The **Senate Committee Nominations Process** outlines the steps to nominate members for Senate standing and ad hoc committees and Senate representation on other bodies as requested by Senate.

Purpose of the Process
To solicit, evaluate, and recommend candidates to serve in roles that support the governance of Senate and its standing committees, in the best interest of the University. All nominations for permanent roles are subject to final approval by Senate.

As per the Senate Election Procedures and Nominating Committee Terms of Reference, the Nominating Committee may appoint individuals to a governance body in specific circumstances.

Steps in the Nomination Process
1. **Application Submission:**
    - Vacancies are posted to the Call for Nominations page on the Secretariat website.
    - Using the Nominations Form, submit your nomination to the Senate Nominating Committee* by the deadline provided.
    - Upon submission, your nomination will be reviewed by the Secretariat to confirm eligibility and added to the Nominating Committee's agenda for consideration.

2. **Committee Review:**
    - The Nominating Committee will review all nominations received, regardless of the source.
    - The committee will evaluate candidates based on:
        - Their suitability for the position.
        - Alignment with the needs and priorities of the respective committee.
        - The broader interests of the University.
        - 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.

3. **Recommendation to Senate:**
    - The Senate Nominating Committee will deliberate on the slate of candidates.
    - Based on its discussion, the Nominating Committee will recommend a final slate of nominees to Senate.
    - The slate of candidates selected by the Nominating Committee for recommendation will be included in the Senate Agenda, which will be posted the Friday following the Nominating Committee meeting.
    - If the Nominating Committee has the authority to appoint an individual to fill a vacancy, the Committee will report the appointment to Senate for information.

4. **Approval Process at the Senate Meeting:**
    - At the Senate meeting, the Chair of the Nominating Committee will present the recommended slate of candidates.

- o The Chair will also call for any additional nominations from the floor for the vacancies to be filled. Only members of Senate may nominate from the floor.
- o If there are any additional nominations, the candidates will be asked to submit a 100-word candidate statement to senate@uwo.ca by end of day of the Senate meeting. The University Secretariat will notify Senate of arrangements for an electronic vote.
- o Elected members will be notified of their selection by the Secretariat.

* With the exception of the Nominating Committee; any vacancies on this committee will be filled by the Operations/Agenda Committee