Voting Instructions for the 2014 Academic Affairs Committee Election
Administrative Staff

For the purposes of the UTSC Academic Affairs Committee election, Administrative Staff means the employees of the University, University College, the Constituent Colleges, and the Federated Universities who are not members of the Teaching Staff; and who hold their major appointment at the University of Toronto Scarborough.

Please read the instructions and the candidates' statements provided below before voting.

A.   Paper Ballots

1. Administrative staff who do not have an email account within the utoronto.ca domain registered in the Human Resources Information System (HRIS) are eligible to vote in the Administrative Staff UTSC Campus Affairs Committee election using a paper ballot; they cannot vote online.

2. Paper ballots were mailed by the Office of the Governing Council on February 5, 2014.

3. Ballots must be returned to the Office of UTSC Campus Council, c/o Reception, 4th Floor, Arts and Administration Building, by 5:00 p.m. on Friday, February 21, 2014. Ballots received after this time will be invalid.

B.   Online Voting

1. All administrative staff who have an email account within the utoronto.ca domain registered in the Human Resources Information System (HRIS) must vote on-line at the website listed below.

   https://elections.governingcouncil.utoronto.ca/surveyviewer2/index.php?surveyID=KPB0V

2. **Voting commences at 9:00 a.m. on Monday, February 10, 2014, and concludes on Friday, February 21, 2014 at 5:00 p.m.**

3. You may vote for one (1) of the two (2) candidates.

4. To access the on-line ballot, you must enter your personnel number and date of birth[1].

5. Verification of your eligibility to vote in the administrative staff election will be determined by records provided by the HRIS.

6. Once you have accessed the ballot, you MUST cast your vote. If you log-on and then exit the ballot without voting, you will not be able to re-access the ballot.

7. If you do not select a candidate, a warning message will inform you that a selection has not been made. If you choose to cast a blank vote, the ballot will be accepted as submitted.

8. After your vote is registered, you cannot access the ballot a second time

---

[1] Please note that your personnel number and your vote are stored separately in order to protect confidentiality.

Candidates' Statements

Ms Fiorella Shields
My name is Fiorella Shields, and I am seeking your support in my nomination for the Academic Affairs Committee. I have worked at UTSC since 2002, and most recently at the Registrar's Office as the Director of Student Services. I was previously a part of the University Affairs Board, and continue to be both interested and involved in governance as it relates to student development, learning, and curriculum. I am committed to working towards the growth and success of UTSC, and look for your support in this endeavor.

Ms Maryam Ali
Since joining the University of Toronto in 2001 and working in a variety of administrative roles, I have come to appreciate, learn and understand the many layers of review and approval that university business requires. After serving two years in the previous UTSC Council, I am eager to apply my knowledge and experience to the realm of Academic Affairs. I have enjoyed participating in local governance before, and respect that administration has a voice at the divisional table for academic matters. I look forward to the opportunity to prove my commitment and dedication in the advancement and promotion of campus priorities.

If you are ready to vote, click here:

https://elections.governingcouncil.utoronto.ca/surveyviewer2/index.php?surveyID=KPB0V