



**2019 GOVERNING COUNCIL ELECTIONS
ADMINISTRATIVE STAFF NOMINATION FORM**

Please ensure that this form is completed in full and that you type or print clearly. Failure to do so may invalidate your nomination. The nomination form and accompanying documentation must be submitted to the Office of the Governing Council, Simcoe Hall, 27 King’s College Circle, Room 106 by **Friday, January 18, 2019, at 5:00 p.m.**

Section I: Personal Information
Please type or print clearly.

Title: Dr. Ms Mr. Mx

Surname: _____ First Name: _____

Name (as to appear on the ballot): _____

Job Title: _____

Campus, Faculty/College, and Department: _____

University Mailing Address: _____

University Telephone number: _____ Mobile telephone number: _____

Preferred email address: _____

I, the undersigned candidate, certify that I am eligible to serve on the Governing Council of the University of Toronto, and I have consented to stand for election to that office. If elected to serve on the Governing Council, I understand that I must resign from the Council if during my term I cease to be a member of the constituency from which I was elected. I approve my 100-word statement that is attached, and I agree to the terms of and to abide by the *Election Guidelines 2019*: <https://uoft.me/ElectionGuidelines2019>

Signature: _____ Date: _____

The University of Toronto respects your privacy. Personal information that you provide to the University is collected pursuant to section 2(14) of *The University of Toronto Act, 1971*. This personal information is necessary and is collected for the purpose of administering the Governing Council elections. At all times it will be protected in accordance with the *Freedom of Information and Protection of Privacy Act*. If you have questions, please refer to <http://www.utoronto.ca/privacy> or contact the Chief Returning Officer, Office of the Governing Council, at 416-978-8427.

2019 Governing Council Elections: Administrative Staff Nomination Form

Name: _____

Section II: Requirements

Nominee's Responsibility:

It is the Nominee's responsibility to file a bona fide nomination. Errors or irregularities in these papers constitute grounds for rejection of the nomination. Errors or irregularities may be corrected prior to the close of nominations. Please refer to the *Election Guidelines 2019* for additional instructions. The Office of the Governing Council will attempt to notify candidates of the existence of any errors or irregularities during this period, but it is not bound to do so. Candidates are advised to complete and submit their nomination papers early in the nomination period.

Section III: Definitions

The definition of "**Administrative Staff**" below is an extract from the *Election Guidelines 2019*. It is your responsibility to ensure that you are eligible by consulting the *Election Guidelines 2019*, which provides more details for this definition and the eligibility criteria.

"**Administrative Staff**" means the staff-appointed employees of the University, University College, the Constituent Colleges and the Federated Universities who are not members of the Teaching Staff thereof.

Section IV: Candidate Statement

The nominee may submit a typed biographical statement or other comments, up to a limit of 100 words. The candidate's name will not be counted in the 100-word total if placed at the beginning of the statement. Abbreviations and acronyms will be counted as one word. The nominee's URL will not be counted in the 100-word limit and should be placed at the end of the statement. **This statement will be published in the campus media and linked to the ballot on the web. If a statement exceeds 100 words in length, only the first 100 words will be printed.**

I have attached a printed copy of the candidate statement; **AND**

I have sent a copy of the same statement by email to the Chief Returning Officer (governing.council@utoronto.ca).

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Name: _____

Section V: Nominations		
<p>Nominees for Governing Council must ensure that at least five members of their constituency sign the nomination form. Each nominator must include their printed full name and department on the nomination form. Because some signatures may be declared invalid, you are encouraged to have additional nominators sign your form.</p>		
<p>Administrative Staff Constituency:</p> <p>“Administrative Staff” means the staff-appointed employees of the University, University College, the Constituent Colleges and the Federated Universities who are not members of the Teaching Staff thereof.</p>		
<p>The Undersigned hereby nominate _____ as a candidate for election in the Administrative Staff Constituency to serve for a three-year term (July 1, 2019 to June 30, 2022) on the Governing Council of the University of Toronto.</p>		
PRINTED FULL NAME	DEPARTMENT	SIGNATURE
1.		
2.		
3.		
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Thank you for your interest in participating in governance at the University of Toronto.