

**MEMORANDUM OF AGREEMENT  
BETWEEN  
THE UNIVERSITY OF WESTERN ONTARIO FACULTY ASSOCIATION  
AND  
THE UNIVERSITY OF WESTERN ONTARIO  
ELECTION PROCESS FOR MANDATED COMMITTEES UNDER THE  
LIBRARIANS' and ARCHIVISTS' COLLECTIVE AGREEMENT  
DATED JULY 1 2006- JUNE 30, 2009**

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**Term of Agreement**

These procedures are in effect only for the 2008 Committee elections.

**Election Process**

1. Elections will be run through the Office of the University Librarian and shall as far as possible follow previous procedures (as in 2007) of an agreed upon Web-election/voting process.
2. The University Librarian shall select two Employer designates to administer the web-election/voting process. Designates shall establish a voter list and monitor voter turnout
3. When an election is to take place, the University Librarian's office shall email Members informing them of the requirement for an election, the opening and closing time for the polls and the voting link.
4. Members shall cast their vote within a five working day time period.
5. After the polls are closed, scrutineers shall be contacted by one of the Employer designates in order to be present when the voting results are downloaded. The results will be printed off and signed by the Employer designates and Association scrutineers.
6. One of the Employer's designates shall send to the Members, via email, notification of the election results, copying the UWOFA President and Director, Faculty Relations.
7. The parties agree that this Memorandum of Agreement does not form part of the Collective Agreement. Issues arising from the administration of elections are not grievable issues unless they are independently grievable under the Collective Agreement.

Dated at London, Ontario, this 30<sup>th</sup> day of April, 2008.

  
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For the Employer: Michele Parkin

  
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For the Association: Mike Dawes