



**Voting Instructions for the 2018 Academic Board
Teaching Staff Election – University of Toronto Scarborough**

For purposes of Academic Board elections, “**Teaching Staff**” means employees of the University who hold the academic rank of Professor; Associate Professor; Assistant Professor; Professor, Teaching Stream; Associate Professor, Teaching Stream; Assistant Professor, Teaching Stream; Lecturer and Senior Lecturer; Tutor and Senior Tutor; Assistant Professor (Conditional); Assistant Professor, Teaching Stream (Conditional); Sessional Lecturer I, Sessional Lecturer II, Sessional Lecturer III, Athletics Instructor and Senior Athletics Instructor but does not include any part-time lecturer who is registered as a student. For this purpose, “Lecturer” also includes Associates in the Faculty of Dentistry.

This election is for all teaching staff who hold their major appointments at the University of Toronto Scarborough.

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

1. All Teaching Staff registered in the Human Resources Information System (HRIS) must vote on-line at the website listed below.

<http://uoft.me/2018ABTSUTSC>

2. **Voting commences at 9:00 a.m. on Monday, February 5, 2018, and concludes on Friday, February 16, 2018 at 5:00 p.m.**
3. You may vote for only one (1) candidate out of the two (2) 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 Teaching Staff election will be determined by records provided by the HRIS.
6. Once the system has recognized you as a valid voter, you will be directed to the Teaching Staff ballot.
7. 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.
8. 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.
9. 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 2018 Academic Board
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Candidates' Statements

Aarthi Ashok

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Dr. Ashok joined the department of Biological Science, UTSC, in 2009, was promoted to Associate Professor, Teaching stream in 2015, and is currently the Associate Chair (acting), Undergraduate Affairs. She teaches undergraduate courses at various levels that explore molecular mechanisms underlying human diseases and is the recipient of both The UTSC Faculty Teaching Award and The University of Toronto Early Career Teaching Award. She has served on Academic Board since July 2017 and would continue to provide important input on teaching, learning, research and academic policy matters, while also being a strong voice for the UTSC community.

Elaine Khoo

Dr. Elaine Khoo is an Associate Professor, Teaching Stream, at University of Toronto Scarborough and the Coordinator of English Language Development Centre (ELDC), Centre for Teaching and Learning. She is passionate about governance to ensure processes and environments are optimally conducive to supporting faculty and our diverse student population. She has served on UTSC's Campus Council since 2013 and is currently serving her second term as Chair of the Academic Affairs Committee. Her pedagogical approach and innovations have been recognized through UofT's Joan E. Foley Quality of Student Experience Award (2009) and STLHE's D2L Innovation Award in Teaching and Learning (2014).

If you are ready to vote, please click:

<http://uoft.me/2018ABTSUTSC>

Thank you for participating in this Academic Board Election