

Terms of Reference

Nominating Committee

Department of Medicine
Dalhousie University/Capital District Health Authority

Purpose:

To determine membership of departmental standing committees from nominations received from department-at-large.

Membership:

- Head/Chief, Department of Medicine
- Three elected members, usually two are senior members of the department

Chair:

- Head/District Chief, Department of Medicine

Voting/Quorum:

All members may vote. In the event of a tie vote, the Chair will cast the deciding vote. A quorum will be 50% plus one.

Frequency of Meetings:

One meeting is held each year in late April/early May

Attendance:

All members are expected to attend

Reports to:

This committee reports jointly to the Executive/Divisional Chiefs Committee, Department of Medicine and the Head/Chief, Department of Medicine

Specific Responsibilities of the Nominating Committee include:

- Ensure the effective working of committees with as broad representation as possible from interest groups within the department
- Spread the opportunities and responsibilities for these committees across our membership as much as possible.

Approved by DoM Executive/Divisional Chiefs Committee: October 04, 2000