



**Report for the 2019 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 2019 Governing Council elections and to indicate areas for discussion and possible revisions to the *Guidelines* for future elections.

2. Revision of the *Election Guidelines 2018* for 2019

Minor revisions were made to the *Election Guidelines 2018* to create the *Election Guidelines 2019*, as follows:

- updated to make the document gender-neutral by use of gender-neutral nouns and pronouns throughout *Guidelines* (deletion of gender/phrases such as “he/she”, “he or she”, “his or hers”, etc. – replaced with neutral word/phrases such as “the individual”, “the candidate”, “the voter”, “they”, “their”, “oneself”, etc., as appropriate);
- 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; and
- in 2018, the Ontario Human Rights Commission released a new policy on accessible education – the *Guidelines* are in line with this new policy.

There was also one major change to the *Election Guidelines 2018*:

- updated *SECTION 8.4* to reflect a previous decision of the Governing Council regarding Teaching Staff representation of the Dalla Lana School of Public Health on Governing Council and the Academic Board (removed Footnote No. 12 of page 42 in the 2018 *Guidelines* associated with definition of Teaching Staff members in Constituency V – Faculty of Medicine); and added the Dalla Lana School of Public Health as part of Constituency VI with the other professional health sciences-related faculties under the same Constituency.

The Elections Committee recommended the approval of the *Election Guidelines 2019* at its meeting on November 21, 2018. The Executive Committee approved the *Election Guidelines 2019* on December 4, 2018; the revised *Guidelines* were effective January 1, 2019 and were publically posted on the Office of the Governing Council's *Elections* webpage.

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 2019 elections and included focused communications and advertising, as well as election information sessions.

The 2019 Call for Nominations and Voting Period was publicized as follows:

- information sessions were held on Tuesday, November 20, 2018 for teaching staff constituencies and on Wednesday, November 21, 2018 for students (with a follow-up session on Friday, November 23rd); invites to all students and teaching staff were sent the week of November 12, 2018; also promoted on the Governing Council website;
- information sessions for prospective nominees and candidates were held at UTM on Thursday, November 22, 2018 and; and at UTSC on Wednesday, November 28, 2018 and Monday, December 3, 2018;
- in a memorandum to all registered students sent on December 7, 2018;
- in an on-line posting by the Vice-Provost Students (*Just in Time* postings) between December 7, 2018 until January 7, 2019, as an advance notification of the pending nomination period;
- in weekly Vice-Provost Students' e-newsletter "*9 New Things*" in December 2018 (pre-nomination), January 2019 (nomination) and February 2019 (voting);
- in December 2018, 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 Students' 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;

Outreach to Promote Opportunities in Governance and Elections continued:

- by the registrars to promote the elections and nomination of students on their listservs and websites;
- in updated announcements on the Off of 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 2018 and January 2019;
- in customized e-mail messages sent to divisional leaders at all three campuses asking for assistance in promoting participation in the 2019 elections;
- 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 2019;
- by contacting the offices of Deans whose divisions had upcoming vacancies on the Academic Board for teaching staff seats;
- 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/2019-elections>);
- listing in the *Provost's Weekly Digest* (published January 11 and 22, 2019);
- advertisements in campus newspapers (*The Varsity* and *The Medium*) in December 2018, January and February 2019;
- At UTM, publicized via advertisements on the campus television screens;
- At UTM, promoted to students in lecture halls through a PowerPoint slide advertisement;
- At UTSC, publicized in internal newsletters (i.e. *Dean's Notes* to all UTSC Teaching Staff; Department of Student Life & International Student Centre Newsletter to all UTSC Students; and *InsideUTSC* to all UTSC admin staff and faculty). In addition, the opportunities were advertised to students within the AccessAbility Services unit on LCD screens;
- on the U of T events webpage (<http://www.events.utoronto.ca>), during the campaign period;

Outreach to Promote Opportunities in Governance and Elections continued:

- in a mass email sent on January 7, 2019 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 7 and 18, 2019 (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 requesting information about the election process); and
- the methods listed above were also used to publicize the Voting Period in February 2019, 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*; and
- 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 Monday January 7, 2019 at 12:00 noon and closed on Friday, January 18, 2019 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 1 seat acclaimed in the Part-time Undergraduate Student Constituency); four teaching staff seats and one administrative staff member seat. No nominations were received for the second Part-time Undergraduate Student Constituency seat on Governing Council. A second *Call for Nominations* (re-opening) was issued on January 24, 2019 and closed on January 30, 2019. No nominations were received. A third call for nominations will be issued in the Fall 2019 academic session.

Successful candidates in the teaching staff elections were Professor Mark Lautens (Constituency IC – Arts and Science); Professor Jun Nogami (Constituency IV – Applied Science and Engineering); and Professors K. Sonu Gaiind and Sal Spadafora (Constituency V - Medicine).

Professor Lautens (Constituency IC - Arts and Science) and Professor Spadafora (Constituency V - Medicine) were incumbents and re-elected.

The successful candidate in the administrative staff election was Mr. Sarosh Jamal.

Academic Board

Seventeen (17) teaching staff seats on the Academic Board were open for election, most for a three-year term from July 1, 2019 to June 30, 2022. Upon the close of the nomination period, ten (10) seats were acclaimed; and five (5) seats were open for election. Two (2) seats remain unfilled in the Faculty of Medicine and will be re-opened in the Fall 2019 academic session.

Professors Damiano, Downes, Ju, Rule and Saverino and were elected to the Academic Board from the Faculty of Arts and Science.

UTM and UTSC Campus Councils and their Standing Committees

This was the seventh 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 three part-time student seats (1 on CC, 1 on AAC and 1 on CAC). Elections at UTM were required in the full-time undergraduate student constituencies of the CC, AAC and CAC.

At UTSC, there was healthy engagement from administrative staff and full-time undergraduate students during the initial 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 part-time undergraduate student, 1 graduate student; CAC – 2 full-time undergraduate students, 1 part-time undergraduate student, 1 graduate student, and 1 administrative staff. At the close of the re-opened nomination period, the following seats remained vacant: CC – 1 part-time undergraduate student seat; AAC- 1 part-time undergraduate student; CAC – 1 part-time undergraduate student and 1 teaching staff seat. A Call for Nominations would be issued in the Fall 2019 academic session to fill the seats. Elections were required in the CC, AAC, and CAC full-time undergraduate student constituencies as well as for the teaching staff constituency of the CC and administrative staff constituency of the CAC.

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 2019

Constituency	# of seats available	# of nominations received	# of times nominations were re-opened
Teaching Staff (term ending June 30, 2022)			
<u>Constituency IC</u> includes all teaching staff who hold their major appointments in the Departments of Astronomy and Astrophysics, Cell and Systems Biology, Chemistry, Computer Science, Earth Sciences, Ecology and Evolutionary Biology, Mathematics, Physics, Psychology, Statistical Sciences, the Canadian Institute for Theoretical Astrophysics (excluding those who are members of Constituency II or III).	1	4	0
<u>Constituency IV</u> includes all teaching staff who hold their major appointments in the Faculty of Applied Science and Engineering.	1	3	0
<u>Constituency V</u> includes all teaching staff members in the Faculty of Medicine. Members elected from the Faculty of Medicine.	2	5	0
Administrative Staff (term ending June 30, 2022)			
<i>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 (includes Librarians).</i>	1	11	0

Full-time Undergraduate Students (term ending June 30, 2020)			
Constituency I (Arts and Science, UTM, UTSC)	2	21	0
Constituency II (Professional Faculties)	2	5	0
Part-time Undergraduate Students (term ending June 30, 2020)	2	1	1
Graduate Students (term ending June 30, 2020)			
Constituency I (Humanities & Social Sciences – Divisions I & II)	1	7	0
Constituency II (Physical & Life Sciences – Divisions III & IV)	1	5	0

5. Election Process 2019

Information Meeting for Candidates

The Chief Returning Officer held information meetings for the student candidates of the Governing Council elections on January 22 and 24, 2019. The Deputy Returning Officers held concurrent information meetings at UTM and UTSC on January 24, 2019 for candidates participating in the elections for the Campus Councils 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 2019*. It was made clear that each candidate's signature on the nomination form indicated their 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 21 to Friday, February 15, 2019. 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).

Election Process 2019: Student Voting continued:

For the sixth 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.

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 and administrative staff eligible to vote. Voting instructions were also posted on the elections website.

6. Appeals and Campaign Violations

There was no requirement for the Elections Committee of the Governing Council, in accordance with Section 7.8(b) of the *Election Guidelines 2019*, to meet as "Election Overseers" in 2019.

All candidates were sent an email during the campaign reminding them of the relevant sections of the *Election Guidelines 2019*, in particular Appendix A (*Guidelines for Campaigning and Enforcement of the Elections Guidelines 2019*).

The number of allegations of campaign violations and appeals that have been made since 2015 are summarized in Table 2.

Table 2: Summary of Campaign Violation Allegations and Appeals, 2015-2019

	2015	2016	2017	2018	2019
Number of allegations of campaign violations	0	0	0	1	0
Number of appeals of election process/results	0	0	0	0	0
Number of appeals of technical invalidation	0	2	0	0	0

	2015	2016	2017	2018	2019
Number of allegations and appeals referred to Election Overseers	0	2	0	1	0
Number of <i>serious/severe</i> violations found	0	0	0	1	0

Table 3: Voting Results Governing Council, 2015 to 2019

STUDENT CONSTITUENCY	2015	2016	2017	2018	2019
Full-time Undergraduate Students					
<u>Constituency I</u> Constituency Size	46,262	47,422	48,329	49,503	50,454
# of Valid Votes Cast (% Voters)	2,589 (5.6%)	4,348 (9.1%)	2,747 (5.7%)	2,714 (5.4%)	2,914 (5.8%)
<u>Constituency II</u> Constituency Size	14,659	14,216	14,908	14,263	15,797
# of Valid Votes Cast (% Voters)	421 (3%)	603 (4.2%)	691 (5%)	816 (5.7%)	405 (2.6%)
Part-time Undergraduate Students					
Constituency Size	N/A	6,856	N/A	N/A	N/A
# of Valid Votes Cast (% Voters)	Both seats acclaimed	201 (.3%)	Both seats acclaimed	Both seats acclaimed	One seat acclaimed
Graduate Students					
<u>Constituency I</u> Constituency Size	8,561	8,416	8,867	8,983	9,504
# of Valid Votes Cast (% Voters)	220 (2.6%)	476 (5.6%)	367 (4.1%)	478 (5.3%)	393 (4.1%)

Elections Committee, May 13, 2019: *Elections Report 2019*

<u>Constituency II</u> Constituency Size	7,781	7,808	8,153	8,476	8,847
# of Valid Votes Cast (% Voters)	151 (2%)	266 (3.4%)	920 (11.3%)	293 (3.4%)	548 (6.2%)

TEACHING STAFF CONSTITUENCY	2015	2016	2017	2018	2019
Constituency IC Constituency Size	N/A	Seat Acclaimed	N/A	N/A	441
# of Valid Votes Cast (% Voters)					84 (19%)
Constituency IV Constituency Size	N/A	317	N/A	N/A	332
# of Valid Votes Cast (% Voters)		95 (30%)			54 (16%)
Constituency V Constituency Size	4,738	4,944	N/A	4,890	5,308
# of Valid Votes Cast (% Voters)	147 (3%)	41 (7%)		142 (3%)	301 (5.7%)

Administrative Staff	2015	2016	2017	2018	2019
Constituency Size	7,288	7,440	N/A	8,561	8,706
# of Valid Votes Cast (% Voters)	943 (13%)	628 (8.4%)		739 (8.6%)	1,333 (15%)

Voting Results – 2019 UTM Campus Council and its Standing Committees - Students

Governance Body	Constituency	
Campus Council	Full-time Undergraduate	13,393 (Size)
		955 (Votes Cast)
Campus Council	Graduate	
		Acclaimed
Campus Council	Part-time Undergraduate	
		Unfilled
Academic Affairs Committee	Full-time Undergraduate	13,393 (Size)
		489 (Votes Cast)
Academic Affairs Committee	Graduate	
		Acclaimed
Academic Affairs Committee	Part-time Undergraduate	
		Unfilled
Campus Affairs Committee	Full-time Undergraduate	13,393 (Size)
		480 (Votes Cast)
Campus Affairs Committee	Graduate	
		Acclaimed
Campus Affairs Committee	Part-time Undergraduate	
		Unfilled

Voting Results – 2019 UTSC Campus Council and its Standing Committees - Students

Governance Body	Constituency	
Campus Council	Full-time Undergraduate	12,472 (Size)
		250 (Votes Cast)
Campus Council	Graduate	
		Acclaimed
Campus Council	Part-time Undergraduate	
		Unfilled
Academic Affairs Committee	Full-time Undergraduate	12,472 (Size)
		409 (Votes Cast)
Academic Affairs Committee	Graduate	
		Acclaimed
Academic Affairs Committee	Part-time Undergraduate	
		Unfilled
Campus Affairs Committee	Full-time Undergraduate	12,472 (Size)
		480 (Votes Cast)
Campus Affairs Committee	Graduate	
		Acclaimed
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 2019* to create the *Election Guidelines 2020* be discussed by the Elections Committee.

Anwar Kazimi
Chief Returning Officer

May 10, 2019