# Election Guidelines 2027

**Governing Council, Academic Board, University of Toronto Mississauga and University of Toronto Scarborough Campus Councils and their Standing Committees**

**Approved by the Elections Committee**
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These Guidelines are also available online on the Get Involved page, under Elected Membership of the Office of the Governing Council website.

UNIVERSITY OF TORONTO

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# 1 Preamble

## 1.1 Principles of Good Governance and Equity, Diversity and Inclusion

Subject to applicable laws, University governance must be guided by excellent principles of good governance in relation to stewardship and public accountability, and at the same time recognize the unique nature and characteristics of the academic community or institution, including:

- the fundamental autonomy of universities, coupled with the essential responsibility for public accountability;
- the need to respect the academic mission of excellence in teaching and research;
- the importance of ensuring that academic freedom and responsibility are respected;
- the need to be seen to be accountable – through transparency – to all parties interested in and supporting the University;
- the desire for meaningful and objective stakeholder participation in governance; and
- the diversity and broad representation of governors.

Further to the principles of good governance, it is critical that governance bodies reflect the diversity of the University community.

Building a culture of belonging increases our capacity to effectively address and serve the interests of our global community. Therefore, the University of Toronto is working to correct inequities that were developed historically and are ongoing. We strongly encourage nominations from Indigenous Peoples, Black and racialized persons, women, persons with disabilities, and people of diverse sexual orientations and gender identities. We value candidates who have demonstrated a commitment to equity, diversity and inclusion and recognize that diverse perspectives, experiences, and expertise are essential to strengthening our academic mission. We are committed to fostering a community of belonging and creating inclusive conditions in which everyone can thrive.

### 1.2 Commitment Regarding Individuals with Disabilities

The University strives to facilitate the inclusion of individuals with disabilities into all aspects of University life, including full participation in the work of Governing Council, its Boards, Campus Councils, and Committees. At the same time the University endeavours to protect each individual's privacy, confidentiality and autonomy (University's *Statement of Commitment Regarding Persons with Disabilities,* February 25, 2021).

In developing its procedures for accommodation requests, the University is committed to compliance with existing legislation (*Ontario Human Rights Code* and portions of the *Accessibility for Ontarians with Disabilities Act* (AODA)). The University is also mindful that accommodation is a shared responsibility and that, to be effective, the process requires the co-operative engagement of everyone involved. As part of the elections process, the Office of the Governing Council endeavours to make all election related materials accessible and compliant with the AODA. The Office of the Governing Council consults on a regular basis with the University's AODA Office regarding legislation and policy to ensure that its procedures are in compliance. The procedures outlined below indicate the roles and responsibilities of university offices, and of the person seeking accommodation.

<u>Confirmation of Disability Accommodations Process</u>

Staff in the Office of the Governing Council will not compel disclosure of the nature of an individual's disability, nor do they wish to see supporting documentation. However, in order to ensure that the accommodation provided is appropriate and individuals are best supported, individuals requesting accommodation should contact one of the offices listed in the chart below. That office will work with individuals to discuss options for appropriate accommodation. As part of this process an individual may be asked to provide supporting documentation to one of these offices, as provided under Human Rights legislation.

### 1.2.1 Contact Information for the Health and Well-being Programs and Services Office and the Accessibility Services Offices

| **Administrative Staff, Librarians, and Teaching Staff from all three campuses may contact the office listed below.** |
|---|
| **Health and Well-being Programs and Services Office** |
| 263 McCaul Street, 2nd Floor<br>TORONTO ON M5T 1W7<br>General Inquiries: 416-978-2149<br>Fax Number: 416-971-3052<br>Website: http://well-being.hrandequity.utoronto.ca/ |

| **Students may contact the appropriate office listed below, according to the campus on which they are registered.** | | |
|---|---|---|
| **St. George Campus Accessibility Services** | **UTM Accessibility Services University of Toronto Mississauga** | **UTSC Access*Ability* Services, University of Toronto Scarborough** |
| 455 Spadina Avenue, 4th Floor, Suite 400<br>(Just north of College Street)<br>Toronto, Ontario, M5S 2G8<br>Tel.: 416-978-8060<br>Fax: 416-978-5729<br><br>Email:<br>accessibility.services@utoronto.ca<br><br>Website:<br>http://www.studentlife.utoronto.ca/as | Student Services Hub,<br>DV2240,Davis Building 3359 Mississauga Road North,<br>Mississauga, Ontario, L5L 1C6<br><br>Tel.: 905-569-4699<br>Fax: 905-569-4366<br><br>Email:<br>access.utm@utoronto.ca<br><br>Website:<br>http://www.utm.utoronto.ca/accessability/ | Sam Ibrahim Building, IA5105,<br>1050 Military Trail, Scarborough,<br>Ontario, M1C 1A4<br><br>Tel.: 416-287-7560<br>Fax: 416-287-7334<br><br>Email:<br>ability.utsc@utoronto.ca<br><br>Website:https://www.utsc.utoronto.ca/ability/ |

*Procedures for Governors, Campus Council, Board, and Committee Members, and Candidates for Election who are Requesting Accommodation for Disabilities*, are available here:
https://governingcouncil.utoronto.ca/requesting-accommodation-disabilities

## 1.3 Definitions

In these *Guidelines*:

**"*Act*"** means *The University of Toronto Act, 1971*, S.O. 1971, c. 56, as amended from time to time.

**"Administrative Staff"** means the staff-appointed employees of the University, University College, the Constituent Colleges and the Federated Universities who are not members of the Teaching Staff thereof.

**"Associated Party"** means an individual or group who a candidate knew, or reasonably ought to have known, would assist that candidate with their Campaign.

**"Campaigning" or "Campaign"** means any conduct of and/or attempt by a candidate or by the candidate's supporters, whether individuals or organizations, to encourage a voter to cast a ballot in favour or in opposition of a candidate, whether or not Campaign Material is used.

**"Campaign Period"** means the period commencing the first day on which the candidates may Campaign and ending the last day on which the candidates may Campaign. Specific start and end times may be set in the schedule for the particular election as posted on the Office of the Governing Council website.

**"Campaign Material"** means any advertisement, blog, design, display, flyer, item, literature, social networking tool, sound, symbol, mark, website, electronic media, in any form, electronic or otherwise, that is used, created or copied in order to and/or likely to influence at least one voter to cast a ballot in favour or in opposition of a candidate.

**"Colleges"** means University College and the Constituent Colleges and "College" refers to any one of them.

**"Constituent Colleges"** means the following: Erindale College (also known as the University of Toronto Mississauga), Innis College, New College, Scarborough College (also known as the University of Toronto Scarborough), Woodsworth College, and any other college established by the Governing Council and "Constituent College" refers to any one of them.

**"Distribute"** means the dissemination of Campaign Materials, electronically or otherwise, by a candidate, or an Associated Party, to an individual or group.

**"Election Period"** means the period commencing on the first day for making nominations and ending on the day when all appeals and recounts, if any, have been finally disposed of and, if none, on the day when winners have been declared elected.

**"E-mail Lists"** means electronic mailing lists that are intended to reach large numbers of subscribers, often through the use a database.

**"Fair Market Value"** means the typical price a product or service, without special concessions or discounts, that is available in Greater Toronto Area for that product or service, to all persons who approach a person or company that sells, or deals in, that product or service.

**"Federated Universities"** means the following universities: Victoria University; Trinity College; and The University of St. Michael's College and "Federated University" refers to any one of them.

"**Full-Time Undergraduate Student"** means a Student registered at the University in a program of full-time study leading to a degree, post-secondary diploma or certificate of the University or in a program designated by the Governing Council as a program of post-secondary study at the University who is not registered in the School of Graduate Studies or the

Toronto School of Theology. Full-Time Undergraduate Student status will be determined by the definition used in the Student's academic division. For the purpose of the Governing Council elections, Students at the University of Toronto Scarborough who are registered in a work term will be considered to be Full-Time Undergraduate Students.

**"Governing Body"** means the Governing Council and its Boards, Campus Councils and their Standing Committees.

**"Graduate Student"** means a Student registered in the School of Graduate Studies.

**"*Guidelines*"** means these *Guidelines*, excluding all Appendices thereof, and any and all amendments made thereto from time to time.

**"Librarian"** means an employee of the University, University College, the Constituent Colleges and the arts and science faculties of the Federated Universities who hold the rank of Librarian I, Librarian II, Librarian III, or Librarian IV.

**"Part-Time Undergraduate Student"** means a Student registered at the University in a program of part-time study leading to a degree, post-secondary diploma or certificate of the University or in a program designated by the Governing Council as a program of post-secondary study at the University who is not registered in the School of Graduate Studies or the Toronto School of Theology. Part-Time Undergraduate Student status will be determined by the definition used in the Student's academic division.

**"Student"** means any person registered at the University for full-time or part-time study in a program that leads to a degree, post-secondary diploma or certificate of the University or in a program designated by the Governing Council as a program of post-secondary study at the University. The Transitional Year Program and the Millie Rotman Shime Academic Bridging Program have been designated by the Governing Council as programs of post-secondary study at the University, and, accordingly, a student in either of these programs is considered a "Student" in these *Guidelines*.

**"Teaching Staff"** means employees of the University who hold the academic rank of Professor; Associate Professor; Assistant Professor; Professor, Teaching Stream; Associate Professor, Teaching Stream; Assistant Professor, Teaching Stream; Lecturer and Senior Lecturer; Tutor and Senior Tutor; Assistant Professor (Conditional); Assistant Professor, Teaching Stream (Conditional); Sessional Lecturer I, Sessional Lecturer II, Sessional Lecturer III, Athletics Instructor and Senior Athletics Instructor but does not include any part-time lecturer who is registered as a student. For this purpose, "Lecturer" also includes Associates in the Faculty of Dentistry.

**"University"** means the University of Toronto.

# 2 Introduction to the Governing Council of the University of Toronto

## 2.1 The Role and Powers of the Governing Council of the University of Toronto

The Governing Council of the University of Toronto (the "Governing Council") is composed of 50 people, the majority of whom are elected from the Administrative Staff, the Alumni, the Teaching Staff, Full-Time Undergraduate Students, Part-Time Undergraduate Students, and Graduate Students of the University (see Section 1.2(4) for details). The *Act* vests the Governing Council with many powers, including the powers to govern, manage, and control the University and the property, revenues, business, and affairs of the University. The Governing Council may delegate certain powers to the President, to the President's designees, and to its Boards and Committees. *By-law Number 2* of the Governing Council[1] stipulates how the powers of the Council are exercised, and how its meetings are conducted.

Generally, the Governing Council exercises its powers through judging matters of broad policy and through monitorial functions. The Governing Council monitors the President and the President's senior officers (collectively, referred to as the "Administration"), who are responsible for the administration of the University, though, for example:

- the review, assessment, and deliberation of matters and proposals brought before the Governing Council by the Administration for approval;
- the receipt of regular oral and written reports from the Administration;
- the use of Question Period at meetings of the Governing Council;
- the requirement in policy documents for routine reporting of specific administrative actions;
- the receipt of an annual report from the University Ombudsman;
- the right to approve the establishment and disestablishment of senior executive offices and the appointment of University officers; and
- an active Audit Committee.

Some examples of matters brought by the Administration before the Governing Council and its Boards, Councils, and Committees for consideration include:

- proposals for new academic programs and units;
- policies on admissions and awards, tuition and ancillary fees, research, and grading practices;
- multi-year budget guidelines and capital plans;
- resource allocation in support of the University's priorities;
- campus and student services; and
- acquisition and/or disposal of assets.

Detailed information about the Governing Council, including its meeting schedule, membership information, and agendas and minutes of past meetings are available online at: https://governingcouncil.utoronto.ca/governance-bodies

[1] By-law Number 2 of the Governing Council is available online: http://www.governingcouncil.utoronto.ca/Assets/Governing+Council+Digital+Assets/Policies/bylaw2.pdf

## 2.2 Members of the Governing Council: Duty, Effectiveness, and Time Commitment

### 2.2.1 The Duty of Members of the Governing Council

The *Act* imposes a legal obligation on members of the Governing Council to act with diligence, honestly, and with good faith in the best interests of the University.

### 2.2.2 Expectations and Attributes of Members of the Governing Council

Governors are collectively and individually stewards of the University. Each Governor must act in good faith with a view to the best interests of the University as a whole, to defend the autonomy and the independence of the University and to enhance its public image. In this context, listed below are principles considered critical to being an effective member of the Governing Council.

- Advancing and upholding the mission of the University.
- Understanding and having relevant input in the University's vision, strategies and objectives.
- Assuming, with other Governors, the stewardship role of overseeing the business and affairs of the University.
- Exercising informed judgement – within a reasonable time of joining the Council, becoming knowledgeable about the University and its role in the province, the country, and globally; the academic sector more broadly; emerging trends, issues and challenges, thereby being able to provide wise counsel on a range of issues, through knowledge and experience with topics and their context.
- Understanding the current governance policies and practices, the mandates and authorities of the committees on which a member serves.
- Understanding that the Governing Council's role is one of oversight with a focus on strategic matters rather than management or administration.
- Preparing thoroughly for each meeting by reviewing the material provided and requesting, as appropriate, additional information in order to appropriately add value in deliberations and exercising oversight.
- Communicating persuasively and logically at governance meetings and being willing to be accountable for and be bound by decisions made by the Governing Council or its Boards / Committees.
- Voting on all matters requiring a decision except where a conflict of interest may exist.
- Committing to participate actively in governance meetings. Attending at least 75% of all meetings and advising the Secretariat in advance if one must be absent and, if there is a need for extended absences, consulting the Chair about the need and implications. Electronic participation can be considered in some circumstances.
- Consistent with the University's values, supporting the fullest range of respectful and constructive debate.
- Maintaining the transparency which the University prides itself on within the immediate and broader communities, by disclosing, considering, and appropriately managing or eliminating any actual, potential, or appearance of a conflict.
- Understanding the obligation to protect confidential information to which Governors are exposed.

### 2.2.3 Time Commitment

In addition to being members of the Governing Council, members are also expected to volunteer as members of two Boards, Campus Councils and/or Committees of the Council.

Members are expected to attend the meetings of the Governing Council and the meetings of other governance bodies of which they are members. Most meetings are scheduled throughout the academic year between September and June, usually beginning at either 3:00, 4:00 p.m. or 5:00 p.m. and continuing for up to two and a half hours.

In total, a member is expected to prepare for and attend approximately 15 meetings during an academic year. From time to time, members are also asked to serve on *ad hoc*, search, or advisory committees.

Past members have estimated a time commitment averaging approximately four hours per week, translating to approximately 200+ hours per governance year (July 1 to June 30).

Additionally, members of the Governing Council should engage their constituents and attend University and community events to serve as ambassadors of the University.

### 2.2.4 Composition of the Governing Council

In accordance with the Act, the Governing Council has the following composition (totaling 50 members)[2]:

| | |
|---|---|
| **Ex Officio** | |
| Chancellor | 1 |
| President | 1 |
| **Appointed** | |
| Government Appointees | 16 |
| Presidential Appointees | 2 |
| **Elected** | |
| Administrative Staff | 2 |
| Alumni | 8 |
| Teaching Staff | 12 |
| Graduate Students | 2 |
| Full-Time Undergraduate Students | 4 |
| Part-Time Undergraduate Students | 2 |

### 2.2.5 Boards, Campus Councils, and Committees of the Governing Council

The Boards, Campus Councils, and Committees of the Governing Council are composed of members of the Governing Council as well as individuals within the University community, who have been selected based on their backgrounds and expertise to serve on these bodies. Members of the Governing Council play a critical role in the work of its governance bodies, which contribute to the governance of the University in the following ways.

The types of matters brought before a particular Board, Campus Council or Committee depend on the function and responsibilities of the Governing Body. Following preliminary approval from Boards, Campus Councils and/or Committees, such matters progress to the Governing Council for final approval. This decision-making structure facilitates careful examination of matters at a preliminary stage by bodies comprising members with appropriate backgrounds and expertise before they are brought to the Governing Council for final consideration and approval.

[2] Subsection 2(2) of the *Act*.

The monitorial role of the Governing Council is also shared with its governance bodies. For example, the Audit Committee is composed of members with accounting and business backgrounds who are qualified to analyze and deliberate on technical matters relating to the internal and external audits of the University's finances.

There are four classes of Boards, Campus Councils and Committees of the Governing Council, each with specific functions and responsibilities[3]:

(1) the Executive Committee;

(2) the Academic Board, the Business Board, the University Affairs Board, the University of Toronto Mississauga (UTM) Campus Council, and the University of Toronto Scarborough (UTSC) Campus Council;

(3) Special Committees which may be established from time to time; and

(4) Standing Committees, which report either to the Governing Council, to a Board, or to a Campus Council.

[3] These four classes of Boards and Committees of the Governing Council are prescribed by section 29 of By-Law Number 2 of the Governing Council.

# 3 The Roles of the Chief Returning Officer, Deputy Returning Officer(s), and the Election Overseers

## 3.1 Chief Returning Officer

The Chief Returning Officer (CRO) is appointed by the Executive Committee on the recommendation of the Secretary of the Governing Council. The CRO is responsible for the interpretation and implementation of these *Guidelines*, including, but not limited to:

(1) ruling on matters such as the validity of nominations, violations of these *Guidelines*, and voter eligibility; and
(2) coordinating matters relating to online voting in the Governing Council, Academic Board, and UTM/UTSC Campus Councils and their Standing Committees' elections, including liaising with appropriate University departments on the production of the online balloting procedures.

The CRO also provides information and recommendations for consideration and approval to the Elections Committee in the role of a non-voting assessor.

The CRO is intended to be an impartial participant in the administration of the elections; accordingly, the CRO may not vote in the elections.

Decisions of the CRO may be appealed to the Elections Committee in accordance with these *Guidelines.*[4]

The CRO is employed within the Office of the Governing Council. The CRO's contact information is available on the Get Involved section of the Office of the Governing Council website.

## 3.2 Deputy Returning Officers

One or more Deputy Returning Officers (DROs) may be appointed at the discretion of the Secretary of the Governing Council. Appointments are reported to the Executive Committee for information.

The DROs assist the CRO in their duties as appropriate, and act in the CRO's absence as required. DROs may not vote in the elections.

[4] Please refer to the Table of Contents (pages 2-9) to locate information on the "Filing of Notice of Intent to Appeal Decision of Invalidation and Appeals"; "Recount"; and "Filing of Notice of Intent to Appeal and Appeals" within Sections 7 to 11.

## 3.3 Elections Committee as Election Overseers

The Elections Committee serves as the Election Overseers and considers any appeal of a decision of the CRO as well as any appeal or any other question arising from the conduct of the elections as outlined in these *Guidelines*. The decision of the Election Overseers in such matters shall be final and not subject to any further review or appeal.

A member of the Elections Committee who is standing for election, involved in an election Campaign, or endorsing a candidate for election, may act as an Election Overseer provided the Member does not participate in considering a matter arising from or pertaining to the Member's own constituency or the constituency of a candidate the Member is publicly endorsing.

## 3.4 Authority for Elections and these Guidelines

The *Act* empowers the Governing Council to determine the manner and procedure of election of its members, including the determination of constituencies, assign Students and members of the Teaching Staff and Administrative Staff to such constituencies, and conduct such elections, but in the case of election of members by the Administrative Staff, the Teaching Staff and the Students, or any of them, the elections shall be by secret ballot and no person shall be eligible to cast more than one ballot.[5]

Some of these powers of the Governing Council have been delegated to the Executive Committee and the Elections Committee.

The Elections Committee is responsible for developing these *Guidelines*, which establishes the manner and procedure to be used in the election of Administrative Staff, Librarians, Students and Teaching Staff to the Governing Council, the Academic Board, and the Campus Councils and their Standing Committees, including the establishment of constituencies within these categories.

The Elections Committee reports to the Executive Committee. Recommendations of the Elections Committee may be approved by the Executive Committee or forwarded to the Governing Council for approval. Major amendments to the *Guidelines* are approved by the Executive Committee and do not require the approval of the Governing Council. Minor amendments to the *Guidelines* are approved by the Elections Committee. The determination of whether amendments are major is made by the Chair of the Executive Committee.

## 3.5 Authority to Enforce Provisions of the Guidelines

The Elections Committee, the CRO, and the DRO(s) have sole authority to enforce the provisions of these *Guidelines*.

No candidate may attempt to enforce the provisions of these *Guidelines*.

[5] Clause 2(14)(nb) of the *Act*.

# 4 Elected Seats by Estate

## 4.1 Estates

The Governing Council and its Campus Councils, Boards and Committees is comprised of five (5) member estates:

- Administrative Staff Members
- Alumni Members
- Lieutenant Governor in Council (LGIC) Members
- Student Members
- Teaching Staff Members

Administrative Staff, Students, and Teaching Stuff are the three estates for which regular elections and by-elections are held and to which these *Guidelines* apply.

## 4.2 Student Members

### 4.2.1 Governing Council

Student members of the Governing Council are elected from five constituencies to enable diverse representation on the Governing Council from different Student bodies within the University. There are eight (8) total student seats on Governing Council divided into five constituencies.

| Constituency | Number of Seats | Eligible Student Group | Key Restriction on Seats |
|---|---|---|---|
| Full Time Undergraduate Students – Constituency I | 2 | Students in the Faculty of Arts and Science, UTM, or UTSC. | The two elected members cannot be from the same St. George campus college, or both be from UTM, or both be from UTSC. |
| Full Time Undergraduate Students – Constituency II | 2 | Students in professional faculties (e.g., Architecture, Engineering, Law, and Medicine)[5]. | The two elected members cannot be registered in the same faculty. |

| Constituency | Number of Seats | Eligible Student Group | Key Restriction on Seats |
|---|---|---|---|
| Part time Undergraduate Students | 2 | All part time undergraduate students. | None specified in the eligibility description. |
| Graduate Students – Constituency I | 1 | Graduate students in the Humanities and Social Sciences divisions. | None specified in the eligibility description. |
| Graduate Students – Constituency II | 1 | Graduate students in the Physical Sciences and Life Sciences divisions. | None specified in the eligibility description. |

### 4.2.2 UTM & UTSC Campus Councils and Committees

| Campus Body | Total Elected Student Seats | Undergraduate Seats | Graduate Seats |
|---|---|---|---|
| **Campus Council (CC)** | 4 | 3 | 1 |
| **Academic Affairs Committee (AAC)** | 7 | 5 | 2 |
| **Campus Affairs Committee (CAC)** | 6 | 5 | 1 |

## 4.3 Administrative Staff Members

### 4.3.1 Governing Council

There are two seats on the Governing Council for Administrative Staff members. These members are elected by and from all Administrative Staff of the University.

### 4.3.2 UTM & UTSC Campus Councils and Committees

| Campus Body | Total Elected Seats (Non-Council Member) | Seat Breakdown | Key Restriction on Seats |
|---|---|---|---|
| Campus Council (CC) | 2 | 1 Administrative Staff seat (general), and 1 seat normally reserved for a Librarian. | None specified in the eligibility description. |
| Academic Affairs Committee (AAC) | 1 | 1 elected non-Campus Council member Administrative Staff seat. | No two staff members on this committee may belong to the same academic or administrative unit. |
| Campus Affairs Committee (CAC) | 3 | 3 elected non-Campus Council member Administrative Staff seats. | No more than one representative may come from the same academic or administrative unit. |

## 4.4 Teaching Staff Members

### 4.4.1 Governing Council

There are twelve seats on the Governing Council for Teaching Staff, elected from ten constituencies to ensure broad representation.

| Constituency | Number of Seats | Definition and Eligibility | Key Restriction |
|---|---|---|---|
| IA | 1 | All Teaching Staff members in the Faculty of Arts and Science who hold their major appointments in the Departments of Art, Classics, East Asian Studies, English, French, Germanic Languages and Literatures, History, Italian Studies, Linguistics, Near and Middle Eastern Civilizations, Philosophy, Study of Religion, Slavic Languages and Literatures, Spanish and Portuguese, the Centre for Comparative Literature, the Cinema Studies Institute, the Centre for Drama, Theatre and Performance Studies, the Centre for Medieval Studies, and the Institute for History & Philosophy of Science & Technology (excluding those who are members of Constituency II or III). | Excludes members of Constituencies II or III. |

| Constituency | Number of Seats | Definition and Eligibility | Key Restriction |
|---|---|---|---|
| IB | 1 | All Teaching Staff members in the Faculty of Arts and Science who hold their major appointments in the Departments of Anthropology, Economics, Geography & Planning, Political Science, Sociology, the Centre for Criminology and Sociolegal Studies, the Munk School of Global Affairs, the Centre for Industrial Relations and Human Resources, School of the Environment, the Women and Gender Studies Institute, and Teaching Staff members who hold their major appointments in University College, St Michael's College, New College, Woodsworth College, and Innis College (excluding those who are members of Constituency IA, IC, II or III). | Excludes members of Constituencies IA, IC, II, or III. |
| IC | 1 | All Teaching Staff members in the Faculty of Arts and Science who hold their major appointments in the Departments of Astronomy and Astrophysics, Cell and Systems Biology, Chemistry, Computer Science, Earth Sciences, Ecology and Evolutionary Biology, Mathematics, Physics, Psychology, Statistical Sciences, the Canadian Institute for Theoretical Astrophysics (excluding those who are members of Constituency II or III). | Excludes members of Constituencies II or III. |
| II | 1 | All Teaching Staff whose major appointments are at UTM. | None specified in the eligibility description. |
| III | 1 | All Teaching Staff whose major appointments are at UTSC. | None specified in the eligibility description. |
| IV | 1 | All Teaching Staff whose major appointments are in the Faculty of Applied Science and Engineering. | None specified in the eligibility description. |
| V | 3 | All Teaching Staff members in the Temerty Faculty of Medicine. | No more than one person shall be elected from the same department within this faculty. |
| VI | 1 | All Teaching Staff members who hold their major appointments in the Dalla Lana School of Public Health, Faculty of Dentistry, Lawrence S. Bloomberg Faculty of | None specified in the eligibility description. |

| Constituency | Number of Seats | Definition and Eligibility | Key Restriction |
|---|---|---|---|
| | | Nursing, Leslie Dan Faculty of Pharmacy and the Faculty of Kinesiology and Physical Education | |
| VII | 1 | All Teaching Staff members who hold their major appointments in the John H. Daniels Faculty of Architecture, Landscape, and Design, Joseph L. Rotman School of Management, Faculty of Information, Faculty of Law, Faculty of Music and the Factor-Inwentash Faculty of Social Work | None specified in the eligibility description. |
| VIII | 1 | All Teaching Staff whose major appointments are in the Ontario Institute for Studies in Education (OISE). | None specified in the eligibility description. |

### 4.4.2 Academic Board

There are fifty-one seats for Teaching Staff on the Academic Board who are not already members of the Governing Council.

Teaching Staff's constituencies are determined primarily on the basis of the College, Federated University, faculty, or school in which they hold their major teaching appointments. If a single constituency cannot be identified for an individual on the basis of their major teaching appointment, the CRO shall determine the appropriate constituency for the individual following any appropriate consultations. Individuals may consult the CRO if they require clarification as to the constituency to which they belong.

For constituencies with more than one elected member on the Academic Board, including the Faculties of Applied Science and Engineering, Arts and Science, Medicine, the Ontario Institute for Studies in Education, the University of Toronto Scarborough, the University of Toronto Mississauga, the School of Graduate Studies, and Librarians, no more than one person shall be elected from each department or equivalent unit within the particular constituency. Accordingly:

(1) nominations for a candidate from the same department or equivalent unit as a current member of the Academic Board, whose term will not expire in the year of the election, will be rejected, unless the candidate is also appointed in another department or equivalent unit which will not already be represented on the Academic Board in the same academic year by another member of the Academic Board, in which case the candidate shall declare on their nomination form that the candidate is seeking nomination on the basis of their appointment in the latter department; and

(2) if there is more than one candidate from a particular department or equivalent unit, only the candidate receiving the most votes of the candidates from the same department or equivalent unit will be eligible to fill any vacancy on the Academic Board; the other candidates within that same department or equivalent unit will be eliminated from consideration for any vacancy on the Academic Board, notwithstanding that these candidates may have received more votes than other candidates in other departments or equivalent units within the same constituency.

The following are the Teaching Staff Constituencies of the Academic Board.

| Constituency | Number of Seats |
|---|---|
| Applied Science and Engineering | 3 |
| Architecture, Landscape and Design | 1 |
| Arts and Science | 14 |
| Dentistry | 1 |
| Information | 1 |
| Kinesiology and Physical Education | 1 |
| Law | 1 |
| Management | 1 |
| Medicine | 12 |

| Constituency | Number of Seats |
|---|---|
| Music | 1 |
| Nursing | 1 |
| OISE | 3 |
| Pharmacy | 1 |
| Public Health | 1 |
| Social Work | 1 |
| University of Toronto Mississauga | 3 |
| University of Toronto Scarborough | 3 |
| Librarians | 2 |

### 4.2.3 UTM & UTSC Campus Councils and their Standing Committees

The UTM and UTSC Campus Councils are composed of twenty-eight people respectively. Of the elected members of the Campus Councils who are not also members of the Governing Council, two Administrative Staff members, four Student members, and five Teaching Staff members may be elected by and from among their respective estates.

The terms of reference for the UTM and UTSC Campus Councils and their Standing Committees allow for appointments to those governance bodies by both the Governing Council and the respective Campus Councils.

Appointments by the Governing Council to its respective governance bodies are carefully considered by the Chair and the Executive Committee based on the skills and experience required on those bodies, the need for both continuity and renewal of membership, and governors' expressed preferences.

The elections for the Governing Council, the Academic Board, the UTM and UTSC Campus Councils, and their Standing Committees will be conducted simultaneously to allow for full student participation prior to the April examination period and while students are still on campus before leaving for the summer. The timing of the elections process will also ensure that the appointment of governors to the UTM and UTSC Campus Councils and their Standing Committees may be considered for approval by the Governing Council at its Cycle 4 meeting (see the Meeting Schedule of the Governing Council for specific dates). Subsequent appointments to the UTM and UTSC governance bodies, which must occur sequentially, may then be considered for approval by June 30th, prior to the start of members' terms on July 1st.

As a matter of procedure, there will be an embargo on the declaration of the result of the elections to the UTM and UTSC Campus Councils and their Standing Committees until after the governor appointments to the UTM and UTSC Campus Councils and their Standing Committees have been approved by the Governing Council. The results will be known only to

the Chief Returning Officer and shall not be disclosed to any other member of the Governing Council, including the Chair, or the members of the Governing Council Secretariat.

By agreeing to stand for election to the UTM and UTSC Campus Councils and their Standing Committees all candidates accept that, if elected, they may not be able to serve:

(a) if a seat from their estate/constituency has been filled by the appointment of a member of the Governing Council to a Campus Council or one or more of its Committees; or

(b) if a seat from their estate/constituency has been filled by the appointment of a member of the UTM or UTSC Campus Council to one or more of its Committees.

The following are the elected seats on each of the respective UTM/UTSC Campus Councils and their Standing Committees.

**Elected Seats on UTM Campus Bodies**

| Estate/Constituency | UTM Campus Council (CC) | UTM Academic Affairs Committee (AAC) | UTM Campus Affairs Committee (CAC) |
|---|---|---|---|
| **Administrative Staff** | 1 | 1 | 3 |
| **Librarian** | 1 | 1 | 1 |
| **Students (Undergraduate)** | 3 | 5 | 5 |
| **Students (Graduate)** | 1 | 2 | 1 |
| **Teaching Staff** | 5 | 18 | 7 |

**Elected Seats on UTSC Campus Bodies**

| Estate/Constituency | UTSC Campus Council (CC) | UTSC Academic Affairs Committee (AAC) | UTSC Campus Affairs Committee (CAC) |
|---|---|---|---|
| **Administrative Staff** | 1 | 1 | 3 |
| **Librarian** | 1 | 1 | 1 |
| **Students (Undergraduate)** | 3 | 5 | 5 |
| **Students (Graduate)** | 1 | 2 | 1 |
| **Teaching Staff** | 5 | 17 | 7 |

# 5 Eligibility to Run as a Candidate in an Election

## 5.1 Eligibility

### 5.1.1 Administrative Staff

#### 5.1.1.1 Governing Council

In order to be eligible to be elected as an Administrative Staff member of the Governing Council, an individual must be a member of the Administrative Staff, be nominated by members of the same constituency, and remain a member of the Administrative Staff from the close of the nomination period until the end of their elected term. The individual must resign if they cease to be a member of the Administrative Staff.

If an individual is both a member of the Administrative Staff and a Student, the individual:

(a) may only be a candidate for election to become either a Student member or a staff-appointed Administrative Staff member of the Governing Council; and
(b) shall declare on the nomination form whether the individual is running for election to become a Student member or an Administrative Staff member of the Governing Council and use the applicable nomination form.

#### 5.1.1.2 UTM/UTSC Campus Councils and their Standing Committees

In order to be eligible to be elected as an Administrative Staff member of the UTM or UTSC Campus Councils or their Standing Committees, an individual must:

(a) meet the definition of an Administrative Staff member;
(b) be a member based on the respective campus where the individual is seeking election,
(c) be nominated by the Administrative Staff of that campus, and
(d) remain an Administrative Staff member of the respective campus from the close of the nomination period to the time when all relevant election-related appeals and recounts, if any, have been finally disposed of, or, if there are no appeals or recounts, when winners have been declared elected.

Once elected, an Administrative Staff member may only remain a member of the UTM or UTSC Campus Council or their Standing Committees so long as the individual is an Administrative Staff member at the respective campus. The individual must resign if they cease to be an Administrative Staff member at the campus from which they were elected.

If an individual is a member of more than one of the Administrative Staff, Librarian, Student, or Teaching Staff constituencies, the individual:

(a) may run for election in only one constituency of the UTM or UTSC Campus Council or its Standing Committees; and
(b) must use the applicable nomination form for the constituency in which the individual is running.

### 5.1.2 Librarians

#### 5.1.2.1 Governing Council

For the purposes of the Governing Council, Librarians are considered Administrative Staff, as defined in the *Act.*

#### 5.1.2.1 Academic Board

For the purposes of the Academic Board, Librarians are considered Teaching Staff.

#### 5.1.2.3 UTM/UTSC Campus Councils and their Standing Committees

In order to be eligible to be elected as a Librarian member of the UTM or UTSC Campus Councils or their Standing Committees, an individual must:

(a) meet the definition of a Librarian;
(b) be a member based on the respective campus where the individual is seeking election,
(c) be nominated by the Librarians of that campus, and
(d) remain a Librarian of the respective campus from the close of the nomination period to the time when all relevant election-related appeals and recounts, if any, have been finally disposed of, or, if there are no appeals or recounts, when winners have been declared elected.

In addition, once elected, a Librarian may only remain a member of the UTM or UTSC Campus Council or their Standing Committees so long as the individual is a Librarian at the respective campus. The individual must resign if they cease to be a Librarian at the campus from which they were elected.

If an individual is a member of more than one of the Administrative Staff, Librarian, Student, or Teaching Staff constituencies, the individual:

(a) may run for election in only one constituency of the UTM or UTSC Campus Council or its Standing Committees; and
(b) must use the applicable nomination form for the constituency in which the individual is running.

### 5.1.3 Students

#### 5.1.3.1 Governing Council

In order to be eligible to be elected as a Student member of the Governing Council, an individual must:

(a) be a Student within one of the five constituencies;
(b) be nominated as a candidate by Students within the individual's own constituency; and
(c) remain a Student of this same constituency from the close of the nomination period to the time when all relevant election-related appeals and recounts, if any, have been finally disposed of, or, if there are no appeals or recounts, when winners have been declared elected (see exception below relating to Students enrolled in double degree programs).

In addition, once elected, a Student registered within:

(a) the St. George campus or within the UTM may only remain a Student member of the Governing Council so long as the individual is a Student in the constituency in which the Student was elected from the month of September immediately following the elections to the month of May of the following year; and
(b) the UTSC may only remain a Student member of the Governing Council so long as the individual is a Student in the constituency in which the Student was elected for at least two of the three semesters between the month of May immediately following the elections and the month of April of the following year.

For the purposes of elections to the Governing Council and its bodies, Students registered in the Professional Experience Year Co-op Program (PEY Co-op) in the current academic year will be included in the full-time undergraduate student constituencies. This includes the participation as candidates and for voting in the elections. Students enrolled in the PEY Co-op in the current academic year may submit a nomination for the full-time undergraduate constituencies provided that they were registered as full-time students in the academic year immediately prior being in the program. Elected students may participate in the PEY Co-op program in the following academic year, provided they were registered as full-time students in the current academic year.

If an individual is both a member of the Administrative Staff and a Student, the individual:

(a) may only be a candidate for election to become either a Student member or an Administrative Staff member of the Governing Body; and
(b) shall declare on the nomination form whether the individual is running for election to become a Student member or an Administrative Staff member of the Governing Body.

If an individual is both a member of the Teaching Staff and a Student, the individual:

(a) may only be a candidate for election to become either a Student member or a Teaching Staff member of the Governing Body; and
(b) shall declare on the nomination form whether the individual is running for election to become a Student member or a Teaching Staff member of the Governing Body.

A Student enrolled in a double degree program may only seek nomination in the constituency to which the Student will belong in the academic year immediately following the elections, notwithstanding that the Student may not yet be a member of that constituency during the Election Period.

(a) During the course of studies of a Student enrolled in a double degree program, the Student may be a Student within one constituency in one year and a Student within another constituency in another year. For instance, in one year, a Student may be registered in the Faculty of Medicine, which falls within Full-Time Undergraduate Students Constituency II, while, in another year, the student may be registered in the School of Graduate Studies, which falls within either Graduate Students Constituency I or Graduate Students Constituency II.
(b) Double degree programs include, but are not limited to, the J.D. /M.B.A., the J.D. /Ph.D., the J.D. /M.S.W. and the M.D. /Ph.D. programs.

If an individual is a member of more than one of the five Student constituencies, the individual:

(a) may be a Student candidate for election in only one of the Student constituencies; and

(b) must declare the constituency in which the individual is seeking election on the individual's nomination form.

### 5.1.3.2 UTM/UTSC Campus Councils and Standing Committees

In order to be eligible to be elected as a Student member of the UTM or UTSC Campus Council or its Standing Committee(s), an individual must:

(a) be a Student within one of the three constituencies and be registered at the respective campus;

(b) be nominated as a candidate by Students within the individual's own constituency; and

(c) remain a Student of this same constituency from the close of the nomination period to the time when all relevant election-related appeals and recounts, if any, have been finally disposed of, or, if there are no appeals or recounts, when winners have been declared elected (see exception below relating to Students enrolled in double degree programs).

In addition, once elected, a Student registered within:

(a) UTM may only remain a Student member of the Campus Council or its Standing Committee(s) so long as the individual is a Student in the constituency in which the Student was elected from the month of September immediately following the elections to the month of May of the following year;

(b) UTSC may only remain a Student member of the Campus Council or its Standing Committee(s) so long as the individual is a Student in the constituency in which the Student was elected for at least two of the three semesters between the month of May immediately following the elections and the month of April of the following year.

If an individual is a member of more than one of the Administrative Staff, Librarian, Student, or Teaching Staff constituencies, the individual:

(a) may run for election in only one constituency of the UTM or UTSC Campus Council or its Standing Committees; and
(b) must use the applicable nomination form for the constituency in which the individual is running.

A Student enrolled in a double degree program may only seek nomination in the constituency to which the Student will belong in the academic year immediately following the elections, notwithstanding that the Student may not yet be a member of that constituency during the Election Period.

(a) During the course of studies of a Student enrolled in a double degree program, the Student may be a Student within one constituency in one year and a Student within another constituency in another year. For instance, in one year, a Student may be registered in the Faculty of Medicine, which falls within Full-Time Undergraduate Students Constituency, while, in another year, the Student may be registered in the School of Graduate Studies, which falls within the Graduate Students Constituency.

(b) Double degree programs include, but are not limited to, the J.D. /M.B.A., the J.D. /Ph.D., the J.D. /M.S.W. and the M.D. /Ph.D. programs.

If an individual is a member of more than one of the Student constituencies, the individual:

(a) may be a Student candidate for election in only one of the Student constituencies; and
(b) must declare the constituency in which the individual is seeking election on the individual's nomination form.

### 5.1.4 Teaching Staff

#### 5.1.4.1 Governing Council

In order to be eligible to be elected as a Teaching Staff member of the Governing Council, an individual must:

(a) be a member of the Teaching Staff in the same constituency as one of the current Teaching Staff members of the Governing Council whose term will expire in the year of the election;
(b) be nominated as a Teaching Staff candidate by Teaching Staff within this same constituency;
(c) if the individual is a member of the Teaching Staff within the Faculty of Medicine, the individual must be a member of a department that is different from the current Teaching Staff member(s) of the Governing Council of Constituency V, whose term(s) will not expire in the year of the election; and
(d) remain a member of this same constituency from the close of the nomination period to the time when all relevant election-related appeals and recounts, if any, have been finally disposed of, or, if there are no appeals or recounts, when winners have been declared elected. In addition, once elected, the individual may only remain a member of the Governing Council so long as the individual is a member of the same Teaching Staff constituency. The individual must resign if the individual ceases to be a member of that Teaching Staff constituency.

If an individual is a member of more than one of the ten Teaching Staff constituencies, the individual:

(a) may be a Teaching Staff candidate for election in only one of the Teaching Staff constituencies; and
(b) must declare the constituency in which the individual is seeking election on the individual's nomination form.

If an individual is both a member of the Teaching Staff and a Student, the individual:

(a) may only be a candidate for election to become either a Student member or a Teaching Staff member of the Governing Council;[6] and
(b) must declare on the nomination form whether the individual is running for election to become a Student member or a Teaching Staff member of the Governing Council.

#### 5.1.4.2 Academic Board

In order to be eligible to be elected as a member of the Academic Board, an individual must:

(a) be a member of one of the constituencies listed above, as a member of the Teaching Staff or a Librarian, as the case may be, which constituency is currently represented by one or more member(s) of the Academic Board whose term(s) will expire in the year of the election.

[6] This requirement is prescribed by subsection 2(3a) of the *Act*.

(b) remain a member of this same constituency from the close of the nomination period to the time when all relevant election-related appeals and recounts, if any, have been finally disposed of, or if there are no appeals or recounts, when winners have been declared elected;

(c) be a member of a department or equivalent unit that is not represented by another member of the Academic Board during the same term; and

(d) remain a member of this same department or a department that will not already be represented on the Academic Board from the close of the nomination period to the time when all relevant election-related appeals and recounts, if any, have been finally disposed of, or if there are no appeals or recounts, when winners have been declared elected.

#### 5.1.4.3 UTM/UTSC Campus Councils and its Standing Committees

In order to be eligible to be elected as a Teaching Staff member of the UTM or UTSC Campus Council or its Standing Committee(s), an individual must:

(a) be nominated as a Teaching Staff candidate by Teaching Staff within the same academic unit and retain the primary teaching appointment at the campus from which the individual has been nominated; and
(b) remain a Teaching Staff member of this same academic unit from the close of the nomination period to the time when all relevant election-related appeals and recounts, if any, have been finally disposed of, or, if there are no appeals or recounts, when winners have been declared elected.

In addition, once elected, the individual may only remain a member of the UTM or UTSC Campus Council or its Standing Committee(s) so long as the individual is a member of the same Teaching Staff academic unit and with the primary teaching appointment at that campus. The individual must resign if they cease to be a Teaching Staff member of that academic unit or if the individual ceases to hold the primary teaching appointment at that campus.

## 5.2 Candidates of more than one Election of the Governing Council, the UTM and UTSC Campus Councils and their Standing Committees

Some candidates may choose to participate in multiple elections for seats on Governing Council, and the Campus Councils and/or their Standing Committees.

In instances where candidates are successful in winning the Governing Council election and the election of the Campus Councils and/or their Standing Committees, the candidate will be declared elected for the Governing Council only. The candidates with the next highest number of votes polled in each of the elections for the Campus Council and/or their Standing Committees will then be declared winners of those elections.

In instances where candidates are successful in winning the Campus Council election and the election of one or both of their Standing Committees, the candidate will be declared elected for the Campus Council only. The candidates with the next highest number of votes polled in each of the elections for the Standing Committees will be declared winners of those elections.

## 5.3 Resignation for Ineligibility

A candidate will be declared ineligible if, at any time during the Election Period, the candidate ceases to meet the eligibility requirements. A candidate who has been elected must resign immediately if, at any time during elected member's term, the elected member ceases to be a member of the estate or constituency under which they had been elected. Should the member fail to do so, they will be withdrawn by the Office of the Governing Council.

# 6 Elections

## 6.1 Nominations

### 6.1.1 Nomination Period

Refer to the Appendix A: Election Schedule for the nomination period dates.

### 6.1.2 Nomination Forms

An individual seeking nomination must file a fully completed nomination through the system provided by the CRO corresponding to their constituency prior to the close of the nomination period.

It is the responsibility of the individual seeking nomination to ensure that the supporting nominators have confirmed their supporting nomination, as per the instructions contained in the nomination system; and submitted before the closing date and time of the call for nominations.

### 6.1.3 Supporting Nominators

To become a candidate in the elections, individuals seeking nomination must meet the following requirements with respect to supporting nominators:

(a) the individual seeking nomination may not nominate themselves;
(b) the individual seeking nomination must have on their candidate form the support of the required number of supporting nominators (3 or 5 depending on the constituency as outlined in table below) and provide the required details of the supporting nominators at the time of submission of the nomination form; and
(c) the supporting nominators must be from the correct constituency.

It is the responsibility of the individual seeking nomination to ensure that the supporting nominators have completed the electronic form, as per the instructions contained in the electronic nomination form; and submitted before the closing date and time of the Call for Nominations.

| Governance Body | Constituency / Estate | Required Number of Nominators |
|---|---|---|
| **Governing Council** | Administrative Staff | **5** |
| | Teaching Staff | **5** |
| | Students (Full-Time Undergraduate, Part-Time Undergraduate, Graduate) | **5** |

| Governance Body | Constituency / Estate | Required Number of Nominators |
|---|---|---|
| **Academic Board** | Teaching Staff | **3** |
| | Librarians | **3** |
| **UTM & UTSC Campus Councils**<br><br>(and Standing Committees) | Administrative Staff | **5** |
| | Librarians | **5** |
| | Undergraduate Students | **5** |
| | Graduate Students | **3** |
| | Teaching Staff | **3** |

The names of supporting nominators will not be released to the public, to any individual seeking nomination, or to any candidate.

### 6.1.4 Candidate's Statement

An individual seeking nomination may, but will not be required to, submit to the CRO a statement. The statement may be biographical in nature or otherwise. If the individual successfully becomes a candidate, the statement will be published by the Office of the Governing Council in a manner chosen by the CRO.

Individuals seeking nomination may wish to provide biographical information, their motivation for running in the elections, and how their background qualifies them for becoming a member of the Governing Council or one of its Governing Bodies.

The statement must be no longer than 100 words in length, subject to the following:

(a) acronyms and abbreviations will be counted as one word;

(b) the individual's name will not be counted in the 100-word limit if placed at the beginning of the individual's statement; and

(c) if the statement contains more than 100 words, only the first 100 words will be published.

The statement must be submitted before the close of the nomination period to the Office of the Governing Council in one of two ways:

(a) submitted with the nomination form; or

(b) submitted by e-mail from the utoronto.ca e-mail account of the individual seeking nomination to the CRO, separate from the nomination form, as long as it is received prior to the close of the nomination period.

The statement may not be altered or amended after the start of the Campaign Period, but the statement may be withdrawn upon the written request of the individual seeking nomination. Any e-mail not received due to technical issues or received by the CRO time-stamped after the start of the Campaign Period will be rejected. Candidates submit statements by e-mail at their own risk.

Candidates are responsible for their statements.

(a) For clarity, the CRO, DRO, and the University are l not responsible for the statement in any way other than publication as described above. Consequences arising from the distribution, reproduction or accuracy of the statement rest with the candidate.

(b) A candidate statement will not be distributed or otherwise made available if the Election Overseers and, where necessary, appropriate advisors, determines that the statement does not comply with these Guidelines or applicable University policies. Where practicable, the CRO will advise the candidate of the concern prior to escalation to the Election Overseers and provide the candidate with an opportunity to revise the statement within a reasonable period of time. If the statement is not revised to address the concern, the CRO, will bring the statement to the Election Overseers for a decision. 6.1.5 Verification of Candidate

The eligibility of each candidate will be assessed by:

(a) in the case of Administrative Staff, Teaching Staff, and Librarians, cross-referencing the candidate's information as it appears on the candidate's nomination form against records of the Human Resources Information Systems and staff records in the Federated Universities to determine whether the candidate is eligible for election to become a member of a Governing Body for the constituency in which they are running.

(b) in the case of Students, cross-referencing the candidate's information as it appears on the candidate's nomination form with the Repository of Student Information (ROSI) records to determine whether the candidate is eligible for election in the constituency in which the individual seeks nomination;

(c) reviewing the candidate's nomination form to assess whether:

(ii) the correct nomination form has been used;
(iii) the nomination form has been completed correctly;
(iv) the nomination form contains the required number of valid supporting nominators; and
(v) the candidate's signature is present on the nomination form, signifying the candidate's consent to stand for election.

### 6.1.6 Verification of Supporting Nominator

The validity of each supporting nominator will be assessed by:

(a) in the case of Administrative Staff, Teaching Staff, and Librarians, comparing the supporting nominator's full name and the supporting nominator's department or office of employment, as indicated on the nomination form, against records of the Human Resources Information Systems and staff records in the Federated Universities to determine

whether the supporting nominator is eligible to nominate Administrative Staff, Teaching Staff or Librarian in the candidate's constituency.

(b) in the case of Students, comparing the supporting nominator's full name and student number, as indicated on the nomination form, with the ROSI records to determine whether the supporting nominator is eligible to nominate Students in the candidate's constituency.

### 6.1.7 Errors or Irregularities in Nominations

Errors or irregularities on the nomination form may be corrected prior to the close of the nomination period.

The CRO may, but will not be required to, notify candidates of the existence of any errors or irregularities before the close of the nomination period.

### 6.1.8 Technical Invalidation

Technical grounds upon which the CRO may rely to invalidate a nomination form include, but are not limited to:

(a) the candidate does not meet the eligibility requirements;
(b) insufficient number of valid supporting nominators;
(c) substantive error on the nomination form;
(d) the incorrect nomination form was used;
(e) the nomination form is incomplete;
(f) the nomination form is not appropriately verifiable; or
(g) the nomination form does not conform with these *Guidelines*.

The CRO's decision to invalidate a nomination form on technical grounds may be appealed to the Election Overseers.

### 6.1.9 Announcement of Candidates

Individuals who successfully appeal the invalidation of their nomination will be announced as candidates in accordance with the Election Schedule (Appendix: A).

### 6.1.10 Withdrawal of Candidacy

A candidate may withdraw by submitting an email to elections.gc@utoronto.ca.

If a candidate wishes to have their name removed from the ballot, the candidate must withdraw at least 24 hours before voting begins.

(a) If a candidate withdraws after this time, the withdrawal and the fact that the candidate's name remains on the ballot shall not invalidate the election.

(b) Votes cast for a candidate who has withdrawn shall not be counted and shall be void.

### 6.1.11 Acclamation of Candidates

Subject to the provisions of these *Guidelines*, a candidate may be acclaimed, i.e., deemed to be elected by the CRO in the following circumstances:

(a) after the announcement of official candidates and the completion of any appeals relating to nomination invalidations, the number of candidates is equal to or less than the number of vacancies on the Governing Body to be filled by the candidate's constituency; or

(b) another candidate withdraws their nomination and, consequently, the number of remaining candidates is equal to or less than the number of vacancies on the Governing Body to be filled by the candidate's constituency.

### 6.1.12 Re-opening of Nominations

If no verified nomination forms are filed during the nomination period, or the number of verified nomination forms is fewer than the number of vacancies, the CRO may re-open nominations up to two times.

If the second re-opening of nominations fails to produce a candidate, the CRO may determine the appropriate course of action.

## 6.2 Campaigning

Candidates running in an election must abide by all the Guidelines for Campaigning contained within of these *Guidelines* and any additional clarifications regarding campaigning that may be issued by the CRO in writing from time to time. Any violation of the *Guidelines* may result in the imposition of sanctions against a candidate by the Election Overseers, including, but not limited to, disqualification from the elections.

### 6.2.1 Campaign Period

Refer to the Election Schedule for the campaigning dates.

Candidates are encouraged to attend, or send an authorized representative to attend, the campaign Guidelines Information Session for Candidates organized by the CRO to review Campaign Guidelines.

All candidates, whether in attendance or not, shall be responsible for and shall act in accordance with all the information provided at the Campaign Guidelines Information Session for Candidates.

### 6.2.3 Access to Members of the Candidate's Constituency

All candidates must be allowed reasonable access to members of their constituency during the Campaign Period. Such access shall not be unreasonably withheld.

### 6.2.4 Campaign Material

The display and the distribution of Campaign Material shall be done in accordance with the policies and regulations of the University, including, but not limited to, those of the Facilities and Services department of the University and those of each building, faculty, department, residence and administrative service of the University, and with all applicable laws.

Candidates are solely responsible for any labour, material, or fine-related costs for poster removal or violations; these costs will not be reimbursed.

Rules for the Use and Placement of Posters by Campus:

- St. George
- UTM
- UTSC

Candidates must determine and follow building-specific rules for poster placement across all campuses.

The University crest shall not appear on any Campaign Materials. Candidates may use the University's name.

Candidates shall not post or distribute Campaign Material that might reasonably be considered libelous.

Candidates shall remove all Campaign Material on University property as soon as reasonably possible after the Campaign Period but no later than the final declaration of winners.

All written Campaign Material in any medium shall be in one or both official languages.

### 6.2.5 Use of Web and Electronic Media

Candidates shall ensure that their electronic Campaign Materials including, but not limited to websites, blogs, social networking tools, conform with all applicable University policies and regulations regarding information and communication technology and with the relevant regulations of each building, faculty, department, residence, administrative service, and other divisions on each of the three campuses.

### 6.2.6 Use of Resources

With the exception of the permitted services listed below, candidates shall not utilize resources, electronic or otherwise (e.g. photocopiers, computers, supplies) to which they have access by virtue of their membership in (or affiliation with) any student society, recognized campus group, or other campus organization.

Candidates are permitted to use e-mail lists belonging to University organizations in which they are members provided that:

(a) they have obtained written permission prior to use and in compliance with all or any Guidelines for the use of such e-mail lists from the owners/administrators of such email lists, including from student societies, recognized campus groups, other campus organizations and other owners/administrators; and

(b) the communication follows the CRO-approved template that will be provided at the Campaign Guidelines Information Session for Candidates; and

Candidates are permitted to obtain endorsements from student societies, recognized campus groups, or other campus organizations at the close of the nomination period, but they are not permitted to advertise such endorsements until the start of the campaign period.

### 6.2.7 Advertising

Candidates may place advertisements in the campus press to appear during the Campaign Period.

Candidates' statements submitted on the nomination forms will be disseminated by the Governing Council by means chosen by the CRO or DRO.

## 6.3 Balloting

### 6.3.1 Eligibility

No person may cast more than one ballot.[7]

Only members of the correct constituency are eligible to vote for that constituency for a Governing Body.

### 6.3.2 Web-based Online Voting

Voting for candidates will be conducted through an electronic voting platform decided by the CRO.

Voter lists are created at points in time leading up to an election and may not include additional eligible voters as they become eligible in their respective constituency. If you believe you are eligible to vote in an election for which you have not received a ballot, please contact the CRO to resolve the matter.

Voting involves the following:

(a) A voter must log in to the voting platform using the instructions provided by the CRO.

(b) The constituency in which the voter is eligible to vote will be determined by:

i) in the case of Administrative Staff, Teaching Staff, and Librarians, cross-referencing the candidate's information as it appears on the candidate's nomination form against records of the Human Resources Information Systems and staff records in the Federated Universities and securely transferred to the voting platform.

ii) in the case of Students, cross-referencing the candidate's information as it appears on the candidate's nomination form with the Repository of Student Information (ROSI) records and securely transferred to the voting platform.

(c) After successfully logging into the voting platform, the voter will be presented with a list of elections based on the constituency in which they are eligible to vote.

(d) Following the instructions provided by the voting platform, the voter will be presented with the list of candidates in that constituency listed in random order and provided with several options, including casting or spoiling a ballot and reading the candidates' statements.

(e) The voter may choose not to vote at this point and may exit the voting platform and return to the process at another time.

(f) Once the voter selects a candidate or candidates, as the case may be, for whom to vote, clicking the "Confirm Vote" button will bring up a confirmation screen.

(g) If the voter leaves all candidate choices blank, and then casts the ballot, the voter will be advised to please answer all questions, and the voter may click on the 'Abstain' button to spoil the ballot.

A voter who has already voted will not be accepted by the voting platform as an eligible voter a second time.

[7] This prohibition is prescribed by clause 2 (14) (nb) of the *Act*.

### 6.3.3 Secrecy of Ballots

The secrecy of the balloting process is maintained. Votes cast are kept in a database which is separate from and independent of the list of eligible voters, so that votes cast cannot be identified with any individual voter; and

## 6.4 Announcement of Results

The total number of votes received by each candidate will be announced in accordance with the Election Schedule using a method selected by the CRO.

As there are no individual ballots in web-based voting, a recount of online ballots will not be possible.

### 6.4.1 Equality of Votes

In the case of equality of votes where the election of the candidates receiving an equal number of votes would result in the election of a greater number of candidates than the number of are vacancies on the Governing Body to be filled by candidate's constituency, the successful candidate or candidates shall be determined by a second election between or among the candidates receiving an equal number of votes.

The CRO shall set the election schedule for any second or subsequent elections.

If the second election also results in equality of votes the CRO shall consult the Elections Committee on how to proceed.

### 6.4.2 Filing of Notice of Intent to Appeal and Appeals

A candidate may appeal any matter arising from the conduct of elections during the Election Period to the Election Overseers, including the announcement of results, by filing a Notice of Intent to Appeal in accordance with the following requirements:

(a) The Notice of Intent to Appeal must be submitted to the Office of the Governing Council by the deadline noted in the Election Schedule, either through e-mail or by hand-delivered letter to the CRO.

The Election Overseers shall review the appellant's grounds for an appeal as outlined in the Notice of Intent to Appeal filed by the appellant and the Election Overseers may:

(a) dismiss the appeal if it decides that the grounds do not have merit;

(b) grant the appeal without a hearing if it decides that the grounds have merit; or

(c) hold a hearing in a manner and in accordance with such procedures as it may determine to be appropriate and render a decision thereafter.

The Election Overseers shall render a decision by the deadlines noted in the Election Schedule (Appendix: A).

The decision of the Election Overseers shall be final and not subject to any further review or appeal.

### 6.4.3 Elections Not Necessarily Invalidated by Irregularities

An irregularity, failure, non-compliance or mistake in any way related to the election shall not invalidate the election if it appears to the Election Overseers that the election was conducted in accordance with the principles of these *Guidelines* and that the irregularity, failure, non-compliance or mistake did not affect or would not have been reasonably likely to have affected, the result of the election.

## 6.5 Declaration of Winners

### 6.5.1 Timing of Declaration

The CRO will formally declare candidates elected after the deadline for filing all election-related appeals has passed and any appeals have been resolved. Candidates should refer to the official Election Schedule (Appendix: A) for the specific date and time of the declaration.

### 6.5.2 Method of Declaration

The CRO will announce the names of the declared winners using a method of their choosing, which will typically include an official posting on the Office of the Governing Council website.

### 6.5.3 Special Condition for UTM and UTSC Elections

As a matter of procedure, the declaration of winners for elections to the UTM and UTSC Campus Councils and their Standing Committees will be embargoed. The CRO will withhold the official declaration for these positions until after the Governing Council has approved its appointments to these bodies. This ensures the correct final composition of the councils and committees. All candidates for these positions accept this condition by standing for election.

### 6.5.4 Declaration Following a Disqualification

If a candidate who won an election is disqualified before or after the declaration of winners, the CRO will declare the candidate who received the next highest number of votes as the winner. This is provided that declaring this candidate the winner does not violate any other rules regarding constituency or departmental representation on the Governing Body in question.

# 7 Election Expenses

## 7.1 Spending Limits

### 7.1.1 Administrative Staff, Teaching Staff and Librarians

The spending limit for election related expenses for each Administrative Staff, Librarian, and Teaching Staff candidate is $400, of which the University will reimburse $300.

Candidates participating in more than one election shall have a spending limit based on the highest amount outlined in these Guidelines for any one campaign.

### 7.1.2 Spending Limits – Students

The spending limit for election related expenses for each Student candidate is $400.

A Student candidate will be refunded an amount equal to the lesser of:

(a) the first $100 of spending, plus 75% of additional spending of amounts above $100 to a maximum of the $400 spending limit, or
(b) total expenses if the total expenses are $100 or less.

### 7.1.3 Reimbursement of Election Expenses

Candidates are eligible to receive reimbursement for valid election expenses incurred between the dates outlined in the Election Schedule (Appendix: A).

Expenses eligible for reimbursement include, but are not limited to, the following:

(a) paper and office supplies;
(b) copying and printing of Campaign Materials;
(c) reasonable transportation costs incurred in connection with Campaigning at campuses other than that at which the candidate is registered;
(d) Campaign advertisements;
(e) web design and domain expenses explicitly related to the election;
(f) refreshments, excluding alcoholic beverages (beer, wine, coolers, etc.); and
(g) the Fair Market Value of all donated goods and services actually used in the candidate's Campaign, except voluntary unpaid labour.

Expenses ineligible for reimbursement include, but are not limited to, the following:

(a) expenses incurred prior to the announcement of candidates;
(b) parking fines incurred during Campaign-related activity;

(c) costs resulting from the removal of posters from University or non-University property as a result of illegal postering for the election;
(d) alcoholic beverages (beer, wine, coolers, etc.);
(e) interest/financing costs for the election Campaign;
(f) costs which could be considered of a personal nature and unrelated to the Campaign;
(g) web design and domain expenses not explicitly related to the election; and
(h) medical expenses including prescription and non-prescription drugs.

Candidates, whether they are seeking reimbursement or not, are normally expected to submit receipts for all expenses including a statement of all donated goods and services actually used in the candidate's Campaign (except voluntary unpaid labour) with their Fair Market Value, within fourteen days of the close of the election.

Candidates will normally be asked to sign a sworn statement that all expenses have been disclosed and that the total represents the total amount of expenses by the candidate or by anyone acting on the candidate's behalf or with the candidate's knowledge and consent.

Candidates who have no Campaign expenses may, at the discretion of the CRO, be exempt from submitting an expense statement.

### 7.1.4 Enforcement of the Election Expenses Limit

There will be no circumstances under which the limit may be exceeded.

If the sworn statement indicates that the limit has been exceeded, or if an allegation is made to the CRO that a candidate has exceeded the limit, the CRO will investigate the matter and, if warranted, take the alleged violation to the Elections Committee acting as the Election Overseers.

(a) A hearing will be held.
(b) The decision of the Election Overseers shall be final and not subject to any further review or appeal.
(c) If the candidate is found guilty, and was successful in the election, the candidate will be disqualified and will not become a member of the Governing Body.

Failure to submit a sworn statement concerning election expenses may be referred by the CRO to the Elections Committee acting as the Election Overseers.

(a) a hearing may be held;
(b) penalties may be imposed, including, but not limited to:

    (ii) for successful candidates: disqualification and ceasing to be members of the Governing Body;
    (iii) for unsuccessful candidates: public announcement and/or disqualification from future elections for a year or number of years.

Within seven days of the deadline for submitting the sworn statement, the CRO must inform the Elections Committee and the candidate(s) concerned of any irregularities that have been discovered.

If a hearing is necessary, it should be held as soon as possible and should be completed in accordance with the Election Schedule.

# 8 By-Elections

## 8.1 By-Elections

A by-election shall be held to fill any vacancy arising from the departure of an elected member of a Governing Body unless the vacancy occurs within eight months of the end of the departing member's term.

If a vacancy arising from the departure of an elected member of a Governing Body occurs within eight months of the end of the departing member’s term, the CRO will determine whether or not to hold a by-election and report the decision at the next meeting of the Elections Committee.

A by-election shall be administered by the CRO and shall be conducted in a manner and in accordance with procedures which are substantially similar to these *Guidelines*.

# 9 Term of Office

## 9.1 Elected Members' Terms of Office

Members may serve a maximum of nine consecutive years.

### 9.1.1 Administrative Staff, Teaching Staff and Librarians

The term of office for an Administrative Staff, Teaching Staff and Librarians on a Governance Body begins on July 1st in the year in which the member is elected for a period of three years ending on June 30th of the 3rd year.

In the case of a by-election, the term of office will begin immediately upon election and end on the end date of the term of the member who vacated the seat.

### 9.1.2 Students

The term of office for Students on a Governance Body begins on July 1st in the year in which the Student is elected for a period of one year ending June 30th the following year.

In the case of a by-election, the term of office will begin immediately upon election and end on the end date of the term of the member who vacated the seat.

# 10 Expectations of Candidates

## 10.1 Expectations of Candidates

(a) Candidates and their associated parties are expected to conduct honourable Campaigns in accordance with the rules of fair play and are expected to strive to focus on matters concerning the governance and best interests of the University during their Campaigns:

(i) Fair play includes, but is not limited to, behaving in accordance with generally accepted community standards, being respectful of other candidates and their Campaigns and representing facts accurately.

(ii) Candidates should seek the advice and directions of the CRO on disputes about interpretations of fair play in the context of the University elections process.

(iii) Candidates are encouraged to seek resolution of disputes over campaign Guidelines through informal processes before having recourse to formal allegations of violations.

(b) Candidates shall familiarize themselves with and abide by all the Guidelines contained in all the Appendices of these *Guidelines*.

(c) Candidates shall review and familiarize themselves with the definitions of “Associated Party”, “Campaigning”, “Campaign”, “Campaign Material”, and “Distribute” as well as all the definitions of the other terms listed in the Definitions section of these *Guidelines*.

(d) Candidates shall advise the CRO or DRO in writing prior to the beginning of the Campaign Period of any student society, recognized campus group, or other campus organization in which they hold an executive position.

(e) Candidates shall ensure that all Campaigning and Campaign Materials conform to all policies and regulations of the University, and with all applicable laws.

(f) Candidates shall not remove, deface or unreasonably inhibit the viewing of each other’s Campaign Materials.

(g) Candidates shall not interfere with a voter’s freedom to cast a ballot for the candidate of their choice or compromise the secrecy of the ballot process.

(h) Candidates shall not permit a voter to use any candidates’ devices, or any device belonging to a campaign worker or volunteer, to vote.

(i) Candidates shall not facilitate or persuade a voter to vote on a device that does not belong to the voter (establishing a polling station is not permitted).

(j) Candidates shall respect the privacy of voters and shall not be present when votes are being cast.

(k) Candidates shall be responsible for the actions, and violations stemming from such actions, of any Associated Party, however occurring.

## 10.2 Allegations of Violations of Campaign Rules

(a) Allegations of violation of these *Guidelines* by a candidate or one of the candidate's workers shall be submitted in writing to the CRO who shall decide on the charge.

(b) An allegation of a violation must be given in writing to the CRO within five days of the alleged violation.

(c) The CRO may lay charges of violations of Campaign rules on the CRO's own initiative.

## 10.3 Investigation of Alleged Campaign Violations

The CRO will investigate each allegation, assisted by such staff as the CRO may wish to employ.

The CRO may, at their discretion, attempt to resolve allegations of a violation informally before engaging the formal investigation or hearing process. This may include, but is not limited to, facilitating dialogue between parties, issuing clarifications, or requesting voluntary corrective action.

(a) In the case that the CRO receives frivolous and/or vexatious complaints, the CRO may:

(i) Warn the candidate complainant that, in the CRO's opinion, the complaints are frivolous and/or vexatious, and request that the complaints be withdrawn.

(ii) If the complainant refuses to withdraw the complaints, the CRO may assign a neutral party to investigate whether the complaint is frivolous and/or vexatious.

(iii) If the neutral investigator determines that complaints received are frivolous and/or vexatious, the CRO is empowered to choose one of the following:

a) If the complainant is a candidate, recommend a sanction to the Election Overseers;
b) Refuse to hear the complaint;
c) Recommend charges under the Code of Student Conduct or appropriate action under other relevant policies of the University including the Statement on Prohibited Discrimination and Discriminatory Harassment.

(iv) Decisions made by the CRO in this regard are subject to appeal to the Elections Committee.

## 10.4 Hearings of Alleged Campaign Violations

When an investigation confirms a Campaign violation, the CRO will call a meeting of the Election Overseers to discuss the charges of violations to the Campaign rules and to decide on the appropriate action to be taken.

(i) The CRO will invite both the candidate making the allegation and the candidate alleged to have committed the offense to the meeting where the alleged violation will be addressed.
(ii) Each candidate will have an opportunity to present their case.
(iii) A written report of the meeting will be made available within a forty-eight (48) hour period to all those in attendance at the meeting.

## 10.5 Serious and Severe Violations

(a) Violations of these *Guidelines* and the policies and regulations of the University, its faculties, buildings and residences fall into two categories, Serious violations and Severe violations as interpreted by the Election Overseers.

(i) The Election Overseers have the sole authority to determine the category into which a particular violation falls
(ii) The degree of a violation may influence its classification

(b) A Serious violation is one which contravenes the spirit and letter of these *Guidelines* in an attempt to gain an unfair advantage in the elections process but does not itself constitute a substantial effort to undermine that process.

(i) The Election Overseers may also determine that a serious violation has been committed even if it appears that the candidate did not intentionally seek to gain unfair advantage in the electoral process.
(ii) Serious violations might include, but are not limited to:

i) violations of the rules of fair play as defined in these *Guidelines*;
ii) interfering with a voter's freedom to cast a ballot for the candidate of the voter's choice or compromising the secrecy of the ballot process;
iii) using material, in the course of a Campaign, explicitly forbidden by these *Guidelines* (e.g. University Crest);
iv) violations of any restrictions imposed by University faculties, departments, or administrative services;
v) unauthorized solicitation of votes, including but not limited to speaking in class without the prior permission of the instructor;
vi) the use in a Campaign of any tangible benefit;
vii) deliberate misrepresentation of facts;
viii) spending marginally over the maximum spending limit as set by these *Guidelines*;
ix) making frivolous and/or vexatious Campaign violation allegations.

(c) A Severe violation is one characterized by a deliberate and substantial effort to undermine the elections process;

(i) Severe violations might include, but are not limited to:

i) contravening or undermining the secrecy of the balloting/voting process;
ii) spending grossly over the maximum spending limit as set by the Election Guidelines;

iii) intentionally misrepresenting Campaign expenditures;
iv) attempting to interfere in the election process, including the online voting process, as regulated by these *Guidelines*.

## 10.6 Sanctions

(a) Sanctions imposed for a confirmed violation may include:

(i) Disqualification from the election;
(ii) Reduction or elimination of a candidate's reimbursement;
(iii) A declaration that an election in a particular constituency or the election of a specific candidate be ruled void.

(b) The University of Toronto reserves the right to charge any person who violates these *Guidelines* under the provisions of these *Guidelines* and under any other applicable Codes, including but not limited to the *Code of Student Conduct* and the *Statement on Prohibited Discrimination and Discriminatory Harassment*.

(c) The Election Overseers may disqualify from the election, or void the election of, any candidate found to have committed a single Severe violation or two Serious violations of these *Guidelines*, or the policies and regulations of the University, its faculties, buildings and residences.

(i) At their discretion, the Election Overseers may choose not to disqualify, or void the election of, a candidate found to have committed two Serious violations if the cumulative effect of those violations does not, in their view, warrant disqualification or voiding.

(d) Declaration of Winning Candidate in the Event of a Disqualification

(i) In the event a winning candidate in any election is disqualified, or the election of a candidate is voided, the candidate with the next greatest number of votes will be declared elected, provided that this does not violate the proviso that no two elected candidates may be from the same college, campus or faculty in certain constituencies.

## 10.7 Publication of Confirmed Violations

Details of confirmed violations, including the offending candidate's name, will be highlighted on the Office of the Governing Council's website as well as on the voting website, for such time as the Election Overseers deem appropriate. The reports of the Elections Committee, which may contain details of alleged and confirmed violations, are publicly and permanently available on the Elections Committee's website. The names of the offending candidates will be redacted from the reports of the Elections Committee after a period of five years from the date of the meeting of the Committee. In instances where the Election Overseers meet to consider appeals on procedure, the names of the appellants will not be included in the reports of the Election Committee.

# APPENDIX A: 2027 Election Schedule

### Administrative Staff, Librarians, Students, and Teaching Staff

***IMPORTANT: This schedule is subject to changes made by the CRO from time to time if circumstances warrant.***

## Nomination Period

| | | |
|---|---|---|
| **Nominations Open** | Monday, January 11 | 12:00 noon |
| **Nominations Close** | Friday, January 22 | 12:00 noon |
| **Announcement of Candidates** | Tuesday, January 26 | 12:00 noon |
| **Date as of which election expenses may be incurred by candidates** | Tuesday, January 26 | 5:00 p.m. |
| **Deadline for filing Notice of Intent to Appeal on the basis of Technical Invalidation** | Wednesday, January 27 | 10:00 a.m. |
| **Appeals completed** | Wednesday, January 27 | 10:00 a.m. |
| **Announcement of Additional Candidates** | Thursday, January 28 | 12:00 noon |

## Campaign Period

| | | |
|---|---|---|
| **Campaign Guidelines Information Session for Student Candidates** | As determined by the CRO | |
| **Campaign Guidelines Information Session for Administrative and Teaching Staff Candidates** | As determined by the CRO | |
| **Campaign Period Begins** | Monday, February 1 | 9:00 a.m. |
| **Campaign Period Ends** | Friday, February 19 | 5:00 p.m. |

## Voting Period

| | | |
|---|---|---|
| **Web-based Voting Period Begins** | Tuesday, February 9 | 10:00 a.m. |
| **Web-based Voting Period Ends** | Friday, February 19 | 5:00 p.m. |

## Announcement of Results and Declaration of Winners Elected for the Governing Council, the Academic Board, and UTM and UTSC Councils and their Standing Committees

| | | |
|---|---|---|
| **Announcement of Election Results** | Monday, February 22 | 12:00 noon |
| **Deadline for filing Notice of Intent to Appeal** | Tuesday, February 23 | 5:00 p.m. |
| **Appeals completed** | Thursday, February 25 | 5:00 p.m. |
| **Winners Declared Elected** | Friday, February 26 | 12:00 noon |

## Announcement of Results and Declaration of Winners Elected for the UTM and UTSC Councils and their Standing Committees – Student Seats

| | | |
|---|---|---|
| **Announcement of Election Results** | Tuesday, April 6 | 10:00 a.m. |
| **Deadline for filing Notice of Intent to Appeal** | Wednesday, April 7 | 12:00 noon |
| **Appeals completed** | Friday, April 9 | 5:00 p.m. |
| **Winners Declared Elected** | Monday, April 12 | 12:00 noon |

## Post-Election Period

| | | |
|---|---|---|
| **Deadline for Filing Expense Statement** | Thursday, March 11 | 5:00 p.m. |
| **Notice of Hearings regarding Expenses** | Thursday, March 18 | 5:00 p.m. |
| **Hearings regarding Expenses Completed** | Monday, March 22 | 5:00 p.m. |

# APPENDIX B: Current Elected Members, Remaining Terms, and Upcoming Elections

| Governing Council | | | | |
|---|---|---|---|---|
| **Estate** | **Constituency / Unit** | **Current Member** | **Term Ends** | **Status** |
| **Administrative Staff** | Administrative Staff | Sarosh Jamal | 2028 | Continuing |
| | | Vikram Chadalawada | 2027 | **ELECTION** |
| **Teaching Staff** | Constituency IA (Arts & Science) | Donald Ainslie | 2027 | **ELECTION** |
| | Constituency IB (Arts & Science) | Ron Levi | 2027 | **ELECTION** |
| | Constituency IC (Arts & Science) | Adam Stinchcombe | 2028 | Continuing |
| | Constituency II (UTM) | Andrew Petersen | 2029 | Continuing |
| | Constituency III (UTSC) | Aarthi Ashok | 2027 | **ELECTION** |
| | Constituency IV (Applied Sci & Eng) | Giovanni Grasselli | 2028 | Continuing |
| | Constituency V (Medicine) | Audrey Karlinsky | 2027 | **ELECTION** |
| | | Dina Reiss | 2028 | Continuing |
| | | Paul Tenenbein | 2028 | Continuing |
| | Constituency VI (Health Sciences) | Laurent Bozec | 2027 | **ELECTION** |
| | Constituency VII (Prof. Faculties) | Colin Furness | 202 2029 | Continuing |
| | Constituency VIII (OISE) | Angela Pyle | 2029 | Continuing |
| **Students** | Full-Time Undergraduate (Const. I) | Samuel Kamalendran | 2027 | **ELECTION** |
| | | Areeb Naeem | 2027 | **ELECTION** |
| | Full-Time Undergraduate (Const. II) | Rithik Sreekumar | 2027 | **ELECTION** |

| Governing Council | | | | |
|---|---|---|---|---|
| **Estate** | **Constituency / Unit** | **Current Member** | **Term Ends** | **Status** |
| | | Kevin Li | 2027 | **ELECTION** |
| | Part-Time Undergraduate | Susan Froom | 2027 | **ELECTION** |
| | | Humberto Santos | 2027 | **ELECTION** |
| | Graduate Students (Const. I) | Daniel Ebrahimpour | 2027 | **ELECTION** |
| | Graduate Students (Const. II) | Victoria Liu | 2027 | **ELECTION** |

| Academic Board | | | | |
|---|---|---|---|---|
| **Estate** | **Constituency / Unit** | **Current Member** | **Term Ends** | **Status** |
| **Teaching Staff** | Applied Science and Engineering | Daniel Posen (Civil & Mineral Engineering) | 2029 | Continuing |
| | | Shai Cohen (ISTEP) | 2027 | **ELECTION** |
| | | Charles Jia (Chemical Engineering and Applied Chemistry) | 2028 | Continuing |
| | Architecture, Landscape and Design | Joshua Kirk | 2028 | Continuing |
| | Arts and Science | Vacant | | **ELECTION** |
| | | Jordan Bear (Art History) | 2027 | **ELECTION** |
| | | Shyon Baumann (Sociology) | 2029 | Continuing |
| | | Gracia Dong (Statistical Sciences) | 2029 | Continuing |
| | | Paul Downes (English) | 2028 | Continuing |

| Academic Board | | | | |
|---|---|---|---|---|
| **Estate** | **Constituency / Unit** | **Current Member** | **Term Ends** | **Status** |
| | | Ania Harlick (Physics) | 2028 | Continuing |
| | | Nazanin Khazra (Economics) | 2028 | Continuing |
| | | VACANT | | **ELECTION** |
| | | Libbie Mills (Religion) | 2027 | **ELECTION** |
| | | Karen Reid (Computer Science) | 2027 | **ELECTION** |
| | | Rosa Saverino (French) | 2028 | Continuing |
| | | VACANT | | **ELECTION** |
| | | Sali Tagliamonte (Linguistics) | 2029 | Continuing |
| | | Andrea Williams (Writing & Rhetoric) | 2027 | **ELECTION** |
| | Dentistry | Anu Prakki | 2027 | **ELECTION** |
| | Information | Matt Ratto | 2029 | Continuing |
| | Kinesiology and Physical Education | Luc Tremblay | 2028 | Continuing |
| | Law | Mohammed Fadel | 2029 | Continuing |
| | Management | John Oesch | 2028 | Continuing |
| | Medicine | Pier Bryden (Psychiatry) | 2029 | Continuing |
| | | Julia Kfouri (Obstetrics & Gynecology) | 2029 | Continuing |

| Academic Board | | | | |
|---|---|---|---|---|
| **Estate** | **Constituency / Unit** | **Current Member** | **Term Ends** | **Status** |
| | | Rita Kandel (Laboratory Medicine & Pathobiology) | 2027 | **ELECTION** |
| | | Daniel Burd (Family and Community Medicine) | 2029 | Continuing |
| | | Jesse Pasternak (Surgery) | 2027 | **ELECTION** |
| | | Reena Pattani (Internal Medicine) | 2028 | Continuing |
| | | Ali Salahpour (Pharmacology and Toxicology) | 2028 | Continuing |
| | | Brenda Mori (Physical Therapy) | 2029 | Continuing |
| | | Vacant | | **ELECTION** |
| | | Vacant | | **ELECTION** |
| | | Vacant | | **ELECTION** |
| | Music | Aiyun Huang | 2028 | Continuing |
| | Nursing | Sandra Merklinger | 2029 | Continuing |
| | OISE | Zack Hawes (Applied Psychology and Human Development) | 2027 | **ELECTION** |
| | | Henrjeta Mece (Social Justice Education) | 2028 | Continuing |
| | | Julie Garlen (Curriculum, Teaching and Learning) | 2029 | Continuing |
| | Pharmacy | Naomi Steenhof | 2027 | **ELECTION** |

| Academic Board | | | | |
|---|---|---|---|---|
| **Estate** | **Constituency / Unit** | **Current Member** | **Term Ends** | **Status** |
| | Public Health | Susan Bondy | 2029 | Continuing |
| | Social Work | Ramona Alaggia | 2028 | Continuing |
| | University of Toronto Mississauga | Sheila Batacharya (ISUP) | 2027 | **ELECTION** |
| | | Alison Syme (Visual Studies) | 2028 | Continuing |
| | | Sergio Tenenbaum (Philosophy) | 2029 | Continuing |
| | University of Toronto Scarborough | Natalia Breuss (Computer and Mathematical Sciences) | 2028 | Continuing |
| | | Tarun Dewan (Management) | 2029 | Continuing |
| | | Elaine Khoo (Centre for Teaching and Learning) | 2028 | Continuing |
| **Librarians** | Librarian | Monique Flaccavento (OISE Library) | 2027 | **ELECTION** |
| | | Tys Klumpenhouwer (Archives) | 2029 | Continuing |

| UTM CAMPUS COUNCIL | | | | |
|---|---|---|---|---|
| **Estate** | **Constituency / Unit** | **Current Member** | **Term Ends** | **Status** |
| **Administrative Staff** | Administrative Staff | Ron Wener | 2029 | Continuing |
| **Librarians** | Librarians | Joanna Szurmak | 2027 | **ELECTION** |
| **Students** | Undergraduate | Mohammad Mahi Ali Mukati | 2027 | **ELECTION** |

| UTM CAMPUS COUNCIL | | | | |
|---|---|---|---|---|
| **Estate** | **Constituency / Unit** | **Current Member** | **Term Ends** | **Status** |
| | | Mekayel Omier | 2027 | **ELECTION** |
| | | Vailbhav Kaushal | 2027 | **ELECTION** |
| | Graduate | Kelly Cheung | 2027 | **ELECTION** |
| **Teaching Staff** | Chemical & Physical Sciences | Claudiu Gradinaru | 2027 | **ELECTION** |
| | Psychological and Brain Sciences | Robert Gerlai | 2027 | **ELECTION** |
| | Language Studies | Rosa Junghwa Hong | 2029 | Continuing |
| | Institute for Study of Univ. Pedagogy | Sheliza Ibrahim | 2028 | Continuing |
| | Economics | Aaron Weisbrod | 2029 | Continuing |

| UTM Academic Affairs Committee | | | | |
|---|---|---|---|---|
| **Estate** | **Constituency / Unit** | **Current Member** | **Term Ends** | **Status** |
| **Administrative Staff** | Administrative Staff | Michelle Kraus | 2027 | **ELECTION** |
| **Librarians** | Librarians | Catherine MacGregor | 2028 | Continuing |
| **Students** | Undergraduate | Rusul Alajmi | 2027 | **ELECTION** |
| | | Ericsson Cui | 2027 | **ELECTION** |
| | | Ayman Kashif | 2027 | **ELECTION** |
| | | Yassmina Mostafa | 2027 | **ELECTION** |
| | | Nabeeha Shamim | 2027 | **ELECTION** |
| | Graduate | Brittany Mascarenhas | 2027 | **ELECTION** |
| | | Joaquin San Agustin | 2027 | **ELECTION** |

| UTM Academic Affairs Committee | | | | |
|---|---|---|---|---|
| **Estate** | **Constituency / Unit** | **Current Member** | **Term Ends** | **Status** |
| **Teaching Staff** | Language Studies | Barend Beekhuizen | 2028 | Continuing |
| | Political Science | Randy Besco | 2028 | Continuing |
| | Psychological and Brain Sciences | Brett Beston | 2027 | **ELECTION** |
| | Institute for Study of Univ. Pedagogy | Michael DeBraga | 2027 | **ELECTION** |
| | Anthropology | Sarah Hillewaert | 2028 | Continuing |
| | English & Drama | Anna Thomas | 2029 | Continuing |
| | Economics | Robert McMillan | 2027 | **ELECTION** |
| | Sociology | Andrew Miles | 2027 | **ELECTION** |
| | ICCIT | Michael Nixon | 2027 | **ELECTION** |
| | Management | Andreas Park | 2027 | **ELECTION** |
| | Historical Studies | Gary Lee Pelletier | 2027 | **ELECTION** |
| | Biology | Mary Cheng | 2029 | Continuing |
| | Philosophy | Andrew Sepielli | 2028 | Continuing |
| | Chemical and Physical Sciences | Jumi Shin | 2027 | **ELECTION** |
| | Visual Studies | Meghan Sutherland | 2028 | Continuing |
| | Mathematical and Comp. Sciences | Jaimal Thind | 2029 | Continuing |
| | Geography, Geomatics and Env. | Pierre Desrochers | 2029 | Continuing |
| | Institute for Mgmt & Innovation | Otto Yung | 2027 | **ELECTION** |

| UTM Campus Affairs Committee | | | | |
|---|---|---|---|---|
| **Estate** | **Constituency / Unit** | **Current Member** | **Term Ends** | **Status** |
| **Administrative Staff** | Administrative Staff | April Forbes | 2028 | Continuing |
| | | Adriana Grimaldi | 2028 | Continuing |
| | | Carolyn Loos | 2029 | Continuing |
| **Librarians** | Librarians | Mai Lu | 2027 | **ELECTION** |
| **Students** | Undergraduate | Apreet Bhullar | 2027 | **ELECTION** |
| | | Ericsson Cui | 2027 | **ELECTION** |
| | | Saad Hussain | 2027 | **ELECTION** |
| | | Salaar Khan | 2027 | **ELECTION** |
| | | Nabeeha Shamim | 2027 | **ELECTION** |
| | Graduate | Michael Ge | 2027 | **ELECTION** |
| **Teaching Staff** | History | Mairi Cowan | 2028 | Continuing |
| | Biology | Rosalind Murray | 2028 | Continuing |
| | Chemical & Physical Sciences | Marc Laflamme | 2029 | Continuing |
| | Language Studies | Emily Atkinson | 2027 | **ELECTION** |
| | Management | Peter Landry | 2027 | **ELECTION** |
| | Anthropology | Christina Lamparter | 2029 | Continuing |
| | English & Drama | Melissa Gniadek | 2027 | **ELECTION** |

| UTSC Campus Council | | | | |
|---|---|---|---|---|
| **Estate** | **Constituency / Unit** | **Current Member** | **Term Ends** | **Status** |
| **Administrative Staff** | Administrative Staff | Hoorik Yeghiazarian | 2027 | **ELECTION** |
| **Librarians** | Librarians | Lola Rudin | 2029 | Continuing |
| **Students** | Undergraduate | Kiera Rasheed | 2027 | **ELECTION** |
| | | Anisa Persaud | 2027 | **ELECTION** |
| | | Shennel Simpson | 2027 | **ELECTION** |
| | Graduate | Sophia Zhang | 2027 | **ELECTION** |
| **Teaching Staff** | Management | Syed Ahmed | 2027 | **ELECTION** |
| | Physical and Environmental Sciences | Cody Ross | 2029 | Continuing |
| | Centre for Teaching and Learning | Elaine Khoo | 2028 | Continuing |
| | Biological Sciences | Rachel Sturge | 2028 | Continuing |
| | | Vacant | | **ELECTION** |
| | Computer and Math. Sciences | Brian Harrington | 2027 | **ELECTION** |

| UTSC Academic Affairs Committee | | | | |
|---|---|---|---|---|
| **Estate** | **Constituency / Unit** | **Current Member** | **Term Ends** | **Status** |
| **Administrative Staff** | Administrative Staff | Ainsley Lawson | 2027 | **LECTION** |
| **Librarians** | Librarians | Elizabeth O'Brien | 2028 | Continuing |
| **Students** | Undergraduate | Omar Ayyad | 2027 | **ELECTION** |

| UTSC Academic Affairs Committee | | | | |
|---|---|---|---|---|
| **Estate** | **Constituency / Unit** | **Current Member** | **Term Ends** | **Status** |
| | | Vazgen Ogannisian | 2027 | **ELECTION** |
| | | Niyonta Zulfiquar | 2027 | **ELECTION** |
| | | Maggie Ping | 2027 | **ELECTION** |
| | | Riyanna Ram | 2027 | **ELECTION** |
| | Graduate | Simi Jassal | 2027 | **ELECTION** |
| | | Iga Jozefiak | 2027 | **ELECTION** |
| **Teaching Staff** | Management | Lisa Harvey | 2027 | **ELECTION** |
| | Biological Sciences | Emily Bell | 2028 | Continuing |
| | English | Randy Lundy | 2027 | **ELECTION** |
| | Env. and Physical Sciences | Marco Zimmer-De Luilis | 2027 | **ELECTION** |
| | Philosophy | Jessica Wilson | 2028 | Continuing |
| | Human Geography | Thembela Kepe | 2028 | Continuing |
| | Arts, Culture and Media | Vacant | | **ELECTION** |
| | Political Sciences | Elizabeth Acorn | 2029 | Continuing |
| | Historical and Cultural Studies | Vacant | | **ELECTION** |
| | Psychology | Jessica Dere | 2028 | Continuing |
| | Language Studies | Corinne Beauquis | 2027 | **ELECTION** |
| | Sociology | Mahua Sarkar | 2029 | Continuing |
| | Computer & Math. Sciences | Mahinda Samarakoon | 2027 | **ELECTION** |

| UTSC Academic Affairs Committee | | | | |
|---|---|---|---|---|
| **Estate** | **Constituency / Unit** | **Current Member** | **Term Ends** | **Status** |
| | Anthropology | Antonio Sorge | 2028 | Continuing |
| | Centre for Teaching and Learning | Sarah D. King | 2028 | Continuing |
| | Health and Society | Keith Colaco | 2027 | **ELECTION** |
| | Global Development Studies | Vacant | | **ELECTION** |

| UTSC Campus Affairs Committee | | | | |
|---|---|---|---|---|
| **Estate** | **Constituency / Unit** | **Current Member** | **Term Ends** | **Status** |
| **Administrative Staff** | Administrative Staff | Maria De Chavez | 2028 | Continuing |
| | | Annie Kostadinova | 2028 | Continuing |
| | | Kendel Chitolie | 2027 | **ELECTION** |
| **Librarians** | Librarians | Stephanie Perpick | 2027 | **ELECTION** |
| **Students** | Undergraduate | Summayah Omar | 2027 | **ELECTION** |
| | | Arthur Li | 2027 | **ELECTION** |
| | | Danae Mohamed | 2027 | **ELECTION** |
| | | Isaac Yan | 2027 | **ELECTION** |
| | | Charlotte Gao | 2027 | **ELECTION** |
| | Graduate | Danika Quesnel | 2027 | **ELECTION** |
| **Teaching Staff** | Psychology | Kyle Danielson | 2028 | Continuing |
| | Physical & Env. Sciences | Tanzina Mohsin | 2028 | Continuing |
| | Management | Sandra Daga | 2027 | **ELECTION** |

| UTSC Campus Affairs Committee | | | | |
|---|---|---|---|---|
| **Estate** | **Constituency / Unit** | **Current Member** | **Term Ends** | **Status** |
| | TBD | Vacant | | **ELECTION** |
| | TBD | Vacant | | **ELECTION** |
| | Biological Sciences | Mark Fitzpatrick | 2029 | Continuing |
| | Language Studies | Sylvia Mittler | 2027 | **ELECTION** |