Committee on Elections and Committees

Tiller-Hackett, Amanda (QEII Library) 2019 *
Riggs, Bert (Retired) 2019
Smith, Frederick (Science) 2019
George, Glyn (Engineering) 2019 (Senator)
Lang, Renata (Undergraduate Student (MUNSU)) 2018 (September 30, 2017)
Vacant (Undergraduate Student (MISU)) 2018 (April 30)
Vacant (Undergraduate Student (GCSU)) 2018 (April 30)
Hussein, Emad (Graduate Student (GSU)) 2018 (April 30)

Secretary of Senate - Chair

*New Member

1. Membership
   (a) Secretary of Senate (Chair)
   (b) Three undergraduate students, one appointed by the Memorial University Students’ Union,
       one by the Grenfell Campus Student Union, and one by the Marine Institute Students’
       Union
   (c) One graduate student, appointed by the Graduate Students’ Union
   (d) An appropriate number of academic staff members

2. Terms of Reference
   (a) To make recommendations on the interpretation of the term “full-time members of the
       academic staff” in the approved procedures for the election of members of the academic
       staff to the Senate.
   (b) To make recommendations for the selection of non-statutory ex-officio members of the
       Senate.
   (c) To assume responsibility for the annual election of members of academic staff to the
       Senate.
   (d) To recommend for Senate approval the structure and terms of reference of Senate standing
       committees, and any other committees as requested by Senate.
   (e) Membership of Senate standing committees shall be recommended for the approval of
       Senate in accordance with the following procedures:
       (i) In January of each year, the Committee shall call for volunteers and nominations to
           fill vacancies on Senate standing committees. Nominations require the signatures
           of the nominee and one nominator, both of whom must be eligible electors or
           retirees who were eligible electors at the time of retirement, in accordance with
           Senate regulations. Volunteers, who must also be eligible electors or retirees who
           were eligible electors at the time of retirement, need only submit their own signature
           to be eligible for nomination by the Committee.
       (ii) The Committee shall forward its recommendations to Senate in time for its April
           meeting. The list of recommended committee members shall be accompanied by
           a statement of the number of candidates who volunteered or were nominated,
           including the number who are not being recommended by the Committee for
           appointment to a Senate committee.
       (iii) In the case of this Committee, the names of all volunteers and nominations will be
           forwarded to Senate without recommendation on membership. Senate will select
           an appropriate slate.
       (iv) If any committee slate proposed by the Committee is rejected at the April meeting,
the Senate shall decide whether to hold an election or ask the Committee to revise its recommendations for presentation at the May meeting. If an election is held, nominations shall be accepted from the floor of Senate, provided that the nominee has given consent (in writing if the nominee is not present at the meeting).

(f) In nominating membership of Senate standing committees, the Committee shall observe the following guidelines:

(i) Terms of office for academic staff members on standing committees shall commence on 1 September following the candidate’s appointment unless the bylaws for individual committees specify a different date. Terms shall be for three years and shall be staggered so that one-third of the membership of each committee is replaced each year.

(ii) With the exception of those committee members serving on a committee by virtue of their office, normally, no academic staff member shall serve more than six consecutive years on any one Senate standing committee.

(iii) With the exception of those committee members serving on a committee by virtue of their office, normally, no academic staff member shall serve on more than two Senate standing committees at one time.

(iv) The Committee shall strive to nominate members for standing committees with an appropriate balance among constituencies, if such balance is not more precisely specified in the bylaws governing the membership of the committee. Efforts shall also be made to include both male and female members, faculty from both junior and senior ranks, and members of target groups in accordance with the university’s equity policies. Unless exceptional circumstances prevent it, at least one-third of each standing committee’s membership shall be female and at least one-third shall be male.

(g) The Committee shall recommend membership of ad hoc committees and Senate representatives to other bodies as instructed from time to time by Senate.

(h) Annually, invite all Senate committees to review their Terms of Reference and forward any changes.