



TO: University Affairs Board

SPONSOR: Professor Michael R. Marrus, Chair, Elections Committee

CONTACT INFO: Cristina Oke, Chief Returning Officer
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DATE: October 21, 2003 for October 28, 2002

AGENDA ITEM: #4

ITEM IDENTIFICATION:

Election Guidelines 2004

JURISDICTIONAL INFORMATION:

The terms of reference of the University Affairs Board provide that the Board approves editorial or updating amendments to the Election Guidelines.

PREVIOUS ACTION TAKEN:

The University Affairs Board considers annually the Elections Guidelines. The *Elections Guidelines 2003* were considered by the University Affairs Board on November 19, 2002.

HIGHLIGHTS:

Information is provided in the attached memorandum from Cristina Oke, Chief Returning Officer.

FINANCIAL AND/OR PLANNING IMPLICATIONS:

There are no significant implications for the University's operating budget.

RECOMMENDATION:

It is recommended that the University Affairs Board approve:

The Election Guidelines 2004.



University of Toronto

OFFICE OF THE GOVERNING COUNCIL

To: Members of the University Affairs Board

From: Cristina Oke, Chief Returning Officer

Date: October 20, 2003

Re: **Election Guidelines 2004**

Attached are the *Election Guidelines 2004* as approved by the Elections Committee on October 17, 2003. The revisions take into account the suggestions contained in submissions received by the Elections Committee and the presentations made at the community meeting held on October 3, as well as changes resulting from experience with the current *Guidelines*.

The revisions to the *Election Guidelines 2004* are as follows:

- Page 5: The section of *The University of Toronto Act, 1971* describing the composition of the Governing Council has been added.
- Page 6: A reference to the use of the *Guidelines*, as appropriate, for Academic Board elections has been added;
 - A statement that the Chief Returning Officer may not vote has been added.
- Page 8: A statement that members elected from the Faculty of Medicine may not be from the same Department has been added. This statement is supported by the Dean of the Faculty of Medicine. The same provision has been included in the teaching staff elections for the Academic Board for a number of years.
- Page 9: registration requirement for eligibility for students at the University of Toronto at Scarborough (UTSC) has been specified;
 - The status of 'full-time student' being determined by the definition used in the student's academic division for purposes of elections reflects the definition approved by the Elections Committee and the University Affairs Board in September 2003.
 - The designation of UTSC students on work terms as full-time students has been added, after consultation with UTSC registrarial staff.
- Page 10: The status of 'part-time student' being determined by the definition used in the student's academic division for purposes of elections reflects the definition approved by the Elections Committee and the University Affairs Board in September 2003.
- Page 12: Election Schedule 2004: campaign period for web-based voting has been extended to include the voting period.
- Page 13: Eligibility requirements for UTSC students has been adjusted to reflect the semester system.

- Page 14: Eligibility requirement for co-opted student members of Governing Council Boards and Committees has been specified.
- Page 18: Section (b) of Chapter VI has been renamed 'Campaign Period', and two sub-sections have been added: one for the mandatory all-candidates' meeting, and one for campaigning.
- Page 19: Campaign expectations and rules have been incorporated into the *Guidelines*.
- Page 20: Mailing lists will no longer be provided to candidates.
- Page 26: The spending limit for administrative staff has been increased to \$800, with \$600 reimbursable.
- Page 27: A list of eligible and ineligible expenses has been added to the *Guidelines*.
- Page 28: Disqualification for exceeding the campaign expense limit has been clarified.
- Page 31: Postering regulations have been simplified to make the candidates responsible for determining the specific regulations of each building on each campus.
- Page 34: A process to deal with frivolous or vexatious complaints has been added.