



September 12, 2023

CALL FOR NOMINATIONS FOR UBC FACULTY PENSION PLAN ELECTION

This notice is a call for nominations for **TWO** trustees, to be elected by and from the membership of the UBC Faculty Pension Plan (“the Plan”), to serve on the Board of Trustees for a four-year period from January 1, 2024 to December 31, 2027. UBC Elections has been tasked with the duty of holding the election on behalf of the Plan. If you wish to submit a nomination, please follow the instructions below.

REQUIREMENTS FOR NOMINATION

- **Completed Nomination Form:** Each nomination form must include the name of the nominee and the identifiable signatures of three (3) nominators. The nominee and nominators must be members of the Plan. The nominee must sign and indicate on the nomination form that they have read the description of the “Role and Responsibilities of a Trustee” (below) and are willing to run for election and abide by such rules established by UBC Elections for the conduct of the election. The election rules can be viewed at <https://senate.ubc.ca/council/rules/nongoverning>.
- **Candidate Statement:** Each nominee must provide a candidate statement of no more than 300 words, which will accompany election ballots and be posted on the election website to inform voters about the candidates’ comparative qualifications to serve as a trustee. Please note that inclusion of hyperlinks in candidate statements is not allowed.

Please see the other side of this page for the Nomination Form and detailed instructions on how to submit a nomination form and candidate statement.

ELECTION PROCESS

Should an election prove necessary, election packages will be emailed or mailed to all Plan members on Wednesday, October 25, 2023.

ROLE AND RESPONSIBILITIES OF A TRUSTEE

A trust is a legal relationship whereby a trustee is responsible for administering property on behalf of the beneficiaries of the trust. All individual trustees are personally responsible to administer the pension plan in the best interests of the members. The legal obligations and responsibilities of pension trustees are extensive, and come from common law, the BC *Pension Benefits Standards Act* (PBSA) and other statutes. Under the PBSA all trustees on a board of trustees must:

- Act honestly, in good faith and in the best interests of the members and others entitled to benefits; and
- Exercise the care, diligence and skill that a person of ordinary prudence would exercise when dealing with the property of another person.

Trustees must not knowingly allow their own personal interests to conflict with their duties and powers in respect of the pension plan. Pension plan investments and financial decisions must be made in the best financial interests of plan members, and other persons entitled to benefits under the plan.

NOMINATION FORM

We, the undersigned Plan members, wish to nominate _____ as a candidate for the UBC Faculty Pension Plan 2023 Election to serve on the Board of Trustees for a four-year period commencing January 1, 2024.

1. _____
(signature of nominator) (print name clearly) (employee ID#)
2. _____
(signature of nominator) (print name clearly) (employee ID#)
3. _____
(signature of nominator) (print name clearly) (employee ID#)

TO BE COMPLETED BY THE NOMINEE:

I have read the "Role and Responsibilities of a Trustee" and I wish to run for election to the UBC FPP Board of Trustees. I am aware that I am required to email to UBC Elections, a candidate statement of no more than 300 words (in electronic format, e.g., .doc, .txt) regarding my qualifications to serve as a trustee. My candidate statement was emailed to UBC Elections on _____ or will be emailed no later than 4:00 p.m. on Tuesday, October 3, 2023. (YYYY/MM/DD)

(signature of nominee) (print name clearly) (employee ID#)

Faculty/
Department: _____

Daytime Phone: _____ Email: _____ Date: _____
(YYYY/MM/DD)

To be considered valid, your completed nomination form must be received by Jessica Iverson at UBC Elections no later than 4:00 p.m. on Tuesday, October 3, 2023. Your candidate statement must also be received by this deadline for it to be used in the event of an election. Nomination forms can be emailed to UBC Elections at elections.information@ubc.ca. All materials must be submitted electronically. Receipt of completed nomination forms and candidate statements will be confirmed within two business days of the close of the nomination period. If not, please contact Jessica Iverson at elections.information@ubc.ca for confirmation.

Questions related to the election process can be directed to Jessica Iverson. All other questions can be directed to the UBC Pension Administration Office (fpp@hr.ubc.ca or 604-822-8100).

TO SUBMIT A NOMINATION, EMAIL YOUR COMPLETED AND SCANNED FORM AND CANDIDATE STATEMENT TO:

elections.information@ubc.ca