

University of Manitoba Procedures for the Election of the Chancellor 2009

General

The Chancellor is the titular head of the University and confers all degrees. The Chancellor is also a member of the Board of Governors and the Senate. A profile of the qualities sought in a Chancellor is appended to this document as Appendix 1.

The Chancellor is elected by the Committee of Election for a three-year term. There is no limit on the number of terms a person may serve as Chancellor. The term for the next Chancellor will begin on January 1, 2010.

The Committee of Election is comprised all of the members of the Board of Governors and the members of the Senate. The Chair of the Board of Governors is the presiding officer. The University Secretary is the secretary. The sole function of the Committee of Election is to elect a Chancellor.

To facilitate the work of the Committee of Election, the Board of Governors and the Senate have established an ad hoc Committee to oversee the procedures for the election of the Chancellor.

Date of the Election

The meeting of the Committee of Election and the election of the Chancellor shall be held at 3:30 p.m. on Tuesday, December 8, 2009 in the Senate Chamber, Room E3-262 Engineering and Information Technology Complex.

Nominations

Nominations for the office of Chancellor shall open on Thursday, November 5, 2009, and shall close at 4:00 p.m. on Thursday, November 26, 2009.

Nominations may be made by any members of the following constituencies within the University of Manitoba:

- a) Members and assessors of the Board of Governors and the Senate;
- b) Students;
- c) Academic staff;
- d) Support staff; and
- e) Alumni

Nominations must be made on the prescribed form which is available at www.umanitoba.ca/governance/forms. Nomination forms must be signed by any five persons eligible to nominate and nomination forms must be received in the Office of the University Secretary no later than 4:00 p.m., Thursday, November 26, 2009. Any questions regarding the nomination process may be

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directed to the Mr. Jeff Leclerc, University Secretary, by phone (474-6167) or by email (jeff_leclerc@umanitoba.ca).

Nomination forms must be accompanied by the curriculum vitae of the person nominated as well as a short (two pages or less) biographical sketch of the nominee which will be provided to the Committee of Election.

Nominations from the floor on the date of the meeting of the Committee of Election shall not be permitted.

Nominators are permitted to nominate no more than one candidate each.

Eligibility

No person who is a member of the academic or administrative staff of any University or college, or the governing body of any college or university other than the University of Manitoba, is eligible to be Chancellor.

Candidates

The names of all candidates whose nominations have been properly endorsed and placed in nomination on or before 4:00 p.m. on November 26, 2009, will be included on the ballot.

The names of candidates shall remain confidential; the biographical sketches of the candidates shall be circulated at the meeting on the day of the election. In addition, members of the Committee of Election may peruse documentation in the Office of the University Secretary during regular business hours on December 4th and December 6th, 2009. Similar arrangements will be made for the Bannatyne campus. Notice of this opportunity shall be included in the notice of meeting of the Committee of Election.

Election

The election shall be held in a closed and confidential meeting of the Committee of Election, with the understanding that assessors to the Board and the Senate may be present, but may not vote.

The manner of voting shall be by secret ballot. The Chair of the Committee of Election shall cast a sealed ballot to be opened and counted in the event of a tie.

The first candidate to receive a simple majority (50% plus one vote) of the votes cast shall be declared elected as Chancellor. The number of candidates to be eliminated after each stage of balloting shall be determined by the ad hoc Committee following the close of nominations.

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The University Secretary shall act as the Chief Returning Officer. Members of the Office of the University Secretary shall serve as scrutineers for the election.

The results of the election shall be released publicly by the Chair of the Committee of Election once the candidates have been notified of the results. Members of the Committee of Election are requested to keep the information confidential until the formal announcement has been made.