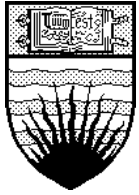


THE UNIVERSITY OF BRITISH COLUMBIA



4 June 2007

ENROLMENT SERVICES

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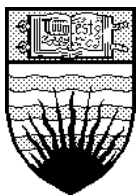
To: Council of Senates
From: Elections Committee

Re: University Elections Regulations

The Elections Committee has reviewed draft elections regulations for the Chancellorship, Board of Governors, and Okanagan and Vancouver Senates prepared by Enrolment Services on behalf of the Registrar. The proposed regulations concatenate the former Okanagan and Vancouver elections regulations into one document, and also address the election of the Chancellor (previously, the election of the Chancellor was governed by regulations established by the former University Senate).

The Committee recommends the following:

That the attached "Regulations for the Election of the Chancellor and Elections to the Board of Governors and Senates" be adopted by the Council of Senates and that all other election regulations established by the Council of Senates and any senate of the University be rescinded.



The University of British Columbia – Enrolment Services

Regulations for the Election of the Chancellor and Elections to the Board of Governors and Senates

**DRAFT COPY – APPROVED BY ELECTIONS COMMITTEE
28 May 2007**

1) General

- a. This document governs the election of representatives of the Vancouver and Okanagan campus of The University of British Columbia (hereafter the University) to the Board of Governors of the University, and of members of the Okanagan and Vancouver Senates of the University (hereafter the Senates or Senate as required).
- b. The Registrar shall be responsible for the conduct of all required elections.
- c. Voting shall be accomplished by means satisfactory to the Registrar, including the Internet and paper ballots, with a preference given to Internet voting.
- d. Notices of calls for nominations, voting, and results shall be made via the Internet, and by other means deemed appropriate by the Registrar.
- e. The nomination period for each election shall last for a minimum of five (5) days, and may be extended if deemed necessary by the Registrar. Notice of such an extension shall be given as per Section 1(d) above.
- f. Polls in each required election shall be open for a minimum of five (5) days, and candidates shall be given at least seven (7) days notice prior to the opening of polls. In exceptional circumstances, the Registrar reserves the right to extend voting.
- g. Only those persons eligible to hold an office shall be deemed as eligible to be nominated.
- h. These regulations notwithstanding, the Registrar may allow Faculties to conduct elections for their representatives to Senate using such regulations acceptable to both the Faculty and the Registrar, or student organizations to conduct elections for student representatives to the Senate or the Board of Governors using such regulations acceptable to both the student organization and the Registrar with the proviso that the Registrar reserves the right to assume the conduction of any election at any time, and requirements of the *University Act* are respected.

- i. If there is a tie between two (2) or more candidates for a position set out in these regulations:
 - i. The Okanagan Senate shall cast the deciding vote for those positions on the Okanagan Senate;
 - ii. The Vancouver Senate shall cast the deciding vote for those positions on the Vancouver Senate; and
 - iii. The Council of Senates shall cast the deciding vote for all other positions.
- j. A copy of these regulations shall be posted on the Internet.

2) Board of Governors

- a. The following offices are to be elected:
 - i. Two (2) Faculty Representatives, elected by and from the academic staff of the Vancouver campus of the University with the rank of Professor, Associate Professor, Assistant Professor, Senior Instructor, Instructor II, Instructor I, and Lecturer;
 - ii. One (1) Faculty Representative, elected by and from the academic staff of the Okanagan campus of the University with the rank of Professor, Associate Professor, Assistant Professor, Senior Instructor, Instructor II, Instructor I, and Lecturer;
 - iii. Two (2) Student Representatives, elected by and from the undergraduate, diploma, and graduate student body of the Vancouver campus;
 - iv. One (1) Student Representative, elected by and from the undergraduate, diploma, and graduate student body of the Okanagan campus;
 - v. One (1) Staff Representative, elected by and from all staff of the Vancouver campus who do not hold an academic appointment set out in Section 2(a)(i); and
 - vi. One (1) Staff Representative, elected by and from all staff of the Okanagan campus who do not hold an academic appointment set out in Section 2(a)(ii).
- b. Each Candidate for the Board of Governors must be nominated by at least seven (7) persons eligible to vote in the respective election.

- c. Each Candidate must consent to their nomination before standing for election
- d. Generally, the nomination and consent required by Sections 2(b) and 2(c) above shall be deemed by the signing of a nomination form provided by the Registrar; however, confirmation may also be given to the Registrar by other means, including electronic means.
- e. The deadline for all nominations shall be as determined by the Registrar.
- f. Each candidate is requested to provide the Registrar with a statement of no more than one hundred and fifty (150) words to be made available to prospective voters. In addition to this statement, each Candidate is requested to also provide the Registrar with the following information:
 - i. The candidate's academic and honorary degrees;
 - ii. The candidate's current occupation;
 - iii. The candidate's current and past academic, societal, governmental, or commercial offices held;
 - iv. The candidate's current professional or business interests; and
 - v. The candidate's list of publications.
- g. The information requested in Section 2(f) must be provided to the Registrar at least seven (7) days prior to the opening of polls or by an earlier date specified by the Registrar if this date is specified in the call for nominations. Failure to provide this information by the day specified may result in it not being made available to voters by the Registrar.
- h. In cases where only the number of nominations received by the close of nominations is equal to or less than the number of positions available, those candidates nominated shall be declared elected, and any remaining seats shall be filled in accordance with Section 2 (i).
- i. In cases where a vacancy exists for a Representative to the Board of Governors between normal elections, a new election shall be called by the Registrar forthwith, to be held in accordance with these regulations inasmuch as possible. A person so elected shall complete the remainder of the original term of office.

3) Senate

- a. Okanagan Senate

i. The following offices are to be elected:

1. A number of Representatives of the Faculty equal to twice the number of senate members set out in Section 35.1 (3) (a) through (f) of the *University Act (RSBC 1996, c. 468)*, elected by and from the academic staff of the Okanagan campus of the University with the rank of Professor, Associate Professor, Assistant Professor, Senior Instructor, Instructor II, Instructor I, and Lecturer;
2. A number of Representatives of the Students equal to the number of people set out in Section 35.1 (3) (a) through (f) of the *University Act (RSBC 1996, c. 468)*, elected by and from the undergraduate, diploma, and graduate student body of the Okanagan campus; and
3. Two (2) Representatives of the Convocation, elected by and from the Convocation of the University, provided that no faculty member eligible under Section 3(a)(i) above may run for or hold these offices.
4. Such other positions on Senate that Senate directs are to be filled by election, including additions to those positions enumerated above.

b. Vancouver Senate

i. The following offices are to be elected:

1. A number Representatives of the Faculty equal to twice the number of senate members set out in Section 35.1 (2) (a) through (f) of the *University Act (RSBC 1996, c. 468)*, elected by and from the academic staff of the Vancouver campus of the University with the rank of Professor, Associate Professor, Assistant Professor, Senior Instructor, Instructor II, Instructor I, and Lecturer;
2. A number of Representatives of the Students equal to the number of people set out in Section 35.1 (3) (a) through (f) of the *University Act (RSBC 1996, c. 468)*, elected by and from the undergraduate, diploma, and graduate student body of the Vancouver campus; and
3. Four (4) Representatives of the Convocation, elected by and from the Convocation of the University, provided that no faculty member eligible under Section 3(a)(i) above may run for or hold these offices.

4. Such other positions on Senate that Senate directs are to be filled by election, including additions to those positions enumerated above.
- c. The election of the Representatives of the Faculty shall be conducted in such a way to ensure that at least two (2) representatives of each Faculty at that campus are elected, provided that at least two (2) candidates from each Faculty are nominated. Seats beyond the two allotted per faculty shall be elected by and from the joint faculties of Okanagan or Vancouver campus as applicable.
 - d. The election of the Representatives of the Students shall be conducted in such a way to ensure that at least one (1) representative of each Faculty at that campus is elected, provided that at least one (1) candidate from each Faculty is nominated. Seats beyond the one allotted per Faculty shall be elected by and from the undergraduate, diploma, and graduate student body of the Vancouver or Okanagan campus as applicable.
 - e. Each Candidate for the Senate must be nominated by at least three (3) persons eligible to vote in the respective election.
 - f. Each Candidate must consent to their nomination before standing for election
 - g. Generally, the nomination and consent required by Sections 3(e) and 3(f) above shall be deemed by the signing of a nomination form provided by the Registrar; however, confirmation may also be given to the Registrar by other means, including electronic means.
 - h. The deadline for all nominations shall be as determined by the Registrar.
 - i. Each Candidate is requested to provide the Registrar with a statement of no more than one hundred and fifty (150) words to be made available to prospective voters. In addition to this statement, each Candidate is requested to also provide the Registrar with the following information:
 - i. The Candidate's academic and honorary degrees;
 - ii. The Candidate's current occupation;
 - iii. The Candidate's current and past academic, societal, governmental, or commercial offices held;
 - iv. The Candidate's current professional or business interests; and

- v. The Candidate's list of publications.
- j. The information requested in Section 3(i) must be provided to the Registrar at least seven (7) days prior to the opening of polls, or by an earlier date specified by the Registrar if this date is specified in the call for nominations. Failure to provide this information by the day specified may result in it not being made available to voters.
- k. In cases where the number of nominations received is equal or less than the number of positions available, those candidates nominated shall be declared elected, and the Senate shall fill any remaining vacancies as specified in Sections 3 (l) through (n).
- l. In cases where a vacancy exists for a Representative of the Faculty to a Senate, such a position shall be offered - in the order of the number of votes received - to the persons who received the most number of votes in the most recent election to that office who were not elected. If no such persons are willing or able to accept the position, the vacancy shall be filled by the Senate on the recommendation of the Faculty in the case of a representative from a specific faculty, or on the recommendation of the remaining Representatives of the Faculty to Senate in the case of a representative of the joint faculties.
- m. In cases where a vacancy exists for a Representative of the Students to a Senate, such a position shall be offered - in the order of the number of votes received - to the persons who received the most number of votes in the most recent election to that office who were not elected. If no such persons are willing or able to accept the position, the vacancy shall be filled by Senate on the recommendation of the Student Council of the Vancouver or Okanagan campus as applicable.
- n. In cases where a vacancy exists for a Representative of the Convocation to Senate, such a position shall be offered - in the order of the number of votes received - to the persons who received the most number of votes in the most recent election to that office who were not elected. If no such persons are willing or able to accept the position, the vacancy shall be filled by the Senate on the recommendation of the remaining Representative(s) of the Convocation on that Senate.

4) Chancellor

- a. The Chancellor is to be elected every three (3) years by and from the Convocation of the University.
- b. Each candidate for Chancellor must be nominated by at least seven (7) persons eligible to vote for the position.

- c. Each candidate for Chancellor must consent to their nomination before standing for election
- d. Generally, the nomination and consent required by Sections 4(b) and 3(c) above shall be deemed by the signing of a nomination form provided by the Registrar; however, confirmation may also be given to the Registrar by other means, including electronic means.
- e. The deadline for nominations for Chancellor shall be as determined by the Registrar.
- f. Each candidate for Chancellor is requested to provide the Registrar with a statement of no more than one hundred and fifty (150) words to be made available to prospective voters. In addition to this statement, each candidate is requested to also provide the Registrar with the following information:
 - i. The candidate's academic and honorary degrees;
 - ii. The candidate's current occupation;
 - iii. The candidate's current and past academic, societal, governmental, or commercial offices held;
 - iv. The candidate's current professional or business interests; and
 - v. The candidate's list of publications.
- g. The information requested in Section 4(f) must be provided to the Registrar at least seven (7) days prior to the opening of polls or by an earlier date specified by the Registrar if this date is specified in the call for nominations. Failure to provide this information by the day specified may result in it not being made available to voters by the Registrar.
- h. When only one candidate is nominated for Chancellor by the close of nominations, the nominated candidate is declared elected.
- i. If a vacancy exists for Chancellor, a new election shall be called forthwith to be held in accordance with these regulations insomuch as possible. A person so elected shall complete the remainder of the original term of office of their predecessor.

5) Electoral Integrity

- a. All candidates shall act with integrity in their campaigns. Activities contrary to the good conduct of the election may result in a candidate or candidates being disqualified and / or the election being declared void by the Registrar, subject to appeal to the Elections Committee of the Council of Senates (hereafter, the Committee). The action taken by the Registrar shall stand until the Committee has ruled on the matter, but no new election shall occur nor candidate or candidates declared elected until the Committee has ruled.
- b. No candidate or any person acting in support of a candidate may use University resources that are not equally available to other candidates to further a campaign.
- c. The Registrar may take such remedial actions as he or she deems necessary to enforce these regulations, correct or mitigate any unfair advantage received by any candidate, or to contend with any situation not covered by these regulations, subject to appeal to the Committee. In considering such an appeal, the Committee may uphold or reject the action taken, or substitute its own action in place. The action taken by the Registrar shall stand until the Committee has ruled on the matter.
- d. For an action to be taken by the Committee, the Registrar must receive a formal statement of appeal. No such statement shall be accepted more than forty-eight (48) hours after voting has been completed except for those solely contesting the actual tabulation of results. Statements contesting the vote totals reported must be made within two (2) days of the publication of the official results of the election in question.
- e. In deciding appeals under Sections 5 (a) and (c), the Committee shall determine its own procedures, with the provisos that
 - i. its determination of appeals shall be final and;
 - ii. it shall not invalidate an election if it is satisfied that the election was conducted in good faith and the matter under appeal did not materially affect the result.