

Senate Procedures for Elections to Other Bodies

Associated Regulation: Carleton University General Operating Bylaw No. 1 Section 9.06

Date: October 31, 2025

Purpose:

The purpose of this document is to outline the general protocols for elections involving Senators to external bodies.

Scope:

This procedure applies to the following types of elections:

- 1) Election of faculty-member Senators to the Board of Governors and Graduate Council
- 2) Election of faculty-members to Advisory Committees

Procedure:

- 1) Election of Senators to Board of Governors
 - a. The Board of Governors membership includes two positions for faculty-member Senators.
 - b. An open Call for Nominations is released among Senators to fill one or both of these positions.
 - c. Once the nomination period closes, an online election with electronic ballot is held, if the position is contested. Voters include all current Senators.
 - d. Results of the election are posted publicly on the Senate website.
- 2) Election of Senators to Graduate Council
 - a. The membership of the Graduate Council includes two positions for faculty-member Senators.
 - b. An open Call for Nominations is released among Senators to fill one or both of these positions.
 - c. Once the nomination period closes, an online election with electronic ballot is held, if the position is contested. Voters include all current Senators.
 - d. Results of the election are posted publicly on the Senate website.

- 3) Election of Faculty Members to Advisory Committees
 - a. The Senate Office assists in recruiting faculty members for Advisory Committees on the appointment of the Chancellor, President, or one of the Vice-Presidents. In some cases these positions must be filled by Senators.
 - b. An open Call for Nominations is released to faculty members from the Senate Office.
 - c. Once the nomination period closes, an online election with electronic ballot is held, if the position is contested. Voters include all current Senators.
 - d. Results of the election are posted publicly on the Senate website.

Related or Cited Policies, Procedures and Guidelines

- 1) Carleton University General Operating By-Law No. 1
- 2) Academic Governance of the University (AGU)
- 3) Senate Internal Election Procedures
- 4) Senate Appointment Procedures: COU Academic Colleague, Alumni Representative and the Clerk of Senate