

## **Nominating Committee**

**Effective Date:** July 1, 2024

**Supersedes:** July 1, 2023; July 1, 2021; December 2016; July 2008

**Date of Next Review:** Spring 2027

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### **TERMS OF REFERENCE**

To nominate members for standing and ad hoc committees of the Senate (except for the Nominating Committee) and Senate representation on other bodies as requested by Senate.

To select representatives from the general community to serve on the Senate in accordance with Section 24(1)(g)(ii) of the UWO Act 1982 (as amended in 1988).

To select replacement Senators to fill mid-year vacancies or replacements in certain constituencies in accordance with the Senate Election Procedures.

To be mindful of the Truth and Reconciliation Commission's Calls to Action on Education (no. 62 – 65) and principles of Equity, Diversity, Inclusion, Decolonization and Accessibility (EDIDA) as set out in Western's EDI Strategic Plan and Indigenous Strategic Plan in fulfilling its responsibilities.

### **PROCEDURES**

The committee will normally be informed of positions to be filled 10 days prior to each meeting of the committee. Information about vacancies will also be made available to the University Community.

The committee shall only consider nominations accompanied by a paragraph of not more than 100 words outlining the reasons for nomination and the candidate's suitability for the position.

It is the responsibility of members of the committee to ensure that there are sufficient nominees for consideration for positions being filled and to confirm that any nominees consent to the nomination.

## Nominating Committee

The committee shall consider all nominations it receives without regard to the source of the nomination.

Foundational to the work of the committee is a commitment to ensure that candidates represent the breadth of the university's academic community in the diversity of indigeneity, race, gender identity/expression, ability, sexual orientation and religion. Diversity of our community is one of our strengths and is integral to the decision-making and governance of our institution.

The committee will present nominees for the positions to be filled in the agenda materials circulated in advance of each Senate meeting. At the Senate meeting, the Chair of the committee will call for any further nominations for any of the vacancies to be filled and note to Senate the committee's consideration of EDIDA principles in seeking and recommending nominees to Senate when deemed appropriate.

### **COMPOSITION**

#### **Elected membership:**

Eight members of Senate, elected by Senate, at least five of whom shall be faculty members, at least one of whom shall be a graduate student and one of whom shall be an undergraduate student. No more than one faculty member may be from a single Faculty or School. The School of Graduate and Postdoctoral Studies is not considered a School in this context.

The committee shall elect a Chair and Vice-Chair annually.

#### **Ex officio (voting):**

President & Vice-Chancellor (or designate)  
Provost & Vice-President (Academic) (or designate)  
Vice-President (Operations & Finance) (or designate)

#### **Ex officio (non-voting):**

University Secretary

