



Education Council

Ensuring that our students are provided with quality educational experiences



Special Meeting Agenda

Monday, May 12, 2013 4

4:00 – 4:10 pm

CC 321, Interurban

Please bring your own mug or water bottle.

TIME	ITEM	PRESENTER
4:00	Call to order and declaration of quorum (1 min.)	Nicole Greengoe
4:01	Review of election process (3 min.)	Nicole Greengoe
4:04	Election of 2013-2014 Chair (3 min.) (Election of Council Officers – refer to attached Education Council By-laws)	Nicole Greengoe
4:07	Election of 2013-2014 Vice-Chair (3 min.) (Election of Council Officers – refer to attached Education Council By-laws)	Nicole Greengoe
	Goodbye <i>Thank you all for coming to conduct the business of Education Council. Your presence and contributions are valued. Wishing everyone good health and a safe travel home.</i>	Nicole Greengoe

Next Meeting:

Regular Meeting

Monday, Sept 15 or 22 (TBD), 2013

4:00-6:00 pm

CC 321, Interurban

Members (Quorum = 10)

Voting Council Members

Carly Hall, Faculty
Craig Derksen, Faculty
Cynthia Wrate, Faculty
Dominic Bergeron, Administration
Hannah Thomson, Student
Joanne Cumberland, Support Staff
John Boraas, Administration
Leslie Martin, Support Staff
Lisa Robertson, Faculty
Meghan Moore, Faculty
Narine Grigoryan, Faculty
Nicole Greengoe, Administration
Richard Stride, Administration
Shohreh Hadian, Faculty

Stephen Bishop, Faculty
Todd Ormiston, Faculty
Tony Vernon, Faculty
Vicky Qu, Student

Non-Voting Council Members

Kathryn Laurin, President
Ian Cowan, Board of Governor Rep
Shelley Butler, Permanent Secretary

Guests

Nil

For Information:

Education Council Executive:

Chair: Carly Hall, Health and Human Services, Lansdowne, 370-3240, hall@camosun.bc.ca

Vice-Chair: Cynthia Wrate, Business, Interurban, 370-4134, wratec@camosun.bc.ca

CCC Chair: Nicole Greengoe, Student Services, Interurban, 370-3840, greenoe@camosun.bc.ca

VP Ed: John Boraas, Office of VP, Interurban, 370-4543, boraas@camosun.bc.ca

Permanent Secretary: Shelley Butler and Cindy Kwok, Office of VP Ed & SS, Interurban, 370-4690, edapprovals@camosun.bc.ca

Intranet:

For the most up to date agenda and other resources visit us on our Share Point site. "UserName" is your Camosun number, password is your regular Camosun password. Students use the password that will be provided to you.

<http://sp1/sites/edco/homepage>; or

<http://sp1.camosun.bc.ca/sites/edco/homepage>

Curriculum Documents (detailed):

- **Prior to CCC recommendation:** View CCC Agenda Packages (PDF's) – prior to CCC recommendation - <http://sp1/sites/edco/ccc/> or <http://sp1.camosun.bc.ca/sites/edco/ccc/>
- **Post CCC recommendation:** Latest Curriculum Docs and Updates (Word .doc). Search by school, course or program - <\\nas2\cecp>



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Education Council Briefing Notes

The Election Chair – Presiding Over the Election of Chair and Vice-Chair

Our current by-laws (Nov 2012) state the following:

Election of Council Officers

- a) Elections will be conducted to fill the position of Education Council Chair and Education Council Vice-Chair.
- b) Any voting member is eligible to be elected to office for a one-year term. The term is from Aug 1 to July 31.
- c) Vacant positions will be filled through a by-election as needed.
- d) Elections will be held within sixty days of the annual election of Council members, which is normally held in April. A notice of motion for the election of the Chair and Vice-Chair will be given 30 days prior to the special election meeting.
- e) The election may be presided over by a non-voting member of Council or by a non-Council member, or by a Council member who has declared that they will not be seeking a position on the executive as determined by the Chair prior to election.
- f) Nominations for the position of Chair and Vice-Chair will be called from the floor.
- g) If only one Chair or Vice-Chair is nominated they will be acclaimed into the position. If more than one Chair or Vice-Chair is nominated a vote will be decided by a show of hands unless there is a request from one or more members for a secret ballot.

Suggested Process to preside over the elections:

1. The current Education Council Chair generally arranges for an Election Chair to preside over the election as per the by-laws a few days in advance.
2. At the meeting in partnership with the permanent secretary and Education Council Chair the Election Chair determines if quorum (50% + 1) has been achieved. The election is not held if quorum has not been met (e.g. "**We cannot hold the election at this time as quorum has not been met. A new date will be set.**").

3. The current Education Council Chair will then generally introduces the Election Chair – “**XXXX has agreed to preside over the election**”.
4. The Election Chair declares that quorum has been met – “**Quorum has been met**”.
5. The Election Chair calls the meeting to order - “**This meeting is called to order**”.
6. The Election Chair calls for a nominations from the floor for the position of Chair – “**Are there any nominations for the position of Chair of Education Council?**” (a second to the nomination is not required).
7. Once nominated a member is requested to accept or decline the nomination. The Election Chair requests an acceptance or decline of the nomination - “**Do you accept the nomination?**”
8. Once all nominations have been received the election is held. The Election Chair confirms with the council that a show of hands is an acceptable process for holding the election – “**We will be holding the election with a show of hands (unless there is a request for a secret ballot)**”.
9. If there is only one candidate the Election Chair may declare that candidate as the new (or returning) Education Council Chair as of Aug 1.
10. If there is more than one nomination the Election Chair calls for a show of hands for nominee. The member with who receives the majority (50% + 1) is the winner. If no candidate receives the majority, the Election Chair may ask if anyone wishes to withdraw, then the procedure is repeated for all those nominees that wish to remain in the running until a winner is selected. Once there is a successful candidate the Election Chair may declare that candidate as the new (or returning) Education Council Chair as of Aug 1.
11. Steps 6-10 are repeated for the election of the Vice-Chair.
12. The Election Chair announces the first regular meeting for the new Chair and Vice-Chair. – “**The next regular meeting for the new Chair and Vice-Chair will be....**”
13. The Election Chair adjourns the meeting – “**This meeting is adjourned.**”