



**TO:** Members of the Elections Committee  
**SPONSOR:** Anwar Kazimi, Chief Returning Officer  
**DATE:** September 28, 2011 for October 3, 2011  
**AGENDA ITEM:** 5  
**ITEM IDENTIFICATION:** *Election Guidelines 2012*

**JURISDICTIONAL INFORMATION:**

Section 4.1 of the Terms of Reference of the Elections Committee states that the Committee is responsible for reviewing and developing the *Election Guidelines* and forwarding them to the University Affairs Board for consideration.

**PREVIOUS ACTION TAKEN:**

The Elections Committee annually considers the *Election Guidelines*. The *Election Guidelines 2011* were recommended for approval by the Committee on September 29, 2010. Amendments of note included the adoption of the *Procedures for Governors, Board and Committee Members, and Candidates for Election who are Requesting Accommodation for Disabilities* and expansion of the “teaching staff” definition and constituencies in accordance with past practice. The *Guidelines* were approved by the University Affairs Board on November 2, 2010.

**HIGHLIGHTS:**

The proposed revisions to the *Election Guidelines 2011* to create the *Election Guidelines 2012* are outlined in the chart below. As well, some minor editorial changes were made.

<b>Election Guidelines 2011</b>	<b>Changes to <i>Election Guidelines 2012</i> for Approval</b>
<b>Section 1.2(5)</b> (p.12)	(1) The Pension Committee has been added as a Standing Committee of the Governing Council.
<b>Section 5</b> (p. 17)	(1) The election schedule has been updated for 2012, maintaining the three-week campaign period.
<b>Section 7</b> <b>(Administrative Staff)</b>	(1) The section devoted to the procedures for election of administrative staff to the Governing Council was added, as there will be a need for an election within this constituency in 2012.
<b>Nomination Process</b>	(1) The sub-section has been revised across all estates to remove the requirement for the <u>hand-delivery</u> of the completed nomination forms to the Office of the Governing Council prior to the close of the nomination period. The revised process will require the receipt of the fully completed original nominated forms at the Office of the Governing Council prior to close of the nomination period.

**RECOMMENDATION:**

Be it Recommended to the University Affairs Board

THAT the proposed *Election Guidelines 2012* be approved, effective immediately.