**NOMINATION FORM**

**Election to the Senate – May 2018**

*The election of staff from Schools to the Senate is governed by* [*Ordinance C1*](http://www1.hw.ac.uk/ordinances/ordinances.pdf)*.*

We, the two electors named below, nominate the following member of staff as a candidate for Election to the Senate to serve from 1 August 2018 to 31 July 2021:

|  |  |
| --- | --- |
| **Name of Candidate (1)**  (typed/in capitals) |  |
| **Role Title (1)**  (typed/in capitals) |  |
| **School**  (*NB a candidate may only be nominated for their own School*) |  |
| **Name of First Elector (1)**  *You may only nominate for your own School*  (typed/in capitals) |  |
| **Signature of First Elector (2)** |  |
| **Name of Second Elector (1)**  *You may only nominate for your own School*  (typed/in capitals) |  |
| **Signature of Second Elector (2)** |  |

**Declaration by Candidate**

I accept this nomination as a Candidate in the forthcoming elections to the Senate. I understand that, if elected, the term of membership would be for three years, and would end 31 July 2021.

|  |  |
| --- | --- |
| **Signature of Candidate (1)** |  |
| **Date** |  |

*NB: A short statement on their suitability for the office of Senator (up to 300 words) can be submitted by the candidate with this nomination form which will be made available on the website in the event of an election contest.*

**Return of Nomination Forms**

Please return this nomination form to John McDermott, Officer to the Secretariat (0131 451 3399):

**By Email:** [J.McDermott@hw.ac.uk](mailto:J.McDermott@hw.ac.uk)

**Or By Post:** John McDermott, The Secretariat, George Heriot Wing, Edinburgh Campus

**The deadline for return of nominations is 4:00pm (UK time) Tuesday 15 May 2018.**

**Notes**

## Candidate/Elector Names

|  |  |
| --- | --- |
| **Academic Staff** | Academic staff are defined as persons holding one of those roles specified in Ordinance A1, paragraph 4. These roles are listed in Note (3). This includes academic staff based at the Dubai or Malaysia campuses. |
| **Candidate and Elector eligibility** | Academic staff who hold a permanent (that is, open ended) appointment are eligible to be:   * a candidate; * to nominate a candidate; and * to vote;   ***except*** those colleagues who are ex officio members of the Senate (such as **Heads of School**, or **Deans**), who are **not** allowed to nominate or to vote in this Election. |

## Signature

|  |  |
| --- | --- |
| **Candidate** | Electronic signatures are permissible as long as the form is emailed from the candidate’s University email account (copies sent by email should if possible be scanned so as to include the electors’ original signatures). |
| **Elector** | Elector’s signatures must be the original or scanned copies of the original. Electronic signatures of Electors are not permitted. |

## Academic Staff (are defined in Ordinance A1, paragraph 4, as persons holding one of these roles)

|  |  |
| --- | --- |
| **Teaching Related** | Teaching Assistant, Assistant Professor \*, Associate Professor\* and Professor.  \* At the Dubai campus the title “University Teacher” is used as an alternative title for holders of these roles. |
| **Teaching and Research Related** | Assistant Professor, Associate Professor and Professor. |
| **Research Related** | Research Assistant, Research Associate, Research Fellow, Senior Research Fellow and Professorial Fellow. |