

PLEASE PRINT ALL INFORMATION



ELECTION TO THE BOARD OF GOVERNORS - STAFF NOMINATION FORM

1. Candidate Information (refer to Page 2 for information on qualifications)

| | | | |
|-------------|--|--------------|--|
| Name: | | Employee No: | |
| Department: | | | |
| Telephone: | | Email: | |

2. Nominator Information

First Nominator (must be a Staff member and an eligible voter) *Handwritten / electronic signatures are accepted (i.e. Adobe); typed signatures are not.*

| | | | |
|-------------|--|--------------|--|
| Name: | | Employee No: | |
| Department: | | | |
| Telephone: | | Email: | |
| Signature: | | Date: | |

Second Nominator (must be a Staff member and an eligible voter)

| | | | |
|-------------|--|--------------|--|
| Name: | | Employee No: | |
| Department: | | | |
| Telephone: | | Email: | |
| Signature: | | Date: | |

3. Candidate's Consent to Nomination

| | |
|------------------------------------------------------------------------------------------------------------------|-------|
| I, _____ hereby consent to nomination for election to the Board of Governors of Toronto Metropolitan University. | |
| Signature of Candidate: | Date: |
| Signature of Witness (must be a nominator): | Date: |

4. Candidate's Acknowledgement and Privacy Notice

| |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>I acknowledge that I have read and familiarized myself with the Board Election Policy and Procedures, including the Election FAQs, and understand the rules governing the Board election process. I understand that failure to comply with University or the Board Election Policy and Procedures may result in my disqualification as a candidate.</p> <p>Privacy Notice: I consent to the review and verification of my eligibility and any other information provided on my Nomination Form by the relevant University offices and the collection, use, and disclosure of this information by the Returning Officer and Board Secretariat Office. Pursuant to s. 38(2) of the <i>Freedom of Information and Protection of Privacy Act</i>, the information on this form is collected under the authority of the <i>Toronto Metropolitan University Act</i> and By-Laws and is needed to process this nomination form in connection with</p> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

the upcoming Board of Governors' election and other related or consistent purposes. All personal information is handled in accordance with the University's *Information Protection and Access Policy*. If you have questions about the collection, use, and disclosure of this information by Toronto Metropolitan University, please contact the Returning Officer via email at returningofficer@torontomu.ca or privacy@torontomu.ca.

Signature of Candidate:

Date:

Information on Qualification of Candidate

As defined by the *Toronto Metropolitan University Act, 1977*, the General By-Laws of Toronto Metropolitan University and Board of Governors' policies/practices.

The Candidate must be:

- An "Administrative Staff" - defined as a full-time employee of the University who is not a member of the teaching faculty and is serving in a regular capacity on a continuing basis, which is defined as either a full-time career employee or a term employee who has completed a minimum of 12 months continuing employment for greater than 24 hours per week.
- Eighteen years of age or older.
- Not serving as a member of a Board or a similar body at any other post-secondary institution.
- In compliance with the University Act, By-Laws, and policies and procedures of the University.

Nomination Requirement:

- The nomination of a candidate by two members of the Administrative Staff must be in writing.

Information below to be filled out by Toronto Metropolitan University Administration

Section 5 and 6 to be completed by the Assistant Vice-President, Human Resources.

5. Validation of Qualifications of Candidate

Following an examination of the records, I certify that _____ (*name of candidate*), is a member of the Administrative Staff as defined in the *Toronto Metropolitan University Act, 1977* is therefore qualified to stand for Administrative Staff election to the Board of Governors.

Signature - Human Resources:

Date:

Name:

6. Validation of Qualifications of Nominators

Following an examination of the records, I certify that _____ (*name of first nominator*) and _____ (*name of second nominator*) are members of the Administrative Staff as defined in Article 3.6 (c) of the General By-Laws of the Board of Governors.

Signature - Human Resources:

Date:

Name:

Section 7 to be completed by Secretary of the Election Procedures Committee

7. Approval of Election Procedures Committee

The Election Procedures Committee of the Board of Governors, having considered the Nomination Form, as verified and confirmed by offices of the University, approves that the name of _____ (*name of candidate*) be placed on the Administrative Staff ballot in the election for the Board of Governors.

Signature - Secretary, Election Procedures Committee:

Date:

Name:

PLEASE NOTE:

A candidate may withdraw their nomination by submitting a signed statement to this effect to the Returning Officer before the close of nominations.