

COLLEGE OF RESPIRATORY THERAPISTS OF ONTARIO



Title: **Election Process – Executive Committee**

Number: **CP-Election Executive-142**

Date originally approved:
November 13, 1995

Date(s) revision approved:
November 29, 2012

POLICY

1. In accordance with the *Regulated Health Professions Act, 1991* and College policy, Council will elect an Executive Committee on an annual basis to hold office for a one year term. The election will take place at the first meeting of Council following the election of Council members, or where there is no election of Council members, corresponding to the date when the election would have been held in other years.
2. The Executive Committee shall be composed of President, Vice President, and three additional Executive Committee members. Three members of the Executive Committee shall be members of Council who are members of the College and two shall be members of Council who are appointed by the Lieutenant Governor in Council.
3. The Registrar will send a notice of election and a call for nominations for the positions of President, Vice-President, and the three (3) additional members of the Executive Committee, to all Council members forty five (45) days prior to the election or within 5 business days of the close of a general election, whichever is furthest from the date of the Executive Committee election.
4. Candidates for election to the Executive Committee must be nominated by at least two members of Council (a Council member can nominate him/herself).
5. Nominations may be submitted at any time prior to the election. Additional nominations will be accepted from the floor on the day of the election.
6. Notwithstanding item 4, where the Registrar does not receive sufficient interest for any of the five (5) Executive Committee positions by 21 days prior to the election date, a Nominating Committee will be established to seek nominations for those remaining Executive Committee positions.
7. The Nominating Committee will consist of at least two (2) members of Council who are not running for election to the Executive Committee, at least one of whom shall be a public member and at least one of whom shall be a profession member.
8. The election, which will be conducted by the Registrar, will be by secret ballot and will be conducted as the first order of business at the first Council meeting following a general election. For non-election years, this will be conducted at the autumn Council meeting in November/December.
9. Only Council Members present in person at the meeting are entitled to vote (i.e., there is no proxy voting and no voting by telephone, fax or email, or any other electronic means).