



McGill

MEMORANDUM

(from the Office of the Dean)

McGill University
FACULTY OF DENTISTRY
2001 McGill College Avenue, Room 524
Tel: 398-6758/7222 Fax: 398-8900

DATE: September 21, 2015

FROM: Dr. Paul J. Allison, Dean

TO: **Academic Staff**
Faculty of Dentistry

SUBJECT: PART-TIME STAFF REPRESENTATIVE – EXECUTIVE COMMITTEE

As you may be aware, in December 2015 Dr. Earl Karanofsky will be completing his three year term as the representative of clinical and preclinical supervisory staff on the Faculty's Executive Committee. Dr. Karanofsky has indicated that he wishes to stand again for a second three year term. At this time we are therefore asking for nominations of other clinical and preclinical supervisory staff who may also wish to stand in an election for this role.

Just to be clear, this role represents those working mainly one session a week in the clinic or the preclinical lab, not academics with major part-time roles or full time academics (those people working more than 1 day per week are not eligible). This representative has a voice in the administration of the Faculty and is a conduit for comments and issues experienced by clinical and preclinical supervisors. Executive Committee meetings occur 6-7 times a year, and tend to be approximately two-hour meetings held on Friday afternoons at 1:00 p.m. at 2001 McGill College Avenue. Clearly any candidate must be willing to attend these meetings.

With this memo, therefore, we are calling for nominations. Any individual who wishes to be nominated should obtain the name and signature of two proposers (see form below), and submit their name with the relevant signatures to the Office of the Dean (2001 McGill College Avenue, Suite 500 or email michelle.dion@mcgill.ca or Fax 514-398-8900) by 5.00pm on October 13, 2015.

If any nominations are received, given Dr. Karanofsky's desire to stand again, an election will be organized.

Thank you for your attention to this important matter.

PJA/md

X

**ELECTION OF PART-TIME STAFF REPRESENTATIVE
ON EXECUTIVE COMMITTEE**

(Please return prior to 5.00pm Oct 13th 2015)

Nominee: _____ Signature: _____ Date: _____

Proposer: _____ Signature: _____ Date: _____

Seconder: _____ Signature: _____ Date: _____