

Protocol for the Nomination of Non-Academic Employees to the York University Board of Governors ¹

Number of non-academic staff seats on the Board: Two

Term: Staggered 2-year terms. Term concludes if employment ends or if disqualified by by-law.

Eligible Candidates: All full time non-academic employees of the University who have a record of service of 5 years or more with the University at the time of nomination. Nominees who are members of a certified trade union or employee association representing York employees should be aware that they shall not be eligible to serve as a governor while they are actively serving as an officer or other official of their union or employee association.

Protocol: All persons who are full-time non-academic staff members of York University with 5 years or more of University service as of the date of nomination, are eligible to stand for nomination.

Nominations shall be received by the Executive Committee of the Board of Governors serving as the nominating committee, for governors who are members of the University's full-time non-academic staff. These nominees shall be chosen as a result of an election at large by the full-time non-academic staff members of the University. The candidate receiving the most votes in the election shall serve a two-year term.

The elections shall be held each spring, prior to May 31, at a date set by the University Secretary, and will be administered by the University Secretariat under the direction of the Board Executive Committee. Nominations will be called for one month before the date set for the election and shall be open for two weeks. In order for a name to be placed on the ballot, nominations shall be supported by the signatures of 10 nominators, all of whom shall themselves be members of the full-time non-academic staff. The names of the nominees will be published on the University Secretariat's web site and in the Y-File. Election will be by mailed ballot, sent to every full-time staff member at their University address. The candidate receiving the most votes will be nominated for appointment to the Board of Governors. Full-time non-academic staff members are eligible for re-appointment to the Board of Governors in accordance with the General By-laws of the Board, but subject to their being re-nominated by election as is set out above.

¹ Article VII of the General By-laws of the Board specify that "Two members of the full-time non-academic staff of York University shall be appointed or elected to be members of the Board under nomination and election/appointment procedures to be determined and administered by the Board Executive Committee". This Protocol was originally adopted by the Executive Committee on March 30, 1999, and reported to the Board on April 12, 1999, and subsequently amended in March 2000.