

Student Application Form to Serve in APPOINTED Positions on UNBC Senate Committees

Please specify which Senate Committee(s) you are interested in serving on:

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| <ul style="list-style-type: none"><input type="checkbox"/> Steering Committee of Senate (Student Senators only)<input type="checkbox"/> Senate Committee on Nominations (Student Senators only)<input type="checkbox"/> Senate Committee on Academic Appeals (Student Senators only)<input type="checkbox"/> Senate Committee on Admissions and Degrees<input type="checkbox"/> Senate Committee on Academic Affairs<input type="checkbox"/> SCAAF Continuing Studies Credit Committee<input type="checkbox"/> SCAAF Subcommittee on Academic Scheduling | <ul style="list-style-type: none"><input type="checkbox"/> Senate Committee on First Nations and Aboriginal Peoples<input type="checkbox"/> Senate Committee on Honorary Degrees and Other Forms of Special Recognition<input type="checkbox"/> Senate Committee on Scholarships and Bursaries<input type="checkbox"/> Senate Committee on the University Budget<input type="checkbox"/> Senate Committee on Student Discipline Appeals |
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Eligibility to Serve on UNBC Senate Committees:

In accordance with the UNBC Senate Handbook and the University Act of British Columbia, in order to serve as a student representative on UNBC Senate Committees, the following criteria must be met:

- (i) Be a student who is a member of either the Northern Undergraduate Student Society or the Northern British Columbia Graduate Students' Society, and
- (ii) Be a student in good standing (a student who is in "good standing" is a student who is not on academic probation and does not owe the University monies in excess of \$100.00), and
- (iii) Be an undergraduate student registered in at least one course in the semester in which a vacancy arises and have been registered in the semester immediately preceding the one in which the vacancy arises. Registration in the May semester is not a requirement to meet this condition provided that, if the vacancy arises during the May or September semesters, the student is registered for the September semester and was registered during the preceding January semester, or
- (iv) Be registered in a co-op work term in the semester in which a vacancy arises, or
- (v) Be a graduate student who is currently enrolled in a program leading to a graduate degree. Students elected to the Senate or to Senate Committees shall be eligible to serve during the May semester even though they may not be enrolled in any credit courses.

Positions Available:

1. Appointed positions are designated for graduate and / or undergraduate students on several Senate Committees. Any student meeting the eligibility requirements may apply for these positions.
2. Appointed positions are designated for First Nations / Aboriginal students on the Senate Committee on Academic Appeals (SCAA), the Senate Committee on First Nations and Aboriginal Peoples (SCFNAP), and the Senate Committee on Student Discipline Appeals (SCSDA).

Procedures:

1. Complete the application form on the back of this page.
2. Submit your application form to Kellie Howitt, Governance Officer in the Office of the University Secretariat.
2. Your eligibility to serve on Senate committees will be verified by the Office of the University Secretariat. **Providing there is a vacancy on the committee(s) on which you have applied to serve**, your name will be submitted to the Senate Committee on Nominations (SCN) for review, and recommendations will be forwarded to Senate for final approval.
3. Candidates approved by Senate will be contacted by the Office of the University Secretariat.

Step 1. Complete the general section below (please print)

Name: _____ Student ID: _____
Mailing Address: _____ Occupation: _____

Home/Mobile Phone: _____

UNBC e-mail: _____@unbc.ca

Have you been elected or appointed to serve in a public office at UNBC or another organization? (circle) Yes / No

If Yes, which organization and what position: _____

If applicable, please list other professional or business interests that may impact your ability to make impartial decisions while serving on the Board of Governors or Senate:

Graduate or Undergraduate student: _____ College: _____

Major and year of study (undergraduates only): _____
Major (1st, 2nd, 3rd or 4th year)

If applicable, please list degrees you have already earned and the date they were issued.

If applicable, please attach a separate document containing a list of publications you have authored.

Step 3. Please read and sign the statement below:

I understand that UNBC is required to collect the personal information on this form as per section 14 of the University Act, RSBC 1996, c 468. I am able to rescind my application but I understand the information on this form must be kept for a year following the appointment as supporting documentation showing decisions made in the appointment as per section 31 of the Freedom of Information and Protection of Privacy Act, RSBC 1996, c 165. I consent to my name being forwarded to the Office of the Registrar to confirm my eligibility. I consent to this application being kept on file for one year from the date stated below to allow me to be considered for vacancies that arise on the Senate Committees.

I consent to the release of the above information to the UNBC Senate and staff in the Office of the University Secretariat for the purpose of facilitating the process of appointments. If I am appointed, I consent that my membership on the Senate Committee(s) will be made public.

Signature

Date

Please submit your completed application form as follows:

Digital copies of application forms:

Kellie Howitt
Governance Officer
Office of the University Secretariat
Phone: 250.960.5795
E-mail: Kellie.Howitt@unbc.ca

Hard copies of application forms:

Office of the Registrar
The staff at the front desk in the Office of the Registrar will accept your Application Forms.

A Governance Officer will email you to confirm your nomination form has been received.