

Voting Instructions for the 2016 UTSC Campus Affairs Committee Election Administrative Staff

For the purposes of the UTSC Campus 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 2, 2015.
3. Ballots must be returned to the Office of the UTSC Campus Council, c/o Room BV 502 or 504, Bladen Wing, by 5:00 p.m. on Friday, February 19, 2016. 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.

<http://uoft.me/2016UTSCCACC>

2. **Voting commences at 9:00 a.m. on Monday, February 8, 2016, and concludes on Friday, February 19, 2016 at 5:00 p.m.**
3. You may vote for one (1) of the three (3) candidates.
4. To access the on-line ballot, you must enter your personnel number and date of birth¹.
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.

**Voting Instructions for the 2016 UTSC Campus Affairs Committee Election
Administrative Staff (cont'd)**

Candidates' Statements

Ms Linda Brown

I am seeking a Committee position to serve the University. As an employee and a university graduate, I am aware of the issues faced everyday on campus. I wish to add my experience and help strengthen the Committee. I believe in fairness, equality and accessibility as well as a clear administrative process. Given the diversity within the University community, these factors are critical to maintain UTSC's reputation and provide students with a world-class education. I promise to promote the highest academic standards, social justice and be a voice for improvement. Let us all move into the future together with pride.

Ms Holly Fraser

As Manager of Campus Communications at UTSC, resident of Scarborough and part-time educator, I'm deeply committed to the University and our community—particularly in the areas of communication, economics, education and community development. I would love the opportunity to use my personal and professional experience to further the goals of UTSC while developing additional skills. This will include communicating effectively with the Committee and our stakeholders to make smart and impactful decisions to meet our priorities and that benefit the quality of student and campus life. I hope you'll select me to represent Administrative Staff on our Campus Affairs Committee!

Mr. Mohsin Jeelani

I am seeking your support in being elected as an Administrative Staff member on the Campus Affairs Committee of the UTSC Campus Council. I have a very strong interest in UTSC governance and am equally interested in the strategic direction of our campus. Being a staff member in the department of Food Partnerships as the TCard⁺ Coordinator for over 4 years and formerly as a student and student leader at UTSC, I believe I have a unique background that will enable me to make a positive contribution to the Campus Affairs Committee at a time of tremendous growth and opportunity.

If you are ready to vote, click here:

<http://uoft.me/2016UTSCCAC>

Thank you for participating in this UTSC Campus Affairs Committee Election