



## Terms of Reference

### CUPE 998 Election Review Committee

The purpose of the Election Review Committee (ERC) is to conduct a review of CUPE 998's election process and make recommendations to the Executive Board and members on constitutional amendments with respect to the nomination and election process. The recommendations will be crafted to add governance provisions which will reinforce neutrality, fairness and equity for all candidates during elections. This work will involve:

- review of existing election process as contained in CUPE 998 Constitution and Bylaws
- researching information available from CUPE National regarding election process and governance with the intent of incorporating relevant content into recommendations

In particular, the Committee will focus on issues which became apparent through the recent 2015 Executive Election and the 2016 Executive Member-At-Large Re-Election including but not limited to:

- Composition and function of the Nominating Committee
- Executive oversight
- Election timelines
- Balloting procedure
- Candidate biographies
- Campaigning
- Ballot counting
- Election results

This work will require the ERC to engage stakeholders and participants in the 2015 Executive Election and the 2016 Executive Member-At-Large Re-Election including but not limited to Nominating Committee Chairs, Candidates, National Servicing Representatives and CUPE 998 members.

The ERC will have available for its use the resources of CUPE 998 office, equipment and clerical support to assist in carrying out this work. In addition the committee will work with Recording Secretary Sister Lisa Horishney as the Executive Liaison and Brother Wally Skomoroh as the National Servicing Representative throughout the process.

The Election Review Committee will consist of CUPE 998 members-at-large who were not directly involved in the preceding elections as members of the Nominating or Special Election Committees, election candidates or scrutineers. Members of the Election Review Committee will be selected by the CUPE 998 Executive based upon recommendations from the Executive Liaison to the committee.