

POLICY 2.6 – Retention of Legal Counsel

- 5.00 The Vice-Provost (Academic Planning, Policy & Faculty) and the Associate Vice- President (Human Resources) may retain a legal firm or firms to provide general legal advice and specialized services related to personnel matters. They may authorize such employees within their units as they deem appropriate to have direct access to such legal firm or firms. University Legal Counsel shall be responsible for monitoring those services and associated costs, and shall meet with the Vice Provost (Academic Planning, Policy & Faculty) and the Associate Vice President (Human Resources) annually to review the use of outside counsel, having regard to the factors set out in paragraph 3.
- 6.00 The Executive Director, WORLDiscoveries, may retain outside legal counsel with respect to matters within his or her jurisdiction, provided that he or she must first consult with University Legal Counsel with respect to any matters that involve existing or anticipated litigation or that may have broader implications for the University. University Legal Counsel shall meet with the Executive Director, WORLDiscoveries annually to review the use of outside counsel.