Undergraduate Students  
2015-2016 Board of Governors Elections

Two vacancies to be filled each for a two-year term (term based on eligibility)

Nomination deadline is Friday, September 11, 2015 by 4:30 p.m.

For further information, please contact:

Carole Beaulieu, Associate Vice-President, University Relations and Secretary to the Board of Governors  
3rd floor, 115 McCaul Street  
cbeaulieu@ocadu.ca  
416-977-6000 x 2466

or

Valerie De Souza, Manager, University Governance  
vdesouza@ocadu.ca  
416-977-6000 x 2853

1. Undergraduate student representation on the Board of Governors

Section 2.1 (g) of the OCAD University General By-Law No.1 (June 15, 2015) (“the By-Laws”) states the following with respect to the composition of the Board of Governors:

Two Internal members, elected from and by the Undergraduate Degree Stream Students.

Section 2.7 of the By-Laws states that an Undergraduate Student who is elected as an Internal Governor is to be:

Elected for a two-year term and, provided they continue to represent the constituency by which they were elected, are eligible for re-election for one additional term of two-years, for a maximum of four consecutive years.

The term of office for each of these positions will commence with the October 6, 2015 Board of Governors’ meeting.

Please note that there are currently two vacancies for members to represent the Undergraduate students, each for a two-year term, on the OCAD University Board of Governors.
2. Electronic Election

An election to fill this position for the 2015-2016 and 2016-2017 academic sessions will be held:

**September 21-25, 2015**

With those eligible to vote casting ballots electronically.

The procedure for casting your vote electronically will be sent to you in an e-mail message and a link will be posted on the [Board Elections webpage](#) in advance of the election.

Section 6.5 of the By-Laws states:

*There shall be no proxy voting, except for eligible Managers, Staff and Students who are participating in an OCAD University off-campus program (e.g. Florence) at the time of the election.*

Students participating in the program in Florence who wish to vote by proxy are asked to contact the Secretary to the Board of Governors by September 11, 2015 for instructions.

3. Nomination and eligibility

All Undergraduate students currently registered, whether full or part-time, are eligible to be nominated for these positions, provided they meet the following eligibility requirements as set out in Section 2.5 of the By-Laws:

*No person is eligible to be ... elected to be a Governor unless she or he is a Canadian citizen or a resident of Canada and meets the qualification requirements of directors under the Corporations Act (Ontario), as the same may be in force from time to time. Vice-Presidents and other Managers, Exempt Staff and Unionized Staff members who report directly to the President are not eligible for election to the Board but they shall be eligible to vote in such elections.*

4. Duties and responsibilities of the Board of Governors

The Board of Governors meets five times a year (September/October, December, March, May and June) on a Monday of the month from 4:30 to 7:00 p.m. on the OCAD U campus. In addition, it holds a full-day annual general meeting and retreat on a Saturday in November.

Regular attendance is expected of members and Section 2.8 of the By-Laws provides for the Board to declare a position vacant for failure to attend a majority of meetings over any 12-month period.

*Please consider carefully whether your schedule will permit you to attend meetings before accepting nomination.*

The agenda and a package of supporting documents are distributed to members about a week in advance of meetings. Members are required to read this material, seek any
additional information they require to clarify issues, and come to meetings prepared to engage in constructive discussion.

The duties and powers of the Board of Governors are set out in Section 2.10 of the By-Laws as follows:

Subject to the jurisdictional and other requirements set out in the Act [Ontario College of Art & Design University Act, 2002], the University is governed by a bicameral structure where the responsibility for academic matters is assigned to a senate and the responsibility for administrative and fiscal matters is assigned to a governing board. In accordance with section 6(1) of the Act, the Board is responsible for governing and managing the affairs of the University and has the necessary powers to do so, including the power to:

(a) determine the mission, vision and values of the University in a manner that is consistent with the objects of the University set out in the Act;

(b) appoint and remove a Chancellor;

(c) appoint and remove the President;

(d) appoint, promote, suspend and remove members of the Teaching Faculty, Academic Staff and non-teaching employees of the University, subject to Section 2.11 [based on recommendation by the President];

(e) fix the number, duties, salaries and other benefits of the Teaching Faculty, Academic Staff and non-teaching employees of the University;

(f) approve the annual budget of the University and monitor its implementation;

(g) appoint committees and assign or delegate to them such duties and responsibilities as may be provided in the by-laws of the University, including authorizing them to act on behalf of the Board in matters specified by such by-laws;

(h) establish advisory bodies;

(i) establish administrative and operational policies and procedures, including organizational structures, staffing requirements, qualifications and duties of staff and conditions of employment;

(j) establish and collect fees and charges for tuition and other services that may be offered by the University or that may be approved by the Board on behalf of any organization or group of the University;

(k) regulate the conduct of Students, Staff and all persons who use the property of the University, including denying any person access to the property;

(l) define, for the purposes of this Act and the by-laws of the University, the following terms: student, staff, employee, manager, teaching faculty and academic staff;
(m) conclusively determine which body within the University has jurisdiction over any matter;

(n) consider, co-ordinate and implement long-range administrative and operational plans, including the physical development of the University;

(o) determine the manner and procedure for electing members, described in clause 5(1)(c) of the Act to the Board, including establishing constituencies and voting practices; and

(p) make by-laws, resolutions and rules for the conduct of its affairs.

For a complete list of the duties and powers of the Board, please consult the OCAD University General By-Law No.1 and the *Ontario College of Art & Design University Act, 2002* on the Board of Governors’ webpage on the OCAD U website at www.ocadu.ca (See About>Governance>Board of Governors). For additional information please contact the Secretary to the Board of Governors, Carole Beaulieu as noted above.
Undergraduate Student Nomination Form

2015-2016 Board of Governors Elections

Nominations close at 4:30 p.m. on Friday, September 11, 2015. Please ensure that this form is submitted to Carole Beaulieu, Secretary to the Board of Governors by Canada Post, Campus Mail or in person by the closing time on the closing date.

The nomination form, along with a current resume and a 100 word summary profile statement are required to submit a candidacy. (Please note that the 100-word summary profile of qualified candidates may be posted on the Board election webpage, subject to review by the Board Secretary.)

Nominations will not be accepted after this deadline. Please note that because original signatures are required, it is not possible to submit the form electronically.

I (please print your name)_________________________________________________

do hereby agree to stand as a candidate for election to fill the undergraduate student position on the Board of Governors and declare that I meet the eligibility requirements set out on page 2 of this form.

My telephone number is ___________and my e-mail address is__________________.

______________________________________________________________________

(signature of candidate)

We, the undersigned three undergraduate students, do hereby nominate:

______________________________________________________________________

as a candidate for election to the OCAD University Board of Governors:

Note: A nominator may not nominate more than one candidate in this election.

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