



**TO:** Members of the Elections Committee

**SPONSOR:** Louis R. Charpentier, Secretary of the Governing Council

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**DATE:** June 13, 2011 for June 20, 2011

**AGENDA ITEM NUMBER** 4

**TITLE:** Consultation on Governing Council and Academic Board  
Election Operations

**ACTION:** For discussion and advice to the Task Force on Governance  
Implementation Committee

**BACKGROUND:**

The Governing Council, at its meeting of October 28, 2010, considered the *Report of the Task Force on Governance*<sup>1</sup> and, at that time, approved recommendations to improve communications regarding the election/appointment of members of Council and to enhance election operations. Over the past months, the Task Force on Governance Implementation Committee has been meeting regularly to discuss a number of the recommendations from the Report. The Committee will continue its work during the summer, and in anticipation of its consideration of election-related items, I am writing to ask for your advice on these matters.

**RECOMMENDATIONS:**

**Recommendation 9 – Improve Election / Appointment Communication:**

*THAT the Governing Council Secretariat, in consultation with relevant Governing Council committee leadership and communications or information technology experts, develop coordinated communications strategies to support election / appointment processes for each of the Governing Council estates.*

The Secretariat has been using both print media and electronic means (e-newsletters, website postings, focused and mass e-mails, *Facebook*, *Linked-In*) to increase awareness of Governing Council and Academic Board election processes.

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<sup>1</sup> The *Report of the Task Force on Governance* (June 22, 2010), which was adopted in principle by the Governing Council on October 28, 2010, is available online at <http://www.governingcouncil.utoronto.ca/taskforce/reportTFOG.htm>.

## RECOMMENDATIONS (cont'd)

### Recommendation 9 – Improve Election / Appointment Communication (cont'd)

Suggestions from the Elections Committee regarding the development of coordinated communications strategies would be appreciated.

***THAT protocols specific to the needs of the various estates of the Governing Council be developed for ensuring timely feedback to successful and unsuccessful candidates. Such protocols should be consistent with any recruitment and engagement strategies that are in place.***

Memoranda announcing the results of Governing Council (administrative staff, alumni, student, and teaching staff) and Academic Board (librarian and teaching staff) nominations and elections are distributed widely to the University community immediately upon completion of the election process. Congratulatory letters from the Chair of Council are sent to incoming and re-elected members of Governing Council. Congratulatory letters from the Chair of the Academic Board and emails from the Secretary of the Academic Board containing preliminary information are sent to incoming and re-elected members of the Academic Board. Efforts are made to inform unsuccessful candidates of other opportunities for participation in governance, for example, by applying to serve as a co-opted (appointed) member of a Board or Committee of the Governing Council or the University Tribunal.

### Recommendation 10 – Enhance Election Operations

***THAT the Elections Committee:***

- ***examine the balance of representativeness within each of the administrative staff, student and teaching staff estates, taking into account the need to enable appropriate representation from the University's three campuses.***

The Task Force noted the need to examine the balance of representation within the various estates, taking into account the significant campus and divisional changes that have occurred in recent years. For the internal elected estates, this means examining the constituencies within the administrative staff, student and teaching staff estates. The existing balance of campus and divisional representation may no longer reflect adequately the populations of all of these estates. At a minimum, the doubling of enrolment at the UTM and UTSC campuses merits an examination of the balance of representation within the four full-time undergraduate seats and the two part-time undergraduate seats; equally, the assignment of teaching staff within the present constituencies should be assessed in light of the growth and development of these campuses.

**RECOMMENDATIONS** (cont'd)

**Recommendation 10 – Enhance Election Operations** (cont'd)

- *review the nomination processes for administrative staff, students and teaching staff prior to establishing the Election Guidelines for 2011 to determine the impact of a lower threshold and to make recommendations for the future.*

In 2010, following a revision to the *Election Guidelines*, the number of required nominators was reduced from 20 to 5 for administrative staff and students, and from 10 to 5 for teaching staff Governing Council candidates. Academic Board teaching staff candidates only need to be nominated by 3 of their peers. The College of Electors Constitution requires that alumni governor candidates obtain signatures from 10 nominators.

- *develop clear directions for inclusion in the Election Guidelines regarding the focus of campaign statements on providing voters with an argument as to why the candidate is qualified to discharge the duties which would be imposed upon him or her as a governor.*

Although this issue may surface occasionally in all of the elected estates, there is a concern that students' campaign statements can include promises or commitments that go beyond the role of governance. Advice on how to provide guidance to candidates regarding appropriate campaign content is welcomed.

It is likely that the Implementation Committee will consider election matters in one of its meetings scheduled over the summer. If it is possible for you to provide me with your input by Monday, July 11<sup>th</sup>, that would be most helpful.

Thank you.