To: Full-Time Staff, University of Guelph

From: Dr. Serge Desmarais, Dr. Kerry Daly & Ms Vicki Hodgkinson
Project Management Team
Strategic Renewal

Subject: Call for Nominations of Staff Strategic Renewal Advisory Committee

Date: November 6, 2015

REASON FOR THE CALL
A broadly-representative committee, called the Strategic Renewal Advisory Committee, is being formed with the mandate to review and offer direction on the results of the strategic renewal consultations that are taking place this semester. It is chaired by President Vaccarino.

MANDATE OF THE STRATEGIC RENEWAL ADVISORY COMMITTEE
This committee will assist the President with the identification of key themes arising from the input offered during the first stage of consultation and, in the subsequent stages, advise on how best to further develop these themes for the formulation of a draft strategic plan document. The Committee will also offer guidance on the preparation of the draft document and related consultations.

The Committee will be convened initially in December 2015 or January 2016 and will operate through to the Spring of 2016. Its meetings will be supported by the Project Management Team and scheduled to align with the various steps associated with the conclusion of the first stage of consultations and with the progress of the second stage. Some initial Committee meetings may involve half-day, workshop-style sessions.

Information concerning the activities of the Strategic Renewal Advisory Committee will be published on the Planning web site (http://www.uoguelph.ca/strategicrenewal).

MEMBERSHIP AND COMPOSITION OF THE STRATEGIC RENEWAL ADVISORY COMMITTEE
The Strategic Renewal Advisory Committee will have 30 members and be chaired by the President. Membership identification will be achieved primarily through processes overseen by Senate supplemented by some direct appointments made by the President. Its composition will be as follows:

- President (Chair of the Committee)
- Students (6: 4 undergraduate & 2 graduate – call for nominees & slate recommended by the Senate Committee on Bylaws and Membership for Senate approval)
• Faculty (12 – call for nominees & slate recommended by the Senate Committee on Bylaws and Membership for Senate approval; representation from Guelph-Humber, Ridgetown/diploma programs, and Open Learning will be incorporated)
• Board (2 – external Governors – selected by processes determined by the Board of Governors)
• Staff (5 – call for nominees; selected by President in consultation with VPs)
• Alumni (2 – call for nominees; selected by University of Guelph Alumni Association Executive)
• External Community (2 – appointed by the President)

SELECTION OF STAFF APPOINTMENTS
Once the nomination deadline has passed, the President, in consultation with the Vice-Presidents, will select from among the nominations received. Five (5) staff members whose background and experience will contribute to the overall composition of the Advisory Committee will be selected.

In considering appointments, attention to the following factors will be given in building the overall composition of the Strategic Renewal Advisory Committee:
• diversity of membership, consistent with the University’s equity policies
• expertise/background
• evidence of commitment to the mandate of the committee
• evidence of an ability to work in a consensus decision-making environment
• representation from across the University

Note: In considering representation from across the University, while individual staff appointees may bring the perspective of their ‘home’ college or division, they are not selected as explicit representatives of those organizational units. Rather, the role of all members of the Committee is to exercise independent judgment and, as citizens of the University, to advance the good of the University in all its diversity.

While there is a preference that nominations come from a second party or group, self-nominations will be accepted.

MAKING A NOMINATION & DEADLINE
If you wish to nominate a staff member for the Strategic Renewal Advisory Committee, please complete and submit the enclosed form by the deadline noted below. A short supporting rationale for the nomination describing the suitability of the nominee, with particular attention to the first four factors identified above is requested. In addition, before forwarding a recommendation, please ensure that the nominee is willing to serve if chosen and would have the support of their Dean/Division Head.

The deadline for the submission of nominations to the Office of the President is 12:00 PM (noon) on Wednesday, November 18, 2015. Signed and completed forms should be returned to the Office of the President, 4th floor, University Centre, or electronically (scanned) to president@uoguelph.ca.

QUESTIONS
If you have questions about this call for nominations, please contact Vicki Hodgkinson (v.hodgkinson@exec.uoguelph.ca) for more information.
NOMINATION FORM for
STAFF MEMBERS
STRATEGIC RENEWAL ADVISORY COMMITTEE

ELIGIBILITY
- Nominees and nominators are to be full-time staff of the University.

INSTRUCTIONS
The completed form, with signatures, must be received no later than 12:00 PM (noon) on Wednesday, November 18, 2015. Please submit to: Office of the President, 4th floor, University Centre or email president@uoguelph.ca. Typed submissions are requested. Scanned submissions received via the noted email which include the required signatures will be accepted.

| NOMINEE INFORMATION – PERSON RECOMMENDED FOR APPOINTMENT TO THE COMMITTEE |
| Nominee’s Name:                                                                 |
| Employee #:                                                                 | U of G Email: |
| Division/College:                                                             | Position Title: |
| Nominee’s Signature:                                                         |
| (Digital signature accepted)                                                  |
| Date:                                                                        |

| NOMINATOR (S) INFORMATION – |
| Nominator(s):              |
| Name(s)                    |
| Employee Number(s)         |
| U of G Email(s)            |

Nominator(s) Signature(s) Date:
(Digital signature(s) accepted)
I/We am/are pleased to nominate __________________ for appointment to the University of Guelph’s Strategic Renewal Advisory Committee.

They are familiar with the University’s strategic renewal project, including the information provided about it on-line at www.uoguelph.ca/strategicrenewal, and with the mandate for the Strategic Renewal Advisory Committee.

They are well-suited for appointment to the Advisory Committee for the following reasons:

*Please note -- In providing a supporting rationale, nominators are asked to include information that addresses the following factors as part of explaining the nominee’s overall suitability in relation to the mandate of the Advisory Committee:
- diversity of membership, consistent with the University’s equity policies
- expertise/background
- evidence of commitment to the mandate of the committee
- evidence of an ability to work in a consensus decision-making environment
- representation from across the University