

POLICIES AND PROCEDURES

SECTION TITLE: BOARD OF DIRECTORS	SECTION REFERENCE: BD
POLICY TITLE: YORK UNIVERSITY STUDENT CENTRE EXECUTIVE AND COMMITTEE ELECTIONS	POLICY NUMBER: BD-009

POLICY STATEMENT:

THE YORK UNIVERSITY STUDENT CENTRE BOARD SHALL HOLD ANNUAL EXECUTIVE AND COMMITTEE ELECTIONS THAT ARE DESIGNED TO BE INFORMAL AND COLLEGIAL.

PURPOSE: TO CLARIFY AND CODIFY YORK UNIVERSITY STUDENT CENTRE BOARD ELECTIONS.

1. MEETING CHAIRPERSON:

The meeting will be chaired by the Acting Chairperson, unless they are standing for a particular position. During the election for that position, the Board shall delegate an alternative Chairperson.

2. Returning Officers:

The Executive Director along with one director appointed by the Board who is not seeking election shall act as returning officers.

3. Election Order:

Individual elections will proceed in the following order:

- Chairperson
- Vice-Chairperson
- Treasurer
- Secretary
- Director-at-Large
- Finance Committee (see BD004) (1 member)
- Safety and Security Committee (See BD007) (2 members)
- Student Centre Leadership Award Committee (See BD 0020) (2 members)
- Executive Director Review Committee (1 member) – if required

4. Nominations:

- (a) The Chairperson shall notify Board members that paragraph 5 of BD-006 Gender Parity policy stipulates that 2 executive positions must be filled by a female in as far as possible. (Polisy BD-006 RESCINDED March 2001)
- (b) At the commencement of election for each position listed above, the Chairperson shall call for nominations. Nominations may be made either on a volunteer basis by interested directors, or by other directors on their behalf. Once the Chairperson is satisfied that there are no further nominations, the Chairperson shall close nominations.

- (c) Each nominated candidate will be allowed to address the Board for up to 3 minutes outlining their interest in and qualifications for the position sought. Each address will be followed by a 3 minute question and answer session. Other candidates for the position will withdraw from the room during the address and Q&A period. Order of speaking will be determined by lottery.

5. BALLOTING:

- (a) For election to an Executive position, a majority of the directors present is required. A series of secret ballots will be held, if necessary, to achieve a majority. After each ballot, the candidate with the lowest number of votes will be dropped from the ballot and a subsequent ballot be held. If there is a tie for the lowest number of votes, a repeat ballot will be held. If a tie remains, members will hold a special ballot between the two candidates tied with the lowest number of votes to determine which candidate will be eliminated.
- (b) For election to a committee, directors will write on the ballot the equivalent number of names of positions available. No majority is required, the Returning Officers will declare appointment to committees based on the greatest plurality of votes cast.
- (c) Each director, including those nominated, are eligible to vote in the election. Nominated candidates will withdraw from the room while the ballots are being counted.
- (d) The Returning Officers shall count the ballots in the absence of the remaining Board members. Once the Returning Officers declare the results of a given ballot, the results shall stand, and the ballots and counting papers destroyed.
- (e) The Returning Officers shall recall the candidates to the room following the ballot count and shall announce the results: whether there is a majority winner, whether there is a tie, who is to be dropped from the ballot, and whether a new ballot is to occur. Numeric results will not be announced to the candidates and Board members shall refrain from informing candidates following the meeting.

Contact Person (title):	Chairperson / Executive Director
Cross-Manual Reference:	
Monitoring Tools:	Board Minutes
Relevant Forms:	N/A

Board Approval Date:	7 March 2000
Review Dates:	Annual
Revised Date(s):	25 October 2000; 20 June 2007 (administrative errors for appropriate policy references)