



**Voting Instructions for the 2016 UTSC Campus Council By-Election
Administrative Staff**

For the purposes of the UTSC Campus Council by-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 Council by-election using a paper ballot; they cannot vote online.
2. Paper ballots were mailed by the Office of the Governing Council on April 13, 2016.
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, April 22, 2016. Ballots received after this time will be invalid.

B. Online Voting

1. 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=Y9701>

2. **Voting commences at 9:00 a.m. on Monday, April 18, 2016, and concludes on Friday, April 22, 2016 at 5:00 p.m.**
3. You may vote for one (1) out of the four (4) 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 Council By-Election
Administrative Staff (cont'd)**

Candidates' Statements

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 learning from the committee members and ensuring committee priorities are met. I hope you'll elect me to UTSC Campus Council so I can work on behalf of our community to make smart and impactful decisions to benefit the quality of campus life.

Mr. Kamal Hassan

Kamal Hassan has been a member of the University of Toronto Scarborough community for the past 5 years after seven years at St. George Campus. As a student leader, community liaison, and a staff member, he has had the pleasure of working and collaborating with diverse faculty, staff, and students alike. His broad institutional knowledge encompasses divisional and departmental experiences. Kamal's background includes academic administration, recruitment, and community outreach to Toronto's underprivileged neighborhoods. He is committed to bringing the voice of the administrative staff concerning the quality of student and campus life, and relations with the surrounding community.

Mr. Tayyab Rashid

The resilience of the UTSC community comes from its diversity. This is perhaps the most important lesson I have learnt about UTSC in past five years as a clinical psychologist. Working closely with various student services departments, I have been able to establish Flourish, a strength and resilience-based approach to student mental health. As a member of Campus Council, I will bring my experience of working directly with students, staff and faculty, and would advocate for supportive, inclusive and student-centric policies which could make UTSC one of the most holistically healthiest campuses on the continent.

Mr. Frank Villiva

I am seeking the support of my colleagues in my bid to fill the administrative staff position on the UTSC Campus Council. As Manager, Conference & Events, RCS, I have had the pleasure of working with every facet of the UTSC Community which has provided me with a unique view of the campus as a whole. Also through my work on community events I have developed a strong sense of duty and desire to give back whenever possible. Representing the administrative staff on Campus council provides me the opportunity to give back to the community that is now my home.

If you are ready to vote, click here:

<https://elections.governingcouncil.utoronto.ca/surveyviewer2/index.php?surveyID=Y9701>

Thank you for participating in this UTSC Campus Council Administrative Staff By-Election