

## BRIEFING NOTE

**TO:** Council

**FROM:** Fazal Khan, Registrar

**DATE:** December 4th, 2018

**SUBJECT:** 14.0 Executive Committee Election Procedure

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**Purpose:** To provide Council with direction regarding the procedure which governs the election of the Executive Committee, as set out in the COO By-laws.

### Executive Committee Composition

Pursuant to Article 10.1 of the by-laws, the Executive Committee of the COO is composed of five individuals: the President, the Vice-President, and three additional Council members.

The Executive Committee must consist of three Elected Council members and two Public Council members.

### Election of the Executive Committee

The general procedure for electing Executive Committee members is set out in Article 9 of the COO By-laws. The procedure can be summarized as follows:

1. The meeting must be chaired by a neutral party
2. Each candidate must be nominated and seconded
3. The election must be conducted by secret ballot
4. The successful candidate must obtain a majority vote
5. The elections must take place in the following order:
  - i. President
  - ii. Vice-President
  - iii. Remaining three positions, in no particular order

### Eligibility for the Executive Committee

All Elected Council members and Public Council members are eligible for election to any position on the Executive Committee. There is no requirement that an individual serve on Council for a minimum amount of time prior to running for Executive Committee election.

There is furthermore no requirement that an individual serve on the Executive Committee for a minimum amount of time before running for President of the Executive Committee.<sup>1</sup>

The President may serve a maximum of two consecutive one-year terms.

**For Consideration:** This is for information only.

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<sup>1</sup> A motion to amend the by-laws to add these requirements was made to Council at its May 13, 2014 meeting, but the motion was defeated.