UNIVERSITY OF TORONTO

THE GOVERNING COUNCIL

REPORT NUMBER 70 OF THE ELECTIONS COMMITTEE

October 10, 2013

To the Executive Committee,
University of Toronto.

Your Committee reports that it met on Thursday, October 10, 2013 at 4:05 p.m. in the Falconer Room, Room 107C, Simcoe Hall, with the following members present:

Professor Bill Gough (Chair)
Ms Alexis Archbold
Mr. Rastko Cvekic
Ms Claire Kennedy*
Mr. Nick Kuryluk*

Secretariat:

Mr. Anwar Kazimi, Chief Returning Officer
Ms Mae-Yu Tan, Secretary

*Participated by teleconference.

In this report all items are reported to the Executive Committee for information.

The Chair welcomed members to the first meeting of the Committee for the year. He observed that, with the in-depth orientation of the Committee that had been held on September 11, 2013, the Committee was now able to proceed directly to the business at hand.

1.   Proposed Changes to Distribution of Student Seats on Campus Council Committees

The Chair said that the proposed changes to the distribution of student seats on the University of Toronto Mississauga (UTM) and University of Toronto Scarborough (UTSC) Campus Council Committees was an item of information for the Committee. The related recommendations had been included in the draft *Election Guidelines, 2014* that the Committee would consider for approval under Item 2.

The Chair recalled that, following the June 20, 2013 meeting of the Committee, a proposal had been developed to amend the *Guidelines* so that UTM and UTSC Campus Council student members' constituencies would not impact the distribution of seats of non-Campus Council student members on the Academic Affairs Committees (AACs) and Campus Affairs Committees (CACs). Specifically, it was proposed that the seven seats for non-Campus Council student

1. **Proposed Changes to Distribution of Student Seats on Campus Council Committees** (cont'd)

members on the AACs be distributed among four full-time undergraduate, one part-time undergraduate, and two graduate seats; and that there be no restrictions on the two seats for the Campus Council student members. The total number of student seats on the AACs (nine) would remain unchanged. Similarly, the six seats for non-Campus Council student members on the CACs would be distributed among four full-time undergraduate, one part-time undergraduate, and one graduate seat, with no restrictions on the single seat for the Campus Council student member. The total number of student seats on the CACs (seven) would remain unchanged.

The Chair reported that the proposal had been distributed broadly and consultation sessions on each campus had been held in September. In general, the response to the proposal had been positive and no objections had been submitted. Some discussion of the possibility of other combinations of full-time undergraduate, part-time undergraduate, and graduate seats on the AACs and CACs had taken place. In response, it had been explained that one Campus Council student seat would likely be filled by a full-time undergraduate student, in which case the total number of full-time undergraduate students who would serve on the AACs and CACs (five) would remain unchanged. Some questions had been raised at the sessions about the membership and composition of the AACs and CACs and students had been advised that the Elections Committee did not have a mandate to review the Terms of Reference of the Campus Councils or their Standing Committees. Such issues could be considered during the review of the tri-campus governance structure in 2014.

No questions were raised by members.

2. *Election Guidelines, 2014*

The Chair informed the Committee that, although the previous year the *Guidelines* had been forwarded to the Governing Council for approval due to the extensive revisions that had been needed for implementation of the Campus Councils and their Standing Committees, that was not the norm. The Committee's Terms of Reference called for approval of minor revisions by the Committee, with major revisions being forwarded to the Executive Committee for approval.

Mr. Kazimi provided an overview of the key proposed revisions to the *Guidelines*. They included the following.

- Re-ordering of the first five sections, which contained general information relevant to all estates, to allow for ease of use.
- Provisions for representation of the University's newest faculty, the Dalla Lana School of Public Health, on the Governing Council and the Academic Board.
- Implementation of online voting for post-graduate medical trainees in elections for full-time undergraduate professional faculty student governors; similar processes for other constituencies had been in place for many years.
- Revisions to the distribution of student seats on the AACs and CACs.

2.   *Election Guidelines, 2014* (cont'd)

Members stated that the proposed revisions were clear and appropriate. One member suggested that wording with respect to revisions to the distribution of student seats on the AACs and CACs be clarified further. It would be helpful to make explicit the options for distribution of the two Campus Council student seats on the AACs. Following discussion, the Committee agreed that the proposed revisions to the *Guidelines* were not major and should be approved by the Committee itself, rather than being recommended for approval to the Executive Committee.

On motion duly moved, seconded, and carried

YOUR COMMITTEE APPROVED

That the proposed *Election Guidelines, 2014*, as amended, be approved, effective January 1, 2014.

Mr. Kazimi thanked the Committee for having approved the *Guidelines*. The early approval would allow more time to prepare for the elections process, which would begin formally in January, 2014. The Chair thanked Mr. Kazimi for his outreach efforts.

CONSENT AGENDA

On motion duly moved, seconded, and carried

YOUR COMMITTEE APPROVED

THAT the consent agenda be adopted.

3.   **Report of the Previous Meeting - Report Number 69 (June 20, 2013)**

Report Number 69 (June 20, 2013) was approved.

4.   **Business Arising from the Report of the Previous Meeting**

There was no business arising from the Report of the previous meeting.

5.   **Date of Next Meeting: Thursday, November 14, 2013, 4:00 – 6:00 p.m.**

The Chair noted that the next meeting of the Committee would be held on Thursday, November 14, 2013.

6.   Other Business

Mr. Kazimi updated the Committee on recent elections and by-elections that had been held. Three teaching staff seats on the Academic Board (representatives for the Faculty of Arts and Science, the Faculty of Medicine and the Dalla Lana School of Public Health) had been acclaimed. Two teaching staff seats on the UTM AAC (representatives for the Departments of Historical Studies and Political Science) and one on the UTSC AAC (representative for the Department of Philosophy) had been acclaimed.

Mr. Kazimi reported that, despite having re-opened nominations for two part-time undergraduate student seats on the UTSC AAC eight times since January, 2013, the seats for 2013-2014 remained unfilled. Calls for nominations had been re-issued in September and had been sent to each part-time undergraduate student registered at UTSC. No further calls for nominations would be issued. The Committee discussed factors that might have contributed to the lack of nominees and steps that might be taken in the future to address the matter. Issues raised included the following.

- What outreach might be done to help increase awareness among part-time undergraduate students of opportunities for service on governance bodies? The APUS had offered to assist in this regard.
- The threshold of five nominators was quite low, given the size of the part-time undergraduate student constituency, and should not pose an obstacle. How might interested candidates more easily identify others in their constituency who could nominate them?
- The importance of having part-time undergraduate students specifically registered at UTSC, versus any part-time undergraduate student at the University of Toronto, serve as a nominator.
- Over the years, with changes to the definition of a part-time versus a full-time undergraduate student (based on the number of credits taken), there had been greater fluidity between the two categories, as students' course loads fluctuated from one term to the next.

The Chair stated that the matter of distribution of seats on the Governing Council and the Academic Board, which the Committee had begun to explore in the Fall, 2012, had been set aside for the time being, but would need to be revisited in the future.

<div align="center">The meeting adjourned at 4:40 p.m.</div>

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Secretary   Chair
October 13, 2013