

Faculty Application Form to Serve on UNBC Senate Committees

In accordance with the Senate Handbook and the University Act of British Columbia, in order to nominate, be nominated, vote or serve on UNBC Senate Committees, Faculty members must:

- Hold a continuing University appointment as a Senior Lab Instructor, Instructor I, II, III, or IV, Part Time Instructor, Lecturer, Assistant Professor, Associate Professor, Professor or Librarian I, II, III or IV, or an equivalent position designated by Senate.

Positions are designated on most Senate Committees for Faculty Senators and/or representatives. Membership requirements differ by committee, but positions may be designated for faculty members from the College of Arts, Social and Health Sciences (CASHS*), from the College of Science and Management (CSAM*), from a Program educating professionals and/or from Faculty Members at Large. ****According to the Senate Handbook, section 1 (k) (iv), "Faculty members not associated with either College may declare themselves associated with the College of their choice for the purpose of candidacy and voting in elections to Senate."***

Please specify the 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 (Faculty <u>Senators</u> only) <input type="checkbox"/> Senate Committee on Nominations (Faculty <u>Senators</u> only) <input type="checkbox"/> Senate Committee on Academic Appeals <input type="checkbox"/> Senate Committee on Admissions and Degrees <input type="checkbox"/> Senate Committee on Academic Affairs <input type="checkbox"/> SCAAF Art Acquisition Subcommittee <input type="checkbox"/> SCAAF Continuing Studies Credit Committee <input type="checkbox"/> SCAAF Subcommittee on Academic Scheduling <input type="checkbox"/> Senate Committee on First Nations and Aboriginal Peoples | <ul style="list-style-type: none"> <input type="checkbox"/> Senate Committee on Honorary Degrees and Other Forms of Special Recognition (Faculty <u>Senators</u> only) <input type="checkbox"/> Senate Committee on Regional Policy and Inter-Institutional Relations <input type="checkbox"/> Senate Committee on Scholarships and Bursaries (Faculty <u>Senators</u> only) <input type="checkbox"/> Senate Committee on the University Budget <input type="checkbox"/> Senate Committee on Student Discipline Appeals (Faculty <u>Senators</u> only) |
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Procedures:

1. Indicate, by checking the box(es) above, all the Senate Committee(s) on which you are interested in serving. You are welcome to rank them in order of preference (every attempt will be made to accommodate preferences but they cannot be guaranteed).
2. Complete the following (please print):
 Name: _____ Department: _____
 Phone: _____ E-mail: _____
3. Return the completed application form to the Governance Officer.
4. If there is a suitable vacancy on a committee in which you express interest, once eligibility is confirmed, your name will be submitted to the Senate Committee on Nominations (SCN) for review, and their recommendation forwarded to Senate for approval.
5. Upon completion of the approval process, you will be contacted by a Governance Officer.

Please read the statement below and sign to indicate agreement:

- I consent to my name being forwarded to the appropriate Senate Committees and Senate for review and approval.
- I consent to this application being kept on file to be considered as other vacancies arise on Senate Committees.
- I consent to the release of the above information to Senate Committee Chairs and Secretaries, and to the University community, with regard to my membership on Senate Committees.

Signature of Applicant

Date

Please return completed form to:

Kellie Howitt, Governance Officer
Office of the University Secretariat
Phone: 250.960.5795 Room 3-2026
Email: kellie.howitt@unbc.ca