



MEMO

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TO Senate

FROM Alison Watt, Director, University Secretariat

RE Revisions to the Rules of Senate

DATE 22 April 2009

At its April meeting, Senate received a notice of motion that a recommendation would be coming forward for a change to the Rules of Senate and Election Rules. The changes are now ready for approval and are outlined on the attached pages.

**Motion:**

**That Senate approve the revision of the Rules of Senate and Election Rules outlined in Appendices 1, 2 and 3 (attached).**

*Summary of Changes:*

1. Change regarding electronic balloting for Senate committee elections.

As a result of the successful piloting of on-line balloting for Senate Committee positions, the Senate Nominating Committee recommends the changes to the Rules of Senate outlined in **Appendix 1**.

2. Change regarding electronic balloting for Senate and Board of Governors elections

Changes from ballots to on-line voting for elections also require changes to the Rules of Senate. These changes which occur in Section J of the Elections Rules are outlined in **Appendix 2**.

3. Change to the University Act concerning the selection of the Chancellor

The Government of British Columbia amended the University Act through Bill 34 in 2008 to provide for the appointment, rather than the election, of the Chancellor. The attached four pages of the existing Election Rules are appended as **Appendix 3**, showing the required changes to the Sections D., J. and K. of the Elections Rules.



## Appendix 1

### 1. Change regarding electronic balloting for Senate Committee elections

#### A. RULES OF SENATE

#### V. SENATE MEETINGS

#### I. General Regulations for Elections Conducted at Senate

EXISTING LANGUAGE	PROPOSED LANGUAGE
<p>1. <i>Election voting shall be by ballot on appropriate forms provided by the Secretary.</i></p>	<p>1. Election voting shall be by electronic ballot or by paper ballots if electronic voting is not available. Electronic ballots will be set up by the Secretary who shall notify Senators by email of balloting start and end time. 48 hours will be allocated for electronic balloting.</p>
<p>2. <i>For elections conducted at Senate a ballot showing more votes than the number of vacancies to be filled shall be invalid.</i></p>	<p>2. A ballot showing more votes than the number of vacancies to be filled shall be invalid.</p>
<p>3. <i>In elections at Senate if there is a tied vote between two candidates ....</i></p>	<p>3. No change</p>
<p>4. <i>The Secretary shall report the names of the persons elected in the Minutes. The ballots shall then be destroyed. The Secretary is to inform all candidates, by letter or e-mail, of the number of votes cast for each candidate.</i></p>	<p>4. The Secretary shall report the names of the persons elected in the Minutes. The ballots or electronic data shall then be destroyed. The Secretary is to inform all candidates, by letter or e-mail, of the number of votes cast for each candidate.</p>

**2. Change regarding electronic balloting for Senate and Board elections**

**C. ELECTION RULES**

**J. General Regulations Covering Nominations and Voting in Elections to Senate and the Board of Governors and other committees using these election**

EXISTING LANGUAGE	PROPOSED LANGUAGE
<p>3. <i>The period for casting of ballots shall be not less than ten days nor longer than fifteen days in the case of elections by and from the faculty members and by and from members of staff who are not faculty members. It shall be not less than fourteen days nor longer than twenty-eight days in the case of elections by Convocation to Senate. It shall be not less than two days nor longer than five days in the case of elections by and from students.</i></p>	<p>3. The period for casting printed ballots shall be not less than ten days nor longer than fifteen days in the case of elections by and from the faculty members or by and from members of staff who are not faculty members. The period for casting on-line ballots shall be not less than two days nor longer than four days in the case of elections by and from faculty members and by and from members of staff who are not faculty members. The period of casting printed ballots shall be not less than fourteen days nor longer than twenty-eight days in the case of elections by Convocation to Senate. The period for casting on-line ballots shall be not less than five days nor longer than ten days in the case of elections by Convocation to Senate. It shall be not less than two days nor longer than five days in the case of elections by and from students.</p>

**C. ELECTION RULES**

**K. General Regulations Covering Elections to Senate, the Board of Governors, and all other committees using these election procedures**

<p>6. <i>After the ballots have been received by the Registrar, he/she shall, at the place, day and hour fixed in the notice of election, be responsible for the opening of the ballots, and in the presence of such of the candidates or their representatives as officially attend, the counting of the votes for each candidate.</i></p>	<p>6. At the end of the balloting period, the Registrar shall, at the place, day and hour fixed in the notice of election, be responsible for opening printed ballots or for the download of on-line ballot results and in the presence of such of the candidates or their representatives as officially attend, the counting/tabulation of votes for each candidate.</p>
<p>7. <i>The Secretary shall state the names of the persons elected. Recount may be requested within ten days of the announcement of the results to the candidates. The ballots shall be destroyed after ten days following the recount period. All candidates declared elected are to be recorded in the Minutes of Senate. The Registrar is to inform all candidates of the number of votes cast for each candidate.</i></p>	<p>7. The Secretary shall state the name of the persons elected. Recount of printed ballots or complaints concerning electronic ballot tabulation may be requested/submitted within ten days of the announcement of the results to the candidates. The ballots/electronic data shall be destroyed after ten days following the recount period. All candidates declared elected are to be recorded in the Minutes of Senate. The Registrar is to inform all candidates of the number of votes cast for each candidate.</p>

C. Election Rules

D. Nominations

1. All nominations of candidates for membership on the Senate or on the Board of Governors as faculty members shall be signed by not less than five members entitled to vote in the particular election.
2. All nominations of candidates for membership on the Senate or on the Board of Governors as students shall be signed by not less than five students entitled to vote in the particular election.
3. All nominations of candidates for membership on the Senate who are to be elected by and from the Convocation shall be signed by not less than five members entitled to vote in the election. Members of Convocation who are defined as graduates must hold a degree from Simon Fraser University at the time of nomination. Faculty members may sign nomination papers, may vote, but cannot be candidates.
4. All nominations of candidates for membership on the Board of Governors being elected by and from employees of the University who are not faculty members shall be signed by not less than five members entitled to vote in the particular election.
- ~~5. All nominations of candidates for Chancellor shall be signed by not less than seven persons entitled to vote in the election of the Chancellor.~~
5. The nomination paper must be signed by the candidate who shall state that he/she is eligible to hold office and willing to permit his/her name to stand in the election, or on written enquiry from the Registrar, the candidate must indicate he/she is willing to stand.
6.
  - a) Each candidate for election to the Board of Governors or to the Senate shall be requested to provide to the Registrar information respecting his/her degrees, the dates thereof, his/her occupation, offices held by him/her at a university or in any other organization, his/her other professional or business interests and his/her publications.
  - b) Each candidate for election to the Senate is permitted to include along with or in lieu of a curriculum vitae a statement of interest on the candidate's views on academic and related matters rightfully falling under the jurisdiction of Senate as laid down by the University Act. Similarly each candidate for election to the Board of Governors may include such a statement on related matters falling under the jurisdiction of the Board.
  - c) Combined information from Sections (a) and (b) is limited to one page of single spaced copy. Photos will not be included.

C. Election Rules

J. General Regulations Covering Nominations and Voting in the Elections to Senate and the Board of Governors and of the Chancellor and other committees using these election procedures

1. The due date for nominations shall be not earlier than ten days and not later than fifteen days following the date of the call for nominations in the case of elections by and from the faculty members, by and from the students, and by and from members of staff who are not faculty members. It shall be not earlier than twenty days and not later than twenty-eight days in the case of elections by Convocation to Senate ~~and of the Chancellor.~~
2. The 'date of election' shall be interpreted to mean the last date on which valid ballots are due.
3. The period for casting of ballots shall be not less than ten days nor longer than fifteen days in the case of elections by and from the faculty members and by and from members of staff who are not faculty members. It shall be not less than fourteen days nor longer than twenty-eight days in the case of elections by Convocation to Senate ~~and of the Chancellor.~~ It shall be not less than two days nor longer than five days in the case of elections by and from students.
4. In the regular elections to the Senate and to the Board of Governors, balloting is to be completed not later than April 15 in any year.

K. General Regulations Covering Elections to Senate, the Board of Governors, and all other committees using these election procedures

1. ~~a) When elections are being held for the position of Chancellor and for the Board of Governors, a candidate may accept nomination to run for only one seat or office in those elections. Similarly, when elections are being held for the position of Chancellor and for Senate, a candidate may accept nomination to run for only one seat or office in those elections.~~
  - a) When elections are being held for the Board of Governors and for Senate a qualified candidate may accept nomination to run for office in both those elections.
  - b) Candidates may not run for a seat on Senate from more than one constituency; similarly candidates may not run for a seat on the Board of Governors from more than one constituency.
2. ~~a) When elections are being held for the position of Chancellor and also for the Board of Governors or for the Senate an individual holding a Board of Governors office or a Senate office which extends into the new term shall be required to file with the Registrar his/her intent to resign from the present seat if elected in order to be a candidate in the Chancellor election. Such resignation may be effective for the normal date of change-over of office or earlier, but must be filed not later than the last date for receipt of nominations for the new election.~~

2. When elections are being held for the Board of Governors and/or for the Senate, an individual holding a Board of Governors office or a Senate office which extends into the new term shall be required to file with the Registrar his/her intent to resign from the present Board of Governors seat if elected in order to be a candidate in the Board of Governors election or from the present Senate seat in order to be a candidate in the Senate election. Such resignation must be effective for the normal date of change-over of office or earlier but must be filed not later than the last date for receipt of nominations for the new election.
3. In the election of students to the Senate, those students with the highest numbers of votes shall be elected provided there is at least one student from each Faculty and there is at least one undergraduate and one graduate student.
4. In the election of students to the Board of Governors, the two students with the highest numbers of votes shall be elected.
5. If there is a tied vote between two candidates for one position, the winner shall be determined by a toss of the coin conducted by the Registrar at a time set by the Registrar and in the presence of the affected candidates or their representatives. Where there are more than two candidates tied for one position there shall be an additional ballot to choose between the persons concerned.
6. After the ballots have been received by the Registrar, he/she shall, at the place, day and hour fixed in the notice of election, be responsible for the opening of the ballots, and in the presence of such of the candidates or their representatives as officially attend, the counting of the votes for each candidate.
7. The Secretary shall state the names of the persons elected. Recount may be requested within ten days of the announcement of the results to the candidates. The ballots shall be destroyed after ten days following the recount period. All candidates declared elected are to be recorded in the Minutes of Senate. The Registrar is to inform all candidates of the number of votes cast for each candidate.