

MEMORANDUM

To: All faculty members
From: Dr. Betina Appel Kuzmarov, Clerk of Senate
Date: February 8, 2021
Subject: **Call for Nominations: Faculty members on Senate**

The Office of the Carleton University Secretariat (Senate) is calling for **nominations for faculty representatives to serve on the Carleton University Senate** for a 3-year term beginning July 1, 2021.

The University Senate is the highest academic body at Carleton University. The principal activities of Senate include the awarding of degrees, the approval of curriculum, and the establishment of rules and guidelines that apply to the academic work of students. Faculty members comprise at least 50% of the seats on Senate and play a vital role in the functioning of academic governance at Carleton.

Beginning July 1, 2021, we are anticipating the following vacancies for faculty members on Senate:

- Four (4) members from and elected by the faculty in the *Faculty of Arts & Social Sciences*
- One (1) member from and elected by the faculty in the *Faculty of Public Affairs*
- One (1) member from and elected by the faculty in the *School of Industrial Design*
- One (1) member from and elected by the faculty in the *Sprott School of Business*

Eligibility & Nomination Procedure:

Faculty Senator positions are open to full-time faculty members at the Instructor, Assistant Professor, Associate Professor or Full Professor level. The term of service for faculty members on Senate is three academic years, beginning on July 1, 2021 and ending on June 30, 2024.

To submit a self-nomination for this position, please complete all fields of the online nomination form on the Senate website: <https://carleton.ca/senate/elections/call-for-nominations/faculty/>

The deadline to apply is 4:30 pm on Friday March 5, 2021. Elections for any contested positions will occur during the week of March 8 - 12, 2021.

Note that Senators who are on sabbatical or other types of leave from the university are required to relinquish their seats on Senate. Please keep this in mind when considering your application.

Please direct any questions to:

Kathy McKinley
Assistant University Secretary, Carleton University
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