



Checklist for Governing Council and Academic Board Nomination Forms	
✓	Item
<input type="checkbox"/>	Carefully read the <i>Election Guidelines 2010</i> available at <a href="http://www.governingcouncil.utoronto.ca/Assets/Governing+Council+Digital+Assets/Elections/ABelect2010.pdf">http://www.governingcouncil.utoronto.ca/Assets/Governing+Council+Digital+Assets/Elections/ABelect2010.pdf</a> Please pay particular attention to Appendix A: Guidelines for Campaigning and Enforcement of the <i>Election Guidelines 2010</i> (pps. 99-103).
<input type="checkbox"/>	Identify your constituency (e.g. full-time undergraduate student, teaching staff, etc.) and ensure that you will remain a member of that constituency if elected. See p. 16 of the Guidelines for definitions.
<input type="checkbox"/>	If you are submitting a nomination form to serve on the <b>Governing Council</b> , attach evidence of Canadian citizenship with your nomination form. Refer to the Nomination Process section of the <i>Guidelines</i> to view a list of acceptable documents.
<input type="checkbox"/>	Complete in full the personal information section of the nomination form. Please type or print clearly.
<input type="checkbox"/>	Nominees for Governing Council must ensure that at least <b>five</b> members of their constituency sign the nomination form. Each nominator must include his/her printed full name (and student number if applicable) on the nomination form. Because some signatures may be declared invalid, you are encouraged to have additional nominators sign your form. Please refer to the Nomination Process – Nominators section of the <i>Guidelines</i> .  Nominees for Academic Board are required to have at least three nominators.
<input type="checkbox"/>	If you submit the optional statement, please attach a printed copy to the completed nomination form. You are also encouraged to send a copy of the same statement by email to the Chief Returning Officer ( <a href="mailto:governing.council@utoronto.ca">governing.council@utoronto.ca</a> ) by <b>Friday, January 22, 2010, at 5:00 p.m.</b> Refer to the Nomination Process – Nominee's Statement section of the <i>Guidelines</i> for more information.
<input type="checkbox"/>	Sign the nomination form.
<input type="checkbox"/>	Submit a fully completed nomination form and accompanying documentation to the Office of the Governing Council, Simcoe Hall, 27 King's College Circle, Room 106 by <b>Friday, January 22, 2010, at 5:00 p.m.</b>
Contact the Chief Returning Officer (by email at <a href="mailto:governing.council@utoronto.ca">governing.council@utoronto.ca</a> or by phone at 416-978-6576) or the Deputy Returning Officer (by email at <a href="mailto:maeyu.tan@utoronto.ca">maeyu.tan@utoronto.ca</a> or by phone at 416-978-8794) if you have any questions.	

On Thursday, January 28, 2010 at 3:00 p.m., the names of all candidates will be announced using a method selected by the Chief Returning Officer.

Thank you for your interest in participating in governance of the University of Toronto.

54455  
January 9, 2010



**2010 GOVERNING COUNCIL ELECTIONS  
ADMINISTRATIVE STAFF NOMINATION FORM**

**Please ensure that this form is completed in full. Failure to do so may invalidate your nomination.**

The nomination form and accompanying documentation must be submitted to the Office of the Governing Council, Simcoe Hall, 27 King's College Circle, Room 106 by **Friday, January 22, 2010, at 5:00 p.m.**

**Section I: Personal Information**

Please type or print clearly.

Title:     ☐ Dr.     ☐ Mrs.     ☐ Ms     ☐ Miss     ☐ Mr.

Surname:

First Name:

Name (as to appear on the ballot):

Job Title:

Faculty and Department or College:

University Mailing Address:

University Telephone number:

Mobile telephone number:

Preferred email address:

Preferred fax number:

I, the undersigned candidate, certify that I am eligible to serve on the Governing Council of the University of Toronto, and I have consented to stand for election to that office. I am a Canadian citizen. I approve my 100-word statement that is attached, and I agree to the terms of and to abide by the *Election Guidelines 2010*.

Signature:

Date:

The University of Toronto respects your privacy. Personal information that you provide to the University is collected pursuant to section 2(14) of *The University of Toronto Act, 1971*. This personal information is necessary and is collected for the purpose of administering the Governing Council elections. At all times it will be protected in accordance with the *Freedom of Information and Protection of Privacy Act*. If you have questions, please refer to <http://www.utoronto.ca/privacy> or contact the Chief Returning Officer, Office of the Governing Council, at 416-978-6576.

## 2010 Governing Council Elections: Administrative Staff Nomination Form

### Section II: Requirements

#### Canadian Citizenship

*The University of Toronto Act, 1971*, requires that members of Governing Council be Canadian citizens. This form must be accompanied by one of the following as documentary evidence of Canadian citizenship: certificate of birth in Canada; certificate of citizenship; certificate of naturalization; Canadian certificate of registration of birth abroad; certificate of retention of Canadian citizenship; valid Canadian passport; a notarized statement to the effect that the nominee is a Canadian citizen. (Note: The Office of Governing Council will make available such a statement for signature and, if requested sufficiently in advance, will arrange for its notarization.)

#### Nominee's Responsibility

It is the Nominee's responsibility to file a bona fide nomination. Errors or irregularities in these papers constitute grounds for rejection of the nomination. Errors or irregularities may be corrected prior to the close of nominations. Please refer to the *Election Guidelines 2010* for additional instructions. The Office of Governing Council will attempt to notify candidates of the existence of any errors or irregularities during this period, but is not bound to do so. Candidates are advised to complete and submit their nomination papers early in the nomination period.

### Section III: Definitions

The definition of "**Administrative Staff**" below is an extract from the *Election Guidelines 2010*. It is your responsibility to ensure that you are eligible by consulting the *Election Guidelines 2010*, which provides more details for this definition and the eligibility criteria.

"Administrative Staff" means employees of the University, University College, the Constituent Colleges and the Federated Universities who are not members of the Teaching Staff thereof.

### Section IV: Optional Statement

The nominee may submit a typed biographical statement or other comments, up to a limit of 100 words. The candidate's name will not be counted in the 100-word total if placed at the beginning of the statement. Abbreviations and acronyms will be counted as one word. **This statement will be published in the campus media and linked to the ballot on the web. If a statement exceeds 100 words in length, only the first 100 words will be printed.** It is emphasized that the submission of the biographical statement or other comments is voluntary.

- ☐ I have attached a printed copy of the optional statement.
- ☐ I have sent a copy of the same statement by email to the Chief Returning Officer (governing.council@utoronto.ca).

## 2010 Governing Council Elections: Administrative Staff Nomination Form

Section V: Nominations		
<p>Nominees for Governing Council must ensure that at least <b>five members of their constituency</b> sign the nomination form. Each nominator must include his/her printed full name and department on the nomination form. Because some signatures may be declared invalid, you are encouraged to have additional nominators sign your form.</p>		
<p><b>Administrative Staff Constituency:</b></p>		
<input type="checkbox"/> <b>Constituency I</b> 1 vacancy	<p>All employees of the University, University College, the Constituent Colleges and the Federated Universities who are not members of the Teaching Staff thereof.</p>	
<p>The Undersigned hereby nominate _____ as a candidate for election in the Administrative Staff Constituency to serve for a three-year term (July 1, 2010 to June 30, 2013) on the Governing Council of the University of Toronto.</p>		
PRINTED FULL NAME	DEPARTMENT	SIGNATURE
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		