

**Date:** July 17, 2024

**To:** All regular faculty members in the School of Social Work

**From:** Carrie Andersen  
University Secretary

**Re:** Final Call: Appointment Committee for the Dean of Health  
**Call for One faculty representative from the School of Social Work**

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The appointment committee for the Dean of the new Faculty of Health has been struck in accordance with the [Procedures for the Appointment and Re-Appointment of Deans, GV0450](#). The committee includes a representative from the School of Social Work. The elected representative to this committee has had to step down and therefore, this is a call for **one (1) regular faculty member representative**. The full composition of the committee is provided below.

A nomination form has been sent along with this memo, and is also posted to the [Voting](#) webpage. Those eligible to make nominations, to stand for election, and to vote shall be regular faculty members in the five schools listed above. Nominees are invited to submit a brief biographical sketch and statement of candidacy (not to exceed 300 words and emailed to [usec@uvic.ca](mailto:usec@uvic.ca)).

Nomination papers must be received by the Office of the University Secretary, Michael Williams Building, Room A138 or via email to [usec@uvic.ca](mailto:usec@uvic.ca) not later than **4:30 p.m. on Tuesday, July 23, 2024**. If there is more than one nominee from each school, an online election will be conducted from 9:00am on Wednesday, July 24, 2024 until 4:00pm on Tuesday, July 30, 2024.

When nominating members to the Committee, constituencies should encourage diverse representatives from their membership to stand for election, including but not limited to: First Nations, Métis and Inuit peoples, and all other Indigenous peoples; members of groups that commonly experience discrimination due to race, ancestry, colour, religion and/or spiritual beliefs, or place of origin; persons with visible and/or invisible (physical and/or mental) disabilities; persons who identify as women; persons of marginalized sexual orientations, gender identities, and gender expressions; and others who may contribute to the diversification of the Committee.

Please note that all nominees should agree to attend all the committee meetings, as listed below.

**Appointment Committee Meeting Schedule (continued on page 2):**

<b>Task</b>	<b>Date</b>	<b>Time</b>
Committee Meeting #1	Wednesday, August 7, 2024	1:00 pm-3:00 pm
Committee Meeting #2	Tuesday, September 17, 2024	2:30 pm-4:30 pm
Committee Meeting #3	Monday, October 7, 2024	8:00 am-4:30 pm

Task	Date	Time
Site Visits	Monday, October 21 to Friday, October 25, 2024	Committee members must attend interviews and public presentation. Times TBD
Committee Meeting #4	Monday, November 4, 2024	9:00 am – 12:00 pm

Thank you for your interest in this opportunity. Any questions may be directed to my office at [usec@uvic.ca](mailto:usec@uvic.ca).

**Composition of the Committee:**

Number	Composition and Appointment Method
1	Vice-President Academic and Provost or designate (Chair), Ex-Officio
6	Regular faculty members in the following Schools/Division, at least one of whom must be a Director, selected by Directors: <ul style="list-style-type: none"> <li>• School of Exercise Science, Physical and Health Education</li> <li>• School of Health Information Science (position filled)</li> <li>• Division of Medical Sciences</li> <li>• School of Nursing</li> <li>• School of Public Health and Social Policy</li> <li>• <b>School of Social Work</b></li> </ul>
1	Chair of the Department of Psychology
1	Dean elected by and from the Deans
1	Undergraduate student registered in a degree program offered by the School of Public Health and Social Policy; School of Health Information Science; School of Nursing; School of Exercise Science, Physical and Health Education; School of Social Work; or the Division of Medical Sciences selected by and from the University of Victoria Students' Society.
1	Graduate student registered in a degree program offered by the School of Public Health and Social Policy; School of Health Information Science; School of Nursing; School of Exercise Science, Physical and Health Education; School of Social Work; or the Division of Medical Sciences selected by and from the Graduate Students' Society.
1	Staff representative from a CUPE/PEA position, with continuing appointment to be elected from all CUPE/PEA staff with a continuing appointment in the School of Public Health and Social Policy; School of Health Information Science; School of Nursing; School of Exercise Science, Physical and Health Education; School of Social Work; or the Division of Medical Sciences; as well as from those CUPE/PEA staff with a continuing appointment

	outside the faculty for whom at least 50% of their normal duties contribute to teaching, research or administrative activities in the faculty including co-op, development, student recruitment staff, etc.
1	Faculty or staff member appointed by the Vice-President Indigenous
Secretary	An administrative staff member from the Vice-President Academic and Provost's office (non-voting) appointed by the Chair.
<b>14</b>	<b>Total</b>