



# POLICY & PROCEDURE

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## **TOPIC: NOMINATION PROCESS**

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The process of seeking nominations is carried out by the Nominations Committee. Encouraging members to seek Council or Committee positions is a year round activity. However, increased activity occurs at the beginning of the calendar year as names are sought for nomination to the Council. Increased activity also occurs in April and May as members are sought for College committees.

Those members who are on the Active Practice or Inactive Register and who are in good standing with the College at the date of the election are eligible for election or appointment to any Council or Committee position.

### Procedure:

In January, the Registrar compiles a list of positions on Council that will be vacant. The Registrar circulates a call for nominations and an "Application for Nomination Form" to each member and a notice to each facility to notify members that the Council is seeking nominations to the Council and committees. The Nomination Committee undertakes a telephone campaign to individual members to encourage them to allow their name to stand for nominations.

Applicants for Council positions must complete the Nomination form and send a one page profile to the CPM office. These documents must be received at the office in enough time to have the information circulated to the membership at least 30 days before the AGM.

A vote will be required if there are more nominees than vacant positions. Mail in ballot forms will be accepted by the College. No nominations will be accepted from the floor of the AGM.

### **LEGISLATIVE REFERENCE:**

By-laws Article V Election of the Council