

RULES AND PROCEDURES FOR CONDUCTING ELECTIONS

BOARD OF GOVERNORS

1. Authority

In accordance with sections 12(2) and 17(2) of the College and Institute Act the Registrar is required to establish rules for the purpose of conducting elections for positions on the Board of Governors. In the event of conflict between these rules and procedures and the Act, the Act shall prevail.

2. Definitions

Act	Means the College and Institute Act.
Board	Means the Board of Governors
Candidate	Means the individual nominated to stand for election .
Chief Elections Officer	Means the Registrar or an individual appointed by the Registrar to conduct an election.
Elections Page	Means the webpage maintained on the Okanagan College website that is accessible to all eligible Candidates and voters and includes relevant election information.
Election Schedule	Means the specific dates and deadlines established and published by the Chief Elections Officer for an election.
Faculty	Means any faculty member or vocational instructor employed by Okanagan College who is a member of the Okanagan College Faculty Association or BC Government and Service Employees' Union (Vocational Instructors).
Program Area	Means any program administered by Arts, Business, Foundational, Health, Office Administration, Science, Social Development, Technologies and Trades
Rules	Means the rules and procedures outlined in this document.
Support Staff	Means any individual employed by Okanagan College who is a member of the BC Government and Service Employees' Union (Support Staff) or covered by the Terms and Conditions for E

3. Elected Positions and Terms of Office

The following outlines seats allocated under the Act for elected representatives on the Board.

Representative Group	Seat(s)	Term Length	Date of Appointment
Students	Two	One year	August 1-July 31
Faculty	One	Three years	August 1 –July 31
Support Staff	One	Three years	August 1 –July 31

Member Representation

The Act requires that the Registrar establish rules that reflect the distribution of the institution's program areas for students elected to the Board.¹ To provide for representation of Program areas within the College, the Registrar has determined that:

- If Student Candidates participate in the Board election from multiple Program areas, the two Student Candidates with the highest number of votes will be elected provided they are from different program areas.
- If more than two Student Candidates participate in the Board election and two or more Student Candidates are from the same Program Area, the Student Candidate with the most number of votes will be elected and the Student Candidate from a different Program Area with the next highest number of votes will be elected.
- If three or more Student Candidates participate in the Board election and are from the same Program Area and no Student Candidates are participating from a different program area, then the two Student Candidates with the most votes will be elected.
- If two Student Candidates participate in the Board election are from the same Program Area and no other Student Candidates are participating, then both will be elected by acclamation.

4. Eligibility to Vote and Hold Office

The following is intended to capture an individual's primary relationship with Okanagan College and is used to determine who is eligible to nominate, be nominated, and vote for a vacancy on the Board. In circumstances where a Candidate or voter appears to fall into more than one category, the Registrar shall make the final determination about eligibility.

A voters list of eligible employees will be provided by the Associate Vice President of People Services to the Chief Elections Officer within a deadline set in the Election Schedule.

All Candidates

To be nominated and hold office, all Candidates must meet the following conditions :

- Not stand for election for more than one position covered by these rules at a time.
- Not hold elected seats on the Board of Governors and Education Council at the same time.

¹ Article 12(3) College and Institutes Act

Election Rules and Procedures-

Election Appeals Committee

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Appendix A - Excluded Positions

Under the College and Institute Act, the elected employee members of the Board of Governors include one member of "faculty" and one member of "support staff". The following definitions are found in the Act for these representative groups:

"support staff" means the employees of the institution who are not the president, educational administrators or faculty members;

"faculty member" includes an instructor, librarian, tutor, counsellor, research associate, program coordinator or other employee of the institution that a collective agreement between the bargaining agents, as defined in section 1 of the Labour Relations Code, for the institution and faculty members specifies to be a faculty member;

Further the Act defines "educational administrators" as follows:

"educational administrator" means a person who is employed by the institution in a position that involves the management or administration of the institution or a part of the institution and is not a faculty member or support staff.

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