



Arts' Undergraduate Society

Elections Policy

Effective:

28/01/2019

Date of Last Amendment:

27/01/2019

PURPOSE OF THIS POLICY

The purpose of this policy is to outline the rules for elected student positions with the Arts' Undergraduate Society. Each member must adhere to each of the following regulations and procedures.

1. ELECTION COMMITTEE

1.1 The Internal and External President will oversee the general conduct and execution of the elections on behalf of the Faculty Association.

1.2. The Vice President: Clubs & Associations will serve as the support to the Faculty Association and its Election Committee.

2. ELECTED POSITIONS

2.1. The students within the Faculty of Arts will elect:

2.1.1. One (1) President of the Arts' Undergraduate Society.

3. ELIGIBILITY

3.1. Each student within the Faculty of Arts will have the opportunity to vote for any candidate standing for election.

4. NOMINATIONS

4.1. The nomination period shall be a minimum of 5 days.

4.1.1. After the conclusion of the nomination period, a nominee becomes a candidate.

4.2. Any nominee for an elected position with the Arts' Undergraduate Society must be a paying member of the association registered in an undergraduate program within the Faculty.

4.3. Any nominee for an elected position with the Arts' Undergraduate Society must have at least 1 year of executive status within Clubs & Associations.

5. NOMINATION PACKAGES

5.1. The 'Nomination Package' must be made available to the membership no later than 3 days before the close of the nomination period.

5.2. The package should include the following:

5.2.1. The date on which the nomination period ends;

5.2.2. A copy of the Election Policy;

5.2.4. A 'Nomination Form':

5.2.4.1. This includes at least 30 signatures from students within the Faculty of Arts.

5.3. All required completed documents of the 'Nomination Package' must be returned to the Faculty Association's mailbox located on the 5th floor of D.A.W.B. before the close of the nomination period.

6. AGENTS

6.1. Each candidate shall be entitled to one (1) Agent who must be a member of the Faculty.

6.2. An Agent is recognized as the official representative, and is empowered to operate on behalf of the candidate.

6.3. The following positions are ineligible from serving as a candidate's Agent:

6.3.1. A Students' Union director of the board;

6.3.2. An Appeals Committee member;

6.3.3. An Elections Committee member;

6.3.4. A member of the Students' Union Management Team;

6.3.5. A candidate for election;

6.3.6. A referendum Party Chair;

6.3.7. A Scrutineer.

7. CAMPAIGNING

7.1. Campaigning shall begin February 4, 2019 and end February 11, 2019 at midnight.

7.1.2. There shall be no campaigning while polling is open on voting days.

7.2. Campaigning is prohibited in the following areas:

7.2.1. The Students' Union offices;

7.2.2. Business operations;

7.2.2. The office of the University Secretariat.

7.3. Candidates shall not use any employment or volunteer role with the Students' Union, the Faculty Association, or any external business or organization to promote their candidacy.

7.3. No active or passive promotion of candidacy will take place in any residence building.

7.3.1. Residence Life Staff and Students' Union Icebreakers are not to utilize their position to solicit first year student votes in or outside of their residence buildings.

8. EXPENDITURES

8.1. Candidates are limited to expenses and gifts-in-kind totaling \$200.

8.2. Candidates will be reimbursed for one hundred percent (100%) of their approved campaign expenses unless maximum limits are surpassed.

8.3. Candidates are required to submit receipts to the Faculty Association in order for campaign materials to be approved and received.

8.3.1. It is the candidate's responsibility to monitor their expenditures and keep track of all itemized receipts.

8.3.2. Upon request, all candidates must be able to report their total expenditures to the head of the Elections Committee or their designate. .

9. PROMOTIONAL MATERIALS

9.1. The head of the Elections Committee or their designate must approve all physical promotional material with a signature. All physical promotional materials must then be

stamped by the Students' Union and the Dean of Students Office as per the University's Poster Policy (view the University's Poster Policy here: <https://students.wlu.ca/student-life/student-affairs/poster-regulations.html>).

9.1.1. All promotional materials will be held accountable to the University's poster Policy.

9.2. All candidates are required to include the following on all promotional materials:

9.2.1. Identification of the position for which they are a candidate;

9.2.2. The name/approved logo of the Faculty Association.

9.3. All physical promotional materials must be removed one hour prior to the end of voting.

9.4. Candidates are only permitted to contact students through email using personally cultivated mailing lists. The use of official "listservs" is prohibited.

9.5. All social media platforms (accounts) must be declared, approved and registered with the head of the Elections Committee or their designate.

9.5.1. Social media platforms are not permitted to promote a potential candidacy prior to the commencement of the campaign period.

9.5.2. During the elections period all registered candidate social media platforms must be available publicly. Accounts with privacy restrictions enabled are unable to be used for campaigning purposes.

10. VOTING AS FACILITATED BY THE STUDENTS' UNION

10.1. Voting will be conducted for a minimum of thirty-six (36) hours.

10.1.1. Voting must be open on voting days between the hours of 8:00am and 8:00pm.

10.2. Voting will be conducted by electronic ballot.

10.2.1. Electronic ballots will enable all members to cast their vote by secret ballot.

10.2.2. Each electronic ballot will include the following:

10.2.2.1. Separate sections for each distinct question asked;

10.2.2.2. A list of the candidates running for each elected position;

10.2.2.3. A question asking the voter to rank their preferred candidates for each elected position;

10.2.2.4. Any referendum questions put to their membership, in the form of a "yes" or "no" question.

10.2.3. A ballot will be considered official upon submission.

10.2.4. An online ballot will be considered spoiled if a specific selection is not completed.

10.2.4.1. Spoiled ballots, or sections thereof, will still be counted towards quorum.

10.3. At the discretion of the Chief Returning Officer, polling stations may be located in the Concourse of the Fred Nichols Campus Centre, the Science Building, Lazaridis Hall, the Peters Building, the Aird, Building, the Bricker Academic Building, the Brantford Student Centre, and the RCW Building.

10.3.1. The Chief Returning Officer, Deputy Returning Officer, or an elections volunteer will be located at each polling station for the duration of the voting period.

10.3.2. Polling stations must be located a minimum of ten (10) feet in all directions from

the electronic voting device.

10.3.2.1. The Chief Returning Officer has the authority to expand this minimum distance.

10.4. A Scrutineer will be allowed to observe all voting areas, but is prohibited from interfering with each member's right to a secret ballot.

10.4.1. Each candidate is permitted to have a Scrutineer present during the ballot tallying to observe any interference in the process which is strictly prohibited.

10.4.1.1. Scrutineers are not permitted to leave the location where ballots are being tallied until the Chief Returning Officer has publicly announced the official election results.

10.4.1.2. A Scrutineer who divulges any elections results prior to the official announcement will sacrifice their candidate's reimbursement.

10.4.2. The Chief Returning Officer must take reasonable measures to ensure that Scrutineers are trained as needed.

10.5. In the case of a tie in the presidential election, the paper ballot will be opened by the CRO and the highest ranked candidate will receive the vote.

12. DEMERITS AND DISQUALIFICATIONS

12.1. If a nominee receives a demerit, they will be notified by the Arts' Undergraduate Society Presidents via email immediately.

12.1.1. All information about the demerit will be recorded in the email and a hardcopy will be available at the AUS office by 9:00AM the next day.

12.2. If a nominee wishes to appeal the demerit, they must provide their reasons in an email or a type-written memorandum to the AUS Presidents by 11:59PM the following day.

12.3. It is the responsibility of the nominee to ensure they are following up on any violations, demerits, and appeals.

13. APPEALS

13.1. The Appeals Committee will consist of the following:

13.1.1. Internal President - Shelby Dockendorff

13.1.2. External President - Alexandra Dickinson.

13.1.2.1. No members sitting on the Appeals Committee may be a member of any campaign team or openly support any candidate.

13.2. All decisions reached by the Appeals Committee are considered final, and will be communicated to the relevant candidate by such means as deemed appropriate by the head of the Elections Committee or their designate.