NOMINATION FORM
FOR MEMBERSHIP ON THE SENATE and
THE BOARD OF TRUSTEES

We, the undersigned members nominate:

Name: (please print) __________________________________________

Title: __________________________________________

Department: __________________________________________

Campus Address: __________________________________________

Phone: __________________________________________

E-mail: __________________________________________

For a position on (select one):

Faculty/Librarian/Archivist                         Staff

Board of Trustees          □          Board of Trustees          □

Senate                      □          Senate                      □

All members signing below must meet the criteria outlined in item (1) on page 2.

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Statement of Nominee:
I certify that I meet all of the criteria for nomination outlined in the Call for Nominations and hereby consent to stand for election.

__________________________________________  __________________________________________
Date                                           Signature of Nominee
NOTES:

1. Eligibility

   **Staff**
   All employees of the University who work a minimum of 14 hours per week and who are not members of faculty are eligible to nominate, to be nominated and to vote. Each nominee must be nominated by 5 Staff members.

   **Faculty/Librarian/Archivist**
   For the purposes of applications to Senate standing committees, and bodies to which senators are elected, an applicant holding one of the following appointments will be considered a faculty applicant:
   - Tenured or tenure-track;
   - Term or continuing adjunct;
   - Adjunct 1
   - Non-renewable or special appointment, including Special Geographically Full-Time;
   - Librarian or archivist; or
   - Joint or cross appointment.

   All of the above terms shall have the meaning ascribed to them, where applicable, by the terms of the Collective Agreement with the Queen's University Faculty Association, as in place from time-to-time.

   *Individuals who fall into more than one overall category (i.e., faculty, staff, or students) may self-designate their category when applying to Senate standing committees.*

2. A nominee must indicate his/her willingness to be a candidate by signing the nomination form.

3. Submit with this nomination a biographical statement or other comments up to a limit of 90 words for publication. The University Secretary reserves the right to publish only the first 90 words of the nominee's statement if such statement exceeds the specified limit. The statement will be published on-line during the election. If you would like your picture to accompany your biographical sketch, please email a photograph with a minimum resolution of 300 dpi to univsec@queensu.ca.

4. The completed form must be submitted to the University Secretariat, Suite F300, Mackintosh-Corry Hall, **by 4:00 pm EST, December 9, 2016.**

**BIOGRAPHICAL STATEMENT OF NOMINEE**
90 words or less

(please print or type)