



(Submitted to the Faculty Council meeting of *May 15, 2024*)

1. Membership of the Nominating Committee

The Nominating Committee Terms of Reference were officially approved by Faculty Council at its meeting on October 18, 2016 and can be viewed at <https://www.mcgill.ca/medhealthsci/about/vp-dean-fellows-leadership/governance/faculty-council/committees>. It is composed of the following membership:

Five (5) elected members of the Faculty Council (*x 3-year term*)

1. Tracie Barnett (Associate Professor, Family Medicine) **Chair**
2. Antonio Gervais Tongué (UGME TCP-Component Director & Radiology Course Director, Radiologist, Campus Outaouais)
3. John Chen (Associate Professor, Ophthalmology): Finished term as of May 2024, this position is currently VACANT.
4. Malina Charisma Moskun (Occupational Therapy Undergrad Society)
5. Sam Daniel (Chair, Pediatric Surgery)

Four (4) members appointed by the Dean (*x 2-year term*) to include: 1 clinician, 1 member of a health profession, 1 basic scientist and 1 student

1. Louise Auger (Clinician)
2. Aparna Nadig (Health Professional)
3. Albert Berghuis (Basic Scientist)
4. Aiten Ismailova (Graduate student)

2. Nomination Process Adopted: “Calls” for Members-at-large

The Nominating Committee continues to employ a call for members at large for ensuring transparent and broadly communicated (Faculty-wide) opportunities of Faculty of Medicine and Health Sciences committee representation.

The process by which to launch these Calls, managing the review and voting process of candidates virtually, efficiently and effectively is accomplished using email exchanges.

The table on the next page lists the number of “Calls” undertaken in 2023-2024, as well as their outcomes.

3. Meetings of the Nominating Committee

In order to ensure the maximum level of participation from Nominating Committee members who are dispersed throughout the Montreal and Outaouais campuses and clinical settings, the meetings are held via online platform such as Zoom or Microsoft Office Teams.

TABLE of Calls for Members-at-Large

<i>Calls issued</i>	<i>Committees for which Calls were issued</i>	<i># of reps sought</i>	<i>Time Period of the Calls issued</i>	<i># of candidates</i>
1	Faculty Curriculum Committee: The Committee decided to accept both candidates.	1	October 5, 2023-October 27, 2023	2
1	Faculty Council Steering Committee	2	January 8, 2024-January 26, 2024	4
	TOTALS	3		6

4. Added to protocol:

- The Terms of Reference are included as an attachment with each call for a candidate.
- A revision of the intake form for potential candidates.
- Development of a satisfaction survey for committees related to their experience with the Nominating Committee.