



University of Toronto

OFFICE OF THE GOVERNING COUNCIL

To: University Affairs Board

From: Paul Holmes, Chief Returning Officer

Date: October 26, 2004

Re: *Election Guidelines 2005*

Attached are the *Election Guidelines 2005* which are being recommended for approval by the Elections Committee. The changes are identified below. The proposed revisions take into account the suggestions contained in the submissions received by the Elections Committee and the presentations made at the open meeting on October 4, as well as changes resulting from recently approved policies, and from experience with the current *Guidelines*. The changes indicated were approved by the Elections Committee at its meeting on October 18, 2004.

It is the opinion of the Committee that the proposed changes in the *Election Guidelines 2005* are legislative rather than substantive, and therefore may be approved by the University Affairs Board.

The major proposed revisions to the *Election Guidelines 2005* are as follows:

- Page 4: substituting the term “Associated Party” in the place of “Non-arm’s length Party”. The proposed change is simpler and more appropriate.
- Page 12: the voting period for the student elections has been set for Feb. 28 – March 4 which has been coordinated with SAC. In addition the campaign period has been shortened to commence one week prior to voting period from two weeks prior to reflect the fact that campaigning is now permitted during the voting period.
- Page 13: addition of subsection 2(3a) of the *University of Toronto Act, 1971* to provide greater clarity on the rules governing candidates eligible to run in more than one constituency.
- Page 15: addition of clause to permit the use of web addresses on candidate statement that appear on ROSI.
- Page 19: reference to clause 2.(14)(nb) of the *University of Toronto Act, 1971*, has been added to the section on balloting. The reference makes it clear eligible voters may only vote once.
- Page 19: reference to subsection 2(3a) of the *University of Toronto Act, 1971*. The addition is designed to restrict candidates to vote in the constituency in which they are running as a candidate.
- Page 21: reduction of the period within which a request for a written request for a recount may be submitted from 14 days to 7. The purpose is to ensure that recounts, if any, are conducted prior to the announcement of the winners.
- Page 25: substitution of “announcement of candidates” for “start of the campaign period”. A request was made to extend the period in which a candidate could incur election-related expenses to cover the period 30 days prior to start of the campaign period. The proposed revision would extend eligible expenses to cover those incurred prior to the campaign period but after the official announcement of the candidates

Other Changes:

Chapter I – Interpretation

- Deletion of the reference to “Arm’s length party”. The term is not used anywhere in the Guidelines.

Chapter IV – Regulations

- Deletion of the former section VI.(a)(ix) “Verification listings” which read as follows:
 - *Copies of the lists of students and staff used to verify the nomination forms will be available for viewing by prospective candidates or single representatives authorized by them in writing.*
 - *These lists will be available shortly after the nomination period opens, and may be seen in the Office of Governing Council, Room 106, Simcoe Hall from 9:00 a.m. to 4:45 p.m. Monday through Friday.*
 - *Since only one list per constituency will be available, candidates are asked not to mark the lists in any way.*
- The “verification lists” are listings by constituency of all eligible voters. In the past the printed lists have included personal information such as student name and number and address. The verification lists would also include the home address of faculty or staff on sabbatical or administrative leave. The University is under an obligation to keep this information confidential.
- Deletion of the former section VI.(c) “Voters mailing labels” which read as follows:
 - *Candidates may request a set of mailing labels for their constituency. The candidates will be charged the production costs.*
 - *The **mailing labels must be ordered before the close of the nomination period** or they will not be provided. They will be made available approximately two weeks after the close of nominations and must be picked up from the Office of the Governing Council.*
 - *In the event of an acclamation, the candidate's request for labels will be cancelled.*
 - *The labels are prepared well in advance of mailing of ballots or the web-based voting and there may be certain discrepancies between these lists and actual ballot mailing lists and voters’ lists.*
 - *The Office of the Governing Council and the Chief Returning Officer are not responsible for the accuracy of these lists, which will be prepared from records in the Human Resources Information System, ROSI and other University offices.*
- The University is under an obligation to keep the names and addresses of eligible voters confidential.
- Deletion of the former section VI.(d)(ii).6. “Ballot mailing lists” which read as follows:
 - *A list will be available during balloting for inspection by any member of the University at the Office of the Governing Council, Room 106, Simcoe Hall, from 9:30 a.m. to 4:30 p.m., Monday through Friday.*
- The University can no longer distribute this information due to privacy concerns