



UNIVERSITY OF
TORONTO
MISSISSAUGA

Memorandum

To: UTM Students, Teaching Staff, Administrative Staff and Librarians

From: Cindy Ferencz Hammond, Deputy Returning Officer, Governance Office

Date: January 17, 2013

Subject: **Candidates for the 2013 UTM Campus Council and Standing Committee Elections**

The nomination period for seats on the UTM Campus Council and its Standing Committees closed on January 15. A list of the candidates whose nominations have been verified and information regarding whether or not elections will be required in each constituency is available on the UTM Governance Website: <http://www.utm.utoronto.ca/governance/> under the heading "List of Verified Candidates".

In some instances, it will be necessary to re-open the nominations period.

UTM Campus Council Elections

Elections are required in the full-time undergraduate student, teaching staff and administrative staff constituencies and will be held between **Monday, February 11 and Friday, February 22, 2013**. There is no election required in the librarian constituency.

Students registered at the University of Toronto Mississauga will be able to vote on ROSI. Information will be sent to students by e-mail at a later date. Online votes must be cast by 5:00 p.m. on February 22, 2013.

The **Administrative staff and Teaching Staff** elections will be held online between **Monday, February 11 and Friday, February 22, 2013**. Information about the online election will be sent by email to administrative staff at a later date. Ballots will be mailed the week of February 1, 2013 to those administrative and teaching staff for whom University of Toronto email addresses are not listed on Human Resources Information System (HRIS). All online votes must be cast and mail ballots returned by February 22, 2013 at 5:00 p.m. Please contact me if you are entitled to participate in the elections but do not receive a paper ballot in the mail.

Nominations will re-open for **one Part-Time undergraduate and one Graduate student seat** on **Monday, January 21, 2013**. The deadline to submit nominations is **Friday, January 25,**

2013. Nomination forms will be available as of January 21st from room 3216 of the W.G. Davis Building or online at:

<http://www.utm.utoronto.ca/governance/> or http://www.governingcouncil.utoronto.ca/Governing_Council/elections.htm .

Academic Affairs Committee Elections

Elections are required in the full-time undergraduate and the graduate student constituencies and will be held between **Monday, February 11 and Friday, February 22, 2013.** There are no elections required in the administrative staff and librarian constituencies. Students registered at the University of Toronto Mississauga will be able to vote on ROSI. Information will be sent to students by e-mail at a later date. Online votes must be cast by 5:00 p.m. on February 22, 2013.

Nominations will re-open on **Monday, January 21, 2013, for up to two part-time undergraduate seats and 4 teaching staff seats, one from each of the following departments: Historical Studies, Management, Institute of Communication, Culture and Information Technology and Visual Studies.** The deadline to submit nominations is **Friday, January 25, 2013.** Nomination forms will be available as of January 21st from room 3216 of the W.G. Davis Building or online at: <http://www.utm.utoronto.ca/governance/> or http://www.governingcouncil.utoronto.ca/Governing_Council/elections.htm .

Campus Affairs Committee Elections

Elections are required in the full-time undergraduate student and administrative staff constituencies and will be held between **Monday, February 11 and Friday, February 22, 2013.** There is no election required in the teaching staff and librarian constituencies. Students registered at the University of Toronto Mississauga will be able to vote on ROSI. Information will be sent to students by e-mail at a later date. Online votes must be cast by 5:00 p.m. on February 22, 2013.

Nominations will re-open on **Monday, January 21, 2013, for up to one part-time undergraduate seat, one graduate student seat and two teaching staff seats.** The deadline to submit nominations is **Friday, January 25, 2013.** Nomination forms will be available as of January 21st from room 3216 of the W.G. Davis Building or online at: <http://www.utm.utoronto.ca/governance/> or http://www.governingcouncil.utoronto.ca/Governing_Council/elections.htm .

Please note that by agreeing to stand for election to the UTM Campus Councils and its 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 Campus Council to one or more of its Committees. The timing of the elections process will also ensure that the appointment of governors to the UTM Campus Council and its Standing Committees may be considered for approval by the Governing Council on Tuesday, April 9, 2013. Subsequent appointments to the UTM 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 Campus Council and its Standing Committees until after the governor appointments to the UTM Campus Council and its 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. Please refer to section 11.2 of the 2013 Elections Guidelines for details.

Please feel free to contact me if you have any questions.

Thank you for supporting the UTM Campus Council and Standing Committees election process.

Sincerely,

Cindy Ferencz Hammond
Director of Governance and Special Projects
Freedom of Information Liaison
University of Toronto Mississauga
Room 3228, William G. Davis Building
3359 Mississauga Road
Mississauga, ON L5L 1C6
PH: 905-828-5233
Fax: 905-569-4349
<http://www.utm.utoronto.ca/council>