governing Authority may appoint an employee of the University to the position of Director General of the University (hereinafter called the "Director General") whose function shall be to manage and direct the affairs of the University in its academic, administrative personnel, financial and other activities and to act as the accounting officer of the University pending the appointment of a person to the office of President and Chief Officer. A Director General so appointed shall be accountable to the Governing Authority and his/her appointment be subject to confirmation by the Governing Authority unless Governing Authority otherwise directs from time to time. A Director General appointed pursuant to this Section 3 shall hold office on such terms and conditions and for such period as the Governing Authority shall determine by resolution or regulations made by it from time to time provided always that his/her term of office shall not in any event exceed a period of one year.
4.
  - a. All persons who will be employed by the University in permanent positions at the grade of Associate Professor or above shall be appointed by the Governing Authority. Such appointments shall, in each case, be made after consideration of a recommendation from a selection board established for the purpose and shall be subject to such regulations or resolutions as may be made or passed by the Governing Authority from time to time.
  - b. A selection board shall be established by the President (or, if the office of President is vacant, by the Governing Authority itself or any Director General holding office during such vacancy) for the purpose of making recommendation regarding appointments to be made pursuant to this Section 4 and such board shall:



- i. carry out such interview and other procedures as may be specified in regulations made or resolutions passed by the Governing Authority for the purposes of this Statute; and
  - ii. operate in such manner as the Governing Authority may direct or resolve and comply with all regulations made by it from time to time.
5.
  - a. All persons who will be employed by the University at grades of Senior Lecturer and below shall be appointed by the President or, in the event that the office of President is vacant, by the Governing Authority itself or any Director General holding office during such vacancy. Such appointments shall, in each case, be made after consideration of a recommendation from a selection board established for the purpose and shall be subject to such regulations or resolutions as may be made or passed by the Governing Authority from time to time.
  - b. A selection board shall be established by the President (or if the office of President is vacant, by the Governing Authority itself or any Director General holding office during such vacancy) for the purpose of making recommendation regarding appointments to be made pursuant to this Section 5 and such board shall:
    - i. carry out such interview and other procedures as may be specified in regulations made or resolutions passed by the Governing Authority for the purposes of this Statute; and
    - ii. operate in such manner as the Governing Authority may direct or resolve and comply with all regulations made by it from time to time.
6. All persons who will be employed by the University in a temporary capacity under employment contracts of one year's duration or less (other than a Director General who may only be appointed by the Governing Authority if the office of President is vacant) shall be appointed by the Head of School or Unit of the University in which they will be employed subject always to such procedures for making appointments under this section 6 as may be determined by the President or, if the office of President is vacant, by the Governing Authority.
7. Regulations made by the Governing Authority or the President of the University for the purpose of appointments to be made pursuant to this Statute may be revoked or amended from time to time by the Governing Authority or the President (as the case may be) and new regulations may be substituted at any time.
8. This Statute may be cited as Statute number 2 of 1999, Dublin City University
9. This Statute shall come into operation on the 11 day of May 2000.

Present when the seal of the University was Affixed hereto:



Signed: \_\_\_\_\_

Dr T P Hardiman  
Chancellor

Signed: \_\_\_\_\_

Professor Albert Pratt  
Director General

### Version Control

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