

TO: All MUNFA Members

FROM: The MUNFA Nominating & Balloting Committee

DATE: September 14, 2023

SUBJECT: **First Call for Nominations for the 2023-2024 MUNFA Executive Committee: One (1) Officer Position; One (1) Term-Appointed Academic Staff Member (ASM) & (1) Vacant Position on the MUNFA Nominating & Balloting Committee**

MUNFA has received a resignation of one (1) elected member of the 2023-2024 MUNFA Executive Committee. As a result of this resignation, the remainder of the two-year term (to August 31, 2024) for **Vice-President (Internal)** will need to be filled. MUNFA is also soliciting nominations for **one (1) Term-appointed** Member-at-Large position on the 2023-2024 MUNFA Executive Committee. This is the 1st call for nominations for these positions. All MUNFA members are eligible.

At this time MUNFA is also seeking volunteers for one (1) vacancy on the Nominating and Balloting Committee.

Summary: The Nominating and Balloting Committee is soliciting nominations for these positions, as follows:

(1) For the ***Executive Committee***, the following positions are to be filled (***Attachment A***):

- One (1) Executive Officer, Vice-President (Internal) (Immediately – August 31, 2024)
- One (1) Term-appointed Academic Staff Member (ASM) Member-at-Large (*October 1, 2023 – August 31, 2024*)

(2) For the MUNFA Nominating & Balloting Committee, the following position is to be filled (***Attachment B***):

- One (1) Vacancy

According to the MUNFA Nominating & Balloting Committee [Terms of Reference](#), an Executive Member-at-Large (Term-appointed ASM) will be elected in the Fall semester, for the 2023-2024 Academic Year. This position is restricted to ASMs as defined in [Article 23](#) of the MUN/MUNFA Collective Agreement. To be eligible for this position, an ASM must hold a twelve (12) month term appointment, which will ensure the ASM is a member of the bargaining unit for the duration of the appointment to the MUNFA Executive Committee. **The Executive and the Nominating & Balloting Committees are hopeful that nominations will be received from Term-appointed ASMs from all departments, schools and faculties.**

ASMs from equity-seeking groups are encouraged to put their names forward. The Nominating & Balloting Committee are also looking for nominations from all campuses, representing a range of Faculties and Schools, including both tenure-stream and contractual Academic Staff Members (ASMs). As per the MUNFA Constitution, any Bargaining Unit member is eligible to hold office with MUNFA.

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Please note that as per [Clause 1.20](#) of the MUN/MUNFA Collective Agreement, “*An ASM’s service to the Association shall be deemed academic service as set out in the appropriate articles in this Collective Agreement.*”

Official nominating forms for the Executive Committee (*Attachment A*) and the Nominating & Balloting Committee (*Attachment B*) must be accompanied by the signature of the nominee indicating their willingness to serve, and the signatures of a proposer and seconder. All three must be members of MUNFA.

The nomination period ends at noon on OCTOBER 5, 2023. Each candidate has the option of submitting a statement of *not more than* 150 words which shall be circulated in the case of a contested election. Such statements must be received by the MUNFA office by noon on OCTOBER 16, 2023. (*Further details on the nomination process and Executive Committee can be found in the [MUNFA Constitution](#) and the [Nominating & Balloting Committee’s Terms of Reference.](#)*)

ATTACHMENT A

**MUNFA OFFICIAL NOMINATING FORM
MUNFA EXECUTIVE COMMITTEE**

Please forward all nominations to the Nominating & Balloting Committee c/o the MUNFA Office, Room ER4047, Alexander Murray Building, **by noon on OCTOBER 5, 2023.**

NOTE: Nominations will be accepted via email: munfa@mun.ca OR internal mail.

VICE-PRESIDENT (INTERNAL) (Immediately – August 31, 2024):

	PRINT	SIGNATURE
Nominee	: _____	_____
Rank & Department	: _____	

	PRINT	SIGNATURE
Proposer	: _____	_____

	PRINT	SIGNATURE
Seconder	: _____	_____

TERM -APPOINTED ASM MEMBER-AT-LARGE (October 1, 2023– August 31, 2024):

	<i>NAME (Print)</i>	<i>SIGNATURE</i>
Nominee	: _____	_____
Rank & Department	: _____	

	PRINT	SIGNATURE
Proposer	: _____	_____

	PRINT	SIGNATURE
Seconder	: _____	_____

NOTE: This nominating form ***MUST*** be signed by nominees, proposers, and seconders who are MUNFA members.

ATTACHMENT B

**MUNFA OFFICIAL NOMINATING FORM
MUNFA NOMINATING AND BALLOTING COMMITTEE**

Please forward all nominations to the **Nominating & Balloting Committee c/o the MUNFA Office, Room ER4047, Alexander Murray Building, by noon on OCTOBER 5, 2023.**

NOTE: Nominations will be accepted via email: munfa@mun.ca OR internal mail.

NOMINATING & BALLOTING COMMITTEE MEMBER (September 1, 2023 – August 31, 2024)

NAME (Print)

SIGNATURE

Nominee : _____

Rank & Department : _____

PRINT

SIGNATURE

Proposer : _____

PRINT

SIGNATURE

Secunder : _____

NOTE: This nominating form ***MUST*** be signed by nominees, proposers, and seconders who are MUNFA members.