# UNIVERSITY OF TORONTO

## THE GOVERNING COUNCIL

## REPORT NUMBER 72 OF THE ELECTIONS COMMITTEE

### November 12, 2014

To the Executive Committee,
University of Toronto.

Your Committee reports that it met on Wednesday, November 12, 2014 at 11:00 a.m. in the
Toronto Room, Room 128, Simcoe Hall, with the following members present:

Professor Bill Gough (Chair)                    **Regrets**:
Ms Claire Kennedy*                              Ms Alexis Archbold
Mr. Nick Kuryluk*                               Ms Alexandra Harris

Secretariat:
Mr. Patrick McNeill, Secretary

Mr. Anwar Kazimi, Chief Returning Officer (CRO)
Ms Cindy Ferencz-Hammond, Director, Governance & Special Projects, University of Toronto
   Mississauga *
Ms Amorell Saunders-N'Daw, Director, Governance, University of Toronto Scarborough*
   *Participated by teleconference*.

## 1.    Welcome and Overview of Mandate & Terms of Reference

The Chair welcomed members, the new Secretary and guests to the meeting.

He provided an overview of the Committee's mandate and highlighted its areas of responsibility
as outlined in its *Terms of Reference*.  Professor Gough noted that the Committee consisted of 5
members, with each of the estates represented, who were appointed by the Governing Council to
serve on the Committee.  As well, the Chair was appointed by the Executive Committee.

One of the Committee's stated area of responsibility was to review and recommend for approval
the policy on elections. While there was not a separate document on "elections policy", the
Elections Committee and Executive Committee Terms of Reference, the *Election Guidelines*,
and the *University of Toronto Act, 1971*, each contain elements which together were considered
the elections policy.  He added that the *U of T Act* also speaks to a number of areas related to
Governing Council membership and elections.

The Chair explained that the Committee oversees the elections process for three estates
(administrative staff, student, and teaching staff members).  The election of alumni governors
was managed by the College of Electors (a body of alumni). As the election overseers, the

Committee could consider any appeal of a decision of the CRO as well as any appeal or other questions arising from the conduct of the elections as outlined in the *Guidelines*.  There was a restriction that any member of the Committee who would be standing for election, involved in an election Campaign, or endorsing a candidate for election, not participate in considering a matter about her or his own constituency or the constituency of a candidate she or he would be publicly endorsing.

It was reported that over the past few years, the number of allegations of campaign violations had greatly decreased. As a result of the work of the CRO, the Committee had not had to meet, as the Election Overseers, to consider alleged campaign violations since 2011.

## 2.      Election Guidelines 2015

The Chair stated that the Elections Committee was responsible for annually reviewing and approving any minor amendments to the *Election Guidelines*.  Major amendments would require approval by the Executive Committee, to which this Committee reports.

Professor Gough invited Mr. Anwar Kazimi, CRO, to outline the proposed revisions to the *2015 Guidelines*.

Mr. Kazimi reported that the proposed revisions reflected the new election dates for 2015.  As well, he noted that some minor editorial changes had been made.  He referred to the changes to the distribution of seats and length of terms on the UTM and UTSC Campus Councils and their standing committees that were approved at the June 25, 2014, meeting of the Governing Council.  As a consequence of these changes, a number of amendments to section 11 of the *Guidelines* were made, including the use of staggered terms.

The CRO noted a proposed amendment to the requirement of teaching staff candidates for UTM and UTSC bodies to provide signatures of three nominators instead of five. This change would be consistent with the requirement for teaching staff candidates for the Academic Board. Administrative staff, librarian, and student candidates would continue to be required to provide signatures of five nominators on their respective nomination form.

The Chair thanked Mr. Kazimi for his report on the proposed revisions.  He provided the Committee with additional context as to why the revisions reflected good governance principles and would be considered minor.  He explained that both UTM and UTSC had experienced a greater degree of departmentalization in recent years which reduced the number of potential nominators for teaching staff positions in some departments. A reduction in the number of nominators required would make the process more effective and, as noted by Mr. Kazimi, would mirror the requirement for the Academic Board for teaching staff candidates.

It was also noted that the changes to section 11 of the *Guidelines* would remove ambiguity and address certain cascading issues, in particular the timing between when elections took place and when all seats were elected, to the process undertaken by the Governing Council at its April meeting when it confirmed the membership of related Boards and Committees for the following academic year.

Following discussion, the Committee agreed that the proposed revisions to the *Election Guidelines 2015* were not major and as such, pursuant to its Terms of Reference, could be approved by the Committee itself.

On motion duly, moved, seconded and carried

YOUR COMMITTEE APPROVED

THAT the proposed *Election Guidelines 2015* be approved, effective, January 1, 2015.

**CONSENT AGENDA**

On motion duly made, seconded and carried

IT WAS APPROVED

THAT the consent agenda be adopted and the items on it approved.

**3.      Report of the Previous Meeting - Report Number 71 (June 9, 2014)**

The report of the previous meeting was approved.

**4.      Business Arising from the Report of the Previous Meeting**

There was no business arising from the report of the previous meeting.

**5.      Date of Next Meeting:  Wednesday, June 17, 2015, 11:00 a.m. – 1:00 p.m.**

**6.      Other Business**

The Chair reported that the Governing Council approved the Terms of Reference for the UTM and UTSC Campus Councils and their Standing Committees in June, 2012; which included the provision for undertaking a review of the new governance model at the end of the first year of operation.

The Committee to Review the UTM and UTSC Campus Councils (CRCC) was established to fulfill the Governing Council's requirement.  The Terms of Reference mandated the Committee to: evaluate the efficacy of the model and the manner in which it had been implemented; report its findings; and, recommend refinements that would enhance the ability of the Campus Councils and their Committees to execute their respective mandates.

Professor Gough stated that the CRCC began meeting in September, 2014, undertaking consultations with Committee members and the Senior Administrative Teams of both UTM and UTSC; in addition, a Call for Submissions had been issued seeking broad input. The CRCC held

open meetings in October, 2014 with the various campus constituencies (estates), student union leadership, student societies and clubs.  The CRCC also held two public Campus Report-Backs, one each at UTSC and UTM.

The CRCC would continue ongoing work drafting its final report and developing its recommendations based on the consultations and input it had received. It would conclude its work when it would report to Governing Council in December, 2014.

The Chair noted that the Elections Committee may need to meet prior to the next regularly scheduled meeting to address any decisions made by Governing Council based on the recommendations of the CRCC.

The Committee further discussed the need for a proactive approach on all three campuses to engage students, staff and teaching staff with regard to the election process.  A series of educational forums and other outreach initiatives by the CRO and DROs would be undertaken for the 2015 elections.

Ms Ferencz-Hammond advised that a by-election would be held to fill one Full-time Undergraduate Student vacant seat on the UTM Campus Affairs Committee. Nominations would close on Monday, November 18, 2014 at 5:00 p.m.; and the election would take place from November 25 to December 1, 2014 to serve a term that would be effective immediately upon election until June 30, 2015.

Mr. Kazimi reported that he and Mr. McNeill would be meeting with representatives of the University's central information technology services to discuss pending changes to the University's information systems (e.g. R.O.S.I.) in 2016, with a view to improve the delivery of the election process.


The meeting adjourned at 11:57 a.m.


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Secretary                                                                                      Chair
November 13, 2014