

To: All Ongoing Staff

From: Yvonne Roussel, University Secretary and
Associate Vice-President, Governance and Policy

Date: April 20, 2026

Re: Election of an Ongoing Staff Member to the Board of Trustees

Brock University's Board of Trustees is seeking one staff member to serve a three- year term on the Board. In accordance with the Brock University Act, the Board of Trustees is responsible for the government, conduct, management and control of the University and of its property, revenues, expenditures, business and affairs. For more information please visit the website: <https://brocku.ca/university-secretariat/board-of-trustees/>

Why a staff member is needed

The General Bylaws of the Board of Trustees specify that the Board shall include two ongoing staff members, elected by the ongoing staff of the University, serving staggered three-year terms. As of July 1, 2026, there will be one staff vacancy on the Board.

How a member will be elected

The University Secretariat will hold elections in May to select one member from the ongoing staff for a three-year term commencing July 1, 2026.

Nominations of candidates

All ongoing staff of the University are eligible to serve, except ongoing staff who report directly to the President or to a Vice-President. Nomination forms are available on the University Secretariat election website [click here](#).

Nomination forms must be signed by three members of the ongoing staff in addition to the nominee.

PLEASE NOTE: IN LIEU OF NOMINEE SIGNATURES ON THE FORM ITSELF, THE NOMINEE AND 3 NOMINATORS MAY SEND INDIVIDUAL EMAILS TO universitysecretary@brocku.ca INDICATING THEY SUPPORT THE NOMINATION. ALL NOMINATIONS AND ENDORSEMENTS MUST BE SUBMITTED BY EMAIL and received no later than 4:30 p.m. on Monday, May 4, 2026.

Candidates may submit a statement, maximum of 200 words, no links, to provide the electorate with information. Statements will be posted on the University Secretariat election website. Candidate statements must be sent by email to universitysecretary@brocku.ca no later than **4:30 p.m. on Monday, May 4, 2026**. Candidate statements will be posted as received to a maximum of 200 words.

Voting

The election will be conducted by electronic voting. Voting will begin at **8:30 a.m. on Wednesday, May 13, 2026** and will close at **4:30 p.m. on Friday, May 22, 2026**. All eligible voters will receive an email to their Brock email account with a link to a secure electronic ballot. Each voter may vote for one candidate as there is only one vacancy. The candidate leading the poll will be declared elected for a three-year term commencing July 1.