



## **Senate Nominations Committee**

### **TERMS OF REFERENCE**

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Approved by the Senate: January 2009, September 2010, May 2014, April 2021

Reviewed: April 2018

#### **Membership**

- Vice Chair of Senate
- Vice President, Academic + Provost
- Registrar / Secretary of Senate
- One (1) Student
- One (1) Staff Member
- One (1) Faculty Member

#### **Support**

Support for the Committee will be provided by the Executive Assistant to the Vice President, Academic + Provost.

#### **Chair**

The Vice Chair of Senate will be the Chair of the Committee.

#### **Mandate and Authority**

The Nominations Committee reports to the Senate. The Nominations Committee will recommend to the Senate the constituency representatives for Senate Committees as required.

Membership on Senate committees will be for a two (2) year renewable term. When terms have expired, the Nominations Committee or Secretary of Senate will contact current committee members to determine their interest in continuing. Where there are vacancies on committees, the Nominations Committee or Secretary of Senate will contact the Deans to elect faculty representatives, the Student Union to appoint student representatives and Staff/Administration/Support to elect the staff representatives as required.

#### **Conflict of Interest**

Senate members must consider the Conflict of Interest and Code of Conduct Bylaws prior to any discussion or resolution being considered that might constitute any real, potential or apparent conflict of interest.

#### **Meetings**

The Committee will meet prior to the first meeting of the Senate in each academic year. A quorum of the Committee shall consist of 50% plus one of the eligible voting members.