



Memorandum

To: Registered Part-Time Undergraduate Students

From: Anwar Kazimi, Chief Returning Officer

Date: September 19, 2016

Subject: **2016 Governing Council By-Election: Call for Nominations for a Part-Time Undergraduate Student seat**

A by-election is required for one part-time undergraduate seat on the Governing Council for a term effective immediately upon election until June 30, 2017. “*Part-Time Undergraduate Student*” means a Student registered at the University in a program of part-time study leading to a degree, post-secondary diploma or certificate of the University or in a program designated by the Governing Council as a program of post-secondary study at the University who is not registered in the School of Graduate Studies or the Toronto School of Theology. Part-Time Undergraduate Student status will be determined by the definition used in the Student’s academic division.

The nomination form will be available at http://www.governingcouncil.utoronto.ca/Governing_Council/elections.htm **between 10:00 a.m. on Monday, September 19, 2016 and 5:00 p.m. on Monday, September 26, 2016.** Detailed timelines for this by-election will be included with the nomination form.

If you have previously served in a leadership role in a recognized campus group or a student society and wish to develop your skills further, this might be the next step for you in out-of-classroom experience as a student.

The Governing Council is responsible for overseeing the University's strategic direction, finances, human resources, capital expenditures and infrastructure, academic quality, and the student experience. There are eight elected student members of the Council (four full-time undergraduate, two part-time undergraduate, and two graduate students).

Further information on the Governing Council is available [here](#); further details about the elections process are available in the [Election Guidelines 2016](#).

If you have any questions, Chief Returning Office, Mr. Anwar Kazimi (416-978-8427; anwar.kazimi@utoronto.ca) or the Deputy Returning Officer, Mr. Patrick McNeill (416-978-8428; patrick.mcneill@utoronto.ca).

Sincerely,
Anwar Kazimi
Chief Returning Officer