UNIVERSITY OF
TORONTO

OFFICE OF THE GOVERNING COUNCIL

**Report for the 2018 Elections
for the Governing Council, the Academic Board,
University of Toronto Mississauga and University of Toronto
Scarborough Campus Councils and their Standing Committees**

1.   Introduction

The purpose of the report is to provide factual information about the 2018 Governing Council elections and to indicate areas for discussion and possible revisions to the *Guidelines*.

2.   Revision of the *Election Guidelines* for 2018

There were no major changes to the *Election Guidelines 2017*. Minor revisions were made to the *Election Guidelines 2017* to create the *Election Guidelines 2018.* A number of editorial changes were made in an effort to use more precise and consistent language and terms throughout the *Guidelines.* Where necessary, text was revised in order to provide greater direction to the reader and to reduce the likelihood of misunderstanding. Schedule 'A', regarding the use of web and electronic media was slightly amended to reflect current practices of the Chief Returning Officer (CRO) and eliminate any redundancy already captured in the respective section.

The Elections Committee approved the *Election Guidelines 2018* on November 15, 2017; the revised *Guidelines* were effective January 1, 2018.

3.   Outreach to Promote Opportunities in Governance and Elections

As in previous years, many steps are taken each year to promote the elections for seats on Governing Council, the Academic Board, and the UTM and UTSC Campus Councils and their Standing Committees. Proactive approaches by the CRO and DROs on all three campuses to engage students, administrative staff and teaching staff with regard to the election process included a series of educational forums and other outreach initiatives. These were undertaken prior to the nomination period for the 2018 elections and included focused communications and advertising, as well as election information sessions.

The 2018 Call for Nominations and voting period was publicized as follows:

- November Information sessions were held on Tuesday, November 21, 2017 for teaching staff constituencies and on Wednesday, November 22, 2017 for students (with a follow-up session on Thursday, November 30th); (invites to all students and teaching staff sent November 15, 2017; also promoted on the GC website);

- Information sessions for prospective nominees and candidates were held at UTM on Wednesday, November 22, 2017 and Thursday, January 4, 2018; and at UTSC on Thursday, November 30, 2017, Wednesday, December 13, 2017 and Thursday, January 4, 2018;

- In a memorandum to all registered students sent on December 7, 2017;

- In an on-line posting by the Vice-Provost Students (*Just in Time* postings) between December 7, 2017 until January 4, 2018 as an advance notification of pending nomination period;

- In weekly Vice-Provost Students' e-newsletter "*9 New Things*" in December 2017 (pre-nomination), January 2018 (nomination) and February 2018 (voting);

- In December 2017, targeted memoranda were sent to administrative staff, students, teaching staff, and librarians at UTM and UTSC to promote the election. A similar memorandum was sent to the broader University community. Recipients included the five representative University-wide student groups: the University of Toronto Students' Union (UTSU), the Association of Part-time Undergraduate Students (APUS), the Graduate Students' Union (GSU), the Scarborough Campus Students' Union (SCSU), and the University of Toronto Mississauga Student Union (UTMSU); as well as the United Steelworkers of America (USWA), and the University of Toronto Faculty Association (UTFA); and divisional leaders. Information on all the elections was cross-referenced in each memorandum;

- By the registrars to promote the elections and nomination of students on their Listservs and websites;

- In updated announcements on the Governing Council website that were linked to governance pages on the UTM and UTSC websites;

- In a memorandum sent to post-graduate medical trainees in December 2017 and January 2018.

- In customized e-mail messages sent to divisional leaders at all three campuses asking for assistance in promoting participation in the 2018 elections;

Outreach to Promote Opportunities in Governance and Elections continued:

- By the Chairs of the Academic Board, Business Board, University Affairs Board, and Governing Council at meetings of the respective bodies in December and by the Chairs of the UTM and UTSC Campus Council, Campus Affairs and Academic Affairs Committees at their meetings in January and early February 2018;

- By contacting the offices of Deans whose divisions had upcoming vacancies on the Academic Board for teaching staff seats;

- Information sessions for prospective candidates were held on St. George Campus on Thursday, December 18, 2018; at UTM on November 22, 2017 and January 18, 2018; and UTSC on November 30, 2017 and December 13, 2017;

- On dedicated elections websites:

    - Governing Council Elections website and homepage (http://www.governingcouncil.utoronto.ca/elections);
    - UTM Office of the Campus Council Elections website: http://www.utm.utoronto.ca/governance/elections;
    - UTSC dedicated elections website http://www.utsc.utoronto.ca/governance/2018-elections;

- Advertisements in campus newspapers (*The Varsity* and *The Medium*) in January and February 2018;

- At UTSC, publicized in internal newsletters (i.e. *Dean's Notes* to all UTSC Teaching Staff; Student Experience Newsletter to all UTSC Students; and *InsideUTSC* to all UTSC admin staff and faculty);

- On the U of T events webpage (http://www.events.utoronto.ca), during the campaign period;

- In a mass email sent at the beginning of January, 2018 to all students and post-graduate medical trainees eligible to participate in the elections. Targeted emails to members of the various estates were sent by UTM and UTSC;

- On the U of T student portal (Accessible Campus Online Resource Network - ACORN) between January 4 and 12, 2018 (re Nomination Period);

- In a follow-up email to students who had expressed interest in serving on the Council (i.e. attended earlier information sessions and/or sent emails requested information about the election process);

Outreach to Promote Opportunities in Governance and Elections continued:

- The methods listed above were also used to publicize the voting period in February 2018, including the listing of all student candidate statements for Governing Council seats published student newspapers (2 full ads – print and on-line) in The Varsity and The Medium. Additionally, the listing of all student, teaching staff and administrative staff candidate statements for UTM Campus Council and Standing Committees seats were published in The Medium (print and online ads).

4.   Nominations

Governing Council

The nomination period for seats on the Governing Council, the Academic Board and the UTM and UTSC Campus Councils and their Standing Committees opened on Thursday January 4, 2018 at 12:00 noon and closed on Friday, January 12, 2018 at 5:00 p.m.

Nomination forms for each constituency were available electronically from the Governing Council website, which were linked to the governance websites for UTM and UTSC; and in paper form from the Office of the Governing Council, at UTM, and UTSC. The vast majority of candidates obtained the nomination forms from the website using a pdf fillable form.

Upon the close of the nomination period, it was determined that Governing Council elections were required for six student seats (with 2 seats acclaimed in the Part-time Undergraduate Student Constituency); two teaching staff seats (with an additional three seats filled by acclamation); and one administrative staff member seat.

Successful candidates in the teaching staff elections were Professor Paul Kingston (Constituency III - UTSC) and Professor Avrum Gotlieb (Constituency V - Medicine).

Professor Nicholas Terpstra (Constituency IA - Arts and Science), Professor Ron Levi (Constituency IB - Arts and Science) and Professor Ernest Lam Constituency VI (Dentistry, Nursing, Pharmacy, and Physical Education and Kinesiology) were incumbents and re-elected.

The successful candidate in the administrative staff election was P.C. Choo.

Academic Board

Fifteen (15) teaching staff seats and one (1) librarian seat on the Academic Board were open for election, most for a three-year term from July 1, 2018 to June 30, 2021. Upon the close of the nomination period, fourteen (14) seats were acclaimed including 1 librarian; and one (1) seat was open for election.

Professor Aarthi Ashok was elected to the Academic Board from the University of Toronto Scarborough.

UTM and UTSC Campus Councils and their Standing Committees

This was the sixth year where elections were held for the UTM and UTSC CCs and their Standing Committees.

The information sessions held at UTM and UTSC generated interest among all the estates and constituencies. A number of the attendees put their names forward as candidates for seats on the CCs and their Standing Committees.

At UTM, there were a substantial number of nominations for seats in each of the estates and constituencies after the first call for nominations, with the exception of two part-time student seats (1 on CC and 1 on AAC) and these were subsequently filled. Elections at UTM were required in the full-time undergraduate student constituency of CC, in the full-time student, administrative staff and Chemical & Physical Sciences department teaching staff constituencies of the AAC, and in the full-time student and administrative staff constituencies of the CAC.

At UTSC, there was healthy engagement from administrative staff and full-time undergraduate students during the first Call for Nominations. As a result, the nomination period was re-opened once to fill the following seats: CC – 1 part-time undergraduate student; AAC –1 graduate student and 1 teaching staff; CAC – 2 teaching staff and 1 part-time undergraduate student. At the close of the re-opened nomination period, the following seats remained vacant: CC –1 part-time undergraduate student seat; CAC –1 part-time undergraduate student and 1 teaching staff seat. A Call for Nominations would be issued in Spring 2018 to fill the seats.

The process of re-opening the nomination for any of the estates and/or constituencies involved updating the nomination form, updating the websites, and sending targeted e-mail reminders to encourage members in each of the constituencies and estates to put forward their names for seats on the CCs and their Standing Committees.

Table 1: Summary of Nominations for the Governing Council Elections 2018

Constituency	# of seats available	# of nominations received	# of times nominations were re-opened
Teaching Staff (term ending June 30, 2021)			
<u>Constituency IA</u> *includes all teaching staff who hold their major appointments in the Departments of Art, Classics, East Asian Studies, English, French, Germanic Languages and Literatures, History, Italian Studies, Linguistics, Near and Middle Eastern Civilizations, Philosophy, Study of Religion, Slavic Languages and Literatures, Spanish and Portuguese, the Centre for Comparative Literature, the Cinema Studies Institute, the Centre for Drama, Theatre and Performance Studies, the Centre for Medieval Studies, and the Institute for History & Philosophy of Science & Technology (excluding those who are members of Constituency II or III).*	1	1	0
<u>Constituency IB</u> *includes all teaching staff who hold their major appointments in the in the Departments of Anthropology, Economics, Geography, Political Science, Sociology, the Centre for Criminology and Sociolegal Studies, the Munk School of Global Affairs, the Centre for Industrial Relations and Human Resources, the Women and Gender Studies Institute, and Teaching Staff members who hold their major appointments in University College, St Michael's College, New College, Woodsworth College, and Innis College (excluding those who are members of Constituency IA, IC, II or III).*	1	1	3

Constituency III *includes all teaching staff who hold their major appointments at the University of Toronto Scarborough.*	1	2	0
Constituency V *includes all teaching staff members in the Faculty of Medicine. Members elected from the Faculty of Medicine.*	1	4	0
Constituency VI *includes all teaching staff who hold their major appointments in the Faculty of Dentistry, Lawrence S. Bloomberg Faculty of Nursing, Leslie Dan Faculty of Pharmacy and the Faculty of Kinesiology and Physical Education.*	1	1	1
Administrative Staff (term ending June 30, 2021) *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.*	1	4	0
Full-time Undergraduate Students (term ending June 30, 2019) Constituency I (Arts and Science, UTM, UTSC)	2	23	0
Constituency II (Professional Faculties)	2	9	0
Part-time Undergraduate Students (term ending June 30, 2019)	2	2	0
Graduate Students (term ending June 30, 2019) Constituency I (Humanities & Social Sciences – Divisions I & II)	1	5	0
Constituency II (Physical & Life Sciences – Divisions III & IV)	1	3	0

5. Election Process 2018

Information Meeting for Candidates

The CRO held information meetings for the student candidates of the Governing Council elections on January 18 and 19, 2018. The DROs held concurrent information meetings at UTM and UTSC on this day for candidates participating in the elections to the CCs and their Standing Committees.

The purpose of the meetings was to provide candidates with information regarding their respective constituencies, the voting process, and the campaign rules as outlined in the *Election Guidelines 2018*. It was made clear that each candidate's signature on the nomination form indicated his/her agreement to be bound by the rules of the *Guidelines*. Candidates were also asked to review their statements, which would be published in campus newspapers and would accompany all election ballots. Some candidates who were unable to attend the meeting met separately with the CRO and the DROs to review the campaign rules. At the information meetings, the CRO and DROs reassured all candidates that reminders from the Office of the Governing Council and the respective Campus Councils would be sent to all eligible voters encouraging them to exercise their franchise.

Student Voting

The campaign period for candidates, which overlapped with the voting period, was held from Monday, January 22 to Friday, February 16, 2018. All students, except post-graduate medical trainees, were able to vote online through *U-ElecT* https://voting.utoronto.ca/election via the Accessible Campus Online Resource Network (*ACORN*).

For the fifth time, post-graduate medical trainees were able to vote through the online voting system used in previous years for the administrative staff and teaching staff elections.

The size of each student constituency and the number of valid votes cast for the Governing Council elections over the past five years is shown in Table 3.

Teaching Staff Voting

Online voting for teaching staff and administrative staff Governing Council elections was introduced in 2009. Ontario Institute for Studies in Education (OISE) Education Commons staff agreed to continue to host the online elections and help the CRO to update the online ballot and database. This process was also used for the elections that were required for the UTSC and UTM CCs and their Standing Committees. No technical problems were encountered.

Election Process 2018: Teaching Staff Voting continued:

Lists of eligible teaching staff voters were obtained via the Human Resources Information System (HRIS), together with electors' email addresses, date of birth, and personnel numbers. The date of birth (month and day only) and personnel number were used in a secure electronic environment for voter identification purposes. Emails outlining the online election process were sent to all teaching staff eligible to vote. Voting instructions were also posted on the elections website.

6.   Appeals and Campaign Violations

There was one requirement for the Elections Committee of the Governing Council, in accordance with Section 7.8(b) of the *Election Guidelines 2018*, to meet as "Election Overseers" in 2018.

All candidates were sent an email during the campaign reminding them of the relevant sections of the *Election Guidelines 2018*, in particular Appendix A (*Guidelines for Campaigning and Enforcement of the Elections Guidelines 2018)*. One campaign violation within the student constituencies was investigated by the CRO and one of the DROs.

The number of allegations of campaign violations and appeals that have been made since 2014 are summarized in Table 2.

Table 2: Summary of Campaign Violation Allegations and Appeals, 2014-2018

	2014	**2015**	**2016**	**2017**	**2018**
Number of allegations of campaign violations	2	0	0	0	1
Number of appeals of election process/results	0	0	0	0	0
Number of appeals of technical invalidation	0	0	2	0	0
Number of allegations and appeals referred to Election Overseers	0	0	2	0	1
Number of *serious*/*severe* violations found	0	0	0	0	1

Table 3: Voting Results Governing Council, 2014 to 2018

	2014	2015	2016	2017	2018
Full-time Undergraduate Students					
Constituency I Constituency Size	45,735	46,262	47,422	48,329	49,503
# of Valid Votes Cast (% Voters)	3,930 (8.6%)	2,589 (5.6%)	4,348 (9.1%)	2,747 (5.7%)	2,714 (5.4%)
Constituency II Constituency Size	14,427	14,659	14,216	14,908	14,263
# of Valid Votes Cast (% Voters)	701 (4.9%)	421 (3%)	603 (4.2%)	691 (5%)	816 (5.7%)
Part-time Undergraduate Students					
Constituency Size	5,057	N/A	6,856	N/A	N/A
# of Valid Votes Cast (% Voters)	245 (.5%)	Both seats acclaimed	201 (.3%)	Both seats acclaimed	Both seats acclaimed
Graduate Students					
Constituency I Constituency Size	8,219	8,561	8,416	8,867	8,983
# of Valid Votes Cast (% Voters)	232 (2.8%)	220 (2.6%)	476 (5.6%)	367 (4.1%)	478 (5.3%)
Constituency II Constituency Size	7,550	7,781	7,808	8,153	8,476
# of Valid Votes Cast (% Voters)	520 (6.9%)	151 (2%)	266 (3.4%)	920 (11.3%)	293 (3.4%)

Table 3: Voting Results Governing Council, 2014 to 2018 continued:

	2014	2015	2016	2017	2018
TEACHING STAFF					
Constituency III Constituency Size	N/A	N/A	N/A	N/A	503
# of Valid Votes Cast (% Voters)					29 (5.7%)
Constituency V Constituency Size	N/A	4,738	4,944	N/A	4,890
# of Valid Votes Cast (% Voters)		147 (3%)	341 (7%)		142 (3%)

	2014	2015	2016	2017	2018
Administrative Staff					
<u>Constituency I</u> Constituency Size	N/A	7,288	7,440	N/A	8,561
# of Valid Votes Cast (% Voters)		943 (13%)	628 (8.4%)		739 (8.6%)

Voting Results – 2018 UTM Campus Council and its Standing Committees - Students

Governance Body	Constituency	
Campus Council	Full-time Undergraduate	12,783 (Size)
		595 (Votes Cast)
Campus Council	Graduate	N/A
		Acclaimed
Campus Council	Part-time Undergraduate	N/A
		Acclaimed
Academic Affairs Committee	Full-time Undergraduate	12,783 (Size)
		538 (Votes Cast)
Academic Affairs Committee	Graduate	N/A
		Acclaimed
Academic Affairs Committee	Part-time Undergraduate	N/A
		Acclaimed
Campus Affairs Committee	Full-time Undergraduate	12,783 (Size)
		388 (Votes Cast)
Campus Affairs Committee	Graduate	N/A
		Acclaimed
Campus Affairs Committee	Part-time Undergraduate	N/A
		Acclaimed

Voting Results – 2018 UTSC Campus Council and its Standing Committees - Students

Governance Body	Constituency	
Campus Council	Full-time Undergraduate	12,236 (Size)
Campus Council	Full-time Undergraduate	463 (Votes Cast)
Campus Council	Graduate	N/A
Campus Council	Graduate	Acclaimed
Campus Council	Part-time Undergraduate	N/A
Campus Council	Part-time Undergraduate	Unfilled
Academic Affairs Committee	Full-time Undergraduate	12,236 (Size)
Academic Affairs Committee	Full-time Undergraduate	460 (Votes Cast)
Academic Affairs Committee	Graduate	N/A
Academic Affairs Committee	Graduate	Acclaimed
Academic Affairs Committee	Part-time Undergraduate	N/A
Academic Affairs Committee	Part-time Undergraduate	Acclaimed
Campus Affairs Committee	Full-time Undergraduate	12,236 (Size)
Campus Affairs Committee	Full-time Undergraduate	493 (Votes Cast)
Campus Affairs Committee	Graduate	N/A
Campus Affairs Committee	Graduate	Acclaimed
Campus Affairs Committee	Part-time Undergraduate	N/A
Campus Affairs Committee	Part-time Undergraduate	Unfilled

7.   Recommendation

As indicated in the data provided for the nominations and the voting results, participation in the elections across all estates and constituencies continues to remain a challenge.

As part of an ongoing review, it is recommended that any further revisions of the *Election Guidelines 2018* to create the *Election Guidelines 2019* be discussed by the Elections Committee.

Anwar Kazimi
Chief Returning Officer

May 7, 2018