

SENATE STEERING AND NOMINATING COMMITTEE

Terms of Reference:

1. To prepare the agenda of Senate on the basis of a schedule suited, on the one hand, to the effective conduct of Senate debate and, on the other hand, to the fulfillment of Senate's responsibility for completing its various policy-making activities on time.
 2. To ensure that necessary deadlines for the completion of the business of Senate and its various committees are made known and that every effort is being made to meet them.
 3. To allocate all matters of Senate business to the appropriate channels or bodies for further action and for implementation.
 4. Be empowered by Senate to review, periodically, the composition, terms of reference, procedures, vitality, and effectiveness of each committee of Senate; and that it make recommendations to Senate concerning the discontinuation, modification, or establishment of Senate Committees.
 5. Upon a specific recommendation by Senate, be empowered to act for Senate when necessary between meetings or during such times in which the meetings of Senate as a whole are suspended. Such a recommendation shall be made either through a majority vote of senators at a Senate meeting, or by ballot (including electronic mail) at the call of the Chair of Senate.
 6. To develop and recommend to Senate for approval regular procedures for the staffing of all standing and ad hoc committees of Senate, joint Board-Senate committees and advisory committees to which Senate appoints members;
 7. To solicit and bring forward names of candidates to fill all vacant positions on standing and ad hoc committees of Senate, and the appropriate positions on other committees referred to in (6)
 8. To advise Senate on the appropriate structure and the staggering of terms for new standing or ad hoc committees of Senate.
- Chair of Senate (or designate)
 - Vice-Chair of Senate Secretary of Senate
 - 2 faculty members Faculties (Arts, AVC, Business, Education, Nursing, Science), elected by and from Senate
 - 1 student elected by and from the Senate, to serve only while a member of Senate
 - Senate Assistant

Chair: The Chair of Senate shall chair this committee, except when the Chair of Senate is represented by a designate. In such cases, the Vice-chair of Senate shall chair.

POSITION	Member	EXPIRY DATE
Chair of Senate	Greg Keefe	
Secretary of Senate	Donna Sutton	
Faculty Member (Nursing)	Christina Murray	June 30, 2022
Faculty Member (Arts)	Cathy Ryan	June 30, 2024
1 Student Member	Samantha MacLean	Apr 30, 2022
Senate Assistant	Michelle Arbing	
