



STUDENTS' UNION ELECTIONS

Nomination Package

March 2013

**General Election of the Executive Committee and the
Undergraduate Board of Governors Representative**

This package is also available online at
www.su.ualberta.ca/vote

Welcome to the 2013 General Election of the Executive Committee and the Undergraduate Board of Governors Representative. On behalf of all members of our Students' Union, I would like to thank you for your interest in these positions.

The positions of President, Vice President (Academic), Vice President (External), Vice President (Operations & Finance), Vice President (Student Life), and Undergraduate Board of Governors Representative are open for nominations.

This Nomination Package is your guide to participating in the election. Please ensure that your copy is complete and that you read the following pages carefully. Contents include:

- A. Letter of Introduction
- B. Nomination Package Instructions
- C. Election Timeline & List of Forums
- D. Nomination Form, including:
 - i. Candidate Information and Declaration
 - ii. Letter of Academic Eligibility
 - iii. List of Nominators
- E. Election Regulations and Guidelines
- Appendix 1: SU Bylaw 1500
- Appendix 2: SU Bylaw 2200

Please carefully note the deadlines set out in the election timeline. It is solely your responsibility to submit complete and correct nomination packages on time. Please fill out and return the nomination forms as soon as possible. Incomplete nomination forms will not be returned, and there will be **no extensions** granted. If you encounter any problems, please bring them to my attention immediately so they can be resolved before the deadline.

If you are considering running in the election, please inform the Elections Office of your intent as soon as possible. An estimate of the number of candidates is used for budgeting purposes, equipment bookings, and the production of marketing materials. All information will be held in the strictest confidence until the nomination deadline.

I look forward to working with you throughout the campaign and election, and encourage you to contact me at cro@su.ualberta.ca or (780) 492-7102 if you have any questions or concerns.

Best of luck,

Farid Iskandar
Chief Returning Officer
University of Alberta Students' Union

These instructions do not constitute the complete nomination package. Please read the other information included in the nomination package, also available online at www.su.ualberta.ca/vote.

In order for your nomination to be accepted, you must complete and submit the Nomination Form (Section D), which includes:

- i. Candidate Information and Declaration
- ii. Letter of Academic Eligibility
 - This must be signed by your faculty office.
- iii. List of Nominators
 - The names, student ID numbers, faculties, years and signatures of at least 50, and no more than 100, nominators (undergraduate students.)
- iv. Deposit (\$50.00)
 - In addition, as per Bylaw 2200 s.11(3), a \$50.00 deposit in the form of cash, certified cheque, or money order payable to *The Students' Union, University of Alberta*. Requirements for the return of the deposit shall be outlined by the C.R.O.

You must return the completed nomination form to
Room 302J, Students' Union Building no later than:

Friday, February 15, 2013 @ 17:00

Only official forms will be accepted.

Note: If 302J SUB is closed when you come to return your nomination package, please feel free to drop this off at the main Students' Union office in 2-900 SUB, ATTN: Chief Returning Officer.

Please staple these papers together or enclose them in a large envelope before submitting them. Remember to have your Faculty Office sign the letter of eligibility as soon as possible, and start collecting signatures from nominators right away. The earlier your forms are submitted, the more time the Elections Office has to validate signatures and inform you of any discrepancies.

There will be no extensions granted for late forms.

Chief Returning Officer
302-J Students' Union Building
Farid Iskandar
Email: cro@su.ualberta.ca
Phone: (780) 492-7102

Deputy Returning Officer
302-K Students' Union Building
Shane Crawford
Email: dro@su.ualberta.ca

All times are in 24-hour format.

Close of Nominations – Friday, February 15 @ 17:00

- All nominations must be submitted to the Elections Office (302J SUB) by this time in order to be considered.
- If no nominations are received for a position, or if the only nominations received for a position are joke candidates, the deadline will be extended by 24 hours.

Mandatory Candidates' Meeting – Friday, February 15 @ 18:00

Location: 3rd Floor Conference Room, Students' Union Building

- All candidates are required to attend this meeting. Candidates who do not attend will be disqualified. Primary Volunteers and core volunteers are also encouraged to attend. If unable to attend, candidates must designate another person, in writing, to attend in his or her place.
- The CRO will review the election timeline, bylaws, and election regulations. Candidates will have an opportunity to ask questions.
- Joke candidates, material submission, poster and banner placement, and classroom speaking will also be addressed.

Information Session: How to Run a Campaign – Saturday, February 16 @ 11:00

Location: 3rd Floor Conference Room, Students' Union Building

- Hosted by past elections officials, candidates, and campaign managers.

Deadline for Name Changes – Saturday, February 16 @ 17:00

- Changes to official ballot names are not allowed after this time.

Withdrawal Deadline – Sunday, February 17 @ 17:00

- All withdrawals after this time will result in forfeiture of the candidate's deposit.

Campaign Begins – Wednesday, February 27 @ 09:00

- No campaigning is permitted before this time.
- Reminder: All campaign material must be approved by the CRO prior to use.

Budget Submission Deadline – Wednesday, March 6 @ 13:00

- Candidates must submit their final expense allowance forms (even if no money is spent). If not submitted on time, no refund of campaign expenses will be issued.

Voting – Wednesday, March 6 & Thursday, March 7

- In addition to online access, polls will be open in SUB and Campus Saint-Jean.
- Campaigning is permitted on voting days; however, take note of regulations regarding proximity to official polling stations.
- Candidates and their volunteers will meet with the CRO to coordinate the removal of physical campaign materials two hours before polls close. Further details to be announced.

Listing of Elections Forums

Wednesday, February 27 @ 17:00 – Residence Forum

Location: Lister Centre, 2nd Floor Cafeteria

- Each race will be participating.
- Each candidate will be afforded a two (2) minute opening speech in turn, followed by an opportunity to answer (with one (1) minute responses) prepared and/or audience questions.

Thursday, February 28 @ 12:30 – SUBstage Forum #1

Location: Main Floor, Students' Union Building

- Half of the races and/or referenda will be participating.
- Each candidate will be afforded a two (2) minute opening speech in turn, followed by an opportunity to ask their opponent(s) a question (30 seconds), followed by a response (one (1) minute), followed by a rebuttal (one (1) minute).
- After the debate portions have concluded, they will be followed by an opportunity to answer (with one (1) minute responses) prepared and/or audience questions.

Friday, March 1 @ 12:00 – SUBstage Forum #2

Location: Main Floor, Students' Union Building

- Half of the races and/or referenda will be participating.
- Each candidate will be afforded a two minute opening speech in turn, followed by an opportunity to ask their opponent(s) a question (30 seconds), followed by a response (one (1) minute), followed by a rebuttal (one (1) minute).
- After the debate portions have concluded, they will be followed by an opportunity to answer (with one (1) minute responses) prepared and/or audience questions.

Monday, March 4 @ 12:00 – Myer Horowitz Forum

Location: Myer Horowitz Theatre, 2nd Floor Students' Union Building

- Each race will be participating
- Main campus classes from 12:00 – 13:00 will be cancelled so that all students have the opportunity to attend.
- Each candidate will be afforded a two minute opening speech in turn, followed by an opportunity to ask their opponent(s) a question (30 seconds), followed by a response (one (1) minute), followed by a rebuttal (one (1) minute).
- After the debate portions have concluded, they will be followed by an opportunity to answer (with one (1) minute responses) prepared and/or audience questions.

Tuesday, March 5 @ 12:30 – Campus Saint-Jean Forum

Location: Student Lounge & Cafeteria, Pavillon McMahon, CSJ Campus

- Each race will be participating.
- Each candidate will be afforded a two (2) minute opening speech in turn, followed by an opportunity to answer (with one (1) minute responses) prepared and/or audience questions.

1) CANDIDATE INFORMATION

Full Name:			
Name You Wish to Appear on Ballot:			
Position Contested:			
Student ID Number:		Faculty:	
University Email:	@ualberta.ca	Cell Phone:	
Keys to Campus Buildings ¹ :			

2) PRIMARY VOLUNTEER INFORMATION (IF APPLICABLE)

Full Name:			
Student ID Number:		Faculty:	
University Email:	@ualberta.ca	Cell Phone:	

3) NOTICE

Students' Union Elections are governed by SU Bylaws. A copy of the Bylaw 2200 is included in the nomination package, and is available online at www.su.ualberta.ca. It is each candidate's responsibility to ensure his or her nomination form complies with bylaw. In addition, each candidate must ensure that all aspects of his or her campaign, and the actions of any campaign volunteers, do not violate the provisions of bylaw or any other election rules or regulations.

4) CANDIDATE DECLARATION

I hereby accept the nomination for the position indicated, and declare that to the best of my knowledge I am eligible to contest the position, and if elected, to hold office. I have read and understood this nomination package, rules, regulations, and bylaws referenced.

Candidate Signature:	
Date and Time of Submission:	

¹ Refer to §1.4 of the Regulation and Guidelines in Section E.

University of Alberta Students' Union Elections

Section D(ii): Letter of Academic Eligibility



Chief Returning Officer
302J Students' Union Building
University of Alberta
Edmonton, AB T6G 2J7

This letter confirms that _____, ID#: _____ is a registered student taking at least one course for credit in the Faculty of _____, and at the last Faculty academic assessment was eligible to continue in a course of studies as defined in the Academic Standing regulations of the applicable Faculty sections of the Calendar.

Name

Position

Signature

Date

Student's Position Contested: _____
(i.e.: "Vice President _____")

University of Alberta Students' Union Elections
Section D(iii): List of Nominators



We, the undersigned members of the Students' Union, nominate _____
to contest the position of _____ in the election to be held on March 6 & 7, 2013.

Name	Student ID	Faculty	Year	Signature
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				

University of Alberta Students' Union Elections
Section D(iii): List of Nominators



We, the undersigned members of the Students' Union, nominate _____
to contest the position of _____ in the election to be held on March 6 & 7, 2013.

Name	Student ID	Faculty	Year	Signature
21.				
22.				
23.				
24.				
25.				
26.				
27.				
28.				
29.				
30.				
31.				
32.				
33.				
34.				
35.				
36.				
37.				
38.				
39.				
40.				

University of Alberta Students' Union Elections
Section D(iii): List of Nominators



We, the undersigned members of the Students' Union, nominate _____
to contest the position of _____ in the election to be held on March 6 & 7, 2013.

Name	Student ID	Faculty	Year	Signature
41.				
42.				
43.				
44.				
45.				
46.				
47.				
48.				
49.				
50.				
51.				
52.				
53.				
54.				
55.				
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57.				
58.				
59.				
60.				

University of Alberta Students' Union Elections
Section D(iii): List of Nominators



We, the undersigned members of the Students' Union, nominate _____
to contest the position of _____ in the election to be held on March 6 & 7, 2013.

Name	Student ID	Faculty	Year	Signature
61.				
62.				
63.				
64.				
65.				
66.				
67.				
68.				
69.				
70.				
71.				
72.				
73.				
74.				
75.				
76.				
77.				
78.				
79.				
80.				

University of Alberta Students' Union Elections
Section D(iii): List of Nominators



We, the undersigned members of the Students' Union, nominate _____
to contest the position of _____ in the election to be held on March 6 & 7, 2013.

Name	Student ID	Faculty	Year	Signature
81.				
82.				
83.				
84.				
85.				
86.				
87.				
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100.				

NOTE: It is important that all candidates and their volunteers read Students' Union Elections Bylaws, and make all campaign volunteers aware of the election rules. This document is intended to supplement bylaw, but does not replace it. In the event of a discrepancy, Students' Union bylaw takes precedence.

1. Nominations

1.1 Acceptance of Nominations

Acceptance of a nomination by the CRO does not guarantee the candidate is eligible to run. Candidates must have paid Students' Union fees and must not have any debts owing to the Students' Union at the time of nomination. A candidate's nomination may also be revoked if they fail to accumulate the designated amount of valid nomination signatures by the submission deadline. If the candidate is later determined to be ineligible, he or she will be disqualified.

1.2 Joke Candidates

Candidates who run under a name that is not their given name, or a reasonable derivation of their given name, will be designated joke candidates. Joke candidates are not eligible to take office if elected and are assigned a lower campaign budget.

1.3 Candidates Meeting

A mandatory Candidates Meeting will be held **Friday, February 15 @ 18:00** in SUB 3-06, as noted in the election timeline. Candidates who fail to attend the meeting in its entirety (or fail to designate a proxy, in writing, to attend in their place) will be disqualified. There will also be mandatory candidates meetings held daily throughout the campaign period (February 28 – March 7, 17:00 each day, except for February 27 which will be hosted at 16:00 because of the Lister Forum).

1.4 Reporting of Keys

All candidates and official campaign managers are required to report to the CRO any keys, cards, and other means of access they possess to any building or room on campus. Please report your keys in Section D1 of the Nomination Package. The penalty for not doing so is provided in the attached schedule of fines and penalties.

2. General Campaign Rules

2.1 Pre-campaigning

Candidates and volunteers may not engage in any campaign activities between the close of nominations and the beginning of the campaign period – Between **Friday, February 15 @ 17:00 and Wednesday, February 27 @ 09:00**.

2.2 Volunteers

Volunteers (anyone who assists in any campaign activity) are bound by the same rules as candidates. It is the candidate's responsibility to inform his or her volunteers of election rules. Candidates are responsible for the actions of their volunteers and may be subject to penalties as a result of their volunteers' conduct.

2.3 Permitted Access

Campaigning is not permitted in the following areas without the permission of the CRO:

- 1) Any business or service operated by the Students' Union, including RATT, Dewey's, SU Infolink Booths and any SU Service;
- 2) Any University library, administration building, or office;
- 3) In any classroom during a class, without permission of the instructor;
- 4) In any residence, including all University-owned residences (including the residential areas of HUB), St. Joseph's College, Augustana residences, and fraternity/sorority houses leased from the University;
- 5) In any building or on any land not owned or operated by the University or the Students' Union, including LRT stations.
- 6) Any university parking lot.

2.4 Budget Limits

Bylaw 2200, §42 establishes the following budget limits:

- 1) Executive Candidates: \$550.00
- 2) Undergraduate Board of Governors Representative: \$550.00
- 3) Joke candidates: \$366.67

Candidates who exceed these budget limits will be disqualified. It is important to note that GST is **NOT** included in these budget limits. Candidates are responsible for keeping a separate record of applicable taxes, for which the candidate will be reimbursed (along with the non-tax expenses) at the end of the election.

Excessive or unreasonable expenses will not be permitted. Candidates should seek advance approval from the CRO if there is any doubt about expenses.

2.5 Expense Reporting

Candidates **must** submit a detailed expense report, even if they spend no money, using the Expense Allowance Form available online and from the Elections Office. The report must be submitted, with all receipts included, no later than **Wednesday, March 6 @ 13:00** as specified on the election timeline. If the expense report is not submitted on time, no refund of expenses will be given. Candidates are not allowed to incur any expenses between the reporting deadline and the end of campaigning, which are not included as an estimate on the initial expense report.

2.6 Donations

All donations to a campaign will be assessed fair market value by the CRO and accordingly deducted from a campaign's total allowable expenses. This does not include general volunteer labour and expertise held by a significant portion of the population, such as web page and poster design. If you are at all in doubt about a fair market value, it is recommended that you consult the CRO beforehand.

2.7 Collusion

Candidates are free to endorse each other, but are prohibited from acting as a volunteer for any other candidate. Candidates are also prohibited from sharing resources (i.e.: tables, posters, banners, budgets, etc.), other than universal materials, with any other candidate. Volunteers, however, may volunteer for more than one campaign.

2.8 Student Group Interaction

Candidates and sides will be prohibited from actively participating in student group or student service events during the campaign period (in their role as a candidate or side). Candidates and campaign sides are distinct entities from student groups and should not use any influence they hold with a student group to gain an undue advantage.

This does not mean that you cannot attend student group events or talk to student group executives in your capacity as a student or as candidate or side member.

If a student group or service wishes to partake in a forum, or if an event approaches a candidate or side, they will be permitted to speak and participate so long as each candidate or side receives at least 24 hours notification of the forum or event and will be afforded an equal chance to speak at it or participate in it.

3. Campaign Materials & Advertising

3.1 Material Approval

All campaign materials must be approved by the CRO prior to use. All copies of campaign materials must also be checked, counted and marked by election staff prior to being distributed. Materials will be approved on a first-come, first-served basis with a maximum 24-hour turn-around time.

3.2 Identification of Printed Materials

All printed campaign materials **must** include "Printed at SUBprint" on it. All posters must also include the supplied Elections Office online voting notice. It is the responsibility of each candidate to ensure that this identification is present on the material before it is sent to the printer. Failure to include proper identification may result in the removal of these campaign materials.

3.3 Posters and Banners

There are no limits to the total number of posters, but no candidate or side may place more than ten (10) posters in any single building (atriums will be considered half-buildings, with a limit of five (5) per atrium), and no more than one (1) banner on display in any building. Banners are greater than four (4) square feet in area, and posters are less than four (4) square feet. The maximum size for banners shall be eight (8) feet by sixteen (16) feet, as per University guidelines. The minimum distance between posters shall be ten (10) feet in all directions.

Banners **must** be coated with a fire retardant spray and have a fireproofing receipt attached prior to being displayed. Both are available to candidates at no charge from the Elections Office.

Candidates should be careful not to apply tape to surfaces that are easily damaged. Most buildings permit candidates to place posters on any brick or concrete wall. Several buildings have more restrictive regulations regarding poster approval and placement. Posters that are placed in violation of building rules will be removed without compensation, and a fine may also be imposed.

3.4 Outdoor Sign Placement

Each candidate may place a maximum of fifteen (15) outdoor signs on campus. The minimum distance between signs placed outdoors shall be ten (10) feet in all directions. The following campaigning methods are **not allowed**:

- Chalk
- Snow sculptures/snow dye
- Writing on classroom whiteboards

3.5 Video Policy

Please adhere to the following steps for campaign video approval:

- 1) Fill out the online materials submission form with a description or storyboard of what your video will showcase. Include in the comments section how long the video will run.
- 2) Once you have received approval from the CRO, proceed with the filming of your video.
- 3) Video editing will be considered to have a fair market value of zero. However, value may be assessed against your campaign budget if a professional editing service is hired. Please consult the CRO if you have any questions.
- 4) Upon completing the video, please submit to the CRO in its finished form for final approval.

Candidates are permitted to post videos on Youtube, your campaign website, or on your Facebook page. Please inform the CRO of any other platform you might wish to use, these will be evaluated on a case-by-case basis and made available for all candidates or sides.

3.6 Leaflets and Handouts

Candidates are permitted to place leaflets or handouts in bulk on their campaign tables for distribution. Candidates are also permitted to hand out these items to individuals, except in locations that have solicitation policies, including the Students' Union Building. Candidates should not be

leaving leaflets on vacant tables, on the floor, or anywhere else in which they would be left unattended. Any items distributed inappropriately will be removed without compensation, and a fine may also be imposed.

3.7 Universal Materials

Universal materials include those materials for which no cost will be incurred against the candidate's budget. Such materials may be supplied by the Elections Office and include banner paper, masking tape, packing tape, elastic bands, tacks, basic paint(s), chloroplast signs, and banner fire retardant spray. These materials are property of the Elections Office and are for campaign purposes only. Any personal use or other inappropriate use of Elections Office material may result in penalty. As universal materials, they will be considered a personal expense and not counted towards your campaign budget.

Use of computers and other mobile devices for the purpose of campaign delivery (not content creation) during the campaign period will not be considered a universal material. Each device will be assessed a fair market value of \$10.00 per day (or portion thereof) during the campaign period.

3.8 Printer

All printing and photocopying must be done at SUBprint, located on the lower level of SUB. The process for using SUBprint is:

1. Go to SUBprint and have them fill out an "Internal/Walk-up" order form. Explain to the Print Centre staff what you would like printed, and have them fill out the form with the specifics.
2. Have the printed material approved by the CRO, who must sign the order form.
3. Have your material printed.
4. Have election staff count and hole punch your printed material.

3.9 Tables

Candidates are free to book tables on campus outside of the Elections Office, but must book them on their own. The Elections Office will not be providing tables for candidates during this election, other than those in the Students' Union Building. There will be no tables available in the Students' Union building during voting days. Candidates are cautioned against using any influence they may have with a campus group to book tables.

3.10 Classroom Speaking

Candidates **must** have the permission of the instructor before speaking in any classroom during a class.

3.11 Elections Forums

Any candidate who wishes to participate in forums not organized by the Elections Office must provide notification to each candidate in his or her race at least 24 hours beforehand to allow them an equal opportunity to attend. Please see Section C of the nomination package for the list of officially scheduled forums.

3.12 Campus Media – Gateway and CSJR

Candidates may advertise with the Gateway and will receive 50% off the regular ad prices; however, ads must run during the campaign. As with all campaign materials, the CRO must approve Gateway ads. Content and graphics must be submitted to the CRO for approval at least eight (8) days prior to the run date of the advertisement.

CJSR may have airtime available as paid political announcements. Again, the CRO must approve all ads before they are broadcast.

3.13 External Media

Candidates are free to speak to campus-based media, however all external media (e.g. Edmonton Journal, CTV, The Wanderer etc.) must be directed through the Elections Office. Candidates may speak to external media only after obtaining permission from the CRO. Requests will be evaluated on a case-by-case basis.

3.14 Elections Website Supplement

A brief biography/platform statement (maximum 250 words) and photograph (maximum 150 pixels wide by 200 pixels tall) from each candidate can be posted on the SU Elections website. Candidates should be prepared to hand in their submissions immediately following the Candidates Meeting. The order of appearance per each race will be in the order candidates hand in their election supplement.

The SU Elections website will remain operational throughout voting days.

The deadline for submitting the following information is Tuesday, February 26, 09:00. Please send this information to the DRO at dro@su.ualberta.ca. If the DRO does not receive your Website information by then, a “No information received” will be put next to your name.

3.15 Internet and Email Policy

The content of candidate websites should be provided to the CRO for review prior to being made publicly available (submit a material approval request and provide the private web address (with password) that the website can be viewed at.) Candidates are reminded that websites must not go public until the start of campaigning.

“Mass emails” to unofficial groups (e.g. lists of your friends from your personal address book) are not permitted. It is permissible, however, to send mass emails to anyone already acting as your campaign volunteer. Emails to official University and student group mailing lists (list-servs) will be considered, given that the following procedures are adhered to:

1. Candidates who wish to send an email must contact the administrator of the mailing list, requesting permission to send the campaign message.
2. If approval is granted, the candidate must forward a copy of this approval to the CRO, who will then send a message to all candidates in that particular race, including the candidate that initiated the request.

3. Each candidate will have 24 hours to submit to the CRO a campaign message no longer than 250 words.
4. The CRO will then send an email containing all campaign messages to the mailing list. Under no circumstances are individual candidates permitted to send a campaign message directly to any mailing lists.

The use of forums, webboards, or any other similar Internet-based mediums for the purposes of campaigning is prohibited without the express permission of the CRO. Requests will be evaluated on a case-by-case basis.

Remember that, just like on campus, candidates are responsible for any inappropriate campaigning by their volunteers on the Internet. The CRO reserves the right to revoke any candidate's right to use Internet-based mediums as a campaign tool, if it is determined that the above regulations have not been followed. Further penalties may also be assessed.

3.16 Social Media Policy

Facebook, Twitter, etc. may only be used for campaign purposes within the campaign period. Like physical materials, campaign materials used on Facebook, etc. must be approved by the CRO before being made public. Consequently, we ask that you adhere to the following procedures:

1. Candidate must provide the CRO with a list of all URLs for social media websites (Twitter, Instagram etc.), the CRO needs to follow those accounts before they can be used for campaigning. Please send the CRO a list of all social media platforms that will be used, by Wednesday, February 27th at 09:00.
2. Candidates who wish to create a Facebook group or an event page must add the CRO as a friend and appoint them as an administrator of any elections-related page.
3. Discussion boards and "wall posts" will be monitored by the Elections Office, and posts deemed inappropriate may be removed.

3.17 Material Removal

All physical campaign materials on-campus must be removed prior to the conclusion of voting. Candidates and volunteers will meet shortly before the end of voting to coordinate poster removal. The CRO will announce the time and location of a mass poster removal at the Candidates Meeting.

4. Voting & Ballot Counting

4.1 Campaigning

Absolutely no campaigning is permitted during the pre-campaigning period. No campaigning or campaign materials are permitted within six (6) metres of any official polling station. Candidates should not loiter around any official polling station on campus, except when voting themselves.

4.2 Ballot Counting and Scrutineers

Online ballot counting will take place on the second day of voting, and will continue until all ballots have been counted. Candidates are encouraged to designate scrutineers to monitor voting by completing the Scrutineer Appointment Form, available online and from the Elections Office. Scrutineers must not divulge the results of the count until they have been officially announced by the CRO.

4.3 Results

Unofficial election results may be released by the CRO at any time during the counting process. Results will be announced following the conclusion of voting. Official results will be submitted to Students' Council at the next meeting following the election.

5. Amendment of Regulations

Any changes, clarifications or additions to these rules will be announced at the Candidates Meeting and/or emailed to all candidates, side managers, and primary volunteers.

Schedule of Fines & Penalties

As per Bylaw 2200 s. 48(3), the following is a schedule of fines and penalties that will be applied to candidates during the March 2013 General Election of the Executive Committee and the Undergraduate Board of Governors Representative.

Note: The following schedule is subject to change and is non-exhaustive. Changes will be delivered to candidates via email.

Pre-campaigning. Includes, but not limited to:

Violation	Counterbalancing Fine	Punitive Fine
Use of social media for public campaign purposes	\$0.10 to be applied to each individual reached	TBD
Posting and/or distribution of campaign materials	Removal of said campaign materials plus equal number of materials	\$2.00 per material + additional possibility of discretionary fines
Unsolicited campaigning (including mass emails)	\$10.00 + \$0.10 to be applied to each individual reached if emails or social media is used.	TBD

Campaign Period. Includes, but not limited to:

Violation	Counterbalancing Fine	Punitive Fine
Failure to report keys within 24 hours of nomination deadline		\$25.00
Failure to attend mandatory candidates meeting (or send a proxy)		Disqualification
Intentional misrepresentation of facts	\$10.00	TBD
Campaigning in an unauthorized area	Removal of said campaign materials plus equal number of materials	\$2.00 per material + additional possibility of discretionary fines

Unapproved campaign materials	Removal of said campaign materials plus equal number of materials	\$3.00 per material with additional possibility of discretionary fines
Unsolicited campaigning (including mass emails)	\$10.00 + \$0.10 to be applied to each individual reached if emails or social media is used.	TBD
Malicious or intentional violation of elections bylaw and rules	TBD	TBD
Failure to submit expense report by deadline		Will not receive reimbursement
Failure to remove campaign materials prior to conclusion of voting		Will not receive deposit.
Over-budget		Disqualification

Note: All violations indicated by TBD—as well as violations not indicated above—will be determined on a case-by-case basis by the CRO with input from the parties involved in a violation or complaint. Rulings will be issued for each noted contravention and published during the campaign period.

The Elections Office takes all violations and misdemeanours in a serious manner and is responsible for the oversight of a fair and legitimate election that reflects the spirit of our bylaws.

Bylaw 1500

Judiciary of the Students' Union Bylaw

1. Definitions

In this Bylaw

- (a) "Board" means Discipline, Interpretation and Enforcement Board;
- (b) "Committee" means Tribune Selection Committee;
- (c) "Council" means the University of Alberta Students' Council;
- (d) "Tribune" means a member of the Board;
- (e) "Executive" means Executive Committee of the Students' Union;
- (f) "General election" shall be the General Election of the Executive Committee and the Undergraduate Board of Governors or the General Election of Faculty Councillors;
- (g) "C.R.O." shall be the Chief Returning Officer of the Students' Union;

2. Mandate

The Board is the organ of the Students' Union responsible for the interpretation and enforcement of Students' Union legislation.

3. Scope of Cases

The scope of the Board shall be limited to actions and appeals brought before it that:

- (a) initiate a complaint about a contravention of Students' Union legislation or;
- (b) request an interpretation of Students' Union legislation or;
- (c) appeal rulings made by the Chief Returning Officer during the Students' Union's general elections.

4. Standing

- (a) The following have standing to initiate a complaint before the Board about the contravention of Students' Union legislation:
 - (i) members of the Students' Union, except Tribunes;
 - (ii) any Students' Union constituted body, except the Board; or Council.
- (b) The following have standing to request an interpretation of Students' Union legislation from the Board:
 - (i) Council,
 - (ii) members of Council, and
 - (iii) the Chief Returning Officer of the Students' Union.

5. Constitution of Board

The Board consists of

- (a) Chief Tribune;

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- (b) two Associate Chief Tribunes; and,
 - (c) five to eleven additional tribunes.
- 6. Nomination and Ratification of Chief Tribune and Associate Chief Tribunes**
The Chief Tribune and Associate Chief Tribunes shall be nominated by two-third majority vote of the committee and ratified by a two-third majority vote of Council.
- 7. Nomination and Ratification of Tribunes**
The tribunes shall be nominated by a two-third majority vote of the Committee and ratified by a two-third majority vote of Council.
- 8. Time of Nomination and Ratification**
When possible, appointments to the Board will be made between January and April of each year.
- 9. Composition of the Committee**
The Committee consists of
- (a) two voting members of the Executive selected by the Executive;
 - (b) two voting members of Council selected by Council;
 - (c) two tribunes selected by the Board.
- 10. Quorum for Committee**
Any five of the members of the Committee shall constitute a quorum.
- 11. Chair of Committee**
The chair of the Committee shall be elected by and from the Committee.
- 12. Notice to be given of Committee decisions**
Notice of all appointments made to and chairs elected by the Committee will be reported to Council, the Executive, and the Board.
- 13. Who may be appointed Tribunes**
No tribune may be
- (a) a voting member of Council,
 - (b) a voting member of a committee of Council, or
 - (c) an employee of the Students' Union.
- 14. Tenure of office**
Tribunes hold office as long as they continue to be members of the Students' Union, unless they resign or are removed by a two-third majority vote of the Committee ratified by a two-third majority vote of Council.

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- 15. Registrar**
The Executive shall make a paid employee available to the Board to act as Registrar.
- 16. Duties of Registrar and filing of appeals**
The Registrar shall, under the supervision of the Chief Tribune,
 - (a) receive and forward to all tribunes all applications to launch actions,
 - (b) where a ruling is delivered by the Board, report to Council and the parties the ruling of the Board.
- 17. Applications in writing**
An application to launch an action or appeal shall be made to the Registrar in writing.
- 18. Actions limited those founded in rule of law**
The Board shall grant applications for actions within the Board's scope and order a hearing.
- 19. Time limit on scheduling a hearing**
The Board shall order a hearing no later than seven days after the Registrar has received a valid application, unless all parties to the application agree to an extension.
- 20. Time limit on appeal**
Applications appealing a ruling of the Panel of First Instance must be submitted to the Registrar within seven days of the ruling.
- 21. Panel of First Instance**
Actions shall be heard by a Panel of First Instance consisting of three tribunes, one of whom must be either the Chief Tribune or an Associate Chief Tribune.
- 22. Panel of Appeal**
Appeals of rulings of the Panel of First Instance shall be heard by a Panel of Appeal consisting of five tribunes, at least one of whom must be either the Chief Tribune or an Associate Chief Tribune.
- 23. No cross over between the Panel of Appeal and Panel of First Instance on any given application**
No tribune who took part in the decision of the Panel of First Instance on an action may sit on the Panel of Appeal or take part in the hearing or adjudication of the application for appeal.
- 24. Replacement of the Chief Tribune or Associate Chief Tribune**

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- If neither the Chief Tribune nor any Associate Chief Tribune can hear an action or appeal, they will be replaced for the duration of that action or appeal by other tribunes selected by the Board.
- 25. Exclusive ultimate appellate jurisdiction**
The Panel of Appeal shall have and exercise exclusive ultimate appellate jurisdiction within the Students' Union, and the ruling of the Panel of Appeal is, in all cases, final and conclusive.
- 26. Administrative Support to be Provided**
The Chief Tribune will have access to sufficient administrative support to carry out the logistical requirements of the Board.
- 27. Duties of Chief Tribune**
The Chief Tribune is responsible for appointing tribunes to panels and scheduling hearings.
- 28. Duties of Associate Chief Tribune**
The Associate Chief Tribunes are responsible for fulfilling the duties of the Chief Tribune in his or her absence.
- 29. General Powers of Enforcement**
If the Board finds an application for action or application for appeal requires action by the Board may make any order proscribing any remedy the Board considers appropriate and just in the circumstances.
- 30. Effective date of rulings**
Rulings of the Board shall be effective once registered with the Registrar.
- 31. Tribunes may make rules and orders**
The Board may make general rules and orders:
(a) for regulating the procedure of and in the board and the bringing of cases before it, and for the effectual execution and working of this bylaw;
(b) for empowering the Registrar to do any thing and transact any business as is necessary to fulfill the mandate of the Board.
- 32. Extent of rules and orders**
The rules and orders may extend to any matter of procedure or otherwise not provided for by this bylaw, but for which it is found necessary to provide, in order to ensure the proper working of this bylaw and the better attainment of the mandate of the Board.

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33. Copies to be reported

Copies of all rules and orders made under this bylaw shall be provided to the Registrar who shall report the same to Council and the Council Administration Committee.

34. Elections

- (1) Where a member is guilty of a serious contravention, the C.R.O. may recommend to the D.I.E. Board that further penalties be brought under Bylaws 2100, 2200, 2300, 2400, & 2500.
- (2) Any member shall be entitled to appeal a ruling of the C.R.O. to the D.I.E. Board.
- (3) All appeals of the C.R.O.'s rulings, with the exception of those arising out of voting and Election results, shall be heard and ruled upon by the D.I.E. Board prior to the announcement and release of the results of the election.
- (4) No appeal shall be considered by the D.I.E. Board unless it is received within twelve (12) working hours of the C.R.O.'s ruling being posted.
- (5) Where a complete appeal is received, the D.I.E. Board shall convene a hearing within twelve (12) working hours of the appeal being submitted.
- (6) The D.I.E. Board shall, at the meetings set out in Section 34, either
 - a. rule on all appeals; or
 - b. order a delay to the Election, Referenda or Plebiscite.
- (7) No appeal shall exist from a ruling of the D.I.E. Board on an appeal of a ruling by the C.R.O.

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Bylaw 2200
A Bylaw Respecting the Executive Committee and Board of Governors
Representative Elections, Plebiscites and Referenda of the Students' Union

1. Short Title

This Bylaw may be referred to as the "Elections, Plebiscites and Referenda Bylaw"

2. Definitions

In this bylaw

- a. "member" shall be anyone who is an undergraduate student currently enrolled in at least one course for credit at the University of Alberta;
- b. "C.R.O." shall be the Chief Returning Officer of the Students' Union;
- c. "D.R.O." shall be a Deputy Returning Officer of the Students' Union;
- d. "D.I.E. Board" shall be the Discipline, Interpretation, and Enforcement Board of the Students' Union, as set out in Judiciary of the Students Union Bylaw, Bylaw 1500;
- e. "faculty" shall be any entity defined by the University of Alberta General Faculties Council as either a faculty or a school and in which members are registered and shall include Open Studies;
- f. "council" shall be either be Students' Council or General Faculties Council (GFC) as the context requires;
- g. "general election" shall be the General Election of the Executive Committee and the Undergraduate Board of Governors or the General Election of Faculty Councillors;
- h. "plebiscite" shall be a vote, open to all members, held on a given question but whose result is not legally binding upon the Students' Union;
- i. "referendum" shall be a vote, open to all members, held on a given question and whose result is legally binding upon the Students' Union;
- j. "side" shall be any person or group of people who have their registration as a plebiscite or referendum side accepted under this bylaw;
- k. "side manager" shall be a person registered as part of a plebiscite or referendum side who has been selected by those members of that side to serve as side manager for the purposes of this bylaw;

- l. “primary volunteer” shall be a person registered as part of a candidate’s campaign who has been selected by that candidate to serve as primary volunteer for the purposes of this bylaw;
- m. “candidate” shall be any member whose nomination is accepted under this bylaw;
- n. “joke candidate” shall be any candidate who chooses not to use his/her given name or a reasonable derivative of his/her given name when appearing on the ballot;
- o. “campaign” shall be the period of time during which campaign activities are permitted;
- p. “campaign activity” shall be any act, planned or organized by or on behalf of any candidate or side that is calculated to convince members to vote in a given way;
- q. “volunteer” shall be any individual who assists in campaign activities;
- r. “campaign expense” shall be any and all expenditures incurred in engaging in campaign activities;
- s. “campaign materials” shall be any physical or electronic media produced or distributed as part of campaign activities;
- t. “banner” shall be any campaign material composed of paper, cloth, or similar material of a total area greater than four (4) square feet;
- u. “poster” shall be any campaign material composed of paper, cloth, or similar material, of a total area of under four (4) square feet that is designed to be posted on a wall or similar place;
- v. “forum” shall be any event organized by an entity other than the Students’ Union, a candidate, side, or a volunteer acting on behalf of a candidate or side at which campaign activities are facilitated;
- w. “University” shall be the University of Alberta;
- x. “academic year” shall be from May 1st to the following April 31st;
- y. “working hours” shall be any and all hours occurring between 0900 and 1700;

3. Mandate

This bylaw shall govern the conduct of the Executive Committee and Board of Governors elections, plebiscites and referenda conducted by the Students' Union.

4. Election Dates - Executive Committee and Board of Governors

- (1) The election shall be held annually on the Wednesday and Thursday during the second week following the Winter Term Reading Week.
- (2) An Executive Committee and Board of Governors by-election shall not occur during the months of May, June, July, and August.

5. Dates - Plebiscites and Referenda

Where the C.R.O. receives a valid petition or where Students' Council initiates a plebiscite or referendum, then the plebiscite or referendum in question shall be held on the dates of the next general election of the Executive Committee and Undergraduate Board of Governors not occurring within thirty (30) days of receipt of the valid petition or initiation by Students' Council of the plebiscite or referendum in question.

6. Plebiscite and Referendum Initiation

- (1) Where a member wishes to initiate a plebiscite or referendum via petition, that member shall submit to the C.R.O.:
 - a. the intent of the question;
 - b. whether the question is a plebiscite or a referendum;
 - c. the name, faculty, and student identification of that member;
 - d. a twenty-five dollar (\$25.00) deposit in the form of cash or a certified cheque or money order payable to the Students' Union.
- (2) Upon receipt of a submission meeting the requirements set out in Section 6 (1), the C.R.O. shall immediately forward the intent of the question to the Bylaw Committee.
- (3) The Bylaw Committee shall approve within fourteen (14) days from receiving the intent of the question from the C.R.O., a petition question which:
 - a. fully reflects the intent submitted by the member;
 - b. if carried and acted upon, would not violate any Students' Union bylaws or any federal or provincial law;
 - c. where the plebiscite or referendum is to approve the collection of a University non-academic fee, provides for the formation of a permanent committee to oversee and direct the expenditure of this fee, such committee to have Students' Union members in voting positions proportional to the contribution of Students' Union members;
 - d. where the plebiscite or referendum is to approve the collection of a fee for a University facility or service, provides access by any Students' Union member to that facility or service.

- (4) Students' Council shall, at the meeting following the drafting of the petition question by the Bylaw Committee as set out in Section 6(3), approve a question which meets the criteria set out in Section 6(3) unless the question would cause Students' Council to breach its fiduciary responsibility to the Students' Union.
- (5) Sections 6(2) and 6(3) notwithstanding, where it is not possible for the Bylaw Committee or Students' Council to approve a petition question which meets the criteria set out in Section 6(4), neither the Bylaw Committee or Students' Council shall approve such a question.
- (6) Students' Council shall have the authority to call a plebiscite or referendum without a petition.
- (7) Prior to being approved by Council all plebiscite and referendum questions must be drafted by the Bylaw Committee.

7. Acceptance of Plebiscite and Referenda Petitions

- (1) Where a valid petition bearing the names, signatures, and student identification numbers of at least five percent (5%) of the total membership of the Students' Union as of February 1 of that academic year requesting a plebiscite on a given Students' Council-approved question is submitted to the C.R.O., then a plebiscite shall be held on that question as set out in Section 6, provided that the names, signatures, and student identification numbers were all collected within ninety (90) days of submission of the petition.
- (2) Where a valid petition bearing the names, signatures, and student identification numbers of at least fifteen percent (15%) of the total membership of the Students' Union as of February 1 of that academic year requesting a referendum on a given Students' Council-approved question is submitted to the C.R.O., then a referendum shall be held on that question as set out in Section 6, provided that the names, signatures, and student identification numbers were all collected within ninety (90) days of submission of the petition.
- (3) Where a valid petition is submitted to the C.R.O., that member's deposit shall be refunded.

8. Plebiscite and Referendum Campaign Side Selection

- (1) At least twenty-eight (28) days in advance of the plebiscite or referendum, the C.R.O. shall schedule and announce-a meeting for the registration of sides, such meeting to take place not more than twenty-one (21) and not fewer than fourteen (14) days in advance of the plebiscite or referendum in conjunction with the candidates meeting;

- (2) For each plebiscite or referendum, there shall be
 - a. a “yes” side;
 - b. a “no” side.
 - c. no other official sides.
- (3) Members wishing to register themselves as part of a side shall attend the meeting for registering sides, as set out in Section 8(1) (a).
- (4) A member’s registration for a side shall be accepted when the member
 - a. attends the meeting for registering sides;
 - b. announces his/her intention to register for a side;
 - c. provides the C.R.O. with his/her name, student identification number, and contact information; and
 - d. the C.R.O. is satisfied that that member does not aim to falsely represent that side by registering for it.
- (5) Section 8(4) notwithstanding, no member shall register for more than one (1) side for any plebiscite or referendum.
- (6) Each side shall select, from among the members registered to it, one (1) side manager.

9. Side manager Eligibility

Any member of the Students’ Union Executive Committee is eligible to serve as a side manager of a referenda/plebiscite sides without taking a leave of absence from their position as an executive.

10. Candidate Nomination Deadlines

The C.R.O. shall determine and announce the deadlines for the nominations of candidates prior to the end of November each year, to occur not fewer than thirteen (13) days before the date of the Executive Committee and Board of Governors Election; or

11. Candidate Nomination Packages

- (1) The C.R.O. shall make available to every member nomination packages not fewer than twenty (20) days before the nomination deadline as set out in Section 10:-
- (2) The C.R.O shall produce nomination packages which shall contain, at minimum
 - a. complete and current copies of Bylaw 2200 and the Judiciary of the Students’ Union Bylaw, Bylaw 1500;
 - b. nomination papers soliciting the name, contact information, and student identification number of the proposed nominee, the position the nominee wishes to contest, and for Executive and Board of Governors elections, nominations papers soliciting the names,

- faculties, years, signatures, and student identification numbers of at least fifty (50) and at most one hundred (100) members as nominators;
 - c. contact information for the C.R.O. and D.R.O.s;
 - d. the time, date, and location for the candidates meeting;
 - e. the building code limits on banner size. In the absence of an upper limit, the C.R.O. will specify a size deemed appropriate
- (3) Valid nomination packages shall contain
- a. a signed acceptance of the nomination by the proposed nominee;
 - b. a signed letter from the proposed nominee's faculty confirming that he/she is in good academic standing under University regulations;
 - c. a statement, signed by the proposed nominee, identifying the name under which he/she wishes to appear on the ballot, and for Executive and Board of Governors nominees, papers soliciting the names, faculties, years, signatures, and student identification numbers of at least fifty (50) members identifying themselves as nominators as well as a fifty dollar (\$50.00) deposit in the form of cash or a certified cheque or money order payable to the Students' Union.

12. Restrictions on Candidate Nominees

- (1) No member shall be nominated for more than one (1) of the positions contested in each election.
- (2) Members of Students' Council and its standing committees, in order for their nomination papers to be valid are required to take a leave of absence from their duties for the period beginning with the nomination deadline and ceasing with the conclusion of voting of the election in which they are contesting a position. The following exceptions apply:
 - a. Any member of Students' Council contesting an executive position when the race is uncontested,

For the purpose of this section, any race solely contested by a joke candidate shall be considered uncontested.

- (3) Where a member contravenes Section 12(2), all of the member's nominations shall be declared null and void.

13. Acceptance of Candidate Nominations

Where a member submits valid nomination papers, as set out in Sections 11(3) and 12 and prior to the nomination deadline as set out in Section 10, that member's nomination shall be accepted by the C.R.O. within twenty-four (24) hours of the nomination deadline.

14. No Candidate Nomination, or Plebiscite/Referendum Registration Received

- (1) Where no valid candidate or side for a given position, plebiscite, or referendum has been received by the deadline, the C.R.O. shall extend the deadline for that position or side by up to two (2) days.
- (2) Where the only nominations received for a given position is (are) joke candidate(s), the CRO shall extend the deadline for that position by up to two (2) days.

15. Candidate and Plebiscite/Referendum Registration Meeting

- (1) The C.R.O. shall hold a meeting for all candidates, referenda and plebiscite sides following the nomination deadline but prior to the commencement of the campaign.
- (2) All candidates and side managers shall either attend the candidates meeting in its entirety or designate, in writing, an agent who will do so.
- (3) Where a candidate or side manager contravenes Section 15(2), that candidate or side manager shall be disqualified.
- (4) The C.R.O. may, at his/her discretion, grant exemptions to Section 15(3) to candidates, but shall do so only where
 - a. the candidate requesting the exemption does so in writing at least forty-eight (48) hours prior to the commencement of the candidates meeting; or
 - b. the candidate informs and provides satisfactory evidence to the C.R.O. of an emergency for which no notice could be given.

16. Content of the Candidate and Registration Meeting

- At the candidate and registration meeting, the C.R.O. shall, at minimum
- a. review all relevant bylaws, rules, and regulations, including this bylaw, and respond to questions about same;
 - b. announce the time and date of any forums scheduled;
 - c. determine and announce which candidates are joke candidates as set out in Section 2 (m);
 - d. where two (2) or more candidates have asked to appear on the ballot under names that are either identical or so similar as to be effectively indistinguishable, determine and announce under what names each of the two (2) or more candidates shall appear on the ballot;
 - e. announce any methods that will be regularly used to communicate with candidates;
 - f. take attendance for the purpose of verifying compliance with Sections 14 and 15;
 - g. announce the times, dates, and locations of daily meetings; and
 - h. create a register listing the members registered for each plebiscite and referendum side as well as the side manager for each.

17. Commencement of Campaign Activities

The C.R.O. shall determine and announce the time and date of the commencement of campaign activities, to occur no fewer than ~~seven (7)~~ five (5) days before the date of any vote prior to the end of November each year.

18. Myer Horowitz Forum

- (1) The C.R.O. shall determine and announce the date and location of the Myer Horowitz Forum, to occur after the commencement of Executive Committee and Board of Governors and Plebiscite/Referendum campaign activities, prior to the end of November of each year.
- (2) The C.R.O. shall chair the Myer Horowitz Forum and shall enforce the following rules
 - a. each candidate and side shall be afforded an opportunity to speak that is equal to the opportunity afforded to each candidate or side in his/her race;
 - b. no objects shall be thrown;
 - c. no heckling shall occur;
 - d. no campaign materials shall be distributed during the Myer Horowitz Forum in the room in which the Myer Horowitz Forum is held.
- (3) Where an individual contravenes Section 18(2), the C.R.O. shall remove that individual from the Myer Horowitz Forum.
- (4) Where a candidate or side contravenes Section 18(2), the C.R.O., in addition to the remedies prescribed under Section 50, shall have the authority to enforce further disciplinary action, as prescribed under Section 50.

19. Requirement for Forums

No candidate or side shall participate in any forum unless each candidate or side in his/her race has received at least twenty-four (24) hours notification of the forum and will be afforded an equal chance to speak at it.

20. Storage Space

The C.R.O. shall make arrangements for space to be available on the University campus to all candidates and side managers for the purpose of the storage of campaign materials.

21. Prohibition on Pre-campaigning

- (1) No side manager, volunteer, or candidate shall engage in campaign activities between the nomination deadline or Students' Council initiation of a plebiscite/referenda and the commencement of the campaign.
- (1) Any campaign activity involving social media or internet activity shall not commence or exist between the nomination deadline or Students Council

initiation of a plebiscite/referendum and the commencement of the campaign. Social media and internet activity with the sole purpose to prepare campaign activities, campaign material, or to solicit volunteers may be undertaken during the pre-campaign period, so long as it is kept private.

22. Joke Candidates

- (1) Where a candidate has been designated as a joke candidate, as set out in Section 2(m), and that candidate does not wish to be a joke candidate, that candidate may provide to the C.R.O. a new signed statement indicating the preferred name under which they wish to appear on the ballot, within forty-eight (48)-hours of being designated as a joke candidate.
- (2) Where a candidate who has been designated a joke candidate exercises his/her right, as set out in Section 22(1), to submit a new name under which he/she wishes to appear on the ballot, and where the new name is, at the discretion of the C.R.O., a reasonable derivative of that candidate's legal name, that candidate's designation as a joke candidate shall be reversed.

23. Candidates with Same or Similar Names

- (1) Where two (2) or more candidates submit names that are either identical or so similar as to be effectively indistinguishable, the candidates shall provide the C.R.O. with their preferred names for the ballot within forty-eight (48) hours of the nomination deadline. The preferred name must be a reasonable derivative of the candidate's legal name.
- (2) Where the C.R.O. is not provided a preferred name by the candidate, the C.R.O. shall determine and announce what name each of the two (2) or more candidates shall use.

24. C.R.O. Shall List Candidates

- (1) Within forty-eight (48) hours of nomination deadline, the C.R.O. shall post the preferred name of each candidate as it will appear on the ballot. The preferred name must be a reasonable derivative of the candidate's legal name.
- (2) Where the preferred name is not provided to the C.R.O., the C.R.O. shall use the candidate's legal name.

25. Daily Meetings

- (1) On every weekday during the Executive Committee and Board of Governors Representative campaign and Plebiscite/Referendum campaign, the C.R.O. shall hold a daily meeting, at which he/she shall review complaints, rulings, regulations, procedures, and announcements.
- (1) Each candidate and side manager shall either attend each daily meeting himself/herself or designate, in writing, a representative who will attend.

- (2) Where a candidate or side manager contravenes Section 25(2), he/she shall be fined ten dollars (\$10.00) for each meeting at which he/she is in contravention, and he/she shall not be assessed any further penalty.

26. Requirements of All Candidates and Plebiscite/Referendum Sides

Each candidate and side manager shall act reasonably and in good faith, and specifically shall

- a. ensure that each volunteer engaging in campaign activities on his/her/its behalf is aware of all bylaws, rules, regulations, and orders;
- b. ensure that each volunteer is in compliance with all bylaws, rules, regulations, and orders while engaging in campaign activities on his/her/its behalf; and
- c. report any contravention of a bylaw, rule, regulation, or order to the C.R.O. immediately.

27. Third Party Activities

- (1) A candidate or side in a Students' Union election may distance themselves from a third party in the event the third party effectively conducts campaign activities under the following conditions:
 - a. the candidate or side must demonstrate to the C.R.O. that the third party acted without consent of the candidate or side; and
 - b. the candidate or side must demonstrate to the C.R.O. that steps have been taken to distance themselves from the third party and to attempt to halt unauthorized campaign activity by that third party.
- (2) Should a candidate or side demonstrate the conditions specified under Section 27(1) to the C.R.O.'s satisfaction, the candidate or side would not be subject to punitive fines as a result of the third party's actions, but could still be subject to counterbalancing fines.

28. No-Use of Non-Universal Resources

No individual candidate or side shall make use of any resource that is not

- a. available to all candidates and sides;
- b. general volunteer labour or expertise; or
- c. accounted for as part of that candidate's or side's campaign expenses.

29. No Joint Use of Resources

No two (2) or more candidates or sides shall jointly use any resources, including tables, posters, banners, and budgets but excluding volunteers.

30. Endorsements

- (1) Any member with the exception of the C.R.O, the D.R.O.s, and incumbent members of the Executive Committee who are not also candidates shall be free to endorse any candidate.

- (2) Any member with the exception of the C.R.O, the D.R.O.s, candidates, and incumbent members of the Executive Committee shall be free to act as a volunteer for any candidate.
- (3) Notwithstanding Section 30(1), regulations regarding the endorsement of candidates by Students' Union employees not referenced in Section 30(1) shall be subject to the Students' Union operating policy.
- (4) Notwithstanding Section 30(2), regulations regarding the capacity of Students' Union employees not referenced in Section 30(2) to act as a volunteer shall be subject to the Students' Union operating policy.
- (5) Incumbent members of the Executive Committee and the incumbent Board of Governors Representative are allowed to endorse sides in a Students' Union election.

31. Restrictions on Campaign Activities

- (1) No candidate or side shall, without the permission of the C.R.O. engage in any campaign activity
 - a. in any business or service operated by the Students' Union;
 - b. in a University library;
 - c. in a classroom during a class unless he/she first obtains the permission of the professor responsible for that class;
 - d. in any residence; or
 - e. in any building or on any land not owned or operated by the University or the Students' Union.
- (2) During voting days, no campaign materials or campaign activities shall be within six (6) meters of any polling station.

32. Campaign Materials

- (1) All campaign materials shall be approved in form, content, and cost by the C.R.O. before they may be used in campaign activities.
- (2) Candidates and side wishing to have campaign materials approved shall provide the C.R.O. with
 - a. a written estimate of the cost of the proposed campaign material, including the source of that cost; and
 - b. the complete contents of the proposed campaign material, including text, images and layout.
- (3) The C.R.O. shall provide in confidence a written approval or refusal of campaign materials within eight (8) working hours of receiving a request as set out in Section 32 (2).

33. Forbidden Campaign Materials

- (1) The C.R.O. shall not approve campaign materials that
 - c. have more than a nominal value when distributed;
 - d. cannot be removed at the end of the Campaign; or
 - e. are likely to permanently damage or alter property.
- (2) Where a candidate or side contravenes Section 32(1), the offending campaign materials shall be destroyed and the C.R.O. may assess an additional penalty to that candidate or side, as set out in Section 48.

34. Media

All candidates and sides are free to pursue campus-based media as determined by the C.R.O; however, are restricted from contacting external media sources. All external media must be directed through the C.R.O office.

35. Use of Social Media and Public Internet Ventures

The C.R.O. shall be kept privy to elections-related social media and public internet ventures undertaken by candidates, and reserves the right to penalize candidates for any violation of this bylaw or related regulations.

36. Banners

- (1) No candidate or side shall have more than one (1) banner on display in any given building at any given time.
- (2) Where a candidate or side contravenes Section 36(1), the offending banners shall be destroyed and the C.R.O. may assess an additional penalty to that candidate or side as set out in Section 48.

37. Posters

- (1) No poster shall be displayed in such a way as to obscure another candidate's or side's campaign materials.
- (2) In any given building, at any given time
 - a. no Executive or Board of Governors Candidate shall have more than ten (10) posters;
 - b. no Plebiscite or Referendum side shall have more than ten (10) posters;
- (3) The C.R.O. shall set a minimum distance between posters or signs that are placed outside belonging to the same candidate or side.
- (4) Where a candidate or side contravenes Sections 37(1) through (3), the offending posters shall be destroyed, and the C.R.O. may assess an additional penalty to that candidate or side as set out in Section 48.

38. Designated Printer

- (1) All printed campaign materials shall be purchased at official list price costs from SUBprint.
- (2) Where a candidate or side contravenes Section 38(1), the offending campaign materials shall be destroyed, and the C.R.O. may assess an additional penalty to that candidate or side, as set out in Section 48.

39. Sustainable Materials

Where a candidate or side chooses to print campaign materials on paper deemed to be sustainable by the CRO and where that candidate or side demonstrates, to the satisfaction of the C.R.O., that this choice resulted in an increased cost being incurred to it, then the amount of this increased cost shall not count against the limits set out in Sections 42 and Section 43.

40. Destruction of Campaign Materials

No candidate, side manager, or volunteer shall damage or destroy any other candidate's or side's campaign materials unless specifically authorized to do so by the C.R.O.

41. Campaign Material Removal

All campaign materials shall be removed by 21h00 the last day of voting.

42. Campaign Expense Limits – Executive Committee and Board of Governor Candidates

- (1) No candidate for the Executive Committee or Board of Governors shall accrue more than five hundred and fifty dollars (\$550.00) in campaign expenses, all of which shall be paid by the Students' Union.
- (2) No joke candidate shall accrue more than two thirds (2/3) of the expenses set out in Sections 42(1).

43. Campaign Expense Limits – Referenda and Plebiscite Sides

- (1) No Referenda or Plebiscite Side shall accrue more than one thousand dollars (\$1000.00) in campaign expenses, all of which shall be paid by the Students' Union.
- (2) No joke candidates will be allowed as specified under Section 8(2) (c).

44. Expense Reporting

- (1) Each candidate and side shall keep an up to date and accurate record of all campaign expenses he/she/it incurs, and shall be responsible to the C.R.O. for all such campaign expenses.
- (2) Each candidate and side shall submit to the C.R.O. the record, as set out in Section 44(1), no less than twelve (12) working hours prior to the end of voting.

- (3) No candidate or side shall incur any campaign expenses within twelve (12) working hours of the end of voting, except where those campaign expenses have been reported in the record submitted to the C.R.O. as set out in Section 44(2).
- (4) Where the C.R.O. determines that a candidate or side has exceeded or falsified its campaign expense limit
 - a. the candidate or side manager for the side shall be disqualified;
 - b. that candidate or side shall be prohibited from engaging in further campaign activities;
 - c. notice of this shall be posted with the campaign expense records;
 - d. the violation will be communicated directly to the candidate or the side's side manager in question;
 - e. the C.R.O. may recommend to the D.I.E. Board that further action be taken against that the candidate, the side's side manager, and/or any volunteers.
- (5) The C.R.O. shall review all campaign expense records, and shall post summaries of same more than eight (8) working hours prior to the end of voting.
- (6) The C.R.O. shall assess a penalty to a candidate or side who does not submit their expense report as set out in Section 48.

45. Fair Market Value

- (1) Where a product or service has been provided to a candidate or side for no consideration or for consideration that is less than the official list price of the service provider, that candidate or side shall be considered to have incurred a campaign expense at the fair market value of that product or service, as determined by the C.R.O.
- (2) Where a candidate or side receives a product or service for consideration that is greater than the fair market value, then that candidate or side shall be considered to have incurred a campaign expense equal to the actual consideration.
- (3) The fair market value shall be determined by the C.R.O. using the price that any other candidate or side would have to pay for a comparable product or service as a guideline.
- (4) Candidates or sides shall have the right, but not the obligation, to receive an assessment of a product or service's fair market value in advance.
- (5) A candidate or side wishing to receive a fair market value assessment in advance shall make a written request to the C.R.O, which shall include

- a. a full and accurate description of the product or service;
- b. the supplier of the service, along with contact information for the same; and
- c. the candidate or side 's estimation of the product or service's fair market value, and a rationale for same.

(6) Where a complete request under Section 45(5), has been submitted to the C.R.O., the C.R.O. shall respond with a decision within eight (8) working hours.

46. General Labour

For purposes of Section 44, general labour and any expertise had by a significant portion of the population, including, but not limited to, poster design, web page design, and web page programming, shall be considered to have a fair market value of zero.

47. Complaints

- (1) The C.R.O. shall prepare and provide a complaint form which shall require complaints to indicate
 - a. their names and student identification numbers;
 - b. the specific bylaw and section, rule, or regulation that has allegedly been contravened;
 - c. the specific individual or group that is alleged to be in contravention;
 - d. the specific facts which constitute the alleged contravention; and
 - e. the evidence for these facts.
- (2) Where a complaint is received within twelve (12) working hours of the alleged contravention, and where the original complaint form is provided to the C.R.O., the C.R.O. shall rule on that complaint.
- (3) The C.R.O. shall provide a copy of the complaint form, with the complainant's student identification number blacked out, to each respondent.
- (4) Where a complaint is received and is found to be complete as set out in Section 47(1), the C.R.O. shall rule on the complaint within twelve (12) working hours of receiving the complaint.
- (5) The C.R.O. shall post all of his/her rulings, including
 - a. a summary of the complaint;
 - b. a list of parties to the complaint;
 - c. where the C.R.O. fails to possess jurisdiction as set out in Section 49(5) (c), a summary of the reasons for this finding;
 - d. a listing of all bylaws, rules, and regulations that apply;
 - e. a finding regarding the facts;
 - f. a ruling regarding the alleged contravention;
 - g. the penalty assigned, if any;

- h. the time the ruling was posted; and
- i. the time limit for appeal.

48. Penalties Available

- (1) Where a candidate, side manager or volunteer has contravened a bylaw, rule, or regulation, regardless of the cause or the intent of the parties involved, and that contravention has provided an unfair advantage to a candidate, the C.R.O. shall assign a penalty that
 - a. fully counter-balances any advantage gained; and
 - b. where the contravention was intentional, penalizes the candidate or campaign manager who was or whose volunteer was guilty of the contravention.
- (2) Penalties available to the C.R.O. shall include
 - a. a fine, to be counted against the candidate's campaign expenses;
 - b. the confiscation or destruction of campaign materials;
 - c. limits, restrictions, and prohibitions on any type of campaign activities for any period of time up to the commencement of voting; and
 - d. disqualification of the candidate or side manager.
- (3) The C.R.O. shall draft a schedule of fines and penalties as an appendix to the rules and regulations concerning this bylaw.

49. Disqualification

- (1) A candidate shall be disqualified where he/she/it is guilty of a contravention that
 - a. cannot be counter-balanced by a lesser penalty;
 - b. is malicious or substantially prejudicial to another candidate or slate; or
 - c. involves tampering with ballots, voting procedures, or counting procedures.
- (2) Where the advantage gained by the "yes" side of a referendum or plebiscite due to a contravention cannot be fully counterbalanced by the penalties available to the C.R.O. as set out in Section 50, the C.R.O. shall cancel the referendum or plebiscite.
- (3) Where the advantage gained by the "no" side of a referendum or plebiscite due to a contravention cannot be fully counterbalanced by the penalties available to the C.R.O. as set out in Section 50, the C.R.O. shall counterbalance the advantage to the maximum extent possible, and may recommend to the D.I.E. Board that further disciplinary action be taken against the members guilty of the contravention under the Judiciary of the Students' Union Bylaw, Bylaw 1500.
- (4) Where a side's side manager is disqualified, that side shall select a new side manager.

- (5) The C.R.O. shall be empowered to investigate and rule upon every contravention of this bylaw or any other bylaw, rule, or regulation related to the election, plebiscite or referenda.

50. D.I.E. Board

All members have the right to appeal rulings of the C.R.O. to the D.I.E. Board under the Students' Union Judiciary Bylaw, Bylaw 1500.