

# STUDENTS' COUNCIL

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Tuesday January 21, 2003 - 6:00PM  
Council Chambers 2-1 University Hall

## A G E N D A (SC 2002-19)

- |            |   |
|------------|---|
| 2002-19/1  | <u>CALL TO ORDER</u>  |
| 2002-19/2  | <u>NATIONAL ANTHEM "O Canada:"</u>  |
| 2002-19/3  | <u>University of Alberta CHEER SONG "Ring Out a Cheer"</u>                            |
| 2002-19/4  | <u>SPEAKER'S BUSINESS</u>   |
| 2002-19/5  | <u>ROLL CALL</u>  |
| 2002-19/6  | <u>APPROVAL OF THE AGENDA</u>   |
| 2002-19/7  | <u>PRESENTATION AND DISCUSSION</u>  |
| 2002-19/8  | <u>APPROVAL OF THE MINUTES</u>  |
| 2002-19/9  | <u>REPORTS</u>  |
| 2002-19/10 | <u>QUESTION PERIOD</u>  |
| 2002-19/11 | <u>APPROVAL OF EXECUTIVE COMMITTEE REPORT</u><br><br>Please see document SC 02-19.01. |
| 2002-19/12 | <u>LEGISLATION</u>  |

**2002-19/12a**  
**Article XII**

SMITH/HUDEMA MOVED THAT Students' Council approve the proposed amendments to Article XII of the Constitution to take effect May 1, 2003, which the Executive Committee considers to be representative of the changes recommended by the Committee for the Finding And Realization of Changes to Elections (SECOND Reading).

Please see document SC 02-19.02.

**2002-19/12b**  
**Bylaw 2100**

SMITH/HUDEMA MOVED THAT Students' Council approve the proposed amendments to Bylaw 2100 to take effect May 1, 2003, which the Executive Committee considers to be representative of the recommendations of the Committee for the Finding And Realization of Changes to Elections (SECOND Reading).

Please see document SC 02-19.03.

**2002-19/12c**  
**Bylaw 2200**

SMITH/SAMUEL MOVED THAT Students' Council approve the proposed amendments to Bylaw 2200 to take effect May 1, 2003, which the Executive Committee considers to be representative of the recommendations of the Committee for the Finding And Realization of Changes to Elections (SECOND Reading).

Please see document SC 02-19.04.

**2002-19/12d**  
**Bylaw 2400**

SMITH MOVED THAT Students' Council approve the proposed amendments to Bylaw 2400 to take effect May 1, 2003, which the Executive Committee considers to be representative of the recommendations of the Committee for the Finding And Realization of Changes to Elections (FIRST Reading).

Please see document SC 02-19.05.

**2002-19/12e**  
**Bylaw 2500**

SMITH/ROSS MOVED THAT Students' Council, upon the recommendation of the Executive Committee, approve the proposed amendments to Bylaw 2500 (FIRST Reading).

Please see document SC 02-19.06.

2002-19/12f  
Bylaw 6400

ROSS/SMITH MOVED THAT Students' Council, upon the recommendation of the WUSC Refugee Student Sponsorship Board, accept the proposed changes to Bylaw 6400 (FIRST Reading).

Please see document SC 02-19.07.

2002-19/12g  
Bylaw 6550

SMITH MOVED THAT Students' Council, upon the recommendation of the Executive Committee, approve the proposed changes to Bylaw 6550 relating to APIRG (FIRST Reading).

Please see document SC 02-19.08.

2002-19/12h  
Bylaw 7200

ROSS/SMITH MOVED THAT Students' Council, upon the recommendation of the Student Life Board, approve the proposed changes to Bylaw 7200 relating to the Students' Union Orientation Program (FIRST Reading).

Please see document SC 02-19.09.

2002-19/12i  
Bylaw 7550

ROSS/SMITH MOVED THAT Students' Council, upon the recommendation of the Student Life Board, adopt the proposed Bylaw 7550 relating to the Student Development Centre (FIRST Reading).

Please see document SC 02-19.10.

2002-19/12j  
Political Policy –  
Faculty Weeks

SMITH MOVED THAT STUDENTS' COUNCIL approve the proposed Political Policy regarding Faculty Weeks.

Please see document SC 02-19.11.

2002-19/13

OLD BUSINESS

2002-19/13a  
Energy Audit

HUDEMA MOVED THAT Students' Council, upon the recommendation of the Executive Committee, approve an expenditure not to exceed \$8000.00 (eight thousand dollars) plus GST to conduct an energy audit.

Please see document SC 02-19.12.

2002-19/14

NEW BUSINESS

**2002-19/14a  
Referendum**

JONES MOVED THAT a referendum be held with respect to zero-rating Students' Union fees for off-campus students in the spring and summer terms, and that the Internal Review Board be directed to develop a referendum question consistent with that topic.

**2002-19/15**

**INFORMATION ITEMS**

Nominating Committee sign-up sheet will be circulated by the speaker.

Updated policy relating to advertising in SUB is attached for your information.

Please see Document SC 02-19.13

**2002-19/16**

**ANNOUNCEMENTS**

Councilors are encouraged to read the Executive Committee minutes that are posted on the web.

Please encourage students to apply for the Students' Union Awards.

**2002-19/16a  
UPCOMING  
COUNCIL  
MEETINGS**

**Next Council Meeting**

- February 4, 2003 – 6:00 PM
- February 25, 2003 – 6:00 PM

**2002-19/16b  
UPCOMING  
FACULTY  
ASSOCIATION  
REPORTS**

- Nursing
- Pharmacy

**2002-19/17**

**ADJOURNMENT**

# STUDENTS' COUNCIL

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January 7<sup>th</sup>, 2003 - 6:00pm  
Council Chambers 2-1 University Hall

## MINUTES (SC 2002-18)

2002-18/1            CALL TO ORDER (6:12)

2002-18/2            NATIONAL ANTHEM "O Canada:"

Led by Hudema

2002-18/3            University of Alberta CHEER SONG "Ring Out a  
Cheer"

Led by Smith

2002-18/4            SPEAKER'S BUSINESS

Schendel/Khatib moved to appoint Tereza Elyas as a councilor for the faculty of science the remainder of the 2002-2003 academic year.

**Carried**

Congratulations to Elyas.

The following individuals were named guests of council:

Bequie Lake, Johan Boyden

The electronic system was inoperative, so we had to go old-skool while delivering comments and voting. The speaker requested that all members stand while delivering comments.

2002-18/6            APPROVAL OF THE AGENDA

SMITH MOVED TO adopt LA 02-18.09 -15 as agenda items

**Carried**

2002-18/8

**APPROVAL OF THE MINUTES**

Hudema/Alampi moved to approve the minutes

CHANGES TO THE MINUTES

Smith: Pulling out of CASA is **not** the only way...

Samuel is not the first nor the only councilor to fill in for recording secretary.

**Approved**

2002-18/9

**REPORTS**

**Hudema:** Media coverage has been excellent so far with the tuition campaign. We have several events planned for this week and next week, and we encourage your participation. The big rally is taking place on January 16<sup>th</sup> at 4:30 in front of University Hall, and we really need to make a big push with this event. The posters we have handed out to each faculty can be put up anywhere other than a painted surface. Also, petitions have been included in our last agenda package, so photocopy those and pass them around your faculty. The ECO office will be doing their annual report next week. They have several projects planned for the near future.

**Brechtel:** My report includes the names of faculty members who sit on two boards that are very influential to the add/drop deadline. Hopefully, we can get this done by early February. I've also been working to coordinate faculty handbooks and student council handbooks, among other things.

**Sharma:** The tuition fight is the main thing on my plate right now. I'll be circulating sign up sheets for volunteers. I encourage all councilors to participate. EAB has already met before classes began, and have been working quite hard, so please sign up for a couple shifts to help out. Meeting with the chancellor and other student senators, which will hopefully result in some support from John Ferguson in the future. Tying up some loose ends re: CASA, but that issue (as well as CAUS) will not start up until after the 18<sup>th</sup>. Also, I'm encouraging any faculty members to write letter to oppose differential, and I would encourage any councilors to do the same. I'd also like to briefly touch on the Student Finance Board decision, which was affected by three faculties (Medicine, Business and Law) giving presentations to SFB. As a result, we lost an opportunity to defeat differential. I am very disappointed in the three faculties for not consulting with us before making these presentations.

**Smith:** My report is before you. I'd like to draw your attention to the SU web-board that has been in use by hacks and non-hacks alike. Please log on so you can both communicate with your constituents and sink further into hackdom.

**Ross;** Absent (attending to Antifreeze duties i.e. Drinking).

**Reid:** I have nothing to report.

#### **Engineering Report:**

**Jones:** Engineering Week's future is unclear, since we have to move all events scheduled to take place in Quad to off-campus, and move several on-campus events to SUB. Friday is the 12<sup>th</sup> Country Crusade, it's open to everyone and very fun (just ask Knull). There are also many more activities scheduled for next week.

#### **Law Report:**

**Varga:** This Friday will be "Friday Afternoon Beer Social". A couple other events are also up and coming.

2002-18/9a

SMITH/SAMUEL MOVED THAT Student's Council, upon the recommendation of the Committee for Council Reform And Progress, approve the proposed changes to the Standing Orders of Student's Council.

*Please bring supporting documentation from the Nov. 19, 2002 meeting.*

Welke: Will question period stay where it is?

Smith: Yes.

**Carried**

2002-18/10

QUESTION PERIOD

**Bolivar:** I don't like how we do classroom speaking daily. Aren't we taking up student's time and forcibly giving them information that is otherwise readily available?

**Hudema:** We've talked to as many professors as we could. Our presentation time is less than two minutes, and we think the issue is important enough to justify that time. Students need more motivation than just looking at a poster. We always check with the professor before speaking, and our presentations are shorter than most election presentations.

**Clyburn:** Why didn't councilors get sent Christmas cards, as has been traditionally done?

**Hudema:** We thought it was too time consuming. If you would like me to give you a Christmas card, I can get you one on student dollars.

**Varga:** What does general anarchy on Jan 17<sup>th</sup> entail?

**Hudema:** It was pretty much a joke, and we've encouraged students to demonstrate in a peaceful manner.

**Sharma (councilor):** Since when did we decide to wage war on the University administration and burn



these bridges (citing where in the world is Roderick D. Fraser?)?

**Hudema:** We are actively working with the admin to go to the government. As far as Dr. Fraser's travel budget goes, we feel that attacking his travel budget is entirely in order. We're trying to get students involved in this debate, and we felt that this activity was a good way to do so.

**Adhietty:** What's happening with the Travel Cuts lawsuit?

**Smith:** It's going to trial, unless we have an acceptable settlement before then.

**Welke:** Doesn't Antifreeze and Freeze the Frees running concurrently create a paradox that would endanger the universe?

**Hudema:** We tried to conglomerate the two, but that idea was opposed by the VP Student Life.

**Jones:** It seems that the food and beverage businesses of our SU are underperforming. Does the VP Ops and Finance have any information as to why this is happening, and does he have any possible solutions?

**Smith:** One aspect is that our margins are not being maintained. In L'Express, our staff costs are out of whack, and in the Plant, we're not getting enough people coming through the door. Our senior managers are working on these problems. This budget does include a business underperformance reserve to cushion this problem.

**Schendel:** What do you think the Add/Drop deadline should be extended to?

**Brechtel:** I feel the national average of ten (10) days is appropriate, I wouldn't be willing to have an extension to seven (7) days or less. Ideally, it would be ten (10) [in-class] days, although it might be eight (8). As it is right now, it's only five (5).

**Schendel:** What happened with our media stunt today with Lyle Oberg?

**Hudema:** We have decided to delay the presentation of a check to Dr. Oberg until later.

**Sharma:** Has the Law Students Association or the Medical Students Association taken a stance on differential formally?

**Varga:** No, we haven't taken an official stance.

**Cao:** I brought a statement from the MSA to attach to the agenda for our report. It says that basically we understand the concern for quality, but we have concerns that need to be addressed first. We need to find a mutually agreeable solution. I was surprised by the comments made by the Executive that the MSA fully supports differential tuition. What gave you that impression?

**Sharma:** I talked to the chair of the SFB. Doug Ogram said they would not move forward on differential unless SFB approved it. In essence, the MSA was advocating for the passing of differential through the SFB. The MSA, LSA and some of the students in the respective faculties have said that they are not concerned with differential, since the proposal is grandfathered. We have to take care of potential students as well as current students. These faculty associations have bought into the argument that these increases will lead to an increase in quality. We do not believe this to be true, rather, we have studies to the contrary. I find it interesting that the LSA doesn't have an official position, yet one of their representatives has spoken to SFB about it.

**Williams:** What is the MSA trying to say? Do they support differential?

**Cao:** it says we are fundamentally opposed to differential, and we only will support it if there is more financial aid provided.

**Williams:** Is it true they don't care because it's grandfathered?

**Cao:** When I e-mail my constituents, I don't receive and reply e-mails. I personally feel there is a sense of political apathy, although I am unwilling to make generalizations about the entire faculty. I think if we take out the grandfathering, we might be looking at potential legal problems.

**Sharma (councilor):** You're either in support of differential or against it. What is your answer?

**Cao:** It's not that black and white, if there is no increase in financial aid, my understanding is that the MSA is opposed. If differential tuition goes through, we need to increase financial aid. We're saying that we understand the need to maintain the quality of our education. I hope that answers your question.

**Brechtel:** Could Councilor Varga please comment on the statements of the Vice-President External?

**Varga:** We had met with the Student's Union, and still had issues with certain questions. We decided to not take an official position because there is no way we could have had a unanimous position on the issue. Also, the LSA taking a position does not affect the issue. Quite honestly, the majority of law students support differential. Also, the grandfathered clause comments are unfounded. None of us have said anything to that effect. From the LSA point of view, the presentation to the SFB was precautionary. We wanted to make sure that it was possible to maintain our financial security should the proposal go through.

**Brechtel:** If there were any unanswered questions that the LSA had, why were they not brought to the SU?

**Varga:** You did reply, but I don't know if the answers were satisfactory to the LSA.

**Hudema:** Has there ever been a policy passed by the LSA? Has there been any attempt at open consultation to get feedback, or any presentation to give the opposition side of the differential issue?

**Varga:** No formal consultation has been made. We see the virtues and the downsides and we're trying to be pragmatic.

**Hudema:** Has there been any consultation with other faculties, such as the students who will actually be affected by these increases?

**Varga:** No, not that I know of.

**Sharma:** Is councilor Cao aware that a good number of students in the faculty that have signed a petition opposing differential? What kind of consultation has been made to students?

**Cao:** I personally handed out the petition, and although I can't speak for all medical students, I personally am against differential. When I collected the petition, I was surprised at the number of medical students opposed to differential tuition. I'm not sure if there was any individual consultation made between the MSA and the students. The statement the MSA has drafted makes sense, and I agree with much of it.

2002-18/11

### APPROVAL OF EXECUTIVE COMMITTEE REPORT

*Please see document SC 02-18.01*

**Kidston:** what was the freezer and other equipment for?

**Smith:** Pieces of equipment at the plant broke down. Rather than repair them, which was not smart, we bought new ones. This came from the Contingency Reserve in the budget.

2002-18/12

### LEGISLATION

2002-18/12a

SMITH/HUDEMA MOVED THAT Student's Council approve the proposed amendments to Article XII of the Constitution to take effect May 1, 2003, which the Executive Committee considers to be representative of the changes recommended by the Committee for the Finding and Realization of Changes to Elections (First Reading)

Point of Privilege

*Please bring supporting documentation from the Nov. 19, 2002 meeting*

**Carried (referred to IRB)**

**Clyburn:** I don't think anybody has the relevant documents in hand.

**Harlow:** It's been part of our effort to save paper. However, since councilors are responsible individuals that should have brought their information, the point of privilege is well taken, although it's not something that should warrant automatic tabling of the motions.

2002-18/12b

Brechtel/Smith moved that Student's Council, upon the recommendation of the Executive Committee, approve the proposed changes to Bylaw 9100 respecting the Involvement Recognition Awards of the Student's Union (SECOND reading)

*Please bring supporting documentation from the Dec. 3, 2002 meeting*

**Brechtel:** We are adding two awards from SUBway. One is available to any student, the other is restricted to an employees of SUBway.

Brechtel/Slomp moved an amendment to add an additional criterion reading "actively involved in extra-curricular activities in the University and or community" and to modify section b to reflect the addition of that criteria.

**Friendly**

**Carried (Unanimous)**

2002-18/12c

JONES/SMITH MOVED THAT Student's Council approve the proposed changes to Bylaw 8451 respecting Faculty Association Membership Fees (SECOND reading)

*Please bring supporting documentation from the Dec. 3, 2002 meeting*

**Jones:** This is a minor change to make the registrar's office happy. Currently, there is a distinction between current and visiting students. The registrar's office cannot make this distinction in their software, so we have changed it so that visiting and current students are both within the scope of the bylaw.

**Carried**

2002-18/12d

SMITH/CLYBURN MOVED THAT Student's Council approve the proposed amendments to Bylaw 100 to take effect May 1, 2003, which the Executive committee considers to be representative of the recommendations of the Committee for the Finding and Realization of Changes to Elections (FIRST Reading).

*Please bring supporting documentation from the Nov. 19, 2002 meeting*

**Smith:** Currently, there is no mechanism to fill vacant seats, and this amendment would first take a look at the person who finished next in the voting, and secondly to give Faculty Associations

Smith/Welke moved to refer Bylaw 100 to IRB

**Carried**

2002-18/12e

SAMUEL/DERRINGER MOVED THAT Student's Council approve the changes to Bylaw 1200 (First Reading)

*Please bring supporting documentation from the Nov. 19, 2002 meeting*

**Samuel:** These changes, will, in effect, prohibit former executives from sitting on DIE board within one year of leaving office. Mr. Kawanami's intention in moving these changes are to ensure DIE board is as politically neutral as possible.

**Reid:** This is not necessary, as we already have a nominating committee to select appropriate members.

**Smith:** Why, when it only required a simple majority and was still defeated, do we think we'll be able to get a 2/3 majority? And it's an ad-hoc selection committee, not a nominating committee.

**Jones:** This is not a good use of our time, we're searching for a problem that doesn't exist.

Sharma (councilor)/Welke called to question.

**Carried (Opposition: Samuel)**

**Defeated**

2002-18/12f

SMITH/HUDEMA MOVED THAT Student's Council approve the proposed amendments to Bylaw 2100 to take effect May 1, 2003, which the executive committee considers to be representative of the recommendations of the committee for the finding and realization of changes to elections (FIRST reading)

*Please bring supporting documentation from the Nov. 19, 2002 meeting*

**Smith:** There are several things that these changes will accomplish, one of the more controversial ones being that a candidate will not have to through the CRO to talk to the external media. Also, I feel that I have been elected undemocratically, although won't resign, I would like to rectify the situation by instating a system of preferential balloting, so a candidate would need greater than 50% of the vote. We're also changing rules regarding slates, placement of posters, joke candidates, rules governing the ability of current executive members to endorse candidates, and several others. This is only first reading, so I encourage councilors to vote it through that we may debate the specifics later on.

**Brechtel:** I don't think this process is appropriate. We should take a bylaw and make changes, not scrap it and create a new one.

**Smith:** We introduced this, and council told us to bring it back as bylaw. Constantly making little changes created a patchwork bylaw, which was generally incoherent. We needed to rewrite in its entirety, in order to make it consistent. Also, we should be debating the bylaw's merits, not my bylaw writing technique.



Smith/Slomp moved to suspend the standing orders regarding appointment of guests of council.

**Carried**

Smith moved to appoint Mustafa Hirji as a guest of council.

**Carried**

**Hirji:** Perhaps there is an alternate way to write these bylaws that would satisfy both concerns of Brechtel and Smith.

**Sharma:** I have read the bylaws through, but we seem to have complicated the issue the way we've done it.

**Harlow:** If this is carried, it will go back to IRB. Keep this in mind, council.

Brechtel moved to reconsider.

**Out of Order**

Point of Parliamentary Inquiry: **Roberts:** Can we debate this point by point right now?

**Harlow:** Yes, this would be a good time to debate principles of the changes.

**Beamish:** Why are we getting rid of the CRO as a go-between for external media and the candidate.

**Welke:** I supported this change because the platform of the candidate should speak louder than anything, and getting the attention of the media should not be relevant.

**Hudema:** This was intended to keep it so that all candidates had equal opportunity to speak with the media.

**Kidston:** There seems to be no difference between the current and proposed formats. If you want to talk to the media, you should be able to talk to the media.

**Reid:** We should be careful tinkering with these election bylaws, as they represent a large number of years of history. None of us actually have the documentation in hand.

Reid/Bolivar moved to postpone this motion to next council meeting.

Smith moved to withdraw the main motion.

**Failed: Not unanimous**

**Samuel:** It is appalling that so many of us have neglected to bring our information with us. We knew this was going to be on the agenda, and we should have brought our relevant information. The responsibility is not that great.

**Hudema:** There will not be a huge principle debate next meeting, regardless of whether or not councilors have documentation present.

**Reid:** I disagree that there would not be any debate taking place had we the relevant information present. I would also disagree with the acting recording secretary [Samuel] that we are somehow being negligent in forgetting our previous agenda packages. We might have lost them or forgotten them, after all, we are human. If there is a condition that we will have full documentation printed next meeting, I will withdraw my motion to postpone.

Reid moved to withdraw the motion to postpone.

**Withdrawn: Unanimous**

**Brechtel:** We're missing the point of a first reading. If we want to debate things that do not belong to the nuts and bolts of the motion. Things like "candidates speaking to external media" do not actually belong to the principles of the proposed changes. I am opposed to withdrawing the change regarding external media, as it could create an uneven playing field. Also, changing the election date was designed to help potential candidates with their course loads. However, the time while I was a VP-elect had a more negative on my academics than the elections. Having elections in January would hurt more than having it in March. Also, joke candidates, while beneficial, should not receive the same funding as a regular candidate. The preferential ballot system assumes that the voters have enough knowledge of all the candidates, and that is too presumptuous. It's not practical on our campus. I don't agree with enough of these amendments to vote for the motion.

**Carried (Abstention: Reid) Referred to IRB**

**Hudema:** Council can support or not support these individual changes on second reading, where these kinds of debate should take place.

Jones/Slopp moved to call the previous question.

### Carried

2002-18/12g

SMITH/SAMUEL MOVED THAT Student's Council approve the proposed amendments to Bylaw 2400 to take effect May 1, 2003, which the executive committee considers to be representative of the recommendations of the Committee for the Finding and Realizations of Changes to Elections (First Reading)

*Please bring supporting documentation from the Nov. 19, 2002 meeting*

**Smith:** This one will be easier to debate on first reading, as there is one main idea behind the changes, we don't want to have faculty associations electing councilors in different ways from one another.

**Jones:** It's necessary to maintain faculty autonomy. We cannot have such levels of uniformity. We need to follow the words of chairman Mao, and let a thousand flowers bloom.

**Hirji:** The government of Canada does not run the provincial elections for them. We should not be controlling the faculty associations. Mr. Kawanami, Ms. Cleary and myself do not feel these recommendations are consistent with what FARCE recommendations.

**Beamish:** Councilors should be brought to council in a standardized manner, as it's not fair to have these current discrepancies, since we all have an equal voice in council.

**Brechtel:** We think that these changes will do two things: increase voter turnout, as well as standardize the faculty elections. It is also impossible for a single CRO to attend all these faculty forums. This is a big ugly bylaw.

**Smith:** [*outraged*] Point of Personal Privilege

**Harlow:** Denied.

*[Smith would later comment outside of council that he would tolerate personal attacks, slander and false accusations, but would not stand for an insult to his bylaws]*

**Ekdahl:** I'm opposed to these changes, since in education, we have student's in practicum, which will make it unfair to those students, since they would be unrepresented if the election took place while they were away.

**Sharma:** I've been around quite a bit, and I know this: there are a lot of irregularities and problems with our electoral system. We need to make this a fair process. We don't want to have the legitimacy of our elections questioned because of these irregularities.

Slomp/Hudema moved to call the previous question

**Carried**

**Carried (Opposition: Welke) Referred to IRB**

SMITH/SLOMP MOVED TO make 2002-18/13b and 2002-18/14a special orders of council.

**Carried**

2002-18/X

**SPECIAL ORDERS**

2002-18/13b

BRECHTEL/SMITH MOVED THAT Students Council nominate one (1) councilor to serve on the Academic Affairs Board for the remainder of the 2002/2003 school year.

**Williams, Jones, Sharma (councilor), Alampi and Lo were nominated.**

2002-18/14a

Congratulations to **Sharma (councilor)**.

SMITH/HUDEMA MOVED THAT Student's Council, upon the recommendation of the ad hoc committee for the selection of Deputy Returning Officers, appoint Alexandros Hagsavas, Haley Cleary and Scott Cabianca as Deputy Returning Officers of the Student's Union, to serve until April 30, 2003

**Carried**

[*Quorum was lost*]

Sharma (councilor)/Slomp moved to adjourn

2002-18/17

ADJOURNMENT (9:16)



CURRENT

# Constitution

## ARTICLE XII - ELECTIONS

1. All members of the Students' Council will hold office for a term of one (1) year.
2. The Students' Union General Elections will be held annually on a successive Wednesday and Thursday between the second Wednesday of February and the third Thursday of March, inclusive, voting to be by secret ballot.
3. The Students' Council members to be elected will be the Executive Committee and such others as may be specified by legislation enacted under the authority granted by this Constitution.
4. The right to vote in the elections, as provided for by legislation enacted under the authority granted by this Constitution, will be extended to all members of the Students' Union defined as being full members or associate under Article VIII, Section 2.
5. Members of Students' Council not coming within Section 4 of this Article will be elected by such procedure as will be prescribed by legislation enacted under the authority granted by this Constitution.
6. If there is only one (1) nomination for any of the offices which constitute the Executive Committee, or for the Undergraduate Student Member of the Board of Governors, every such election will take the form of a ratification. Such ratification call will consist of the support of the majority of the voters casting ballots for that position in that election.

PROPOSED

# Constitution

## ARTICLE XII - ELECTIONS

1. All members of the Students' Council ~~shall~~ will hold office for a term of one (1) year and shall be elected annually.
2. ~~The Students' Union General Elections will be held annually on a successive Wednesday and Thursday between the second Wednesday of February and the third Thursday of March, inclusive, voting to be by secret ballot.~~
3. ~~The Students' Council members to be elected will be the Executive Committee and such others as may be specified by legislation enacted under the authority granted by this Constitution.~~
24. The right to vote in the elections, as provided for by legislation enacted under the authority granted by this Constitution, shall ~~will~~ be extended to all members of the Students' Union ~~defined as being full members or associate under Article VIII, Section 2.~~
5. ~~Members of Students' Council not coming within Section 4 of this Article will be elected by such procedure as will be prescribed by legislation enacted under the authority granted by this Constitution.~~
6. ~~If there is only one (1) nomination for any of the offices which constitute the Executive Committee, or for the Undergraduate Student Member of the Board of Governors, every such election will take the form of a ratification. Such ratification call will consist of the support of the majority of the voters casting ballots for that position in that election.~~



**Bylaw 2100**

**A Bylaw Respecting the Nominations and Elections of the Students' Union**

**Short Title** 1. This Bylaw may be referred to as the "Nominations and Elections Bylaw".

**Definitions** 2. For the purpose of this Bylaw:

“candidate” means any individual whose nomination is accepted under this bylaw;

“campaign” means any planned or organized act by or on behalf of any individual candidate or slate which is calculated to gain support for their election;

“campaign expense” means any and all expenditures by or on a candidate’s behalf for election advertising, equipment, or other expenditures associated with the campaign;

“campaign manager” means any individual identified by a campaign as their campaign manager for the purposes of this bylaw;

“C.R.O.” means the Chief Returning Officer of the Students’ Union as set out in Bylaw 2500;

“D.I.E. Board” or “Board” means the Discipline, Interpretation and Enforcement Board of the Students’ Union;

“D.R.O.” means a Deputy Returning Officer of the Students’ Union as set out in Bylaw 2500;

“member” means member of the Students’ Union as set out in Article VIII of the Constitution;

“slate” means two or more candidates who are members of a single campaign;

“joke slate” refers to a candidate or a slate who choose not to use their given name, or a reasonable derivative of their given name.

“volunteer” means any individual who engages in campaigning;

“banner” is any sheet of paper or other material, of a total area between four (4) square feet and two hundred (200) square feet, which is displayed as part of a campaign;

### **General Election**

- General Election** 3. a. There shall be an annual general election for the Students' Union on the succeeding Wednesday and Thursday during the second week following the second term Reading Week, notwithstanding Section 3.b. of this Bylaw.
- b. The CRO of the Students' Union shall have the discretion to change the dates and time guidelines of the Students' Union general election and general meeting. These dates must fall between the second Wednesday of February and the third Thursday of March.
- c. There shall be a General Meeting of the Students' Union. This date and time will normally be at 12:00 Noon on the second Monday after the second term Reading Week.
- d. At these meeting(s) the Chief Returning Officer shall establish and enforce the following criteria;
- i. each candidate shall have the opportunity to speak;
  - ii. no water will be allowed in the facility where the forum will be held;
  - iii. no object(s) may be thrown;
  - iv. no heckling will be permitted;
  - v. any person(s) in violation shall be removed from the facility, and/or the offending objects be confiscated.
- e. Security must be provided by the Chief Returning Officer to ensure a safe and fair election.
- Offices Contested** 4. Offices contested in the General Election are:
- a. those which constitute the Executive Committee;
  - b. the Undergraduate Student Member of the Board of Governors.

- Eligible Voters** 5. Every Member of the Students' Union shall be eligible to vote for each of these positions except the Chief Returning Officer, who shall vote to break a tie in the event that two (2) or more candidates receive an equality of votes.

### **Opening of Nominations and Qualifications**

- Nomination Day** 6. Subject to Section 3, the deadline for nominations shall be at 1700 hours on the Friday before Reading Week, or thirteen (13) days before the campaign begins.
- Requirement to Advertise** 7. The Chief Returning Officer shall advertise the opening of nominations for those positions to be contested in the General Election.
- Method and Period of Advertisement** 8. Advertising shall begin thirty-two (32) days prior to the first day of voting, and shall include during that period advertising in each and every issue of the Official Student Newspaper.
- Breach of Section Eight** 9. Where the requirements of Section 8 have not or can not be met, the C.R.O. shall first determine if other forms of advertising can reasonably inform Members of the opening of nominations, and where the answer is affirmative shall use those other forms of advertising.
- Rescheduling of Nominations** 10. Where Section 8 has been breached and no reasonable remedy is available under Section 9, the C.R.O. may change the dates of the Students' Union general election. These dates must fall between the second Wednesday of February and the third Thursday of March.
- Qualifications** 11. a. A person who is nominated for a position must be a Students' Union member and comply with the General Faculties Council policies relating to Students' Union elections to run for that position.
- b. Any person who has an outstanding debt owing to the Students' Union at the time nominations close and does not have a repayment plan approved by the C.R.O. shall not be eligible to be nominated for any position.

### **Nomination Procedures**

**Nomination  
Information**

12. The C.R.O. shall prepare a package of written information which shall be available to any Member of the Students' Union no later than February 1, and shall include in the package:
  - a. current copies of Bylaws 2500, 2100, 2400;
  - b. nomination forms which include information regarding the proposed nominee, the position they intend to contest, and the names, faculties, years, signatures and student identification numbers of at least fifty (50) Students' Union members as nominators;
  - c. a list of all nomination requirements and deadlines, including instructions on obtaining a letter confirming the nominee's academic standing;
  - d. any other forms required of nominees, including forms used to verify a candidate's qualification under Section 11 (b), and a signed acknowledgment and acceptance of nomination by the nominee;
  - e. contact information for CRO and DRO's
  - f. copies of any regulations which currently exist regarding elections and referenda.
  - g. a restatement of the rules regarding keys and leaves of absence.

**Nomination  
Papers**

13. Nomination of candidates shall be in writing, and shall contain:
  - a. the signature, faculty, year and student identification number of at least fifty (50) nominators who shall each be members of the Students' Union;
  - b. a signed acknowledgment of acceptance of the nomination by the nominee;
  - c. a letter from the nominee's faculty verifying that the nominee is eligible for nomination under GFC policy, Section 108.9.
  - d. a fifty (\$50.00) dollar deposit in the form of a certified cheque or money order only payable to "Students' Union, University of Alberta";

- e. a signed statement from the Students' Union verifying their eligibility under Section 11 (b);
  - f. a signed document indicating the name which they wish to appear on the ballot.
- Restriction on Nominators** 14. No individual may nominate more than one (1) candidate for a single position, and where a nominator has done so all of their nominations for that position shall be declared void.
- Restriction on Nominees** 15. No individual may simultaneously contest more than one (1) of the positions listed in Section 4.
- Deadline for Nomination** 16. Complete nominations, containing all material described in Section 13, must be received no later than 1700 hours on Nomination Day at the Office of the Chief Returning Officer. It is the sole responsibility of nominees to ensure the completeness and accuracy of their nominations.
- Incomplete Nominations** 17. Where, at the deadline for nominations, a nomination fails to fully comply with any part of Section 13, the nomination shall be summarily rejected.
- Deficiency of Eligible Nominators** 18. Where, within seventy-two (72) hours of the deadline for nominations, a nomination is found by the C.R.O. to fail to comply with Section 13 (a), the nomination of that individual shall be summarily rejected.
- Re-opening Nominations** 19. Where no nominations for a position have been received by the deadline for nominations, nominations shall be re-opened until 1700 Hours on the third weekday following the Nomination Day, and the C.R.O. shall advertise and post this information.
- No nominations** 20. If no nomination is received by the second deadline for nominations, the vacant office shall be filled by Students' Council.

**Nomination Day**

- C.R.O. to convene candidate's meeting** 21. Following the closing of nominations, the C.R.O. shall convene a meeting for candidates and campaign managers.

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**Mandatory Attendance**

22. All candidates and campaign managers are required to attend the candidate's meeting in its entirety. The C.R.O. may exempt individuals from attendance under extenuating circumstances, but only if:
- (a) the individual requesting an exemption does so in writing at least forty-eight hours prior to the meeting, or
  - (b) informs the C.R.O. of an emergency for which no notice could be given.

**Penalty for Absence**

23. Where a campaign fails to comply with Section 22, that campaign shall be disqualified by the C.R.O.

**Keys Must Be Turned In**

24. At the candidates meeting, all candidates and campaign managers shall be required to deposit with the C.R.O. any and all keys, cards, or other methods of access to any building or room on the University of Alberta campus, excepting only their residence.

**Leave of Absence Required**

25. All candidates and campaign managers shall be required to submit a leave of absence beginning at 1700 Hours on Nomination Day and ending at the close of balloting where they hold a position as
- (a) a member of the Executive Committee;
  - (b) the Undergraduate Board of Governors representative;
  - (c) an employee of the Students' Union;
  - (d) a volunteer or employee of a Campus Media source;
  - (e) an executive member of a student group, club, student association, faculty association, residence association or any other similar campus-based organization.

**Board of Governors Representative Exempted for Meeting**

26. Where a meeting of the Board of Governors is held during the leave of absence period, and no proxy is permitted, the Undergraduate Board of Governors representative shall be exempted from Section 25 when preparing for or attending the meeting. The representative shall make no public comment, including to media, and shall not discuss the meeting while campaigning.

**Candidate in Breach of Key Rule**

27. Where a candidate is in breach of Section 24 they shall be disqualified.

**Manager in Breach of Key Rule**

28. Where a campaign manager is in breach of Section 24 they shall be disqualified from serving as a campaign manager or volunteer for that campaign, and their campaign shall not be permitted to engage in any campaign activity for 24 hours.

**Required content of meeting**

29. At the candidates meeting the C.R.O. shall:
- (a) review elections bylaws, rules and regulations, and respond to questions about the same;
  - (b) announce the time and date of the General Meeting and forum;
  - (c) announce the time and date of any other election forums which have been scheduled;
  - (d) conduct a random draw to determine the order of names on the ballot for each position;
  - (e) review specific bylaws and procedures relating to leaves of absence, keys, campaign material, purchase orders, the allocation of limited resources including table bookings, pre-campaigning, and complaints and appeals;
  - (f) announce the times and dates of daily meetings during the campaign, and announce any other methods that will be regularly used to communicate with campaigns.
  - (g) take attendance for the purposes of verifying compliance with Section 22

**Immediately Following Nomination Day**

**Formation of Slates**

30. Candidates may run together as a slate by informing the C.R.O. of their intention to do so no later than noon of the day following the close of nominations.

**Slate Name**

31. Slates shall be permitted to identify themselves using a Slate Name, which may appear on campaign materials.

- Slate Name Appears on Ballot** 32. An abbreviation of the Slate Name shall appear on the ballot following the candidate's name. Slates may request a particular abbreviation, but the C.R.O. shall choose what name appears on the ballot.
- Restriction on Name Content** 33. No slate shall choose a name which is the same as that of a registered federal or provincial political party. Where two (2) or more similar names are submitted to appear on the ballot for a candidate or slate, the C.R.O. shall choose which names appear on the ballot.
- Posting of Nominations** 34. Within 36 hours of the closing of nominations, the C.R.O. shall post both the legal names of all candidates and the names which will appear on the ballot, and shall publish the same in the next issue of the Official Student Newspaper.

### **Pre-Campaigning**

- Prohibition** 35. No Member shall campaign prior to the opening of campaigning. Pre-campaigning rules shall come into effect the day nomination packages are released.
- Exemption** 36. Notwithstanding Section 35, an individual seeking nomination, or a candidate, may:
- (a) solicit nominations from no more than 100 students;
  - (b) consult privately with other Members regarding their campaign;
  - (c) consult with the C.R.O. or D.R.O.s;
  - (d) consult with any official, employee or executive member of the Students' Union or the University;
  - (e) privately prepare draft campaign materials.
- Exemption following Nomination Day** 37. Notwithstanding Section 35, following Nomination Day a candidate or campaign manager may:
- (a) prepare campaign materials and review them with volunteers;
  - (b) make any booking or arrangement approved by the C.R.O.

### **Campaigning**



- Duration of Campaign** 38. Campaigning shall last for eight (8) consecutive days, starting at 1800 Hours on the first Monday, continuing through the next weekend, and ending at 1800 hours on the Tuesday before voting begins. All campaign materials must be removed, in a manner to be determined by the Chief Returning Officer, by 2100 hours on the day before voting begins.
- Daily Mandatory Meeting with C.R.O.** 39. On every week-day during the campaign period, the C.R.O. shall chair a meeting of campaign representatives to review complaints, rulings, regulations, procedures and announcements. All campaigns are required to send at least one (1) representative from their campaign, or an official proxy appointed, in writing, by the campaign manager or a candidate.
- Penalty for Absence** 40. Where a campaign fails to send a representative to the daily meeting, they shall be fined ten (\$10.00) dollars per candidate for each incident.
- General Rules of Campaigning** 41. Each campaign is required to act reasonably, responsibly and in good faith, and specifically is required to:
- (a) ensure that all candidates, managers and volunteers are aware of all bylaws, rules, regulations and orders;
  - (b) ensure that all candidates, managers and volunteers comply with all bylaws, rules, regulations and orders;
  - (c) be responsible to the C.R.O. for the conduct of its volunteers;
  - (d) report any breach of a bylaw, rule, regulation or order immediately;
  - (e) comply with all University regulations, including those of Physical Plant and University residences or residence associations.
  - (f) communicate with University officials only through, or with the approval of, the C.R.O.
- Student Groups May Not** 42. No student group shall provide any campaign with the resources of their association. Where a student group violates this Section, the campaign which benefits from their violation shall be penalized.

- Executive and Board of Governors May Not Campaign**
43. No member of the Executive Committee or the Board of Governors, shall
- (a) campaign for or endorse a campaign without taking a leave of absence for the duration of the campaign period;
  - (b) provide any campaign with the resources of the Students' Union.
- Allowance for Referendum and Plebiscite**
44. In the event of a plebiscite or referendum during the election, members of the Executive Committee or the Board of Governors Representative may speak to and/or endorse a side.
- Rule Against Collusion**
45. No campaign shall collude with another campaign, either prior to, during or following the campaign period. Specifically, no campaign, campaign manager, or candidate shall
- (a) appear jointly in any campaign material;
  - (b) publicly endorse another candidate or campaign;
  - (c) jointly use resources, including campaign tables;
  - (d) produce campaign materials whose appearance could cause a reasonable person to associate that campaign with another.
- Exemption to Rule**
46. In the event of a plebiscite or referendum during the election, a candidate and/or a campaign may speak to and/or endorse a side.
- Freedom of Members**
47. Any member with the exception of the Executive Committee, the Board of Governors Representative, a candidate or campaign manager, shall be permitted to volunteer for or endorse multiple campaigns.
- Liability for Property Damage**
48. Where property belonging to the University of Alberta, the Students' Union or any third party is damaged by any candidate, manager or volunteer, the candidate(s) from that campaign shall be personally liable for that damage.
- Restrictions on Campaigning**
49. No individual may campaign:
- (a) in a business or service owned or operated by the Students' Union;
  - (b) off-campus;

- (c) in a University library;
- (d) in a classroom during a class period without first obtaining permission.

**Media** 50. All candidates are free to pursue campus-based media as determined by the CRO; however, are restricted from contacting external media sources. All external media must be directed through the CRO office.

**General Meeting** 51. There shall be a General Meeting of the Students' Union.-This date and time will normally be at 12:00 Noon on the second Monday after the second term Reading Week. The C.R.O. shall Chair the meeting, and shall provide each candidate with an opportunity to speak.

**Restriction on Conduct** 52. All individuals, including candidates, managers and volunteers, attending the General Meeting are required to act in a reasonable and responsible manner, and specifically no one shall:

- (a) prevent a candidate from speaking during their allotted time;
- (b) threaten the safety of another individual, including a candidate, at the forum;
- (c) make any public statement which deliberately misrepresents facts, or is libelous, slanderous, obscene, or patently unfair to a campaign;
- (d) distribute any campaign material during the meeting or within the room where the meeting occurs.

**C.R.O. to enforce conduct** 53. While serving as Chair, the C.R.O. shall enforce Section 52. If an individual or candidate breaches Section 52, the C.R.O. may:

- (a) prevent the individual or candidate from continuing to make their statement or action;
- (b) require a candidate to apologize for a statement or action;
- (c) order the individual or candidate removed from the General Meeting.

- No further recourse** 54. Notwithstanding the appeal procedures later provided for, no further appeal or penalty is available for a breach of Section 52 other than that provided by Section 53.
- Other Forums** 55. Campaigns may participate in forums organized by other campus organizations, but no candidate shall participate in a forum unless all candidate's for a given position have received an invitation to attend and participate.
- Section 50 Does Not Apply** 56. All other forums are encouraged to follow the rules and principles set out in Section 52, but the C.R.O. shall not apply the rules of Section 52 to those forums unless serving as Chair or present at the forum, in which case the C.R.O. may intervene.

### **Campaign Materials (General)**

- Requirement for C.R.O. Approval** 57. All campaign materials must be approved in form, content and cost by the C.R.O. before they may be used in a campaign.
- Standard Materials** 58. The C.R.O. shall normally approve campaign material in the form of posters, pamphlets, newspapers, ribbons, buttons and banners.
- Request for Non-Standard Materials** 59. The C.R.O. shall consider written requests from campaigns to use campaign material not outlined in Section 58, and shall respond in confidence to the campaign within 24 hours of the request.
- Restriction on Form of Materials** 60. The C.R.O. shall not approve campaign materials which:
- (a) have more than a nominal value when distributed;
  - (b) primarily benefit individual members of a slate;
  - (c) are displayed but not distributed, and can not be removed at the end of the campaign period;
  - (d) are likely to damage property, including stickers and paint applied to building surfaces;
  - (e) can not be monitored for compliance with all election bylaws, rules and regulations, including all electronic campaigning excepting only any World Wide Web space maintained and monitored by the Students' Union.

**Restriction on  
Content of  
Materials**

61. The C.R.O. shall not approve campaign materials which:
- (a) contain libel or slander;
  - (b) are factually incorrect;
  - (c) violate any federal or provincial statute or regulation;

**Request for  
Approval**

62. Campaigns shall provide the C.R.O. with:
- a) a written description of the proposed campaign material;
  - b) an written estimate of the cost of the proposed campaign material, and the source of that cost;
  - c) the complete contents of the proposed campaign material, including text, images and its appearance on final presentation.
  - d) It is the sole responsibility of each campaign to ensure that the C.R.O. receives all requests for approval of materials and that these requests fully comply with Section 62.

**C.R.O. Required  
to Reply**

63. The C.R.O. shall provide in confidence a written approval or refusal of campaign materials, and shall respond within four (4) working hours of receiving a complete request.

**Purchase  
Procedure**

64. Any purchase of campaign materials that exceeds one hundred (\$100.00) dollars must be paid for using a Purchase Order obtained from the C.R.O. and the Students' Union. No invoice for materials exceeding one hundred (\$100.00) dollars shall be paid by the Students' Union without a Purchase Order.

**Early Approval of  
Purchase Orders**

65. Where a nominee has submitted complete nomination papers prior to the deadline, and those papers have been reviewed and approved in their entirety, the candidate may apply for a Purchase Order in advance of Nomination Day, providing that the work approved by the Purchase Order does not begin prior to 1700 Hours on Nomination Day.

**Unauthorized  
Materials**

66. Where the C.R.O. determines that campaign material which has not been approved under Section 62 is being distributed, displayed or used by a campaign, then:

- (a) the C.R.O. shall order the material immediately withdrawn or removed and shall confiscate the material from the campaign for a period of not less than 24 hours;
- (b) the C.R.O. shall assign an additional penalty, which may include destruction of the material, a fine or a restriction on campaigning, providing that the penalty is balanced against the volume of material distributed or its effect, and that no destruction take place until the appeal period expires.

**Campaign Materials (Posters, Banners and Photocopies)**

**Number of Banners Permitted**

- 67. a) Each campaign shall be limited to a maximum of one (1) banner per building, and five (5) banners in total.
- b) Banners shall be constructed and placed according to University building regulations.
- c) Where a banner is in violation of Section 67 (b), it may be removed by the C.R.O. or D.R.O.'s, or they may order another individual or campaign to make the removal.

**Size of Banners Permitted**

- 68. Banners, whether made from paper or any other material, shall be restricted to a minimum total area of four (4) square feet and a maximum total area of two hundred (200) square feet.

**Number of Posters Permitted, Distribution and Identification**

- 69. Each campaign shall have an unlimited amount of posters on display at any one time, and distribution shall occur through the C.R.O. who shall communicate in advance the rules, regulations or procedures to be followed. The C.R.O. shall use a unique mark, punch or means of identification to verify that only posters distributed by the C.R.O. have been used. All posters must be printed on recyclable paper.

**Placement of Posters**

- 70. Each campaign must comply with building regulations set out by the University of Alberta, and the additional limitations that:
  - (a) no more than one (1) poster per campaign may be affixed to any one (1) bulletin board;
  - (b) no more than one (1) poster per campaign may be affixed on the same plane within ten (10) feet of another;

(c) no more than two (2) posters per campaign may be affixed to the same pillar, and these posters must face in opposite directions;

(d) no poster may be affixed so as to obscure or cover campaign materials.

**Posters in Violation**

71. Where a poster is in violation of Section 70, it may be removed by the C.R.O. or the D.R.O.'s, or they may order another individual or campaign to make the removal.

**Damage to Materials**

72. No individual may remove, deface, damage or destroy campaign material without the authorization of the C.R.O. or the D.R.O.'s.

**Removal of Materials**

73. All campaign materials must be removed, in a manner to be determined by the Chief Returning Officer, by 2100 Hours on the day before voting begins. The C.R.O. may require a reasonable number of representatives from each campaign to participate in the removal.

**Purchase of Printed Materials**

74. All printed campaign materials must be purchased at official list price costs from one (1) or more of at least five (5) printing companies to be stipulated by the C.R.O.

**Exemption Limited**

75. No exemption shall be provided for Section 74, unless it can be demonstrated in writing by the campaign that none of the five (5) printing companies stipulated have the facilities or equipment required to produce the materials.

**Purchase of Photocopied Materials**

76. All photocopied campaign materials must be purchased from the Students' Union Print Centre at official list prices. No exemption shall be provided to any campaign while the Print Centre or another similar Students' Union business remains operating and providing these services.

**C.R.O. Must Mark All Photocopies and Record Quantities**

77. The C.R.O. shall receive all campaign materials in advance of their distribution, and shall create a unique mark, punch or means of identification on every individual piece of authorized material that verifies it as having been approved. The C.R.O. shall tabulate the volume of material received, approved and returned for distribution, and compare those volumes with receipts included in the campaign expense accounts.

**Time Limit on Material Return**

78. The C.R.O. shall return materials to campaigns within a reasonable time period of twelve (12) posted work hours.

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**Campaign Expense Limits and Expense Review**

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| <b>Individual Expense Limit</b>                | 79. No campaign may spend more than the following amount:<br><br>(a) one (1) candidate                   \$ 600.00<br>(b) two (2) candidates   \$ 750.00<br>(c) three (3) candidates \$ 900.00<br>(d) four (4) candidates \$1050.00<br>(e) five (5) candidates \$1200.00<br>(f) six (6) candidates                 \$1350.00 |
| <b>“Joke Slate” Expense Limits</b>             | 80. A candidate choosing not to use their given name, or a reasonable derivative of their given name, shall not spend more than fifty (50%) per cent of the limit provided under Section 79.   |
| <b>Responsibility for Record Keeping</b>       | 81. Each campaign shall keep an up-to-date and accurate account of all campaign expenses, and the candidate(s) shall be responsible for answering any inquiry from the C.R.O. regarding expenses.  |
| <b>Deadline for Expense Account Submission</b> | 82. Each campaign must submit to the C.R.O. by 1800 Hours on the Monday before voting begins their campaign expense account, listing and totaling all expenses, and including all original receipts and bills.   |
| <b>No Expenses on Monday before Voting</b>     | 83. No campaign expenses may be made after 1800 Hours on the Monday before voting, save those already included in the campaign expense account.  |
| <b>Fair Market Value Requirement</b>           | 84. Where a product or service is provided to a campaign without invoice, or at an invoiced rate less than official list prices, the expense account shall record the fair market value of the product or service as the expense amount.   |

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**Specific Value for Donated Creative Services**

85. Where any of the following services are provided including but not limited to:
- (a) writing or graphic design;
  - (b) photography; or
  - (c) web-page writing, design or programming,

and no amount or a nominal amount is paid for the creative service, the amount charged will be established by the CRO prior to Nomination Day. All services should be brought to the CRO so that a nominal fee will be established and then declared on the campaign expense account.

**All Materials Costs to be Declared**

86. Where a service has been provided under Section 85, any materials or costs other than labor shall be recorded on the campaign expense account, including film, developing, printing, scanning, pmt generation, and computer discs.

**Fair Market Value Assessment**

87. Fair market value shall be determined by the C.R.O. using the following factors:
- (a) the price another campaign would have to pay for the same product or service provided by that supplier, or another similar supplier, in which case that amount shall be assessed; or,
  - (b) whether the product or service is available to campaigns at no charge, in which case no charge shall be assessed.

**Procedure to Request a Fair Market Value Assessment**

88. For certainty in budgeting purposes, a campaign may request in writing a declaration from the C.R.O. of a product or service's fair market value, but must include in that request:
- (a) a full and accurate description of the product or service;
  - (b) the supplier of the product or service, and their address, phone, fax and e-mail where possible;
  - (c) the campaign's estimate of fair market value, and their method of deriving that value;
  - (d) at least three (3) other suppliers of the same product or service;

- (e) where a product or service is to be claimed as free, reasonable evidence of that fact and reasonable evidence that the information is available to other campaigns;
  - (f) a signed declaration indicating the presence or absence of any relationships, whether by blood, marriage or acquaintance, between the supplier and any member of the campaign.
- C.R.O. Required to Respond** 89. The C.R.O. shall provide a written response to any complete request made under Section 87 within 36 hours of the request being received.
- Only C.R.O. may challenge** 90. Only the C.R.O. may review or challenge the contents of the campaign expense accounts.
- C.R.O. to review and post** 91. The C.R.O. shall review all expense accounts, and shall post summaries of all campaign's expenses by 1600 Hours on the Tuesday before voting begins.
- Mandatory Disqualification** 92. Where the C.R.O. determines that a campaign has exceeded their expense limit or has falsified documents, the campaign shall be disqualified, and notice to this effect shall be posted with the budgets, and communicated directly to the campaign in question.
- D.I.E. Board Meeting** 93. The C.R.O. shall request the D.I.E. Board to convene a meeting at 1900 Hours on the Tuesday before voting in the event that there is an appeal of a ruling made under Section 92.
- Limit to Appeal Period** 94. Where a campaign has been disqualified under Section 91, they may only appeal by presenting notice and appearing before a D.I.E. Board meeting that same day.
- D.I.E. Board Must Rule** 95. Notwithstanding normal procedures, where the D.I.E. Board hears an appeal under Section 94, they shall make a verbal or written ruling prior to the commencement of voting at 0800 Hours the following day, or make an order to postpone the commencement of voting.

## Voting

- Balloting** 96. Each member of the Students' Union shall be allowed to cast one (1) secret, non-transferable ballot, and the ballot will entitle each voter to make one (1) choice for each position.
- Multiple votes in one category** 97. Every member of the Students' Union shall be eligible to vote for only one candidate in the positions outlined in Section 4. In the event that a member votes for more than one candidate in any category that ballot will be declared void.
- Multiple ballots cast** 98. Every member of the Students' Union shall be eligible to vote only once. In the event that the C.R.O. determines that a member has voted more than once, all that members' ballots will be declared void.
- C.R.O. Determines Location** 99. Voting shall be conducted at locations and times determined by the C.R.O., and the C.R.O. shall advertise the same, however no voting, other than one advance poll, shall be conducted until all campaign expenses have been approved, or until all appeals of disqualification's have been ruled on by D.I.E. Board.
- C.R.O. Determines how ballots are cast** 100. The C.R.O. may conduct balloting by any means that provides precise, accurate, and confidential results. These means may include but not be limited to; mail-in ballots, on-campus balloting, electronic balloting or telephone balloting. The C.R.O. may use any of the aforementioned means of balloting in any combination.
- Poll Clerks** 101. At each poll there shall be two (2) Poll Clerks in attendance at all times. When, for any reason, only one (1) Poll Clerk is in attendance, balloting shall cease.
- Notice to Voters** 102. At each poll there shall be a notice to voters that candidates are elected individually to positions, and that they are not required to vote for every position.
- Ballot Handling** 103. The C.R.O. shall provide for the secure handling and transportation of ballots.
- Restriction on Candidates** 104. During voting candidates may encourage voting, but may not campaign. Candidates are not permitted within twenty (20) feet of a polling station or booth except for the purposes of voting.

### **Ballot Counting and Recounts**

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- Scrutineer** 105. Each campaign is permitted to have one (1) agent present at the counting of ballots, provided that once they have entered the count room, they may not leave the facility until the completion of counting.
- C.R.O. Obligations** 106. The C.R.O. or at least one designated (1) Deputy Returning Officer shall supervise the ballot counting process, and shall:
- a) post final election results at both offices of the C.R.O. and Students' Union Executive within forty-eight (48) hours of all complaints and appeals having been resolved;
  - b) notify Speaker of Students' Council and Outgoing President of the Students' Union in writing of the final results:
  - c) advertise final election results in the first edition of the Official Student Newspaper after the posting of final election results as outlined in Section 104(a);
  - d) unofficial results may be posted at any time at the discretion of the C.R.O.
  - e) seal ballot boxes until all complaints and appeals have been resolved;
  - f) store the ballots in a locked container or room for a period of at least two (2) weeks after the last recount has been completed.
- Request for Recount** 107. A request for a recount shall be granted where:
- a. the request is in writing and signed by a candidate who is contesting the particular position; and,
  - b. the request is submitted to the C.R.O. within forty-eight (48) hours of the posting of the election results; and,
  - c. the difference between the candidates for any one position is less than one half (1/2) of one percent (1%) of the total votes cast for the position.
- C.R.O. may Initiate** 108. The C.R.O. may initiate a recount independently.
- Post Recount Results** 109. The C.R.O. shall post the results of a recount within forty-eight (48) hours of the recount being completed.

### **Expense and Deposit Reimbursement**

- Refund of Deposit** 110. The Students' Union shall refund a candidate their deposit only if they receive ten (10%) per cent or more of the total votes cast for the position they seek.
- Restriction on Refund** 111. The Students' Union shall not refund a candidate their deposit if they withdraw from the election after 1700 Hours on the third day immediately after the Nomination Day, unless, in the opinion of the Chief Returning Officer, extenuating personal reasons have forced the candidate to withdraw.
- Purchase Order Expenses** 112. The Students' Union shall directly pay any invoice over a one hundred (\$100.00) dollar value, as evidenced by their campaign expense account, provided that the candidate has complied with all provisions of this Bylaw.
- Reimbursement of Expenses** 113. The Students' Union shall reimburse a candidate the remaining full value of their campaign expenses as evidenced by their campaign expense account, provided that the candidate has complied with all provisions of this Bylaw.
- Restriction on Reimbursement and Disqualification** 114. The Students' Union shall not reimburse a candidate the value of their campaign expenses nor refund their deposit if a candidate has been disqualified from running for office.

### **Violations and Complaints**

- C.R.O. Jurisdiction Affirmed** 115. The C.R.O. is empowered to investigate and rule upon any breach of this bylaw, or any other bylaw, rule, regulation or order related to elections.
- Any Member May Allege Breach** 116. Any Member may allege a breach of this bylaw, or any other bylaw, rule, regulation or order related to elections except where otherwise stated.
- C.R.O. to Prepare All Forms** 117. The C.R.O. shall be responsible for preparing and making available any forms or information required in this part of the bylaw.
- Contents of Complaint Form** 118. The C.R.O. shall prepare and provide a complaint form which requires complainants to indicate:

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- (a) the name and student identification number of the complainant;
- (b) the specific bylaw number and Section, rule, regulation or order that has been breached;
- (c) the specific campaign or individual, including the C.R.O., that is alleged to be in breach;
- (d) the specific facts which constitute the alleged breach;
- (e) the evidence for these facts.

- Limiting Clause** 119. No complaint shall be considered by the C.R.O. unless it is in writing and is received within twenty-four (24) hours of the alleged breach.
- Limitation** 120. If a complaint involving pre-campaigning is brought to the attention of the C.R.O. within 24 hours of the discovery of an alleged breach then it will be considered.
- Notice of Complaint** 121. The original complaint form shall be provided to the C.R.O.. The complainant must also provide a copy of the form to any individual named in the complaint.
- C.R.O. Required to Rule in 24 Hours** 122. Where a complaint is received and found to be complete, the C.R.O. shall investigate the facts, and shall rule on the complaint in writing within twenty-four (24) hours of receiving the complaint.
- Contents of Ruling** 123. Any ruling of the C.R.O. shall be posted at both the offices of the C.R.O. and the Students' Union Executive, and shall contain:
- (a) a summary of the allegation;
  - (b) a summary of the parties to the complaint;
  - (c) where the C.R.O. fails to possess jurisdiction, a summary of the reasons for this finding;
  - (d) a listing of all applicable bylaws, rules, regulations or orders that apply;
  - (e) a finding regarding the facts;
  - (f) a ruling regarding the alleged breach;

- (g) the penalty assigned;
- (h) the time the ruling was posted;
- (i) the time limit on any appeal.

**Result, Not Intent,  
Relates to Penalty**

124. Where a breach has occurred, regardless of cause or the intent of the parties involved, and that breach has provided an unfair advantage to a campaign, the C.R.O. shall assign a penalty that
- (a) fully counter-balances any unfair advantage gained;
  - (b) penalizes the campaign for committing a violation.
  - (c) is of the same type or character as the advantage which was gained.

**Penalties  
Available**

125. Penalties available to the C.R.O. include, but are not limited to:
- (a) a fine, to be included in campaign expenses;
  - (b) the confiscation or destruction of campaign materials;
  - (c) limits, restrictions and prohibitions on any type of campaigning, for any period of time;
  - (d) disqualification.

**Series of Breaches**

126. A penalty may be assessed for an individual breach, or for a series of repeated violations that in aggregate constitute a greater breach.

**Causes for  
Disqualification**

127. A campaign or candidate shall be disqualified where they commit a serious breach that
- (a) cannot be counter-balanced by a lesser penalty;
  - (b) is malicious or substantially prejudicial to another campaign;
  - (c) involves tampering with ballots, balloting, voting or counting procedures; or,
  - (d) involves repeated violations.

- Further Discipline Available** 128. Where a Member commits a serious breach, the C.R.O. may recommend to D.I.E. Board that further penalties be brought under Bylaw 1200 (The Discipline, Interpretation and Enforcement Board Bylaw).
- Voiding of Election** 129. Where a serious contravention of this Bylaw occurs, such that the results of the election could not reasonably be deemed to indicate the actual preference of the electors, that election or that part related to the contravention, may be declared void by the C.R.O. or D.I.E. Board upon appeal of the C.R.O.'s actions.
- “Joke Slate” cannot win** 130. a) If a candidate, contesting on election as a joke slate, is elected, another election will be held to elect a candidate for that position.  
b) In the event of (a), only the position(s) that is (are) won by a joke slate, will be contested.
- Second Election** 131. If another election is required by virtue of the operation of Section 129 and 130 the C.R.O. shall establish new nomination and election dates except that:  
(a) neither date shall fall on a Saturday, Sunday, or statutory holiday; and  
(b) the Nomination Day shall precede the Election Day by not less than nine (9) days and not more than seventeen (17) days, and  
(c) the Chief Returning Officer shall post not less than five (5) days prior to the Nomination Day notice of the election and of the Nomination Day and shall advertise them in the Official Student Newspaper to the maximum extent practicable.

### **Initiating an Appeal**

- Parties Entitled to Appeal** 132. Any party to a complaint is entitled to appeal the ruling of the C.R.O. to the D.I.E. Board.
- Contents of Complaint Form** 133. The C.R.O. shall prepare and provide an appeal form which requires appellants to indicate:  
(a) the name and student identification number of the appellant;

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- (b) the ruling being appealed;
- (c) the reason for the appeal, including specifically any errors in interpretation or application found in the ruling;
- (d) the ruling sought from D.I.E. Board.

**Limiting Clause** 134. No appeal shall be considered by the D.I.E. Board unless it is in writing and is received within twenty-four (24) hours of the C.R.O.'s ruling being posted.

**Notice of Complaint** 135. The original appeal form shall be provided to the Chair of D.I.E. Board. The appellant must also provide a copy of the form to the C.R.O. and any individual named in the complaint.

**D.I.E. Board Required to Hear in 24 Hours** 136. Where an appeal is received and found to be complete, the D.I.E. Board shall convene a hearing within twenty-four (24) hours of receiving the appeal.

### **Appeal Hearing Procedures**

**First Ruling** 137. The Board shall first convene privately and determine:

- (a) if it has jurisdiction over the appeal;
- (b) if a prima facie case has been made in the appeal.

**Dismissal Without Hearing** 138. If either condition in Section 131 has not been met, the Board shall dismiss the appeal or the affected parts of the appeal.

**Conflicts of Interest** 139. At the opening of the appeal hearing, the Chair shall

- (a) ask Board members if a conflict of interest exists between them and any party to the appeal;
- (b) ask the parties to the appeal if they challenge any Board member based on a conflict of interest.

**Board Determines Membership** 140. Having heard the statements made under Section 136, the Board alone shall determine who shall sit on the appeal.

**Procedures to be Explained** 141. The Chair shall then explain any procedures to be followed to the parties involved, including any time limits to presentations or examinations.

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|---|--|
| <b>Parties Entitled to Representation</b> | 142. Any party to an appeal may choose to be represented for all or part of the hearing.   |
| <b>Appellant's Presentation</b>           | 143. The appellant shall be presented with the opportunity to<br><ul style="list-style-type: none"><li>(a) make any oral or written presentations;</li><li>(b) call and examine witnesses;</li><li>(c) present any evidence.</li></ul> |
| <b>Board May Question</b>                 | 144. During the appellant presentations and examinations, the Board may intervene with questions.  |
| <b>Respondent's Cross-Examination</b>     | 145. Following the examination of a witness, the respondent shall have the opportunity to cross-examine.   |
| <b>Respondent's Presentation</b>          | 146. The respondent shall follow the same procedure at the completion of the appellants presentations.   |
| <b>Closing Statements</b>                 | 147. The Board shall offer first the appellant, then the respondent, the opportunity to make a closing statement.  |
| <b>Board Decides In Camera</b>            | 148. The Board shall retire for deliberations in camera, and shall rule in writing within twenty-four (24) hours of the hearing.   |
| <b>Ruling Posted and Published</b>        | 149. All rulings shall be posted outside the offices of the C.R.O. and the Students' Union Executive, and published in the Official Student Newspaper.   |
| <b>Board's Powers to Rule</b>             | 150. The Board may uphold, modify or overturn any ruling made or penalty assigned by the C.R.O., and additionally may overturn all or part of the election results and apply penalties under Bylaw 1200.                               |
| <b>No Appeal Exists</b>                   | 151. No appeal exists from a ruling of the Board on an election matter.  |

**Bylaw 2100**

**A Bylaw Respecting the Nominations and Elections of the Students' Union  
Executive Committee and of the Undergraduate Board of Governors  
Representative**

**Short Title**

1. This Bylaw may be referred to as the "Nominations and Elections of the Students' Union Executive Committee and of the Undergraduate Board of Governors Representative Bylaw."

**Definitions**

2. For the purpose of this bylaw:
  - (a) a "member" shall be a member of the Students' Union, as set out in Article I of the Students' Union Constitution;
  - (b) a "slate" shall be two (2) or more candidates who choose to run as members of a single slate for the purposes of this bylaw;
  - (c) the "Election" shall be the election of the Students' Union Executive Committee and of the Undergraduate Board of Governors Representative;
  - (d) the "General Meeting" shall be the annual General Meeting of the Students' Union, as set out in Article X of the Students' Union Constitution;
  - (e) a "campaign activity" shall be any act, planned or organized by or on behalf of any candidate or slate, that is calculated to gain support for that candidate or slate's election;

- (f) the “Campaign” shall be the period of time during which campaign activities are permitted;
- (g) a “campaign expense” shall be any expenditures incurred in engaging in campaign activities;
- (h) the “C.R.O.” shall be the Chief Returning Officer of the Students’ Union, as set out in the Chief Returning Officer and Elections Staff Bylaw;
- (i) the “D.I.E. Board” shall be the Discipline, Interpretation, and Enforcement Board of the Students’ Union, as set out in Article XV of the Students’ Union Constitution and in the Discipline, Interpretation, and Enforcement Board Bylaw;
- (j) a “D.R.O.” shall be a Deputy Returning Officer of the Students’ Union, as set out in the Chief Returning Officer and Elections Staff Bylaw;
- (k) a “candidate” shall be any member whose nomination is accepted under this bylaw;
- (l) the “Official Student Newspaper” shall be the Official Student Newspaper designated by Students’ Council as set out in the Official Student Newspaper Bylaw;
- (m) a “joke candidate” shall be any candidate running either individually or as a member of a slate, who chooses not to use his/her given name or a reasonable derivative of his/her given name when appearing on the ballot;

- (n) a “volunteer” shall be any individual who is not a candidate but participates in campaign activities;
- (o) “campaign materials” shall be any physical or electronic media produced or distributed as part of campaign activities;
- (p) a “banner” shall be any campaign material composed of paper, cloth, or similar material of a total area between four (4) square feet and two hundred (200) square feet;
- (q) a “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;
- (r) a “voter” shall be any member who exercises his/her entitlement to vote under Section 86;
- (s) a “forum” shall be any event organized by an entity other than the Students’ Union or a candidate at which campaign activities are facilitated;
- (t) the “University” shall be the University of Alberta;
- (u) the “G.F.C.” shall be the General Faculties Council of the University of Alberta; and
- (v) “working hours” shall be any and all hours occurring between 0900 and 1700 on any Monday, Tuesday, Wednesday, Thursday, or Friday, excepting those hours occurring on statutory holidays.

**Mandate**

3. This bylaw shall govern the conduct of the Election.

**Dates of Election**

4. The Election shall be held annually on two (2) consecutive weekdays between the third Wednesday of January and the Third Thursday of March, to be determined and announced by the C.R.O. prior to the end of November each year.

**C.R.O. Shall Determine the Commencement of Campaign Activities**

5. The C.R.O. shall determine and announce the times and date of the commencement of campaign activities, to occur no fewer than seven (7) days before the date of the Election as set out in Section 4, prior to the end of November each year.

**C.R.O. Shall Set Nomination Deadline**

6. The C.R.O. shall determine and announce the deadline for the nomination of candidates, to occur not fewer than thirteen (13) days before the date of the Election as set out in Section 4, prior to the end of November each year.

**C.R.O. Shall Call General Meeting**

7. The C.R.O. shall determine and announce the date and location of the General Meeting, to occur after the commencement of campaign activities as set out in Section 4, prior to the end of November of each year.

**C.R.O. Shall Make Nomination Packages Available**

8. 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 6, and shall advertise the availability of these in not fewer than three (3) edition of the Official Student Newspaper before the nomination deadline.

Content of  
Nomination  
Packages

9. The nomination packages shall contain, at minimum:
- (a) complete and current copies of this bylaw, the Chief Returning Officer and Elections Staff Bylaw, and the Discipline, Interpretation, and Enforcement Board Bylaw;
  - (b) nomination papers soliciting the name, contact information, and student identification number of the proposed nominee, the position the nominee wishes to contest, and 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, as set out in Section 17.

**Valid Nomination  
Papers**

10. Valid nomination papers shall include:
- (a) the names, faculties, years, signatures, and student identification numbers of at least fifty (50) members identifying themselves as nominators;
  - (b) a signed acceptance of the nomination by the proposed nominee;
  - (c) a signed letter from the proposed nominee's faculty confirming his/her eligibility to be nominated for the position in question under G.F.C. policy;
  - (d) a fifty dollar (\$50.00) deposit in the form of a certified cheque or money order payable to the Students' Union;
  - (e) a statement, signed by either the Vice President (Operations and Finance), the President, or the General Manager, confirming that the proposed nominee is free of debt to the Students' Union; and
  - (f) a statement, signed by the proposed nominee, identifying the name under which he/she wishes to appear on the ballot.

**Restriction on Nominators**

11. No member shall act as nominator for more than one (1) individual to contest any position.

**Consequence of Contravention**

12. Where a member contravenes Section 11, all of that member's nominations shall be declared null and void.

**Restriction on Nominees**

13. No member shall be nominated for more than one (1) of the positions contest in the Election.

**Consequence of Contravention**

14. Where a member contravenes Section 13, all of the member's nominations shall be declared null and void.

**Acceptance of Nominations**

15. Where a member submits valid nomination papers, as set out in Section 10 through 14, prior to the nomination deadline, as set out in Section 6, that member's nomination shall be accepted by the C.R.O. within seventy-two (72) hours of the nomination deadline.

**No Nominations Received**

16. Where no nominations for a given position have been received by the nomination deadline, the C.R.O. shall extend nominations for that position by up to three (3) days.

**Candidates Meeting**

17. The C.R.O. shall hold a candidates meeting following the nomination deadline but prior to the commencement of campaign activities.

**Mandatory Attendance**

18. All candidates shall attend the candidates meeting in its entirety.

**Consequence of Contravention**

19. Where a candidate contravenes Section 18, that candidate shall be disqualified.



**Exemptions to  
Mandatory  
Attendance**

20. The C.R.O. may, at his/her discretion, grant exemptions to Section 19, 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.

**Content of  
Candidates  
Meeting**

21. At the candidates 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, date, and location of the General Meeting;
  - (c) announce the time and date of any forums scheduled;
  - (d) conduct a random draw to determine the order of appearance of candidates' names on the ballot;
  - (e) determine and announce which candidates are joke candidates as set out in Section 2 (m);
  - (f) 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.
  - (g) Announce the times, dates, and locations of daily meetings during the Campaign, as set out in Section 33, and announce any other methods that will be regularly used to communicate with candidates; and
  - (h) Take attendance for the purpose of verifying compliance with Section 18.

**Requirement to Report Keys**

22. All candidates shall, within twenty-four (24) hours of the nomination deadline, report to the C.R.O. any keys, cards, and other means of access to any building or room on the University of Alberta campus.

**C.R.O. Shall Confiscate Relevant Keys**

23. The C.R.O. shall confiscate, until the commencement of voting, any keys, cards, and other means of access to any building or room on the University of Alberta campus where:
- (a) the key, card, or other means of access in question would provided and unfair advantage to the candidate; and
  - (b) the candidate is not academically, occupationally, or otherwise required to retain the key, card, or other means of access in question for the duration of the Campaign.

**Consequence of Contravention**

24. Where a candidate contravenes Section 22, he/she shall be disqualified.

**Prohibition on Pre-Campaigning**

25. No Candidate shall, between the nomination deadline and the commencement of campaign activities, engage in any campaign activity.

**Formation of Slates**

26. Candidates wishing to run as a slate shall notify the C.R.O. in writing of their desire within twenty-four (24) hours of the nomination deadline.

**Restrictions on Slate Name**

27. Candidates providing written notification to the C.R.O under Section 26 shall include a slate name, which may not be the same as or a reasonable derivation of the name of any registered federal or provincial political party.

**C.R.O. Shall Authorize the Slate Formation**

28. Where candidates requesting to run as a slate are in compliance with Sections 26 and 27, the C.R.O. shall grant their request.

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**Joke Candidates  
May Submit New  
Name**

29. Where a candidate has been designated as a joke candidate, as set out in Section 21 (e), that candidate may provide to the C.R.O. a new signed statement indicating the name under which he/she wishes to appear on the ballot, provided that this is done prior to the commencement of campaign activities.

**Joke Candidate  
Designation  
Shall be Reversed**

30. Where a candidate who has been designated a joke candidate exercises his/her right, as set out in Section 29, 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.

**Candidates with  
Same or Similar  
Names**

31. Where two (2) or more slates submit names that are either identical or so similar as to be effectively indistinguishable, the C.R.O. shall determine of announce within forty-eight (48) hours of the nomination deadline what name each of the two (2) or more slates shall use.

**C.R.O. Shall List  
Candidates**

32. Within thirty-six (36) hours of nomination deadline, the C.R.O. shall post both the legal name of each of the candidates, the name under which each shall appear on the ballot, the name of each slate, and the abbreviation of each slate as it will appear on the ballot, and shall publish the same in the next available issue of the Official Student Newspaper.

**C.R.O. Shall  
Hold Daily  
Meetings**

33. On every weekday during the Campaign, the C.R.O. shall hold a daily meeting, at which he/she shall review complaints, rulings, regulations, procedures, and announcements.

**Mandatory  
Attendance**

34. Each candidate shall either attend each daily meeting himself/herself or designate, in writing, a representative who will attend.

**Consequence of  
Contravention**

35. Where a candidate contravenes Section 34, 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.

**Requirements of  
Candidates**

36. Each candidate and slate 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.

**No Use of Non-  
Universal  
Resources**

37. No candidate or slate shall make use of any resource that is not:
- (a) available to all candidates and slates;
  - (b) general volunteer labour or expertise; or
  - (c) accounted for as part of that candidate's or slate's campaign expenses.

**No Joint Use of  
Resources**

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

40. No candidate shall jointly use any resources, including posters, banners and budgets, but excluding tables and volunteers, with any slate, regardless of whether or not that candidate is a member of that slate.

**Freedom of Members**

41. No candidate shall jointly use tables with any slate of which he/she is not a member.

**Restrictions on Campaign Activities**

42. Any member with the exceptions of the C.R.O. and the D.R.O.s shall be free to act as a volunteer for or endorse multiple candidates.

43. No candidate shall 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 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.

**Requirement for Forums**

44. No candidate shall participate in any forum unless each candidate in his/her race has received equal notification of the forum and will be afforded an equal chance to speak at it.

**Rules at the General Meeting**

45. The C.R.O. shall chair the General Meeting and shall enforce the following rules:
- (a) each candidate shall be afforded an opportunity to speak that is equal to the opportunity afforded to each candidate in his/her race;

- (b) no objects shall be thrown;
- (c) no heckling shall occur;
- (d) no campaign materials shall be distributed during the General Meeting in the room in which the General Meeting is held; and
- (e) no individual shall make any public statement which deliberately misrepresents facts or is libelous, slanderous, obscene, sexist, racist, homophobic, discriminatory, or otherwise defamatory.

**C.R.O. Shall Remove Offenders**

46. Where an individual contravenes Section 25, the C.R.O. shall remove that individual from the General Meeting.

**C.R.O. Shall Punish Offending Candidates**

47. Where a candidate contravenes Section 45, the C.R.O., in addition to the remedies prescribed under Section 46, shall have the authority to enforce further disciplinary action, as prescribed under Section 133.

**C.R.O. Must Approve Materials**

48. All campaign materials shall be approved in form, content, and cost by the C.R.O. before they may be used in campaign activities.

**Requirements to Request Approval of Materials**

49. Candidates and slates wishing to have campaign materials approved shall provided 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.

**C.R.O. Must Respond**

50. The C.R.O. shall provide in confidence a written approval or refusal of campaign materials within twelve (12) working hours of receiving a request as set out in Section 49.

**Forbidden  
Materials**

51. The C.R.O. shall not approve campaign materials that:
- (a) have more than a nominal value when distributed;
  - (b) cannot be removed at the end of the Campaign;
  - (c) are likely to permanently damage or alter property;
  - (d) are libelous, slanderous, racist, sexist, homophobic, or otherwise defamatory;
  - (e) are factually incorrect or patently misleading; or
  - (f) violate any federal or provincial statute or regulation.

**Consequence of  
Contravention**

52. Where a candidate or slate contravenes Section 48, the offending campaign materials shall be destroyed and the C.R.O. may assess and additional penalty to that candidate or slate, as set out in Section 133.

**Restrictions on  
Banners**

53. No candidate or slate shall have more than one (1) banner on display in any given building at any given time.
54. No candidate or slate shall have more than five (5) banners on display at any given time.

**Consequences of  
Contravention**

55. Where a candidate contravenes Section 53 or Section 54, the offending banners shall be destroyed and the C.R.O. may assess an additional penalty to that candidate, as set out in Section 133.

**Restriction on  
Posters**

56. No candidate shall have more than sixteen (16) posters on display in any given building at any given time.

**Restriction on Placement**

57. No poster shall be displayed in such a way as to obscure another candidate's campaign materials.

**Consequence of Contravention**

58. Where a candidate contravenes Section 56 or Section 57, the offending posters shall be destroyed, and the C.R.O. may assess an additional penalty to that candidate, as set out in Section 133.

**Only C.R.O May Authorize Destruction**

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

**Materials Must Be Removed**

60. All campaign materials shall be removed by 2100 the day before the commencement of voting.

**Designated Printers**

61. All printed campaign materials shall be purchased at official list price costs from one (1) or more of the printing companies designated by the C.R.O.

**Minimum Designated Printers**

62. The C.R.O. shall designate at least five (5) printers from which candidates may purchase materials to be in compliance with Section 61.

**Exemption**

63. Where a candidate demonstrates that a desired campaign material could not be produced by any of the five (5) or more printers designated by the C.R.O. as set out in Section 62, the C.R.O. shall grant a limited exemption from Section 61 to that candidate.

**Must Use S.U. Business Where Possible**

64. Where a campaign materials can be produced by a Students' Union operated business, candidates shall purchase those campaign materials from that business.



**Consequence of  
Contravention**

65. Where a candidate contravenes Section 60 or Section 61, the offending campaign materials shall be destroyed, and the C.R.O. may assess an additional penalty to that candidate, as set out in Section 133.

**Campaign  
Expense Limits  
(Individuals)**

66. No candidate shall accrue more than six hundred dollars (\$600.00) in campaign expenses, all of which shall be paid by the Students' Union.

**Campaign  
Expense Limits  
(Slates)**

67. No slate shall accrue more than four hundred and fifty dollars (\$450.00) in campaigning expenses, all of which shall be paid by the Students' Union.

**Campaign  
Expense Limits  
(Members of  
Slates)**

68. No candidate who is running as part of a slate shall accrue more than one hundred and fifty dollars (\$150.00) in campaign expenses, all of which shall be paid by the Students' Union.

**Allowance for  
Recycled  
Materials**

69. Where a candidate or slate chooses to print campaign materials on recycled paper containing one hundred per cent (100%) post consumer content, and where that candidate or slate 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 66 through 68.

**Responsibility for  
Record Keeping**

70. Each candidate and slate 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.

**Requirements to  
Submit Records**

71. Each candidate and slate shall submit to the C.R.O. the record, as set out in Section 70, prior to twenty-four (24) working hours prior to the commencement of voting.

**Deadline for  
Incurring  
Expenses**

72. No candidate or slate shall incur and campaign expenses within twenty-four (24) working hours of the commencement of voting, except where that campaign expense has been reported in the recored submitted to the C.R.O. as set out in Section 71.

**Candidates Shall  
Be Assessed Fair  
Market Value**

73. Where a product or service has been provided to a candidate or slate for no consideration or for consideration that is less than the official list price of the service provider, that candidate or slate 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.

**Reverse Does Not  
Apply**

74. Where a candidate or slate receives a product or service for consideration that is greater than the fair market value, then that candidate or slate shall be considered to have incurred a campaign expense equal to the actual consideration.

**Valueless Items**

75. For purposes of Section 73, general labour and any expertise had by a significant portion of the population, including, but not limited to, poster design and web page design and programming, shall be considered to have a fair market value of zero.

**C.R.O. Shall  
Determine  
Market Value**

76. The fair market value shall be determined by the C.R.O. using the price that any other candidate or slate would have to pay for a comparable product or service as a guideline.

**Advance  
Assessment of  
Market Value**

77. Candidates and slates shall have the right, but not the obligation, to receive an assessment of a product or service's fair market value in advance.

**Procedure for  
Advance  
Assessment**

78. A candidate or slate 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 slate's estimation of the product or service's fair market value, and a rationale for same.

**C.R.O. Must  
Respond**

79. Where a complete request under Section 78 has been submitted to the C.R.O., the C.R.O. shall respond with a decision within twelve (12) working hours.

**C.R.O. Must Post  
Record**

80. The C.R.O. shall review all campaign expense records, and shall post summaries of same more than twelve (12) working hours prior to the commencement of voting.

**C.R.O. Shall  
Disqualify  
Violators**

81. Where the C.R.O. determines that a candidate or slate has exceeded or falsified its campaign expense limit, that candidate or slate shall be disqualified, and notice of this shall be posted with the campaign expense records, and communicated directly to the candidate or slate in question.

**D.I.E. Board Must  
Meet**

82. The D.I.E. Board shall convene a meeting less than twelve (12)
83. 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 commencement of voting.

84. The D.I.E. Board shall, at the meeting set out in Section 82, either:
- (a) rule on all appeals; or
  - (b) order a delay to the Election.

**All Members  
Save C.R.O. Have  
the Right to vote**

85. Each member shall be entitled to cast one (1) ballot, except the C.R.O. who shall be entitled to cast a ballot only under the circumstances set out in Section 98.

**Multiple Ballots**

86. Where a member is found to have a cast more than one (1) ballot, all of that member's ballots shall be considered spoiled.

**Ballots Will List  
Candidates**

87. Ballots shall list each candidate running for each position, followed by, in each position, the voting selection "None of the Above."

**"None of the  
Above" Counts**

88. For the purposes of Sections 89 through 99, "None of the Above shall be considered a candidate.

**Preferential  
Balloting**

89. Balloting shall be conducted by preferential balloting, in which each voter shall rank his/her choices for each position using natural numbers with one (1) representing the first choice, and increasing numbers representing less desirable choices.

**Victors Require a  
Majority**

90. A candidate shall require a majority of voters to indicate him/her as their first choice in order to be elected.

**Freedom of  
Voters**

91. Voters shall be entitled to mark as few as zero candidates for any given position or as many as all of them.

**Spoiled Ballots**

92. A section of a voter's ballot shall be considered spoiled where:
- (a) that voter has indicated the same number for more than one (1) candidate;
  - (b) that voter has not included the number one (1) next to any candidate;
  - (c) that voter has indicated more than one (1) number next to the same candidate; or
  - (d) that voter has used non-consecutive numbers.
93. Notwithstanding Section 92, where a voter's intention is clear, that voter's ballot shall be counted.

**Second and Subsequent Counts**

94. In the event that no candidate receives a majority of first place votes in a given race, the candidate with the fewest first place votes shall be eliminated.

**Adjustment for Eliminated Candidates**

95. Any voter who has indicated an eliminated candidate with a number shall have the candidate marked with the next highest number following the number by which the eliminated candidate has been indicated take the place of the eliminated candidate, and so on, in such a way that all candidates indicated by that voter as less desirable than the eliminated candidate are registered as being one (1) step more desirable than then originally indicated.

**Ballots with No First Place Selection**

96. Where a ballot is left with no first place vote for a given race, the section of that ballot in question shall be considered spoiled.

**Primary Provision  
for a Tie**

97. Where all remaining candidates have an equal number of first place votes, or where the remaining candidate with the fewest first place votes is tied with another remaining candidate, the candidate that had the fewest first place votes on the first count in which a differential existed shall be eliminated.

**Secondary  
Provision for a  
Tie**

98. Where all remaining candidates have an equal number of first places votes, or where the remaining candidate with the fewest first place votes is tied with another remaining candidate, and where this tie has existed on every count, then the C.R.O. shall cast a ballot.

**Requirement to  
Win**

99. The process set out in Sections 94 through 98 shall continue for each position until such a time as a candidate receives a majority of first place votes for that position at which point that candidate shall be declared the victor for the position.

**When “None of  
the Above” Wins**

100. Where “None of the Above” is declared the victor, the C.R.O. shall call a new Election for that position.

**C.R.O. Shall  
Determine Times**

101. Voting shall be conducted at times determined and advertised by the C.R.O.

**D.I.E. Board Must  
Be Done Ruling**

102. No voting, other than a maximum of one (1) advance poll, shall be conducted prior to the D.I.E. Board ruling on all appeals covered by Section 83.

**C.R.O. Shall  
Determine  
Method(s)**

103. The C.R.O. shall conduct balloting by any means that provide precise, accurate, and confidential results, and may use multiple methods in any combination.

**PROPOSED**

2100 (21)

**Minimum of 2  
Poll Clerks**

104. At each physical polling station, there shall be at least two (2) poll clerks, hired by the Students' Union for that purpose, at all times.

**Balloting Shall  
Cease**

105. Where there are fewer than two (2) poll clerks at any given polling station at any given time, polling at that polling station shall cease until such time as there are at least two (2) poll clerks at that polling stations.

**Notice to Voters**

106. At each physical polling station, there shall be a notice to voters that candidates are elected individually to each position, which shall also explain the balloting procedures.

**Explanation on  
Ballot**

107. On each ballot, there shall be a brief but thorough explanation of the balloting procedures, which shall include, at minimum, the following:
- (a) that "None of the Above" shall be considered a candidate;
  - (b) that voters shall rank each candidate according to their preferences;
  - (c) that a portion of the ballot shall be considered spoiled where any of the conditions set out in Section 92 are met; and
  - (d) that voters shall be permitted to rank as many as all or as few as zero of the candidates for each position.

**C.R.O. Shall  
Provide for  
Secure Handling**

108. The C.R.O. shall provide for the secure handling of ballots, and shall ensure that at all times ballots are either under the direct supervision of the C.R.O. or a D.R.O. or are in a locked room or container.

**Limitations to  
Candidates**

109. During voting, candidates shall not encourage members to vote or engage in any campaign activities.

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**Candidates Must Stay Away**

110. During voting, candidates shall not be within twenty (20) feet of any polling station except to vote themselves.

**Right to a Scrutineer**

111. Each candidate shall be permitted to have one (1) agent, designated in writing by the candidate, acting as scrutineer and being present at the counting of ballots.

**Scrutineers Must Stay**

112. Scrutineers shall not be permitted to leave the count room or contact any individual not in the count room until such times as the C.R.O. declares that they may do so.

**Requirements of the C.R.O.**

113. The C.R.O. or at least one (1) D.R.O. shall:
- (a) supervise the counting of ballots;
  - (b) post final Election results within twenty four (24) working hours of all complaints and appeals being resolved;
  - (c) notify the Speaker of Students' Council and the President of the Students' Union of the final results in writing;
  - (d) post unofficial Election results at any time, including during counting;
  - (e) advertise final Election results in the first available edition of the Official Student Newspaper after the posting of final results as set out in Section 113 (b); and
  - (f) store the ballots in a locked room or container for at least two (2) weeks after the last recount has been completed.



**C.R.O. Shall  
Authorize  
Recounts**

114. A request for a recount shall be granted by the C.R.O. where:
- (a) the request is in writing and signed by a member;
  - (b) the request is submitted to the C.R.O. within forty-eight (48) hours of the posting of Election results as set out in Section 113 (b); and
  - (c) the difference between the first place votes of the victor and those of the second place candidate on the final count is less than one half (1/2) of one percent (1%0 of the total votes cast for that position.

**C.R.O. May  
Initiate Recount**

115. The C.R.O. may initiate a recount independently for any reason.

**C.R.O. Shall Post  
Results of  
Recount**

116. The C.R.O. shall post the results of any recount within twenty-four (24) working hours of the recount being completed.

**Requirements to  
Receive Deposit**

117. Where a candidate receives, on the first count, a number of first place votes totaling at least fifty percent (50%) of the first place votes received on the first count by the winning candidate in his/her race, that candidate's deposit shall be refunded.

**Forfeiture of  
Deposit**

118. Where a candidate withdraws from contention more than forty-eight (48) hours after the nomination deadline, that candidate's deposit shall not be refunded.

**No Deposit to  
Disqualified  
Candidates**

119. Where a candidate has been disqualified from running for office, that candidate's deposit shall not be refunded.

**PROPOSED**

2100 (24)

**Joke Candidate  
Cannot Win**

120. Where a joke candidate is elected to any position, the C.R.O. shall call a new Election for that position.

**New Election  
Shall Follow this  
Bylaw**

121. Where another Election is required by virtue of Section 100 or Section 120, the new Election shall be governed by this bylaw with the exception of Sections 4 through 7 and Sections 45 through 47, which shall not apply.

**Minimum Length  
of Campaign**

122. The commencement of campaign activities for the new Election shall occur a minimum of seven (7) days prior to the commencement of voting as set out in Section 124.

**Minimum  
Preparation Time**

123. The nomination deadline for the new Election shall occur a minimum of thirteen (13) days prior to the commencement of voting as set out in Section 124.

**Election Date**

124. The voting for the new Election shall occur on two (2) consecutive weekdays to be determined and announced by the C.R.O. at least twenty-one (21) days in advance.

**Powers of the  
C.R.O.**

125. 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.

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**C.R.O. Shall  
Prepare Form**

126. The C.R.O. shall prepare a 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.

**C.R.O. Required  
to Rule**

127. The C.R.O. shall rule on any complaint that was received with twelve (12) working hours of the alleged contravention.

**Complaint to  
C.R.O.**

128. The original complaint form shall be provided to the C.R.O.

**Copies to  
Respondents**

129. The C.R.O. shall provide a copy of the complaint form, with the complainant's student identification number blacked out, to each respondent.

**C.R.O. Must Rule  
Within 12  
Working Hours**

130. Where a complaint is received and is found to be complete as set out in Section 126, the C.R.O. shall rule on the complaint within twelve (12) working hours of receiving the complaint.

**C.R.O. Shall Post  
Rulings**

131. 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 125, 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.

**Criteria for  
Determining  
Penalty**

132. Where a candidate 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) penalizes the candidate who was or whose volunteer was guilty of the contravention.

**Available Penalties**

133. 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.

**Disqualification**

134. A candidate or slate shall be disqualified where 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.
135. Where a slate is disqualified, all candidates running as a part of that slate shall also be disqualified.

**C.R.O. May Refer to D.I.E. Board**

136. 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 the Discipline, Interpretation, and Enforcement Board bylaw.

**Right of Members**

137. Any member shall be entitled to appeal a ruling of the C.R.O. to the D.I.E. Board.

**PROPOSED**

2100 (28)

**Limiting Clause**

138. 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.

**D.I.E. Board Must Rule**

139. 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.

**No Appeal Exists**

140. 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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CURRENT

**Bylaw 2200**

**A Bylaw Respecting the Elections to Students' Council**

**Short Title**

1. This Bylaw may be referred to as the Elections Bylaw".

**Definitions**

2. For the purpose of this Bylaw:
  - a. a member of the Students' Union shall be a full or associate member as defined in Article VIII of the Constitution.
  - b. "faculty" shall be interpreted to mean faculty, school or institution.
  - c. "faculty association" shall be interpreted to mean any student association recognized as representing all students in a faculty, school or institution, as delineated in Bylaw 8300.
  - d. "F.A.D.R.O." shall mean the Faculty Association Deputy Returning Officer.
  - e. "C.R.O." or "Chief Returning Officer" shall mean the Students' Union Chief Returning Officer, as defined by Bylaw 2500.
  - f. two (2) or more candidates shall constitute a "slate" if their names appear jointly on any piece of their advertising, or if on any pieces of their advertising their names are presented as being members of the same organization. The names of slates may not include federally or provincially registered political parties or their affiliate organizations.
  - g. "D.I.E. Board" means the Discipline, Interpretation and Enforcement Board.
  - h. "campaign" means any planned or organized act by or on behalf of any person which is calculated to gain support for the election of that person to any position.
  - i. "Campaign expense" means any and all expenditures by or on a candidate's behalf for election advertising, equipment or other expenditures associated with the campaign.
  - j. "banner" is any sheet of paper or other material of a total area between four (4) square feet and two hundred (200) square feet which is displayed as part of a campaign.

PART I

Feb 12/02

May 2/01

**CURRENT**

2200(2)

- Date of Election** 3. a. Subject to Section 25 and notwithstanding Section 8, there shall be an election for faculty representatives to Students' Council annually at some time between February 1 and March 31. However, the election shall not be held simultaneously, in whole or in part, with the Students' Union General Election.
- Selection of Returning Officer** b. A Deputy Returning Officer for each faculty representative election shall be chosen by the faculty students' association at least four (4) weeks before the election of faculty representatives.
- i. If there is no faculty students' association, the F.A.D.R.O. may be appointed by the Students' Union C.R.O.
- General Meeting** c. The Faculty Association Deputy Returning Officer shall also reserve a location for a faculty general meeting or forum to present candidates for office. The meeting:
- i. will be chaired by the F.A.D.R.O. or their designee;  
ii. will provide each candidate the opportunity to speak;  
iii. will be open to every Students' Union member to attend;  
iv. will occur not more than seventy-two (72) hours before polls open or less than eighteen (18) hours before a poll opens, or at least twenty-four (24) hours after the day that the campaign begins.
- Offices** 4. a. Office(s) contested in the faculty elections are the faculty student representative(s) to the Students' Union Council.
- Eligibility Vote** b. Every member of the Students' Union who is a student in the faculty for which representatives are being elected shall be eligible to vote for these positions, except for the F.A.D.R.O. The F.A.D.R.O. shall vote only to determine the outcome when two (2) or more candidates receive an equality of votes.

**PART II - Nominations**

Feb 12/02

May 2/01

Jan 23/91



**CURRENT**

2200(3)

**Advertising**

- 5. a. Subject to Section 16(b), the opening of nominations, the position to be contested, the location of where nomination forms may be obtained and the rules will be adequately publicized at least during the period of not less than seventy-two (72) hours or greater than one hundred twenty (120) hours before nominations open. The publicity will include the date of Nomination Day (i.e., closing of nominations).

**Nomination Day**

- b. Subject to Section 8, Nomination Day shall be three (3) regular working days before the campaign begins.

**Eligibility**

- 6. a. Subject to University academic requirements, a person who is nominated for a position must be a full Students' Union member and a member of the faculty for which the representative position is being contested.
- b. A person who is nominated for a position must fulfill the requirements established by Section 9 of Bylaw 100, the Students' Council Bylaw.

**Nomination Forms**

- 7. a. Nomination forms shall be made available the day nominations open.
  - i. Rules and regulations for the faculty representative elections shall be made available the day nominations open and must include but are not limited to this Bylaw.
- b. Nominations of candidates for position(s) specified in Section 4(a) shall:
  - i. be in writing; and,
  - ii. contain the
    - (1) printed name;
    - (2) signature;
    - (3) faculty;
    - (4) year, and
    - (5) student identification number of each of at least ten (10) nominators who shall each be a member of the Students' Union and of the faculty for which representative positions are being contested.

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**Slates**

- c. A nominator should not nominate more than one (1) candidate for each seat.
  - d. Candidates who intend to run on a slate shall be responsible for informing the Faculty Association Deputy Returning Officer of their intention to run as a slate prior to the appearance of the slate's advertising.
  - e. No candidate may contest more than one (1) position.
8. a. Nominations of candidates for those positions specified in Section 4(1) shall be submitted by 1700 Hours on Nominations Day at the faculty students association office, or at a place to be designated by the F.A.D.R.O.
- b. i. Nominations for positions for which no nominations have been received shall be re-opened until 1700 Hours of the second weekday following the Nomination Day, and adequate notice to this effect shall be advertised and posted.
  - ii. If no nomination is received by this time and date, the position(s) may be filled by volunteers, provided such volunteers demonstrate the commitment and fulfill the functions of a regularly elected representative.
9. The F.A.D.R.O. shall post the names of all candidates for each position within twenty-four (24) hours of the closing of nominations.

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PART III - Campaigning

**Campaigning**

10. Campaigning shall last for five (5) consecutive working days. All campaign materials must be removed in a manner to be determined by the F.A.D.R.O. by 0730 Hours on the first day of voting.
11. Each candidate shall campaign in a reasonable and responsible manner, including:
  - a. being personally responsible and liable for any damages resulting from their campaign;
  - b. being responsible for obtaining permission from the proper authorities to campaign in public places or in classrooms;
  - c. being responsible for ensuring that practices that are unfair to other campaigns are not followed;
  - d. being responsible for complying with the provisions of this Bylaw and other regulations, orders, bylaws or laws which pertain.

**Campaign Manager**

12. a. A candidate or slate may choose to have a campaign manager. The campaign manager is responsible to the candidate or slate and is subject to the same restrictions as the candidate(s) themselves, as outlined in Section 11 above. A campaign manager's failure to comply with this Bylaw may result in the candidate(s) being disqualified for election.
- b. Any candidate(s) must inform the F.A.D.R.O. of their intention to designate an individual as campaign manager, and provide to the F.A.D.R.O. the designated individual's name, student identification number and telephone number.
- c. A campaign manager must be a member of the faculty for which the representative position is being contested.

**Campaign Materials**

13. a. Campaign materials shall be limited to posters, pamphlets, newspapers, ribbons, buttons, loud hailers and banners, and such other materials as are approved by the F.A.D.R.O. All materials mass produced by candidates (photocopies, posters, pamphlets, etcetera) shall bear the name of the printer.

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- b. Each independent candidate and each slate shall be limited to a maximum of one (1) banner.
  - c. Stickers of any kind shall not be used as campaign material, and paint shall not be used on anything except posters and banners.
14. A sample of all campaign materials and their estimated or actual cost must be given to and approved by the F.A.D.R.O. before the materials may be used in a campaign.

**Campaign  
Funds**

15. a. The Students' Union shall allocate funds to a maximum of one hundred fifty (\$150.00) dollars per representative position to Students' Council.
- i. This funding will be divided among candidates in the following manner:
    - (1) twenty-five (\$25.00) dollars for one (1) candidate;
    - (2) forty-five (\$45.00) dollars per slate of two (2) candidates;
    - (3) sixty-five (\$65.00) dollars per slate of three (3) candidates;
    - (4) eighty (\$80.00) dollars per slate of four (4) candidates;
    - (5) one hundred (\$100.00) dollars per slate of five (5) or more candidates.
  - ii. Subject to Bylaw 100 Section 4, additional funding shall be allocated for faculties which have the maximum allowable number of representatives and have more than four thousand (4,000) students. Recognizing the increased cost of notifying all faculty student members of their candidacy, for each full one thousand (1,000) students over three thousand (3,000), the Students' Union will allocate five dollars (\$5.00) per individual candidate or slate.
  - iii. Each candidate shall keep, or ensure that their campaign manager keeps, an up-date and accurate account of all campaign expenses.
- b. The Students' Union shall allocate funds to each faculty for the purpose of publicizing the election. Such funding shall be dependent on the number of full-time students in the faculty, but shall be sufficient to cover costs for:

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- i. one (1) 8-1/2 x 11" poster for each fifty (50) students in any faculty having more than one thousand (1,000) full-time students;
- ii. twenty (20) 8-1/2" x 11" posters for all faculties having less than one thousand (1,000) students;
- iii. Posters must be produced and prominently displayed in order to notify students of:
  - (1) the opening and closing of faculty representative nominations;
  - (2) the date, time and location of a faculty representatives candidates' meeting;
  - (3) the date, time and location of a faculty representatives candidates' forum;
  - (4) the date, time and location of polls for the election of faculty representatives to Students' Council.
- iv. The quantities of posters as stipulated above in 15.b.i. and 15.b.ii. shall apply for each of 15.c(1), 15.c(2), 15.c(3), and 15.c(4).
- v. Faculty associations may spend their own money for extra advertising.
- vi. The Faculty Association Deputy Returning Officer shall keep an accurate and up-to-date account of all expenditures incurred in publicizing the election.

**Voting**

16. Subject to Section 4.b, each member of the Students' Union who is also a student in the faculty for which representative positions are being contested shall be allowed to cast one (1) secret non-transferable ballot.
  - a. The ballot will entitle each voter to make a single choice for each seat contested.
  - b. Voting shall be conducted at the times and place(s) determined by the F.A.D.R.O., with the proviso that the locations are readily accessible and in open areas commonly used by students in that faculty. The hours shall total a minimum of ten (10) hours over two consecutive week days and be between 0-900 Hours and 1500 Hours and, in faculties having more than two thousand (2,000) full-time students there shall be at least a minimum of two (2) polling locations.
  - c. At the discretion of the F.A.D.R.O. there may be an advance poll.

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- d. At each poll established by the F.A.D.R.O. there shall be two (2) Assistant Deputy Returning Officers in attendance. Each Faculty Association Assistant Returning Officer shall be appointed by the F.A.D.R.O.
  - e.
    - i. Each candidate shall be permitted to be present themselves or to have their agent at the counting of the ballots.
    - ii. Each slate shall be permitted to appoint one (1) of its members to be present at the counting of the ballots or to have its agent be present at the counting of the ballots.
17. Any candidate may take the option of contesting a position as part of a slate and be allowed an appropriate designation of the slate of which they are a member on the ballot, but the candidates are to be elected individually and not as a slate.
18. A request for a recount must:
- a. be in writing;
  - b. be given to the F.A.D.R.O. within one (1) working day of the posting of the election results;
  - c. contain a duly signed request for a recount by the candidate who is contesting the particular position.
19. The F.A.D.R.O. shall:
- a. seal all ballot boxes until all questions of election irregularities have been dealt with;
  - b. keep the ballots in a locked container for a period of at least two (2) weeks after the last recount has been completed;
  - c. post:
    - i. election results within one (1) working day of the closing of the polls;
    - ii. election results within two (2) working days of all complaints and appeals having been dealt with;
    - iii. recount results within two (2) working days of the completion of the recount.

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**PART IV - Accounts and Refunds**

**Expense  
Account  
Submissions**

- 20. a. Each candidate is responsible for submitting to the F.A.D.R.O. their account, or the expense account of the slate with which they ran for election, including all original receipts and bills, before Noon on the first day of voting.
  - i. After this time, no money shall be paid to any person or organization for any reason, unless authorized to do so by Students' Council.
  - ii. The budgets of the candidates shall be posted and copies shall be made available from the F.A.D.R.O. no later than 1800 Hours on the first day of voting.
- b. Such expenses can be reviewed and/or challenged only by the F.A.D.R.O. or the Students' Union C.R.O. The procedure for such a challenge is outlined in Part V of this Bylaw.

**Election Cost**

- 21. a. Each F.A.D.R.O. is responsible for submitting to the Students' Union C.R.O. the expense account for the running of the election which shall include:
  - i. each candidate or slate(s) expense account, as determined by Section 15;
  - ii. costs for publicizing of events, as outlined in Section 15;
  - iii. costs for reserving a location for the faculty general forum, as outlined in Section 3, if applicable.
- b. The expenses listed above in Section 21.a. can be reviewed or challenged only by the Students' Union C.R.O., following the procedure established in Part V of this Bylaw.

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**Reimbursement  
and Refund**

22. a. i. The Students' Union shall directly pay any invoice over a fifty (\$50.00) dollar value, as evidenced by any candidate's or slate's expense account, provided that the candidate or slate has complied with all provisions of this Bylaw.
- ii. The Students' Union shall reimburse any candidate or slate the remaining full value of the candidate's or slate's campaign expenses as evidenced by their campaign expense account, provided that the candidate or slate has complied with all provisions of this Bylaw.
- b. i. Under no circumstances may any candidate or slate exceed the spending allowance allocated. Candidates must pay fair market value for any goods or services provided, which includes:
- (1) all publicity materials;
  - (2) room bookings or rentals;
  - (3) professional layout and setup of publicity materials.
- ii. The above mentioned services do not include volunteer efforts by members of the Students' Union.
- c. If any candidate withdraws from an election within forty-eight (48) hours prior to the opening of voting on the first day of voting, the campaign expenses of the candidate will not be paid unless in the opinion of the Students' Union C.R.O. extenuating personal reasons have forced the candidate to withdraw.
- d. The Students' Union shall not reimburse any candidate the value of their campaign expenses nor refund their deposit if they have been disqualified from running for office.
- e. Disbursal of funds shall be the responsibility of the F.A.D.R.O., pending approval of expense accounts by the Students' Union C.R.O.

**PART V - Discipline Actions**

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**Bylaw  
Infractions**

23. a. Any member of the faculty student association for which representative elections are being held may initiate proceedings regarding an alleged infraction of the provisions of this Bylaw. A complaint and information must be submitted in writing within twenty-four (24) hours of the closing of voting to the F.A.D.R.O.
- b. During the campaign, any alleged violation of this Bylaw which could void the election shall be dealt with within twelve (12) hours by the F.A.D.R.O. in the following manner:
- i. The F.A.D.R.O. will contact each named candidate, slate or the campaign manager and seek to clarify and/or resolve the issue by giving the candidate(s) or campaign manager an opportunity to explain any alleged financial discrepancy, irregularity or infraction of this Bylaw.
  - ii. If either the F.A.D.R.O. or the complainant is not satisfied with an explanation provided by the candidate(s) or campaign manager involved, the F.A.D.R.O. will:
    - (1) inform the Students' Union C.R.O. of the situation and provide them with a copy of the notices given to the candidate(s) involved;
    - (2) inform the candidate(s) in writing that they or the complainant is not satisfied with the explanation and outline the reason(s) for their or the complainant's dissatisfaction;
    - (3) arrange a meeting of the C.R.O., candidate(s) involved, the campaign manager, the complainant (if the complainant is not the F.A.D.R.O.) and themselves, during which meeting the candidate(s) involved, the campaign manager, the complainant and the F.A.D.R.O. will be given the opportunity to present their arguments. This meeting must take place within forty-eight (48) hours of the receipt of the written complaint by the alleged infractions.

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- c. The Students' Union C.R.O. will hear all arguments at the meeting provided by Section 23.b.ii(3) above, and will make a judgment regarding the validity of the arguments. Such judgment will be:
    - i. based on their understanding and interpretation of this Bylaw:
    - ii. posted within twenty-four (24) hours of the adjudication meeting of:
      - (1) the office of the Students' Union C.R.O.;
      - (2) the Students' Union Executive office;
      - (3) the officer of the F.A.D.R.O., or if they have no office, the office of the faculty student association for which they are the Chief Returning Officer;
    - iii. subject to appeal only to the Discipline, Interpretation and Enforcement (D.I.E.) Board within twenty-four (24) hours of the decision by the Students' Union C.R.O..
  - d. Any action taken by the C.R.O. in accordance with this Bylaw may be appealed in writing to the Discipline, Interpretation and Enforcement (D.I.E.) Board within twenty-four (24) hours of the Chief Returning Officer's decision. An appeal shall be dealt with within twenty-four (24) hours of its receipt by the D.I.E. Board. The action contested will nevertheless remain in force pending a ruling by the D.I.E. Board.
24. a. Any candidate or slate found guilty of unfair electioneering practices which would prejudice unfairly the results of an election in their favour shall be:

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- i. disqualified by the Students' Union C.R.O.; and,
    - ii. subject to the penalties specified in Bylaw 3500 (The Discipline, Interpretation and Enforcement Board Bylaw) if:
      - (1) a decision made by the Students' Union C.R.O. is appealed to the D.I.E. Board and subsequently upheld;
      - (2) the Students' Union C.R.O. themselves lodges a complaint against any candidate, F.A.D.R.O.(s) and their complaint is deemed justified.
  - b. If a candidate running on a slate is found guilty of unfair electioneering practices which would prejudice unfairly the results of an election in their favour, the other members of the slate may be:
    - i. disqualified by the Students' Union C.R.O.; and,
    - ii. subject to the penalties specified in Bylaw 3500 (The Discipline, Interpretation and Enforcement Board Bylaw) if:
      - (1) a decision made by the Students' Union C.R.O. is appealed to the D.I.E. Board and subsequently upheld;
      - (2) the Students' Union C.R.O. themselves lodges a complaint against any candidate, F.A.D.R.O.(s) and their complaint is deemed justified.
25. a. If there is found to have been a serious contravention of the Bylaw, such that the results of an election could not reasonably be deemed to indicate actual preference of the electors, that election or that part thereof subject to the contravention, may be declared void by the C.R.O. summarily.
- b. If another election is required by virtue of the operation of Section 24 of this Bylaw, the F.A.D.R.O. shall establish new nomination and election dates, following the guidelines delineated in Section 3 of this Bylaw.

PART VI - Faculty Representatives

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26. a. Subject to Bylaw 100, each voting member of the Students' Council, other than:
- i. a member of the Executive Committee;
  - ii. President of Athletics;
  - iii. President-Elect of Athletics;
  - iv. Representative of Lister Hall; or
  - v. Representative of the University of Alberta Hospital School of Nursing,
- shall be elected by members of the Students' Union registered in the respective faculty, school or institution in which they are registered.
- b. A student registered in the Faculty of Graduate Studies and Research who is also a full member of the Students' Union has the right to vote in an election for the representative of the faculty or school containing the teaching department which approves their program form.
- c. i. Nominations and elections for the representative(s) of a faculty or school shall be conducted by the faculty or school association:
- (1) within the constraints of this Bylaw;
  - (2) the Students' Union C.R.O. will have ultimate jurisdiction over the conduct of elections of faculty representative(s) to Students' Council, barring an appeal of their decision(s).
27. Notwithstanding anything else in this Bylaw, elections for the representatives of Lister Hall and the University of Alberta Hospital School of Nursing shall be conducted by the student government of those institutions in accordance with the applicable legislation and customs of that government, but subject to the "Students' Council Bylaw".

PART VII - Report of Result

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28. The person or organization conducting an election pursuant to this Bylaw shall submit within seven (7) days to the Speaker of the Students' Council a report in writing containing the result of the election.
29. Although a faculty or school association may choose to incorporate the position of that faculty's representative to Students' Council with other positions within the faculty or school association, the Students' Union will fund only campaign costs that deal exclusively with the election of a faculty or school association representative to Students' Council. Ballots of such a combined position may, however, include all positions contested by candidate(s) within and/or external to the faculty or school association.

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**PROPOSED**

**Bylaw 2200**

**A Bylaw Respecting the Nominations and Elections of Students' Union  
Faculty Councilors**

**Short Title**      1.    This Bylaw may be referred to as the "Nominations and Elections of Students' Union Faculty Councilors Bylaw"

**Definitions**      2.    For the purpose of this Bylaw:

a.   a "member" shall be a member of the Students' Union as defined by Article I of the Students' Union Constitution;

b.   a "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;

c.   a "faculty association" shall be any organization recognized as a faculty association under the Faculty Association Bylaw;

d.   a "candidate" shall be any member whose nomination is accepted under this bylaw;

e.   a "slate" shall be two(2) or more candidates from the same faculty who choose to run as members of a single slate for the purpose of this bylaw;

f.   a "faculty councilor" shall be any voting member of Students' Council whose seat is allocated on the basis of faculty population under the Students' Council Bylaw;

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- g. the “Election” shall be the general election of faculty councilors;
- h. a “campaign activity” shall be any act, planned or organized by or on behalf of any candidate or slate, that is calculated to gain support for the candidate or slate’s election;
- i. the “Campaign” shall be the period of time during which campaign activities are permitted;
- 1. a “campaign expense” shall be any and all expenditures incurred in engaging in campaign activities;
- 2. the “C.R.O.” shall be the Chief Returning Officer of the Students’ Union, as set out in the Chief Returning Officer and Elections Staff Bylaw;
- 3. the “D.I.E. Board” shall be the Discipline, Interpretation and Enforcement of the Students’ Union, as set out in Article XV of the Students’ Union Constitution and in the Discipline, Interpretation and Enforcement Board Bylaw;
- 4. a “D.R.O.” shall be a Deputy Returning Officer of the Students’ Union, as set out in the Chief Returning Officer and Elections Staff Bylaw;
- 5. the “Official Student Newspaper” shall be the Official Student Newspaper designated by Students’ Council, as set out in the Official Student Newspaper Bylaw;
- 6. a “joke candidate” shall be any candidate running either individually or as a member of a slate who chooses not to use his/her given name or a reasonable derivation thereof when appearing on the ballot;
- 7. a “volunteer” shall be any individual who participates in campaign activities;
- 8. “campaign materials” shall be any physical or electronic media produced or distributed as art of campaign activities;
- 9. a “banner” shall be any campaign material composed of paper, cloth or similar material of a total area of between four (4) square feet and two hundred (200) square feet;

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10. a “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 plane;
11. a “voter” shall be any member who exercises his/her entitlement to vote as set out in Section 78;
12. a “forum” shall be any event organized by any entity other than a candidate or the Students’ Union at which campaign activities are facilitated’
13. the “University” shall be the University of Alberta;
14. the “G.F.C.” shall be the General Faculties Council of the University of Alberta; and
15. “working hours” shall be any and all hours occurring between 0900 and 1700 on any Monday, Tuesday, Wednesday, Thursday or Friday, excepting those hours occurring on statutory holidays.

**Date of Election**

3. This bylaw shall govern the conduct of the Election.
4. The Election shall be held on two (2) consecutive weekdays to be determined by the Chief Returning Officer prior to the end of November, between the first day of February and the last day of March.
5. The Election shall occur at least fourteen (14) days after the General Election of the Executive Committee and the Undergraduate Board of Governors Representative as set out in the General Election of the Executive Committee and the Undergraduate Board of Governors Representative Bylaw.

**C.R.O. shall determine the commencement of campaign activities**

6. The C.R.O. shall determine and announce the time and date of the commencement of campaign activities to occur not fewer than seven (7) days prior to the start of the Election as set out in Section 4, prior to the end of November each year.

**C.R.O. shall set nomination deadline**

7. The C.R.O. shall determine and announce the deadline for the nomination of candidates to occur not fewer than thirteen (13) days prior to the date of the Election as set out in Section 4, prior to the end of November each year.

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**PROPOSED**

2200(4)

**C.R.O. shall  
make  
nomination  
packages  
available**

8. The C.R.O. shall make available to every member nomination packages now fewer than twenty (20) days prior to the nomination deadline as set out in Section 7 and shall advertise the availability of these in not fewer than three (3) editions of the Official Student Newspaper prior to the end of November each year.

**Content of  
nomination  
packages**

9. The nomination packages shall contain at minimum:

- a. complete and current copies of this bylaw, the Chief Returning Officer and Elections Staff Bylaw and the Discipline, Interpretation and Enforcement Board Bylaw;
- b. nomination papers soliciting the name, contact information and student identification number of the proposed nominee and the names, years, signatures and student identification numbers of at least ten (10) and at most twenty (20) members registered in the same faculty as the nominee as nominators;
- c. contact information for the C.R.O. and D.R.O.s;
- d. the times, date and location of the candidates meeting as set out in Section 15.

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**Valid nomination papers**

10. Valid nomination papers shall include
- a. the names, years, signature, and student identification numbers of at least ten (10) members registered in the same faculty as the proposed nominee identifying themselves as nominators;
  - b. a signed acceptance of the nomination by the proposed nominee;
  - c. a signed letter from the proposed nominee's faculty confirming his/her registration in that faculty and his/her eligibility to be nominated for the position in question under G.F.C. Policy;
  - d. a ten dollar (\$10.00) deposit in the form of a certified cheque or money order payable to the Students' Union;
  - e. a statement, signed by either the Vice President (Operations and Finance), the President or the General Students' Union;
  - f. a statement, signed by the proposed nominee identifying the name under which he/she wishes to appear on the ballot.

**Restrictions on nominators**

11. No member shall act as a nominator for more nominees than there are Students' Council seats allocated to his/her faculty by the Students' Council Bylaw.

**Consequence of contravention**

12. Where a member contravenes Section 1, all of that member's nominations shall be declared null and void.

**Acceptance of nominations**

13. Where a member submits valid nomination papers, as set out in Sections 10 through 12, prior to the nomination deadline, as set out in Section 7, that member's nomination shall be accepted by the C.R.O. within seventy-two (72) hours of the nomination deadline.

**Insufficient nominations received**

14. Where the number of nominations received from members in a given faculty is less than the number of Students' Council seats allocated to that faculty in the Students' Council Bylaw, the C.R.O. shall extend the nomination deadline for members in those faculties by up to three (3) days.

**Candidates meeting**

15. The C.R.O. shall hold a candidates meeting on following the nomination deadline but prior to the commencement of campaign activities.

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**Mandatory attendance**

16. All candidates shall attend the candidates meeting in its entirety.

**Consequence of contravention**

17. Where a candidate contravenes Section 16, that candidate shall be disqualified.

**Exemptions to mandatory attendance**

18. The C.R.O. may, at his/her discretion, grant exemptions to Section 17, but shall so do only where:

- a. the candidate requesting the exemption does so only in writing at least forty-eight (48) hours prior to the commencement of the candidates meeting; or
- b. the candidate requesting the exemption informs and provides satisfactory evidence to the C.R.O. of an emergency for which no notice could be given.

**Content of candidates meeting**

19. At the candidates 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. conduct a random draw to determine the order of appearance of candidates' names on the ballot for each faculty;
- c. determine and announce which candidates are joke candidates as set out in Section 2 (o);
- d. where two (2) or more candidates from the same faculty have asked to appear on the ballot under names that are identical or so similar as to be practically indistinguishable, determine and announce under what names each of the two (2) or more candidates shall appear on the ballot; and
- e. take attendance for the purpose of verifying compliance with Section 16.

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**PROPOSED**

2200(7)

**Requirement to report keys**

20. All candidates shall, within twenty-four (24) hours of the nomination deadline, report to the C.R.O. any keys, cards, and other means of access to any building or room on the University of Alberta Campus.

**C.R.O. Shall Confiscate Relevant Keys**

21. The C.R.O. shall confiscate, until the commencement of voting, any keys, cards, and other means of access to any building or room on the University of Alberta Campus where:

- (a) the key, card, or other means of access in question would provide an unfair advantage to the candidate; and
- (b) the candidate is not academically, occupationally, or otherwise required to retain the key, card, or other means of access in question for the duration of the Campaign.

**Consequence of Contravention**

22. Where a candidate contravenes Section 20, he/she shall be disqualified.

**Prohibition on Pre-Campaigning**

23. No candidate shall, between the nomination deadline and the commencement of campaign activities, perform any campaign activity.

**Formation of Slates**

24. Candidates wishing to run as slate shall notify the C.R.O. in writing of their desire within twenty-four (24) hours of the nomination deadline.

**Restrictions on Slate Name**

25. Candidates providing written notification to the C.R.O. as set out in Section 24 shall include a slate name, which may not be the same as or a reasonable derivation of the name of any registered federal or provincial party.

**C.R.O. Shall Authorize Slate Formation**

26. Where candidates requesting to run as a slate are in compliance with Sections 24 and 25, the C.R.O. shall grant their request.

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**PROPOSED**

2200(8)

**Joke  
Candidates may  
Submit New  
Name**

27. Where a candidate has been designated as a joke candidate as set out in Section 19 (c), that candidate may provide to the C.R.O. a new signed statement indicating the name under which he/she wishes to appear on the ballot, provided that this is done prior to the commencement of campaign activities.

**Joke Candidate  
Designation  
Shall be  
Reversed**

28. Where a candidate who has been designated a joke candidate exercises his/her right, as set out in Section 27, 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 shall be reversed.

**Candidates with  
Same or  
Similar Names**

29. Where two (2) or more candidates or slates in the same faculty submit names that are either identical or so similar as to be effectively indistinguishable, the C.R.O. shall determine and announce within thirty-six (36) hours of the nomination deadline what name each of the two (2) or more candidates or slates shall use.

**C.R.O. Shall  
List Candidates**

30. Within thirty-six (36) hours of the nomination deadline, the C.R.O. shall post the legal name of each of the candidate, the name under which each candidate will appear on the ballot, the name of each slate, and abbreviation of each slate as it will appear on the ballot, and shall publish the same in the next available issue of the Official Student Newspaper.

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**Requirements  
of Candidates**

31. Each candidate and slate 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 engaging in campaign activities on his/her/its behalf is in compliance with all bylaws, rules, regulations, and orders; and
  - (c) report any contravention of a bylaw, rule, regulation, or order to the C.R.O. immediately.

**No Use of Non-  
Universal  
Resources**

32. No candidate or slate shall make use of any resource that is not:
- (a) available to all candidates and slates;
  - (b) general volunteer labour or expertise; or
  - (c) accounted for as part of that candidate or slate's campaign expenses.

**No Joint Use of  
Resources**

33. No two (2) or more candidates shall jointly use any resources, including tables, posters, banners, and budgets but excluding volunteers.
34. No two (2) or more slates shall jointly use any resources, including tables, posters, banners, and budgets but excluding volunteers.
35. No candidate shall jointly use any resources, including posters, banners, and budgets, but excluding tables and volunteers, with any slate, regardless of whether or not that candidate is a member of that slate.

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36. No candidate shall jointly use tables with any slate of which he/she is not a member.

**Freedom  
Members**

37. Any member with the exceptions of the C.R.O. and the D.R.O.s shall be free to act as a volunteer for or endorse multiple candidates.

**Restrictions on  
Campaign  
Activities**

38. No candidate shall 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.

**Requirement  
for Forums**

39. No candidate shall participate in any forum unless each candidate in his/her faculty has received equal notification of the forum and will be afforded an equal chance to speak at it.

**C.R.O. Must  
Approve  
Materials**

40. All campaign materials shall be approved in form, content, and cost by the C.R.O. before they may be used in campaign activities.

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**Requirements to Request Approval of Materials**

41. Candidates and slates 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 estimate; and
  - (b) the complete contents of the proposed campaign material, including text, images, and layout.

**C.R.O. Must Respond**

42. The C.R.O. shall provide in confidence a written approval or refusal of campaign materials within twelve (12) working hours of receiving a request as set out in Section 41.

**Forbidden Materials**

43. The C.R.O. shall not approve campaign materials that:
- (a) have more than a nominal value when distributed;
  - (b) cannot be removed at the end of the Campaign;
  - (c) are likely to permanently damage or alter property;
  - (d) are libelous, slanderous, racist, sexist, homophobic, or otherwise defamatory;
  - (e) are factually incorrect or patently misleading; or
  - (f) violate any federal or provincial statute or regulation.

**Consequence of Contravention**

44. Where a candidate or slate contravenes Section 43, the offending campaign materials shall be destroyed and the C.R.O. may assess an additional penalty to that candidate or slate, as set out in Section 127.

**Restrictions on Banners**

45. No candidate or slate shall have more than one (1) banner on display in any given building at any given time.

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**PROPOSED**

2200(12)

46. No candidate or slate shall have more than five (5) banners on display at any given time.
- Consequence of Contravention** 47. Where a candidate or slate contravenes Section 45 or Section 46, the offending banners shall be destroyed and the C.R.O. may assess an additional penalty to that candidate or slate, as set out in Section 127.
- Restrictions on Posters** 48. No candidate or slate shall have more than sixteen (16) posters on display in any given building at any given time.
- Restriction on Placement** 49. No poster shall be displayed in such a way as to obscure another candidate or slate's campaign materials.
- Consequence of Contravention** 50. Where a candidate or slate contravenes Section 48 or Section 49, the offending posters shall be destroyed, and the C.R.O. may assess an additional penalty to that candidate or slate, as set out in Section 127.
- Only C.R.O. May Authorize Destruction** 51. No candidate or slate shall damage or destroy any other candidate or slate's campaign materials unless specifically authorized to do so by the C.R.O. or that candidate or slate.
- Materials Must Be Removed** 52. All campaign materials shall be removed by 2100 on the day before the commencement of voting.
- Designated Printers** 53. All printed campaign materials shall be purchased at official list price costs from one (1) or more of the printing companies designated by the C.R.O.

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**Minimum Designated Printers**

54. The C.R.O. shall designate at least five (5) printing companies from which candidates may purchase materials to be in compliance with Section 53.

**Exemption**

55. Where a candidate demonstrates that a desired campaign material could not be produced by any of the five (5) or more printers designated by the C.R.O. as set out in Section 54, the C.R.O. may grant a limited exemption from Section 53 to that candidate.

**Must use S.U. Businesses Where Possible**

56. Where campaign materials can be produced by any Students' Union operated business, candidates shall purchase those campaign materials from that business.

**Consequence of Contraventions**

57. Where a candidate contravenes Section 53 or Section 56, the offending campaign materials shall be destroyed, and the C.R.O. may assess and additional penalty to that candidate, as set out in Section 127.

**Campaign Expense Limits (Individuals)**

58. No candidate shall accrue more than twenty-five dollars (\$25.00), plus five dollars (\$5.00) for every one thousand (1,000) students in his/her faculty beyond three thousand (3,000) in campaign expenses, all of which shall be paid by the Students' Union.

**Campaign Expense Limits (Slates)**

59. No slate shall accrue more than thirty dollars (\$30.00), plus five dollars (\$5.00) for every one thousand (1,000) students in its faculty beyond three thousand (3,000) in campaign expenses, all of which shall be paid by the Students' Union.

**Campaign Expense Limits (Members of Slates)**

60. No candidate running as part of a slate shall accrue more than fifteen dollars (\$15.00) in campaign expenses, all of which shall be paid by the Students' Union.

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**Expense Limits  
Shall be  
Prorated**

61. Where the number of students in a faculty beyond three thousand (3,000) is not a multiple of one thousand (1,000), the amount of money in excess of the base amount, as set out in Sections 58 through 60, shall be prorated and rounded to the nearest cent.

**Allowance for  
Recycled  
Materials**

62. Where a candidate or slate chooses to print campaign materials on recycled paper containing one hundred per cent (100%) post consumer content, and where that candidate or slate 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 58 through 61.

**Responsibility  
for Record  
Keeping**

63. Each candidate and slate shall keep an up to date and accurate account of all campaign expenses he/she/it incurs, and shall be responsible to the C.R.O. for all such campaign expenses.

**Requirement to  
Submit Records**

64. Each candidate and slate shall submit to the C.R.O. the record, as set out in Section 63, prior to twenty-four (24) working hours prior to the commencement of voting.

**Deadline for  
Incurring  
Expenses**

65. No candidate or slate shall incur any campaign expense within twenty-four (24) working hours of the commencement of voting, except where that campaign expense has been reported in the record submitted to the C.R.O. as set out in Section 64.

**Candidates  
Shall be  
Assessed Fair  
Market Value**

66. Where a product or service has been provided to a candidate or slate for no consideration or for consideration that is less than the official list price of the service provider, that candidate shall be considered to have incurred a campaign expense equal to the fair market value of that product or service, as determined by the C.R.O.

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2200(15)

**Reverse Does  
Not Apply**

67. Where a candidate or slate receives a product or service for consideration that is greater than the fair market value of that product of service, then that candidate or slate shall be considered to have incurred a campaign expense equal to the actual consideration.

**Valueless Items**

68. For the purposes of Section 66, general labour and any expertise had by a significant portion of the population, including, but not limited to, poster design and web page design and programming, shall be considered to have a fair market value of zero.

**C.R.O. Shall  
Determine  
Market Value**

69. The fair market value shall be determined by the C.R.O. using the price that any other candidate or slate would have to pay for a comparable product or service as a guideline.

**Advance  
Assessment of  
Market Value**

70. Candidates and slates shall have the right, but not the obligation, to receive an assessment of a product or service's fair market value in advance.

**Procedure for  
Advance  
Assessment**

71. A candidate or slate 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 product or service, along with contact information for same; and
- (c) the candidate or slate's estimation of the product or service's fair market value, and a rationale for same.

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**PROPOSED**

2200(16)

**C.R.O. Must Respond**

72. Where a complete request, as set out in Section 71, has been submitted to the C.R.O., the C.R.O. shall respond with a decision within twelve (12) working hours.

**C.R.O. Must Post Record**

73. The C.R.O. shall review all campaign expense records, and shall post summaries of same more than twelve (12) working hours prior to the commencement of voting.

**C.R.O. Shall Disqualify Violators**

74. Where the C.R.O. determines that a candidate or slate has exceeded or falsified its campaign expense limit, that candidate or slate shall be disqualified, and notice of this shall be posted with the campaign expense records, and communicated directly to the candidate or slate in question.

**D.I.E. Board Must Meet**

75. The D.I.E. Board shall convene a meeting less than twelve (12) working hours prior to the commencement of voting for the purposes of hearing and ruling on all appeals of the C.R.O.'s rulings.

**Limitation on Appeal Times**

76. 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 commencement of voting.

**D.I.E. Board Must Rule**

77. The D.I.E. Board shall, at the meeting set out in Section 75, either:  
(a) rule on all appeals; or  
(b) order a delay to the Election.

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**PROPOSED**

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**All Members  
Save C.R.O.  
Have the Right  
to Vote**

78. Each member shall be entitled to cast one (1) ballot, except the C.R.O. who shall be entitled to cast a ballot only under the circumstances set out in Section 91.

**Multiple Ballots**

79. Where a member is found to have cast more than one (1) ballot, all of that member's ballots shall be considered spoiled.

**Ballots will List  
Candidates**

80. Ballots shall list each candidate followed by the voting selection "None of the Above."

**"None of the  
Above" Counts**

81. For the purposes of Sections 82 through 95, "None of the Above" shall be considered a candidate.

**Preferential  
Balloting**

82. Balloting shall be conducted by preferential balloting, in which each voter shall rank his/her choices using natural numbers with one (1) representing the first choice and increasing numbers representing less desirable choices.

**Victors Require  
a Majority**

83. A candidate shall require a majority of voters to indicate him/her as their first choice in order to be elected.

**Freedom of  
Voters**

84. Voters shall be entitled to mark as few as zero candidates or as many as all of them.

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**Spoiled Ballots**

85. A voter's ballot shall be considered spoiled where:
- (a) that voter has indicated the same number for more than one (1) candidate;
  - (b) that voter has not included the number one (1) next to any candidate;
  - (c) that voter has indicated more than one (1) number next to any given candidate; or
  - (d) that voter has used non-consecutive numbers.

**Second and Subsequent Counts**

86. Notwithstanding Section 85, where a voter's intention is clear that voter's ballot shall be counted.

**Adjustment for Eliminated Candidates**

87. In the event that no candidate receives a majority of first place votes, the candidate with the fewest first place votes shall be eliminated.
88. Any voter who has indicated an eliminated candidate with a number shall have the candidate marked with the next lowest number following the number by which the eliminated candidate has been indicated take the place of the eliminated candidate, and so on, in such a way that all candidates indicated by that voter as less desirable than the eliminated candidate are registered as being one (1) step more desirable than originally indicated.

**Ballots with No First Place Selection**

89. Where a ballot is left with no first place vote, that ballot shall be considered spoiled.

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**Primary  
Provision for a  
Tie**

90. Where all remaining candidates have an equal number of first place votes, or where the remaining candidate with the fewest first place votes is tied with another remaining candidate, the candidate that had the fewest first place votes on the first count in which a differential existed shall be eliminated.

**Secondary  
Provision for a  
Tie**

91. Where all remaining candidates have an equal number of first place votes, or where the remaining candidate with the fewest first place votes is tied with another remaining candidate, where this tie has existed on every count, and where the candidates are running in the same faculty in which the C.R.O. is registered, then the C.R.O. shall cast a ballot.

**Tertiary  
Provision for a  
Tie**

92. Where all remaining candidates have an equal number of first place votes, or where the remaining candidate with the fewest first place votes is tied with another remaining candidate, and where this tie has existed on every count, the candidate to be eliminated shall be selected from those candidates with the fewest first place votes by a random or quasi-random method.

**Requirement to  
Win**

93. The process set out in Sections 87 through 92 shall continue until such time as a candidate receives a majority of first place votes, at which point that candidate shall be declared victorious and removed from the ballot.

**Number of  
Candidates to  
be Elected**

94. The process set out in Sections 87 through 93 shall continue for each faculty until such time as the number of candidates declared victorious is equal to the number of Council seats allocated to that faculty by the Students' Council Bylaw.

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**PROPOSED**

2200(20)

**When “None of the Above” Wins**

95. Where “None of the Above” is declared victorious, no further candidates shall be declared victorious, and the C.R.O. shall call a new Election for that faculty.

**C.R.O. Shall Determine Times**

96. Voting shall be conducted at times determined and advertised by the C.R.O>

**D.I.E. Board Must Be Done Ruling**

97. No voting, other than a maximum of one (1) advance poll per faculty, shall be conducted prior to the D.I.E. Board ruling on all appeals covered by Section 76.

**C.R.O. Shall Determine Method(s)**

98. The C.R.O. shall conduct balloting by any means that provide precise, accurate, and confidential results, and may use multiple methods in any combination.

**Minimum of 2 Poll Clerks**

99. At each physical polling station, there shall be at least two (2) poll clerks, hired by the Students’ Union for that purpose, at all times.

**Balloting Shall Cease**

100. Where there are fewer than two (2) poll clerks at any given polling station, polling at that polling station shall cease until such time as there are at least two (2) poll clerks at that polling station.

**Notice to Voters**

101. At each physical polling station, there shall be a notice to voters that shall explain the balloting procedures.

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**Explanation on  
Ballot**

102. On each ballot, there shall be a brief but thorough explanation of the balloting procedures, which shall include, at minimum, the following:
- (a) that “None of the Above” shall be considered a candidate;
  - (b) that voters shall rank each candidate according to their preferences;
  - (c) that the ballot shall be considered spoiled where any of the conditions set out in Section 85 are met; and
  - (d) that voters shall be permitted to rank as many as all or as few as zero candidates.

**C.R.O. Shall  
Provide for  
Secure  
Handling**

103. The C.R.O. shall provide for the secure handling of ballots, and shall ensure that at all times ballots are either under the direct supervision of the C.R.O. or a D.R.O. or are in a locked room or container.

**Limitations to  
Candidates**

104. During voting, candidates shall not encourage members to vote, or engage in campaign activities.

**Candidates  
Must Stay Away**

105. During voting, candidates shall not be permitted within twenty (20) feet of any polling station except to vote themselves.

**Right to  
Scrutineer**

106. Each candidate shall be permitted to have one (1) agent, designated in writing by the candidate, acting as scrutineer and being present at the counting of the ballots.

**Scrutineers  
Must Stay**

107. Scrutineers shall not be permitted to leave the count room or contact any individual outside of the count room until such time as ballot counting is completed or until such time as the C.R.O. declares that they may do so.

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**Requirements  
of the C.R.O.**

108. The C.R.O. or at least one (1) D.R.O. shall:
- (a) supervise the counting of ballots;
  - (b) post final Election results within twenty-four (24) working hours of all complaints and appeals being resolved;
  - (c) notify the Speaker of Students' Council and the President of the Students' Union of the final results, in writing;
  - (d) post unofficial Election results at any time, including during counting;
  - (e) advertise final Election results in the first available edition of the Official Student Newspaper after the posting of final results as set out in Section 108 (b); and
  - (f) store the ballots in a locked room or container for at least two (2) weeks after the last recount has been completed.

**C.R.O. Shall  
Authorize  
Recounts**

109. A request for a recount shall be granted by the C.R.O. where:
- (a) the request is in writing and signed by a member;
  - (b) the request is submitted to the C.R.O. within forty-eight (48) hours of the posting of Election results as set out in Section 108 (b); and
  - (c) the difference between the first place votes of the last victor to be declared and any other candidate on the final count is less than one half (1/2) of one percent (1%) of the total votes cast for that position.

**C.R.O. May  
Initiate Recount**

110. The C.R.O. may initiate a recount independently for any reason.

**C.R.O Shall  
Post Results of  
Recount**

111. The C.R.O. shall post the results of any recount within twenty-four (24) working hours of the recount being completed.

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**Requirements to Receive Deposit**

112. Where a candidate receives, on the first count, a number of first place votes totaling at least fifty percent (50%) of the first place votes received on the first count by the last victor to be declared, that candidate's deposit shall be refunded.

**Forfeiture of Deposit**

113. Where a candidate withdraws from contention more than forty-eight (48) hours after the nomination deadline, that candidate's deposit shall not be refunded.

**No Deposit to Disqualified Candidates**

114. Where a candidate has been disqualified from running for office, that candidate's deposit shall not be refunded.

**Joke Candidate Cannot Win**

115. Where a joke candidate is elected in any faculty, the C.R.O. shall call a new Election for that faculty in which only position(s) won by joke candidate(s) shall be contested.

**New Election Shall Follow this Bylaw**

116. Where another Election is required by virtue of Section 95 or Section 115, the new Election shall be governed by this bylaw with the exception of Sections 4, 6, and 7, which shall not apply.

**Minimum Length of Campaign**

117. The commencement of campaigning for the new Election shall occur a minimum of seven (7) days prior to the commencement of voting as set out in Section 119.

**Minimum Preparation Time**

118. The nomination deadline for the new Election shall occur a minimum of thirteen (13) days prior to the commencement of voting as set out in Section 119.

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**Election Date**

119. The voting for the new Election shall occur on two (2) consecutive weekdays to be determined and announced by the C.R.O. at least twenty-one (21) days in advance.

**Powers of the C.R.O.**

120. 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.

**C.R.O. Shall Prepare Form**

121. The C.R.O. shall prepare and provide a complaint form which shall require complainants to indicate:

- (a) their names and student identification numbers;
- (b) the specific bylaw and section, rule, or regulation that is alleged to have 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.

**C.R.O. Required to Rule**

122. The C.R.O. shall rule on any complaint that was received within twelve (12) working hours of the alleged contravention.

**Complaint to C.R.O.**

123. The original complaint form shall be provided to the C.R.O.

**Copies to Respondents**

124. The C.R.O. shall provide a copy of the complaint form, with the complainant's student identification number blacked out, to each respondent.

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**C.R.O. Must  
Rule within 12  
Working Hours**

125. Where a complaint is received and is found to be complete as set out in Section 121, the C.R.O. shall rule on the complaint within twelve (12) working hours of receiving the complaint.

**C.R.O. Shall  
Post Rulings**

126. 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 120, a summary of reasons fro this finding;
- (d) a listing of all bylaws, rules, and regulations that apply;
- (e) a finding regarding the facts;
- (f) a rule regarding the alleged contravention;
- (g) the penalty assigned, if any;
- (h) the time the ruling was posted; and
- (i) the time limit for appeal.

**Criteria for  
Determining  
Penalty**

127. Where a candidate or volunteer has contravened a bylaw, rule, or regulation, regardless of the cause or 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 and advantage gained; and
- (b) penalizes the candidate who was or whose volunteer was guilty of the contravention.

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**Available Penalties**

128. 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.

**Disqualification**

129. A candidate or slate 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.

130. Where a slate is disqualified, all candidates running as a part of that slate shall also be disqualified.

**C.R.O. May Refer to D.I.E. Board**

131. Where a member is guilty of serious contravention, the C.R.O. may recommend to the D.I.E. Board that further penalties be brought under the Discipline, Interpretation, and Enforcement Board Bylaw.

**Right of Members**

132. Any member shall be entitled to appeal a ruling of the C.R.O. to the D.I.E. Board.

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**Limiting Clause**

133. 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.

**D.I.E Board  
Must Rule**

134. 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.

**No Appeal  
Exists**

135. No appeal shall exist from a ruling of the D.I.E. Board on an appeal of a ruling by the C.R.O.

**C.R.O. May  
Delegate**

136. The C.R.O. may delegate any of his/her responsibilities under Section 15, 18, 19, 21, 26, 28, 42, 43, 62, 66, 69, 72, 73, and/or 108(a) to relevant faculty associations.

**C.R.O.  
Possesses  
Ultimate  
Authority**

137. Notwithstanding Section 136, ultimate authority for all decisions delegated to faculty associations shall rest with the C.R.O.

**Rights of  
Faculty  
Associations**

138. Faculty associations shall have the right to use Election ballots for the purpose of:
- (a) electing such positions as may be required by that faculty associations; and
  - (b) holding plebiscites and referenda.

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**Bylaw 2400**

**A Bylaw Respecting the Plebiscites and Referenda of the Students' Union**

- Short Title** 1. This Bylaw may be referred to as the "Plebiscites and Referenda Bylaw."
- Purpose** 2. a) The purpose of the Plebiscites and Referenda Bylaw is to facilitate the provision of informed democratic decisions for the members of the Students' Union.
- b) Except where otherwise provided for in Plebiscites and Referenda Bylaw, all rules and regulations as presented in Bylaw 2100, the Nominations and Elections Bylaw, will be followed and adhered to.
- c) The applicable rules and regulations, as presented in Bylaw 2100, will still be applicable in the event of a referendum or plebiscite held at a time other than that of a normally scheduled general election.
- Definitions** 3. For the Purposes of this Bylaw:
- a. a member of the Students' Union shall be a full or associate member, as defined in article VIII of the Constitution;
- b. "side" means any group of individuals representing the same position on a referendum or plebiscite question. The name of a side may not include a federally or provincially registered political party name or symbol, or derivation thereof;
- c. "D.I.E." Board means the Discipline, Interpretation, and Enforcement Board;
- d. "campaign" means any planned or organized act by either side of a referendum or plebiscite which is calculated to increase support for either side;
- e. "campaign expense" means any and all expenditures by or on behalf of a registered side involved in a referendum or plebiscite for election advertising, equipment, or other expenditures associated with the campaign;

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- f. “campaign materials” means and poster, pamphlets, newspapers, ribbons, buttons, loud hailers, and banners, and such other materials as are approved by the Chief Returning Officer. All materials mass produced by candidates (photocopies, poster, pamphlets, et cetera) shall bear the name of the printer. Stickers of any kind shall not be used as campaign material and paint shall not be used on anything except posters and banners.
- g. “banner” shall mean any sheet of paper or other material, of a total area between four (4) square feet and two hundred (200) square feet;
- h. “referendum” shall mean an informed democratic decision by the members of the Students’ Union and shall be unconditionally binding upon Students’ Council;
- i. “plebiscite” shall mean an informed democratic decision by the members of the Students’ Union.

**Powers of the  
Chief  
Returning  
Officer**

- 4. a. The Chief Returning Officer of the Students’ Union shall be responsible for ensuring that all referenda and plebiscites are conducted according to the guidelines contained herein.
- b. The Chief Returning Officer shall be the adjudicator of all disputes arising during the course of any campaign, providing such disputes concern the campaign:
- c. The Chief Returning Officer shall provide decisions or interpretations within twelve twenty-four (24) hours of his/her receipt thereof.
- d. The Chief Returning Officer shall have the right to disqualify any side in a referendum or plebiscite, or may disallow any person from participating in a campaign if it proven that the person or side is guilty of deliberate acts which prejudice the democratic process. This may be appealed to the Discipline, Interpretation, and Enforcement (D.I.E.) Board.

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- e. The Chief Returning Officer shall commence proceedings against any person or side before the D.I.E. Board, should that person or side persist in the campaign after being disallowed, in accordance with Section 10. of Bylaw 1200 (Discipline, Interpretation, and Enforcement Board Bylaw).
  - f. The Chief Returning Officer may declare any referendum or plebiscite void according to Section 14. of this Bylaw.
- Calling of Referenda and Plebiscites**
- 5. a. Referenda and Plebiscites may be called in two manners:
    - i. By the receipt of a petition, as specified in Section 6. of this Bylaw, signed by:
      - (1) Two thousand five hundred (2,500) members of the Students' Union demanding a referendum;  
and/or,
      - (2) one thousand (1,000) members of the Students' Union demanding a plebiscite; or
    - ii. Upon direction from Students' Council in the form of a motion. Such a motion shall specify the precise wording to appear on the ballot, and the date(s) upon which the referendum or plebiscite is to be held.
  - b. The Chief Returning Officer shall be responsible, in accordance with this Bylaw, for the proper advertising in the Official Student Newspaper, as well as posting notice(s) outside the Chief Returning Officer's office and the Students' Union Executive offices, that a referendum and/or plebiscite is to be held.
- Petition**
- 6. a. A petition shall contain the signature and student I.D. number of each person signing it.
  - b. The wording of the petition demanding a referendum or plebiscite or numerous referenda or plebiscites shall only have to be clear in intent; such clarity to be determined by the Internal Review Board in consultation with legal counsel as necessary.
- Wording of Question**
- 7. a. Upon submission of a valid petition to either the President of the Students' Union or to the Speaker of the Students' Council or to the Chief Returning Officer, or as directed by Students' Council, the Internal Review Board shall draft the appropriate wording for the question, with legal consultation as required.

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- b. The Internal Review Board shall inform the petitioners of the wording of the question, which may then be appealed to Students' Council.
- c. Such wording shall be approved by Students' Council.

**Registration**

- 8. a. Starting at least two (2) weeks before the nomination day, the Chief Returning Officer will ensure that each edition of the Official Student Newspaper has at least one (1) one-quarter (1/4) page advertisement specifying that a meeting of those interested in registering sides to be held on nomination day.
- b. No less than one (1) week before the nomination day, a meeting of Students' Union members interested in registering each side will be held. At that time, the Chief Returning Officer shall:
  - i. provide registration forms to those present;
  - ii. inform all Students' Union members of the rules governing the campaigns.
- c. If no interested students appear at the meeting of a side, registration forms will be available at the Returning Office.
- d. On the nomination day, each side shall present its registration forms to the Chief Returning Officer. Provided that it contains at least one hundred (100) legitimate signatures of Students' Union members, the side shall be considered registered.
- e. Any member of the Students' Union wishing to join a side may register with the Chief Returning Officer following the specified deadlines. The Chief Returning Officer shall forward the name and phone number of the member to the appropriate campaign manager.
- f. Each side shall provide the Chief Returning Officer with a list of those authorized by the committee to speak on behalf of the committee.

**Campaigning**

- 9. a. Campaigning shall last for eight (8) consecutive days, starting at 1800 Hours on the first Monday, continuing through the next weekend, and ending at 1800 Hours on the Tuesday before voting begins.

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- b. The Chief Returning Officer shall ensure that all election materials are removed from campus by 0730 Hours on the Wednesday that voting begins.
- c. All materials which remain unused shall be given to the Chief Returning Officer after the campaigning ends.
- d. Campaign cleanup shall be in a manner specified by the Chief Returning Officer.
- e. Campaigning does not mean that one does not have the right to talk to people on a one-to-one basis, providing it does not occur within sight or sound of a polling station.
- f. The Students' Union shall not be responsible for:
  - i. any damages resulting from any campaign
  - ii. obtaining permission from the proper authorities for the placement of materials, for speaking in classrooms, or for any matter which requires permission.
- g. All campaign materials must fall within the guidelines established by the Chief Returning Officer and shall be approved by the Chief Returning Officer prior to distribution; such approval to be stamped on a copy given to the person(s) distributing them. Non-approval may be appealed to the D.I.E. Board.
- h. Each campaign shall have at least one (1) campaign manager, who shall register at the same time as any other person. The campaign manager shall be the official agent of the side.
  - i. i. No campaign shall have an office on campus which is not approved by the Chief Returning Officer.
  - ii. If any side of a campaign has already got an office at the University of Alberta, such office may be used for the storage of campaign materials and may be used for any act which pertains to the campaign.
  - iii. The Students' Union shall endeavour to provide storage and office space to at least two (2) sides, unless one or both have space already on campus.

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- j. i. Each side in a referendum shall be eligible to spend one thousand dollars (\$1,000) on materials for and other costs associated with its campaign.
- ii. Each side in a plebiscite shall be eligible to spend five hundred dollars (\$500) on materials for and other costs associated with its campaign.
- iii. These amounts shall be reimbursed to the parties concerned seven (7) days after the voting ends, providing the parties are eligible.
- k. All expenses must be documented and no item may be used until the original documentation is in the hands of the Chief Returning Officer, or in the hands of his/her designee.
- l. All campaign materials must be printed according to a list of approved printers and duplicating services published by the Chief Returning Officer prior to the beginning of registration, and that all printed material shall bear the name of the printer.
- m. All bills and documentation to be accepted must be submitted prior to noon of the first day of voting.
  - i. After this time, no money shall be paid to any person or organization for any reason, unless authorized by Students' Council.
  - ii. The budgets of the sides shall be posted and copies available from the Chief Returning Officer no later than 1800 Hours on the first day of voting.
- n. No campaigning shall occur around, within sight or sound of any polling station.

**Ballots**

- 10. a. Questions shall appear on the ballot in the order that they are received and:
  - i. they shall appear in both English and French;
  - ii. the type shall be legible;
  - iii. each ballot shall be identical to the next;
  - iv. "Yes" and "No" shall appear in this order, with provision made for voters to clearly indicate their choice.

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**Voting**

11. a. Voting by all eligible students will take place on a Wednesday and Thursday of the same week.
- b. Provisions will be made so that evening students may vote on Wednesday evening.
- c. The Chief Returning Officer shall ensure adequate security of all ballots and ballot boxes, whether in person or by arranging such with Campus Security or another appropriate agency.
- d. There shall be at least one (1) advance poll on the second Tuesday, from 0900 Hours to 2100 Hours.

**Scrutineers**

12. Each side is permitted to have one (1) agent present at the counting of ballots, provided that once they have entered the count room, they may not leave the facility until the completion of counting.

**Voiding of Results**

13. If there is found to have been a contravention of this Bylaw or of unfair electioneering practices such that the results of a referendum or plebiscite could not reasonably be deemed to indicate actual preference of the electors, that referendum or plebiscite may be declared void by:
  - a. the Chief Returning Officer summarily; or
  - b. The Discipline, Interpretation, and Enforcement Board upon appeal of the Chief Returning Officer's actions.
  - c. Students' Council shall not have the power to void a valid referendum.

**Discipline**

14. a. Any member(s) of the Students' Union may initiate proceedings before the Chief Returning Officer regarding an alleged infraction of the provisions of this Bylaw, but a complaint and information must be submitted in writing to the Chief Returning Officer prior to the Thursday at 1800 Hours immediately following the voting.
  - i. The Chief Returning Officer shall rule by 2000 Hours on the Thursday.
  - ii. The D.I.E. Board shall be in session to hear any appeals within twenty-four (24) hours.
  - iii. All decisions, whether by the Chief Returning Officer or by the D.I.E. Board shall be posted outside the office of the Chief Returning Officer and outside the Students' Union Executive Offices, and shall be in written form.
- b. During the campaign, any alleged violation of this Bylaw which could void the referendum or plebiscite shall be dealt with within twelve (24) hours by the Chief Returning Officer.
- c. Any action of the Chief Returning Officer may be appealed to the D.I.E. Board in writing within twenty-four (24) hours of said action.
  - i. If such an appeal takes place during the course of a referendum or plebiscite, it shall be heard by the D.I.E. Board within twenty-four (24) hours of receipt of the appeal.

**Appeal**

15. The final appeal shall be to the D.I.E. Board on any action.

**Recounts**

16. A request for a recount shall be granted where:
  - a) the request is in writing and signed by a candidate who is contesting the particular position; and,
  - b) the request is submitted to the C.R.O. within forty-eight (48) hours of the posting of the election results; and,
  - c) the difference between the candidates for any one position is less than one half (1/2) of one percent (1%) of the total votes cast for the position.

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**Report of Results**

17. a) The C.R.O. or at least one (1) designated Deputy Returning Officer shall supervise the ballot counting process, and shall:
  - i. post election results within forty-eight (48) hours of all complaints and appeals having been resolved;
  - ii. seal ballot boxes until all complaints and appeals have been resolved;
  - iii. store the ballots in a locked container or room for a period of at least two (2) weeks after the last recount has been completed.
- b. The Chief Returning Officer shall also submit written notice to the Speaker of Students' Council and the President regarding the results.
- c. The results shall be published in or other written media.

**Repetition of Issue**

18. No more than two (2) valid referenda or plebiscites may be held on the same issue in the same year.

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**Bylaw 2400**

**A Bylaw Respecting the Plebiscites and Referenda of the Students' Union**

**Short Title**      1. This bylaw may be referred to as the "Plebiscites and Referenda Bylaw."

**Definitions**      2. For the purposes of this bylaw:

- (a) a "member" shall be a member of the Students' Union as defined by Article ! of the Students' Union Constitution;
- (b) the "C.R.O." shall be the Chief Returning Officer of the Students' Union, as set out in the Chief Returning Officer and Elections Staff Bylaw;
- (c) a "D.R.O." shall be a Deputy Returning Officer of the Students' Union, as set out in the Chief Returning Officer and Elections Staff Bylaw;
- (d) a "plebiscite" shall be a vote, open to all members except the C.R.O., held on a given question but that is not binding;
- (e) a "referendum" shall be a vote, open to all members except the C.R.O., held on a given question and whose result is legally binding upon the Students' Union;
- (f) a "side" shall be any person or group of people who have their registration as a side accepted under this bylaw;
- (g) a "campaign manager" shall be a person registered part of a side who has been selected by those members of a side to serve as campaign manager for the purposes of this bylaw;
- (h) a "campaign activity" shall be any act, planned or organized on behalf of a particular side, that is calculated to convince members to vote in a given way in a referendum or plebiscite;
- (i) a "volunteer" shall be any person who participates in campaign activities;

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- (j) the “D.I.E. Board” shall be the Discipline, Interpretation, and Enforcement Board of the Students’ Union, as set out in Article XV of the Students’ Union Constitution and in the Discipline, Interpretation, and Enforcement Board Bylaw;
- (k) the “I.R.B.” shall be the Internal Review Board, as set out in the Internal Review Board Bylaw;
- (l) a “campaign expense” shall be any and all expenditures incurred in engaging in campaign activities;
- (m) “campaign materials” shall be any physical or electronic media produced or distributed as part of campaign activities;
- (n) a “banner” shall be any campaign material composed of paper, cloth, or similar material, of a total area of between four (4) square feet and two hundred (200) square feet;
- (o) a “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 plane;
- (p) a “voter” shall be any member who exercises his/her entitlement to vote, as set out in Section 63;
- (q) a “forum” shall be any event planned or organized by any entity other than a side or the Students’ Union at which campaign activities are facilitated;
- (r) the “University” shall be the University of Alberta;
- (s) “working hours” shall be any and all hours occurring between 0900 and 1700, on any Monday, Tuesday, Wednesday, Thursday, or Friday, excepting those hours occurring on statutory holiday; and
- (t) a “general election” shall be the General Election of the Executive Committee and the Undergraduate Board of Governors, as set out in the General Election of the Executive Committee and the Undergraduate Board of Governors Bylaw, or the General Election of Faculty Councilors, as set out in the General Election of Faculty Councilors Bylaw.

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- Mandate** 3. This bylaw shall govern the initiation, organization, and interpretation of any plebiscite or referendum held by the Students' Union.
- Petition May Initiate Plebiscite** 4. Where a petition bearing the names, signatures, and student identification numbers of at least one thousand (1,000) members requesting a plebiscite on a given question is submitted to the C.R.O., then a plebiscite shall be held on that question, provided that the names, signatures, and student identification numbers were all collected within ninety (90) days of submission of the petition.
- Petition May Initiate Referendum** 5. Where a petition bearing the names, signatures, and student identification numbers of at least two thousand five hundred (2,500) members requesting a referendum on a given question is submitted to the C.R.O., then a referendum shall be held on that question, provided that the names, signatures, and student identification numbers were all collected within ninety (90) days of submission of the petition.
- Council May Initiate** 6. Students' Council shall have the authority to call a plebiscite or referendum without a petition.
- Internal Review Board Shall Draft Question** 7. Upon confirmation by the C.R.O. that a valid petition has been received, or upon Students' Council calling a plebiscite or referendum as set out in Section 6, the I.R.B. shall draft a question that:
- (a) fully reflects the spirit of the petition or motion; and
  - (b) if acted upon, would not violate any Students' Union law or any federal or provincial statute or regulation.

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**Students’  
Council Shall  
Ratify Question**

8. The final authority to determine the wording of a plebiscite or referendum question shall rest with Students’ Council, provided that the wording determined adheres to the criteria set out in Section 7.

**Invalid  
Questions**

9. Where any plebiscite or referendum question does not meet the criteria set out in Section 7, the plebiscite or referendum on that question shall not be held.

**C.R.O. Shall  
Determine Date**

10. Where Students’ Council approves a plebiscite or referendum question that meets the criteria set out in Section 7, the C.R.O. shall determine and announce a date on which the plebiscite or referendum on that question shall be held, and shall do so within fourteen (14) days of the plebiscite or referendum question being approved by Students’ Council.

**Constraints  
Due to Date**

11. The plebiscite or referendum shall be held on a date no sooner than fourteen (14) days from the approval of the question by Students’ Council, and no later than one hundred and eighty (180) days from the approval of the question by Students’ Council, or the next general election scheduled to occur more than fourteen (14) days from the approval of the question by Students’ Council, whichever is later.

**C.R.O. Shall  
Publicize  
Question**

12. At least twenty-one (21) days in advance of the plebiscite or referendum, the C.R.O. shall:

- (a) schedule, announce, and advertise in ever available edition of the Official Student Newspaper, a meeting for the registration of sides, such meeting to take place not more than fourteen (14) and not fewer than seven (7) days in advance of the plebiscite or referendum; and
- (b) publish in each available edition of the Official Student Newspaper the wording of the question.

**Two Sides**

13. For each plebiscite or referendum, there shall be:

(a) a “yes” side; and

(b) a “no” side.

**Registration of Sides**

14. Members wishing to register themselves as part of a side shall attend the meeting for registering sides, as set out in Section 12(b).

**Registration Shall be Accepted**

15. Where a member attends the meeting for registering sides, where that member announces his/her intention to register for a side, where that member provides the C.R.O. with his/her name, student identification number, and contact information, and where the C.R.O. is satisfied that that member does not aim to circumvent democracy y registering for that side, that member’s registration shall be accepted.

**Limiting Clause**

16. Section 15 notwithstanding, no member shall register for more than one (1) side for any plebiscite or referendum.

**One Side Only**

17. Section 13 notwithstanding, where there are no members wishing to register for one (1) side in a given plebiscite or referendum, that side shall not exist..

**Sides Shall Select Campaign Manager**

18. Each side shall select, from among the members registered to it, on (1) campaign manager.

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**Content of Meeting**

19. At the meeting for the registration of sides, the C.R.O. shall, at minimum:

- (a) review all relevant bylaws, rules, and regulations, including this bylaw, and respond to questions about same; and
- (b) create a register listing the members registered for each side as well as the campaign manager for each.

**Requirement to Report Keys**

20. All campaign managers shall, within twenty-four (24) hours of the nomination deadline, report to the C.R.O. any keys, cards, and other means of access to any building or room on the University of Alberta Campus.

**C.R.O. Shall Confiscate Relevant Keys**

21. The C.R.O. shall confiscate from a campaign manager, until the commencement of voting, any keys, card, and other means of access to any building or room on the University of Alberta campus where:

- (a) the key, card, or other means of access in question would provide an unfair advantage to the side; and
- (b) the campaign manager is not academically, occupationally, or otherwise required to retain the key, card, or other means of access in question for the duration of the Campaign.

**Consequence of Contravention**

22. Where a campaign manager contravenes Section 20, he/she shall be disqualified.

**Prohibition on Campaigning**

23. No campaign manager or volunteer, between the nomination deadline and the commencement of campaign activities, shall engage in any campaign activity.

**Requirements  
of Campaign  
Managers**

24. Each campaign manager shall act reasonably and in good faith, and specifically shall:
- (a) ensure that each volunteer acting on behalf of his/her side is aware of all bylaws, rules, regulations, and orders;
  - (b) ensure that each volunteer acting on behalf of his/her side is in compliance with all bylaws, rules, regulations, and orders; and
  - (c) report any contravention of a bylaw, rule, regulation, or order to the C.R.O. immediately.

**No Use of Non-  
Universal  
Resources**

25. No side shall make use of any resource that is not:
- (a) available to all sides;
  - (b) general volunteer labour or expertise; or
  - (c) accounted for as part of that side's campaign expenses.

**Restriction on  
Campaign  
Activities**

26. No volunteer shall 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.



**Requirement  
for Forums**

27. No side shall engage in any forum unless each side in its question has received equal notification of the forum and will be afforded an equal chance to speak at it.

**C.R.O. Must  
Approve  
Materials**

28. All campaign materials shall be approved in form, content, and cost by the C.R.O. before they may be used in campaign activities.

**Requirements  
to Request  
Approval of  
Materials**

29. Sides wishing to have campaign materials approved shall provided the C.R.O. with:

- (a) a written estimate of the cost of the proposed campaign material, including the source of that estimate; and
- (b) the complete contents of the proposed campaign material, including text, images, and layout.

**C.R.O. Must  
Respond**

30. The C.R.O. shall provide in confidence a written approval or refusal of campaign materials within twelve (12) working hours of receiving a request as set out in Section 29.

**Forbidden  
Materials**

31. The C.R.O. shall not approve campaign materials that:

- (a) have more than a nominal value when distributed;
- (b) cannot be removed at the end of the Campaign;
- (c) are likely to permanently damage or alter property;
- (d) are libelous, slanderous, racist, sexist, homophobic, or otherwise defamatory;
- (e) are factually incorrect or patently misleading; or
- (f) violate any federal or provincial statute or regulation.

**Consequence of  
Contravention** 32. Where a side contravenes Section 28, the offending campaign materials shall be destroyed and the C.R.O. may assess an additional penalty to that side, as set out in Section 90.

**Restriction on  
Banners** 33. No side shall have more than one (1) banner on display in any given building at any given time.

34. No side shall have more than five (5) banners on display at any given time.

**Consequence of  
Contravention** 35. Where a side contravenes Section 33 or Section 34, the offending banners shall be destroyed and the C.R.O. may assess an additional penalty to that side, as set out in Section 90.

**Restriction on  
Posters** 36. No side shall have more than sixteen (16) posters on display in any given building at any given time.

37. No poster shall be displayed in such a way as to obscure another side's campaign materials.

**Consequence of  
Contravention** 38. Where a side contravenes Section 36 or Section 37, the offending posters shall be destroyed, and the C.R.O. may assess an additional penalty to that side, as set out in Section 90.

**Only C.R.O.  
May Authorize  
Destruction** 39. No volunteer shall damage or destroy another side's campaign materials unless specifically authorized to do so by the campaign manager for that side or the C.R.O.

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**Materials Must Be Removed** 40. All campaign materials shall be removed by 2100 on the day before the commencement of voting.

**Designated Printers** 41. All Printed campaign materials shall be purchased at official list price costs from one (1) or more of the printing companies designated by the C.R.O.

**Minimum Designated Printers** 42. The C.R.O. shall designate at least five (5) printing companies from which sides may purchase materials to be in compliance with Section 41.

**Exemption** 43. Where a side demonstrates that a desired campaign material could not be produced by any of the five (5) or more printers designated by the C.R.O. as set out in Section 54, the C.R.O. may grant a limited exemption from section 41 to that side.

**Must Use S.U. Businesses Where Possible** 44. Where campaign materials can be produced by any Students' Union operated business, sides shall purchase those campaign materials from that business.

**Consequence of Contravention** 45. Where a side contravenes Section 41 or Section 44, the offending campaign materials shall be destroyed, and the C.R.O. may assess an additional penalty to that side, as set out in Section 90.

**Campaign Expense Limit** 46. No side shall accrue more than one thousand dollars (\$1000.00) in campaign expenses, all of which shall be paid by the Students' Union.

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- Allowance for Recycled Materials** 47. Where a side chooses to print campaign materials on recycled paper containing one hundred percent (100%) post consumer content, and where that 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 limit set out in Section 46.
- Responsibility for Record Keeping** 48. Each side shall keep an up to date and accurate account of all campaign expenses it incurs, and its campaign manager shall be responsible to the C.R.O. for all such campaign expenses.
- Requirement to Submit Records** 49. Each side's campaign manager shall submit to the C.R.O. the record, as set out in Section 48, prior to twenty-four (24) working hour prior to the commencement of voting.
- Deadline for Incurring Expenses** 50. No side shall incur any campaign expense within twenty-four (24) working hours of the commencement of voting, except where that campaign expense has been reported in the record submitted to the C.R.O., as set out in Section 49.
- Candidates Shall be Assessed Fair Market Value** 51. Where a product or service has been provided to a side for no consideration or for consideration that is less than the official list price of the product or service provider, that side shall be considered to have incurred a campaign expense equal to the fair market value of the product or service, as determined by the C.R.O.
- Reverse Does Not Apply** 52. Where a side receives a product or service for consideration that is greater than the fair market value of that product or service, then that side shall be considered to have incurred a campaign expense equal to the actual consideration.

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**Valueless Items** 53. For the purposes of Section 51, general labour and any expertise held by a significant portion of the population, including, but not limited to, poster design and web page design and programming, shall be considered to have a fair market value of zero.

**C.R.O. Shall Determine Market Value** 54. The fair market value shall be determined by the C.R.O. using the price that any other side would pay for a comparable product or service as a guideline.

**Advance Assessment of Market Value** 55. Sides shall have the right, but not the obligation, to receive an assessment of a product or service's fair market value in advance.

**Procedure for Advance Assessment** 56. A 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 product or service, along with contact information for same; and
- (c) the side's estimate of the product or service's fair market value, and a rationale for same.

**C.R.O. Must Respond** 57. Where a complete request, as set out in Section 56, has been submitted to the C.R.O., the C.R.O. shall respond with a decision within twelve (12) working hours.

**Where Limits are Exceeded** 58. The C.R.O. shall review all campaign expense records, and shall post summaries of same more than twelve (12) working hours prior to the commencement of voting.

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59. Where the C.R.O. determines that a side has exceeded or falsified its campaign expense limit:
- (a) the campaign manager for that side shall be disqualified.
  - (b) that side shall be prohibited from engaging in any further campaign activities;
  - (c) he/she may recommend to the D.I.E. Board that further action be taken against that side's campaign manager, members, and/or volunteers; and
  - (d) all of the above shall be communicated to that side's campaign manager.

**D.I.E. Board  
Must Meet**

60. The D.I.E. Board shall convene a meeting less than twelve (12) working hours prior to the commencement of voting for the purposes of hearing and ruling on all appeals of the C.R.O.'s rulings.

**Limitation on  
Appeal Times**

61. All appeals of the C.R.O.'s rulings, with the exception of those arising out of voting and results, shall be heard and ruled upon by the D.I.E. Board prior to the commencement of voting.

**D.I.E. Board  
Must Rule**

62. The D.I.E. Board shall, at the meeting set out in Section 60, either:
- (a) rule on all appeals; or
  - (b) order a delay to the referendum of plebiscite.

**All member  
save C.R.O.  
May Vote**

63. Each member shall be entitled to cast one (1) ballot, except the C.R.O. who shall be entitled to cast a ballot only in the event of a tie, as set out in Section 68.

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**Multiple Ballots** 64. Where a member is found to have cast more than one (1) ballot, all of that member's ballots shall be considered spoiled.

**Ballots will Have Both Options** 65. Ballots shall list each side "yes" followed by "no" for each referendum or plebiscite question.

**Overriding Principle** 66. Where a voter's intention is clear, that voter's ballot shall be counted.

**Victorious Side** 67. The side that receives the grater number of votes shall be declared victorious.

**Provision for a Tie** 68. Where both sides receive an equal number of votes, the C.R.O. shall cast a ballot.

**C.R.O. Shall Determine Times** 69. Voting shall be conducted at times determined and advertised by the C.R.O.

**D.I.E. Board Must be Done Ruling** 70. No voting, other than a maximum of one (1) advance poll, shall be conducted prior to the D.I.E. Board ruling on all appeals covered by Section 61.

**Minimum of 2 Poll Clerks** 71. At each physical polling station, there shall be at least two (2) poll clerks, hired by the Students' Union for that purpose, at all times.

**Balloting Shall Cease** 72. Where there are fewer than two (2) poll clerks at any given polling station at any given time, polling at that polling station shall cease until such time as there are at least two (2) poll clerks at that polling station.

**Notice to Voters** 73. At each polling station, there shall be a notice to voters that shall explaining the balloting procedures.

**C.R.O. Shall Provide for Secure Handling** 74. The C.R.O. shall provide for the secure handling of ballots, and shall ensure that at all times ballots are either under the direct supervision of the C.R.O. or a D.R.O. or are in a locked room or container.

**Limitations on Partisan Members** 75. During voting, campaign managers, members of sides, and volunteers shall not engage in campaign activities.

**Right to Scrutineer** 76. Each side shall be permitted to have one (1) agent, designated in writing by the campaign manager, acting as scrutineer and being present at the counting of the ballots.

77. Scrutineers shall not be permitted to leave the count room or contact any individual outside of the count room until such time as ballot counting is completed or until such time as the C.R.O. declares that they may do so.



**Requirements  
of the C.R.O.**

78. The C.R.O. or at least one (1) D.R.O. shall:

- (a) supervise the counting of ballots;
- (b) post final referendum or plebiscite results within twenty-four (24) working hours of all complaints and appeals being resolved;
- (c) notify the Speaker of Students' Council and the President of the Students' Union, in writing, of the final results;
- (d) post unofficial referendum or plebiscite results at any time, including during counting;
- (e) advertise final referendum or plebiscite results in the first available edition of the Official Student Newspaper after the posting of the final results as set out in Section 78 (b); and
- (f) store the ballots in a locked room or container for at least two (2) weeks after the last recount has been completed.

**C.R.O. Shall  
Authorize  
Recount**

79. A request for a recount shall be granted by the C.R.O. where:

- (a) the request is in writing and signed by a member;
- (b) the request is submitted to the C.R.O. within forty-eight (48) hours of the posting of referendum or plebiscite results as set out in Section 78 (b); and
- (c) the difference between the number of votes obtained by each side is less than one half (1/2) of one percent (1%) of the total votes cast in that referendum or plebiscite.

**C.R.O. May  
Initiate Recount**

80. The C.R.O. may initiate a recount independently for any reason.

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**C.R.O. Shall  
Post Results of  
Recount**

81. The C.R.O. shall post the results of any recount within twenty-four (24) working hours of the recount being completed.

**Powers of the  
C.R.O.**

82. The C.R.O. shall be empowered to investigate and rule upon every contravention of this bylaw or any other bylaw, rule, or regulation of any bylaw related to the referendum or plebiscite.

**C.R.O. Shall  
Prepare Form**

83. The C.R.O. shall prepare and provide a complaint form which shall require complainants to indicate:

- (a) their names and student identification numbers;
- (b) the specific bylaw and section, rule, or regulation that is alleged to have been contravened;
- (c) the specific individual or group that is alleged to be in contravention;
- (d) the specific facts that constitute the alleged contravention; and
- (e) the evidence for these facts.

**C.R.O.  
Required to  
Rule**

84. The C.R.O. shall rule on any complaint that was received within twelve (12) working hours of the alleged contravention.

**Complaint to  
C.R.O.**

85. The original complaint form shall be provided to the C.R.O.

**Copies to  
Respondents**

86. The C.R.O. shall provide a copy of the complaint form, with the complainant's student identification number blacked out, to each respondent.

**C.R.O. Must  
Rule Within 12  
Working Hours**

87. Where a complaint is received and is found to be complete as set out in Section 83, the C.R.O. shall rule on the complaint within twelve (12) working hours of receiving the complaint.

**C.R.O. Shall  
Post Rulings**

88. 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 82, a summary of 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.

**Criteria for  
Determining  
Penalty**

89. Where a campaign manager or volunteer has contravened a bylaw, rule, or regulation, regardless of the cause or the intent of the parties involved, and where that contravention has provided an unfair advantage to a side, the C.R.O. shall assign a penalty that fully counter-balances any advantage gained.

**Available Penalties**

90. Penalties available to the C.R.O. shall include:

- (a) a fine, to be counted against the side'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 campaign manager.

**Advantages that cannot be fully Counterbalanced**

91. 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 90, the C.R.O. shall cancel the referendum or plebiscite.

92. 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 90, 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 Discipline, Interpretation, and Enforcement Board Bylaw.

**Disqualified Campaign Managers**

93. Where a side's campaign manager is disqualified, that side shall select a new campaign manager.

**Right of Members**

94. Any member shall be entitled to appeal a ruling of the C.R.O. to the D.I.E. Board.

**Limiting Clause** 95. 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.

**D.I.E. Board Must Rule** 96. 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.

**No Appeal Exists** 97. No appeal shall exist from a ruling of the D.I.E. Board on an appeal of a ruling by the C.R.O.

**Limit to Frequency** 98. No more than two (2) valid referenda, plebiscites, or combination thereof may be held on any one issue within one (1) calendar year.

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**Bylaw 2500**

**A Bylaw Respecting the Chief Returning Officer and Elections Staff of the Students' Union**

- |  |  |
|--|--|
| <b>Short Title</b>                                     | 1. This Bylaw may be referred to as the “Chief Returning Officer and Elections Staff Bylaw”.   |
| <b>Selection</b>                                       | 2. a. The Chief Returning Officer will be appointed in accordance with Bylaw 5400.<br><br>b. Two (2) Deputy Returning Officers will be appointed by Students’ Council upon the recommendation of an ad hoc committee, which will be struck by the Chief Returning Officer.<br><br>c. The ad hoc Deputy Returning Officer Selection Committee will be comprised of:<br>i. the Chief Returning Officer, as Chair;<br>ii. two(2) Discipline, Interpretation and Enforcement Board members |
| <b>Terms of Office</b>                                 | 3. The Chief Returning Officer will serve from May 1 to April 30 of the year following their appointment.  |
| <b>Qualifications</b>                                  | 4. a. Any applicant for Chief Returning Officer must be bondable, and comply with Elections Canada and Elections Alberta eligibility criteria.<br><br>b. The Chief Returning Officer and the Deputy Returning Officers shall be members of the Students’ Union as defined in Article VIII.   |
| <b>Responsibilities of the Chief Returning Officer</b> | 5. The responsibilities of the Chief Returning Officer include:<br><br>a. overseeing all electoral logistics, including:<br>i. running elections as per Bylaw 2100;<br>ii. running referenda as per Bylaw 2400;<br>iii. assigning duties to the Deputy Returning Officer(s);   |

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- iv. organizing polls during elections/referenda, including appointing adequate poll staff and situating polls at appropriate locations across campus, and advertising the poll locations;
  - v. overseeing the physical count of the ballots during elections/referenda;
  - vi. reporting the result of an election/referendum to the appropriate parties;
  - vii. provide a list of classroom schedules to candidates.
  - viii. enforcing budgetary regulations as stipulated in Bylaw 2100;
  - ix. ruling on all appeals of Faculty Association Deputy Returning Officer decisions;
- b. subject to the provisions of this Bylaw, the Chief Returning Officer will be responsible for the performance of those duties normally required of a Chief Returning Officer, including the enactment and posting of such regulations as may be necessary for any situation not dealt with by this Bylaw or Bylaws 2100, 2200 and 2400;
- c. being available to all parties during elections/referenda for a minimum of four (4) hours a day, between Monday to Friday, from the first working day after nominations close until the last day of voting. These hours are to be posted in advance.
- d. i. acting as the arbitrator in any dispute which may arise during the course of an election/referendum. If the rules as set down by the Chief Returning Officer are not followed the CRO may rectify the violation and/or assign reasonable penalties. Penalties may include the disqualification of any candidates, or the voiding of the election/referendum;
- ii. The candidates involved in a dispute may appeal the decision by listing charges against the Chief Returning Officer at the Discipline, Interpretation and Enforcement (D.I.E.) Board. Such charges will be laid within twenty-four (24) hours of the Chief Returning Officer's ruling. In the event that charges are laid, the ballots will not be tallied until the charges have been dealt with;
- e. ensuring that a cost effective and accurate ballot counting process is in place;

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- f. submitting to Students' Council, prior to 30 April, a final report of activities and recommendations;
- g. submitting to Students' Council a quarterly report of activities;
- h. organizing a minimum of one (1) forum to be held during the week of campaigning, including:
  - i. making arrangements with General Faculties Council to ensure cancellation of classes for at least one forum;
  - ii. adequately advertising the time and date of the forum in the previous two (2) issues of the Official Student Newspaper;
  - iii. ensuring a safe and fair election forum by providing security;
- i. providing a training session for the Faculty Association Deputy Returning Officers at least four (4) weeks prior to the close of the Faculty Association's nominations.
- j. The Chief Returning Officer will not concurrently hold a position on Students' Council, or any of its standing boards, committees, or any other paid position with the Students' Union.
- k. A Chief Returning Officer of the Students' Union may be suspended or dismissed from their position by a two-thirds (2/3) majority vote of Students' Council, passed at two (2) consecutive meetings held not less than one (1) week apart.
- l. The Chief Returning Officer is directly responsible to the President of the Students' Union.

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**Responsibilities of  
the Deputy  
Returning Officers**

6. The responsibilities of the Deputy Returning Officers include:
  - a. carrying out the duties assigned to them by the Chief Returning Officer.
  - b. assisting the Chief Returning Officer in the completion of their duties.
  - c. being available to all parties during elections/referenda for a minimum of four (4) hours a day , between Monday to Friday, from the first working day after nominations close until the last day of voting. These hours are to be posted in advance.
  - d. The Deputy Returning Officers will not be responsible for making rulings during elections.
  - e. The Deputy Returning Officers will not concurrently hold a position on Students' Council, or any of its standing boards, committees, or any other paid position with the Students' Union.
  - f. The Deputy Returning Officers are directly responsible to the Chief Returning Officer.

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**Bylaw 2500**

**A Bylaw Respecting the Chief Returning Officer and Elections Staff of the Students' Union**

- Short Title**            1.    This Bylaw may be referred to as the “Chief Returning Officer and Elections Staff Bylaw”.
- Definitions**            2.    For the purposes of this bylaw:
- (a) the “Nominating Committee” shall mean the Nominating Committee of the Students’ Union, as set out in the Nominating Committee Bylaw;
  - (b) the “D.I.E. Board” shall be the Discipline, Interpretation, and Enforcement Board, as set out in the Discipline, Interpretation, and Enforcement Board Bylaw; and
  - (c) a “member” shall be a member of the Students’ Union, as defined by Article I of the Students’ Union Constitution;
- Mandate**                3.    This bylaw shall govern the selection, hiring, duties, and dismissal of the Chief Returning Officer and elections staff.
- Composition**            4.    The elections staff shall consist of:
- (a) the Chief Returning Officer; and
  - (b) one (1) or more Deputy Returning Officers, at the discretion of the Chief Returning Officer and as permitted by budgeted availability of funds.
- Hiring**                    5.    The Chief Returning Officer shall be appointed by Students’ Council after the Nominating Committee issues a recommendation.

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**PROPOSED**

2500 (2)

6. The Deputy Returning Officers shall be appointed by Students' Council after a recommendation is issued by a committee composed of:
  - (a) the Chief Returning Officer, as chair, voting only in the event of a tie; and
  - (b) two (2) members of the D.I.E. Board

**Eligibility  
Requirements**

7. The Chief Returning Officer and Deputy Returning Officers shall be required to remain members for the Fall and Winter academic terms of their term in office and shall not concurrently hold any position of Students' Council or any of its boards and committees, the D.I.E. Board, or the Students' Union's paid staff.

**Terms of Office**

8. The Chief Returning Officer shall serve from April 30 to the following May 1.
9. The Deputy Returning Officer shall serve from April 30 to the following May 1.

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**Duties of the  
C.R.O.**

10. The duties of the Chief Returning Officer shall include:
  - (a) overseeing the implementation of the Nominations of the Executive Committee and the Undergraduate Board of Governors Representative Bylaw, the Nominations and Election of Students' Union Faculty Councilors Bylaw, and the Referenda and Plebiscites Bylaw;
  - (b) such duties as may be required of the Chief Returning Officer under the Nominations and Election of the Executive Committee and the Undergraduate Board of Governors Representative Bylaw, the Nominations and Elections of Students' Union Faculty Councilors Bylaw, and the Referenda and Plebiscites Bylaw; and
  - (c) the submission to Students' Council of a written report of activities and recommendations prior to April 30.

**Duties of the  
D.R.O.'s**

11. The duties of the Deputy Returning Officers shall include:
  - (a) such duties as may be required of the Deputy Returning Officers under the Nominations and Elections of the Executive Committee and the Undergraduate Board of Governors Representative Bylaw, the Nominations and Elections of Students' Union Faculty Councilors Bylaw, and the Referenda and Plebiscites Bylaw; and
  - (b) such assistance as may be required by the Chief Returning Officer in the discharge of his/her duties, as set out in Section 10.

**Reporting and  
Dismissal**

12. The Chief Returning Officer shall report directly to Students' Council, and shall be dismissed only by a two thirds (2/3) majority vote of Students' Council on two consecutive meetings, to be held not less than one (1) week apart.

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13. The Deputy Returning Officers shall report directly to the Chief Returning Officer, and shall be dismissed only by a simple majority of Students' Council.

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**CURRENT**

**Bylaw 6400**

**A Bylaw Respecting the Refugee Student Board of the Students' Union**

- Short Title**
1. This Bylaw may be referred to as the "Refugee Student Board Bylaw".
  2. Throughout this Bylaw:
    - a. "WUSC" shall mean World University Service of Canada;
    - b. "Board" shall mean the Refugee Student Board.
- Start-up**
3. a. The Refugee Student Board shall be appointed before 31 May of each year.
  - b. At the Changeover Meeting of Students' Council, the Incoming Chair shall announce the date of the first meeting, and it shall be the responsibility of the members at the first meeting to establish the dates of subsequent meetings.
- Mandate**
4. The purpose of this Board is to administer the fund established by Students' Union referendum of 17 and 18 March, 1988 for the purpose of supporting refugee students on the University of Alberta campus through the WUSC Student Refugee Program.

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**Conduct of Business**

9. The Board shall:
  - a. be responsible for all financial decisions regarding the Board;
  - b. ratify the selection of student refugees made by the University of Alberta WUSC Student Refugee Support Committee;
  - c. submit a report detailing funds disbursed at the next Students' Council meeting immediately following such disbursement of funds;
  - d. submit a copy of Minutes of each Board meeting to Students' Council;
  - e. collect and submit to the Vice-President External copies of Minutes of the WUSC Student Refugee Support Committee meetings;
  - f. submit a preliminary and final budget to the Vice-President Finance & Administration to be ratified by Students' Council.

**Meetings**

10. a. The Board shall meet at least once each semester, at the call of the Chair.
  - b. Notice of meetings shall be placed by the Secretary in the the Official Student Newspaper at least one (1) week prior to a meeting being held.

**Dismissal**

11. Any member of the Board may be dismissed by a two-thirds (2/3) majority vote at two (2) consecutive meetings of Students' Council.

**Final Report**

12. The Chair shall submit, prior to 30 April, a written final report of the Board's activities and recommendations for the year.



**PROPOSED**

**Bylaw 6400**

**A Bylaw Respecting the Refugee Student Sponsorship Board Refugee Student Board of the Students' Union**

- Short Title**
1. This Bylaw may be referred to as the "Refugee Student Sponsorship Board Refugee Student Board Bylaw".
  2. Throughout this Bylaw:
    - a. "WUSC" shall mean World University Service of Canada;
    - b. "Board" shall mean the Refugee Students Sponsorship Board Refugee Student Board.
    - c. "Committee" shall mean the World University Service of Canada Refugee Student Sponsorship Committee.
    - d. "University" shall mean the University of Alberta.
- Start-up**
3. a. The Refugee Student Board shall be appointed before 31 May of each year.
  - b. At the Changeover Meeting of Students' Council, the Vice President (Students Life) ~~Incoming Chair~~ shall announce the date of the first meeting, at which the Chair of the Board shall be selected, and it shall be the responsibility of the Chair members at the first meeting to establish the dates of subsequent meetings.
- Mandate**
4. a. ~~The purpose of this~~ This Board shall is facilitate the transition of University enrolled WUSC students and make recommendations to the Student Life Board. ~~to administer the fund established by Students' Union referendum of 17 and 18 March, 1988 for the purpose of supporting refugee students on the University of Alberta campus through the WUSC Student Refugee Program.~~
  - b. The Board will only sponsor 4 refugee students at one time. These refugee students must be registered and attending the University and shall submit their Class Timetable Notice to The Chair of the Board at the first meeting.

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- Composition**
5. The Board shall consist of:
- a. the Vice President (Student Life)~~Vice-President External~~ of the Students' Union;
  - b. one (1) student Councilor ~~Councillor~~, selected by Students' Council;
  - c. one (1) representative of the University of Alberta administration, selected by the administration;
  - d. the Refugee Sponsorship Coordinator from the Committee ~~one (1) Executive member of the University of Alberta — WUSC Student — Refugee Support Committee~~, selected by ~~the WUSC Student Refugee Support Committee~~;
  - e. one (1) member of the Committee, selected by the Committee; ~~one (1) student-at-large member of the WUSC Student Refugee Support Committee, selected by the WUSC Student Refugee Support Committee~~;
  - f. one (1) student-at-large member ~~one (1) member of the WUSC Edmonton Athabasca Local Committee~~, selected by the ~~WUSC Edmonton Athabasca Local Committee~~;
  - g. one (1) student-at-large member.
- Chair**
6. a. The Chair and Secretary shall each be selected by the Board at the first meeting of each year.
- b. The Chair shall be a non-voting member of the Board and only vote in the even of a tie.
- Quorum**
7. Quorum for each meeting shall consist of the Chair and at least three (3) additional members of the Board. ~~five (5) members being present.~~

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**Finances**

8. a. Funds for refugee sponsorship shall be collected pursuant to Article VIII, Section 3 of the Constitution. Funds for the Board shall be raised by means of an annual fee to each Students' Union member of Fifty (\$0.50) Cents.
- b. The Committee shall be allotted 3% of the total fund for various administrative duties throughout the year. Any surplus in a given year, shall be carried over into the next fiscal year.
- c. The Board shall have 2% of the dedicated fee forwarded to the WUSC Contingency Fund.
- d. During their 4 year tenure, each WUSC student shall receive the total amount collected by referenda during their first year of sponsorship, minus the various costs associated with 8b and 8c. Specifically, this amount shall be disbursed as follows (rounded to the nearest dollar):
- Year 1: 66% of total fund, from which the student shall receive 6.5%/month for the first 6 months and 4.5%/month for the last six months.
- Year 2: 16% of total fund,
- Year 3: 7% of total fund,
- Year 4: 6% of total fund.
- e. Where a WUSC student requires more than the amount allotted in d., or require a different payment scheme, this shall be taken to the Student Life Board for ratification upon the recommendation of the Board. If approved this amount shall be deducted from the WUSC Contingency Fund. The Student Life Board shall submit a report detailing funds dispersed at the next Students' Council meeting immediately following such disbursement of funds.

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**Conduct of Business**

9. The Board shall:
- a. ~~be responsible for all financial decisions regarding the Board;~~
  - ab. ratify the selection of student refugees made by the University of Alberta WUSC Refugee Student Sponsorship Committee ~~WUSC Student Refugee Support Committee;~~
  - c. ~~submit a report detailing funds disbursed at the next Students' Council meeting immediately following such disbursement of funds;~~
  - d. ~~submit a copy of Minutes of each Board meeting to Students' Council;~~
  - be. collect and submit to the Vice President (Student Life), the Minutes of the WUSC Refugee Student Sponsorship Committee meetings; ~~Vice-President External copies of Minutes of the WUSC Student Refugee Support Committee meetings;~~
  - cf. submit a ~~preliminary and~~ final budget to the Financial Affairs Board no later than 31<sup>st</sup> July of the following year; ~~Vice-President Finance & Administration to be ratified by Students' Council.~~
  - d. Only subsidize WUSC students for four (4) academic years.

**Meetings**

10. a. The Board shall meet ~~at least once each semester,~~ at the call of the Chair, and at least once per Fall and Winter Term only.
- b. The Secretary shall contact all Board members at least one week prior to the meeting being held. ~~Notice of meetings shall be placed by the Secretary in the the Official Student Newspaper at least one (1) week prior to a meeting being held.~~

**Dismissal**

11. a. Any member of the Board, except the Vice-President (Student Life) and the Students' Union Councilor, may be dismissed by a two-thirds (2/3) majority vote at two (2) consecutive meetings of the Refugee Student Sponsorship Board. ~~Students' Council.~~
- b. In the Event that a WUSC student is no longer able to continue their studies, future payments shall be forfeited back to the WUSC account.

**Final Report**

12. The Chair shall submit, prior to 30 April, a written final report to Students' Council detailing ~~of~~ the Board's activities and recommendations for the year.

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**PROPOSED**

6400 (5)

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May 7/01  
May 31/88

## CURRENT

### Bylaw 6550

#### A Bylaw Respecting the Alberta Public Interest Research Group

- Short Title** 1. This Bylaw may be referred to as the “Alberta Public Interest Research Group” Bylaw.
- Definitions** 2. Throughout this Bylaw, “APIRG” will mean the Alberta Public Interest Research Group.
3. A student will be defined as an undergraduate student of the University of Alberta.
- Mandate** 4. This bylaw exists to manage the disbursement of a levy approved by the members of the University of Alberta Students’ Union on March 7 and 8 2001 in a binding referendum, which was held in accordance with the bylaws and constitution of the Students’ Union and is collected under the authority granted to the Students’ Union in the Universities Act.
5. The question approved in the referendum was:  
*Do you support the establishment of an Alberta Public Interest Research Group (APIRG) that will:  
Allow students to work on public policy issues through student-directed research, education and action initiatives;  
Operate a fund approximately \$125,000.00 per year, subject to the following conditions:  
An increase in Students’ Union Fees (Article VIII s.3 of the Constitution) of \$2.50 per Full-Time Student and \$1.25 per Part-Time Student for each of the Fall and Winter Terms;  
Students who do not support APIRG shall be able to opt out and obtain a full refund of the dedicated fee.*  
The results of this referendum question will be binding on the Students’ Union as per Article V s.2 of the Students’ Union Constitution.
6. This levy will be collected in accordance with Article VIII, Section 3, Subsection j “Pursuant to a Referendum passed on March 7 and 8 2001, the sum of \$2.50 per Full-time Student and \$1.25 per Part-time Student for each of the Fall and Winter terms will be allocated to the APIRG Fund.”
7. These amounts are to be indexed in accordance with Article VIII, Section 4a of the Students’ Union Constitution.

**Composition**

8. The APIRG Board will be composed of:
  - a) nine (9) undergraduate students, directly elected from and by the undergraduate students of the University of Alberta;
  - b) one Students' Union Councilor, as selected by Students' Council.
  - c) One Member of the Executive Committee, as selected by the Executive Committee.

**Conduct of Business**

9. The APIRG organizational and operations structure will be laid out in the APIRG Constitution, Bylaws as approved by and forwarded to Students' Council for information. This document shall include provisions for:
  - a) Meetings of the APIRG Board
  - b) Notice of APIRG Board meetings
  - c) Quorum at APIRG Board meetings
  - d) Officer selection
  - e) Officer duties
  - f) Proxy
  - g) Dismissal of APIRG Board members
10. The APIRG Board holds office from 1 May to 30 April.
11. APIRG will provide for an opt-out mechanism such that students who have paid dedicated fees through the Students' Union to APIRG and wish to have them refunded may do so.

**Powers and Responsibilities**

12. The APIRG will use the funds allocated to it by the Students' Union in order to allow students to work on public policy issues through student-directed research, education, and action initiatives in accordance with this Bylaw. The funds allocated to APIRG by the Students' Union will be allocated on a case by case basis by the APIRG Board in accordance with the APIRG Granting Policy, Article 13 and 14 of this bylaw and the APIRG Constitution, Bylaws and Operating Policy. The APIRG Board will:
  - a) grant funds to selected applicants that meet granting criteria as set out in this bylaw;
  - b) organize and advertise the opt-out;
  - c) develop and advertise the application procedure for APIRG grants;
  - d) develop and follow an appeals procedure for decisions of the APIRG Board;
  - e) develop procedures for handling conflicts of interest;
  - f) recommend changes in this Bylaw and Student' Union policies as needed to Students' Council.
13. The Students' Union will:
  - a) collect the levy for each of the Fall and Winter terms;
  - b) provide funds to students who opt out for each of the Fall and Winter terms;
  - c) deduct administrative expenses agreed upon by APIRG in a Memorandum of Understanding;
  - d) provide APIRG with the remaining levy funds.
  - e) provide for the funds accounting;
  - f) ensure an annual audit is performed



**Granting Policy  
of the APIRG  
Board**

14. The APIRG will develop the criteria of the granting policy. The Board will only disburse levy funds for purposes set out in its referendum question and in accordance with this policy. This policy shall include:
  - a) criteria for applications
  - b) deadlines
  - c) procedures for assessment of applications
15. The Board may decline to disburse levy funds:
  - a) if the Board does not receive enough applications for funding to disperse all the funds under its authority;
  - b) if the Board determines that the applications for funding received do not fall under the mandate of the Board;
  - c) if the Board determines that the applications for funding received do not meet the application criteria;
  - d) if the Board determines that the applicants for funding received do not serve the public interest.

**Accounting**

16. In order to ensure that the Students' Union can reasonably exercise its fiscal and fiduciary duties the following accounting and reporting structure will apply to the APIRG:
  - a) APIRG will maintain financial records in accordance with generally accepted accounting principles, this will include, but not be limited to, having all financial records audited on an annual basis by either the Students' Union auditor or an auditor approved by Students' Council;
17. By July 31 of each year, APIRG will report to the Financial Affairs Board on:
  - a) its anticipated and actual financial position from the previous year as well as its audit;
  - b) its anticipated Twelve Month Plan and budget for the next year;
  - c) the details of its opt-out mechanism;
  - d) any other items specified by the Financial Affairs Board.
18. APIRG will report its financial position since its previous report by the last day of July, September, December and April of each year.
19. Any expenditures of the levy not budgeted for in the APIRG annual budget (Article 16 b) ) will be reported to the Students' Union prior to making these expenditures. These non-budgeted expenditures will follow the approval processes outlined in Operating Policy 7.04.
20. The APIRG will operate in accordance with the following values:
  - a) accountability to students;
  - b) education of all members of the APIRG Board by including them, wherever possible, in the administration of the APIRG;
  - c) fair and equitable treatment of all students, and all applicants;
  - d) procedural fairness and consistency;
  - e) impartiality and rigor in the policies developed;
  - f) respect for the rule of law.



# PROPOSED

## Bylaw 6550

### A Bylaw Respecting the Alberta Public Interest Research Group

- Short Title** 1. This Bylaw may be referred to as the “Alberta Public Interest Research Group” Bylaw.
- Definitions** 2. For the purposes of this bylaw: Throughout this Bylaw, “APIRG” will mean the Alberta Public Interest Research Group.
- (a) the “A.P.I.R.G.” shall be the Alberta Public Interest Research Group, a society duly incorporated under the laws of the Province of Alberta;
- (b) the “F.A.B.” shall be the Financial Affairs Board of the Students’ Union;
- (c) a “member” shall be a member of the Students’ Union as set out in Article I of the Students’ Union Constitution;
- (d) the “University” shall be the University of Alberta;
- (e) the “Board” shall be the board of directors of the A.P.I.R.G.; and
- (f) the “Fund” shall be the A.P.I.R.G. Fund.
3. ~~A student will be defined as an undergraduate student of the University of Alberta.~~
- Mandate** 3. This bylaw shall manage the disbursement of the Fund, as set out in Article VIII of the Students’ Union Constitution and by a referendum carried March 7 and 8 2001, the wording of which was “Do you support the establishment of an Alberta Public Interest Research Group (APIRG) that will: allow students to work on public policy issues through student-directed research, education and action initiatives; operate a fund approximately \$125,000 per year, subject to the following conditions: an increase in Students’ Union fees (Article VIII s. 3 of the Constitution) of \$2.50 per Full-Time Student and \$1.25 per Part-Time Student for each of the Fall and Winter Terms; Students who do not support APIRG shall be able to opt out and obtain a full refund of the dedicated fee. The results of this referendum will be binding on the Students’ Union as per Article V s. 2 of the Students’ Union Constitution.”

4. The Students' Union shall disburse the Fund to the A.P.I.R.G. where:
- (a) the Board's voting membership is composed entirely of members;
  - (b) the A.P.I.R.G.'s bylaws allow for the appointment, by the Students' Union, of one (1) voting member of Students' Council to the Board as a voting member;
  - (c) the A.P.I.R.G.'s bylaws allow for the appointment, by the Students' Union, of one (1) voting member of the Executive Committee of the Students' Union to the Board as a non-voting member;
  - (d) the A.P.I.R.G. has, during the preceding year, had its books audited by a professional accountant;
  - (e) the A.P.I.R.G. has developed, advertised, and implemented a procedure to allow members to be refunded the portion of their fees dedicated to the Fund;
  - (f) the A.P.I.R.G. has spent the funds disbursed to it during the preceding year in a fashion consistent with the question posed in the referendum, as set out in Section 3, and is projecting to do the same with the funds disbursed to it during the coming year; and
  - (g) the A.P.I.R.G. has developed and implemented policies on:
    - i. granting funds to members to allow them to work on research, education, and action initiatives;
    - ii. an appeals process for members pursuant to i;
    - iii. dealing with conflicts of interest; and
    - iv. ensuring proper expenditure of the funds granted as set out in i.
- ~~4. This bylaw exists to manage the disbursement of a levy approved by the members of the University of Alberta Students' Union on March 7 and 8 2001 in a binding referendum, which was held in accordance with the bylaws and constitution of the Students' Union and is collected under the authority granted to the Students' Union in the Universities Act.~~

5. The F.A.B. shall annually determine whether or not the conditions set out in Section 4 have been met and shall forward this determination to Students' Council.
- ~~5. The question approved in the referendum was: \_\_\_\_\_ Do you support the establishment of an Alberta Public Interest Research Group (APIRG) that will: \_\_\_\_\_ Allow students to work on public policy issues through student-directed research, education and action initiatives; Operate a fund approximately \$125,000.00 per year, subject to the following conditions: \_\_\_\_\_ An increase in Students' Union Fees (Article VIII s.3 of the Constitution) of \$2.50 per Full-Time Student and \$1.25 per Part-Time Student for each of the Fall and Winter Terms; \_\_\_\_\_ Students who do not support APIRG shall be able to opt out and obtain a full refund of the dedicated fee. \_\_\_\_\_ The results of this referendum question will be binding on the Students' Union as per Article V s.2 of the Students' Union Constitution.~~
6. Where the F.A.B. determines that the conditions set out in Section 4 have been met, the portion of the Fund in the possession of the Students' Union shall be disbursed to the A.P.I.R.G. within one week of the meeting of Students' Council immediately following the meeting of the F.A.B. at which the determination was made, and subsequent disbursements for that year shall be made within one (1) week of receipt of each portion of the Fund by the Students' Union from the University.
- ~~6. This levy will be collected in accordance with Article VIII, Section 3, Subsection j "Pursuant to a Referendum passed on March 7 and 8 2001, the sum of \$2.50 per Full-time Student and \$1.25 per Part-time Student for each of the Fall and Winter terms will be allocated to the APIRG Fund."~~
7. Where the F.A.B. determines that the conditions set out in Section 4 have not been met, the Fund shall not be disbursed to the A.P.I.R.G. until such time as conditions are met.
- ~~7. These amounts are to be indexed in accordance with Article VIII, Section 4a of the Students' Union Constitution.~~

**Composition**

8. Where the F.A.B. determines that it has insufficient information to determine whether or not the conditions set out in Section 4 have been met, the Fund shall not be disbursed to the A.P.I.R.G. until such time as the F.A.B. feels that it has sufficient information, whereupon it shall re-evaluate whether or not the conditions set out in Section 4 have been met.

~~8.—The APIRG Board will be composed of:~~

- ~~a) nine (9) undergraduate students, directly elected from and by the undergraduate students of the University of Alberta;~~
- ~~b) one Students' Union Councilor, as selected by Students' Council.~~
- ~~c) One Member of the Executive Committee, as selected by the Executive Committee.~~

**Conduct of Business**

9. Students' Council shall be empowered to overturn any decision made by the F.A.B. pursuant to Section 5, but shall do so only where the F.A.B. was incorrect in finding whether or not the conditions set out in Section 4 have been met.

~~9.—The APIRG organizational and operations structure will be laid out in the APIRG Constitution, Bylaws as approved by and forwarded to Students' Council for information. This document shall include provisions for:~~

- ~~a) Meetings of the APIRG Board~~
- ~~b) Notice of APIRG Board meetings~~
- ~~c) Quorum at APIRG Board meetings~~
- ~~d) Officer selection~~
- ~~e) Officer duties~~
- ~~f) Proxy~~
- ~~g) Dismissal of APIRG Board members~~

- ~~10. The APIRG Board holds office from 1 May to 30 April.~~
- ~~11. APIRG will provide for an opt-out mechanism such that students who have paid dedicated fees through the Students' Union to APIRG and wish to have them refunded may do so.~~

**Powers and Responsibilities**

- ~~(g) The APIRG will use the funds allocated to it by the Students' Union in order to allow students to work on public policy issues through student-directed research, education, and action initiatives in accordance with this Bylaw. The funds allocated to APIRG by the Students' Union will be allocated on a case by case basis by the APIRG Board in accordance with the APIRG Granting Policy, Article 13 and 14 of this bylaw and the APIRG Constitution, Bylaws and Operating Policy. The APIRG Board will:~~
- ~~a) grant funds to selected applicants that meet granting criteria as set out in this bylaw;~~
  - ~~b) organize and advertise the opt-out;~~
  - ~~c) develop and advertise the application procedure for APIRG grants;~~
  - ~~d) develop and follow an appeals procedure for decisions of the APIRG Board;~~
  - ~~e) develop procedures for handling conflicts of interest;~~
  - ~~f) recommend changes in this Bylaw and Student' Union policies as needed to Students' Council.~~
- ~~(h) The Students' Union will:~~
- ~~a) collect the levy for each of the Fall and Winter terms;~~
  - ~~b) provide funds to students who opt out for each of the Fall and Winter terms;~~
  - ~~c) deduct administrative expenses agreed upon by APIRG in a Memorandum of Understanding;~~
  - ~~d) provide APIRG with the remaining levy funds.~~
  - ~~e) provide for the funds accounting;~~
  - ~~f) ensure an annual audit is performed~~



**Granting Policy  
of the APIRG  
Board**

~~(i) The APIRG will develop the criteria of the granting policy. The Board will only disburse levy funds for purposes set out in its referendum question and in accordance with this policy. This policy shall include:~~

~~a) criteria for applications~~

~~b) deadlines~~

~~c) procedures for assessment of applications~~

~~(j) The Board may decline to disburse levy funds:~~

~~a) if the Board does not receive enough applications for funding to disperse all the funds under its authority;~~

~~b) if the Board determines that the applications for funding received do not fall under the mandate of the Board;~~

~~c) if the Board determines that the applications for funding received do not meet the application criteria;~~

~~d) if the Board determines that the applicants for funding received do not serve the public interest.~~

**Accounting**

~~(k)~~ In order to ensure that the Students' Union can reasonably exercise its fiscal and fiduciary duties the following accounting and reporting structure will apply to the APIRG:

~~a)~~ APIRG will maintain financial records in accordance with generally accepted accounting principles, this will include, but not be limited to, having all financial records audited on an annual basis by either the Students' Union auditor or an auditor approved by Students' Council;

~~(l)~~ By July 31 of each year, APIRG will report to the Financial Affairs Board on:

~~a)~~ its anticipated and actual financial position from the previous year as well as its audit;

~~b)~~ its anticipated Twelve Month Plan and budget for the next year;

~~c)~~ the details of its opt-out mechanism;

~~d)~~ any other items specified by the Financial Affairs Board.

~~(m)~~ APIRG will report its financial position since its previous report by the last day of July, September, December and April of each year.

~~(n)~~ Any expenditures of the levy not budgeted for in the APIRG annual budget (Article 16 b) ) will be reported to the Students' Union prior to making these expenditures. These non-budgeted expenditures will follow the approval processes outlined in Operating Policy 7.04.

~~(e) The APIRG will operate in accordance with the following values:~~

~~a) accountability to students;~~

~~b) education of all members of the APIRG Board by including them, wherever possible, in the administration of the APIRG;~~

~~c) fair and equitable treatment of all students, and all applicants;~~

~~d) procedural fairness and consistency;~~

~~e) impartiality and rigor in the policies developed;~~

~~f) respect for the rule of law.~~

**CURRENT**

**Bylaw 7200**

**A Bylaw Respecting the Students' Union Orientation**

- |                            |  |
|----------------------------|--|
| <b>Short Title</b>         | 1. This Bylaw may be referred to as the "Orientation Bylaw."   |
| <b>Mandate</b>             | 2. The Orientation Coordinator will:<br><ul style="list-style-type: none"><li>a. Design and implement an orientation program for new students to the University of Alberta; and,</li><li>b. Ensure that new students are receiving a thorough and extensive welcome to the University of Alberta, through universal orientation.</li></ul>   |
| <b>Term of Office</b>      | 3. <ul style="list-style-type: none"><li>a. The term of office for the Orientation Coordinator will be for a period of thirteen (13) months commencing September 1 and concluding September 30 of the following year</li><li>b. The incoming Coordinator will be given a thorough orientation to the position and the Students' Union, and where possible will transition with the outgoing Coordinator. This transition will occur in the month of September.</li></ul> |
| <b>Conduct of Business</b> | 4. <ul style="list-style-type: none"><li>a. Throughout their term of office, the Coordinator will hold a minimum of forty (40) hours per week in office time.</li><li>b. The Orientation Coordinator will report to the Vice President Student Life.</li></ul>   |

May 7/01  
Nov 14/96

**Selection of Coordinator**

5. a. The selection committee for the Orientation Coordinator will consist of the following:
  - i. The President of the Students' Union, as Chair;
  - ii. The Vice President Student Life;
  - iii. One (1) member of Students' Council;
  - iv. One (1) student at large member; and,
  - v. One (1) Orientation Leader
- b. Quorum for this committee will be three (3) voting members.

**Duties of the Coordinator**

6. a. Working with other Students' Union departments and the relevant departments of the University in designing and implementing an Orientation Program to commence in September;
- b. Working closely with the Students' Union Entertainment and Programming Department and the Vice-President Student Life to coordinate the activities of the Orientation Program and Week of Welcome;
- c. Working with the Manager of Marketing and Information to solicit sponsorship for the Orientation Program;
- d. Working with the Office of the Registrar and Faculty Offices to inform incoming students about the Orientation Program;
- e. The overall administration of the Orientation Program;
- f. Management of all orientation staff and volunteers, including recruiting, training, supervising, and where necessary, conflict management and dismissal;
- g. The preparation and administration of preliminary, final, and project budgets, in accordance with Bylaw 3100 (Conduct of Business). This includes abiding by the approved budget guidelines and explaining variance reports;

- h. Long range planning for the Program;
- i. The ongoing assessment, analysis, and development of the Orientation Program activities, structures, and objectives;
- j. Maintaining the Transition Manual and orienting the incoming Coordinator;
- k. Cooperation with other Students' Union and University offices;
- l. The preparation of reports to Students' Council, in accordance with Bylaw 7000 (Students Services);
- m. Preparing a final report and recommendations regarding the improvement of the Orientation Program;
- n. Other duties as outlined in the employment contract, and as may be specified from time to time by the Executive Committee and Students' Council.

## PROPOSED

### **Bylaw 7200**

#### **A Bylaw Respecting the Students' Union Orientation**

- Short Title** 1. This Bylaw may be referred to as the "Orientation Bylaw."
- Mandate** 2. Orientation will provide new students with all the tools they will require to integrate successfully into the University of Alberta Community.
2. ~~The Orientation Coordinator will:~~
- a. ~~Design and implement an orientation program for new students to the University of Alberta; and,~~
  - b. ~~Ensure that new students are receiving a thorough and extensive welcome to the University of Alberta, through universal orientation.~~
- Selection of the Orientation Manager** 3. The selection Committee for the Orientation Manager will consist of the following:
- a. the Director of New Student Programs;
  - b. the Manager of Student Services from the Students' Union;
  - c. The Vice President (Student Life) from the Students' Union;
  - d. The Personnel Manager from the Students' Union.

- Term of Office**
4. The Orientation Manager position shall be subject to the following conditions:
    - a. The Orientation Manager will hold office for a period of one year with the possibility of renewing the contract annually for a maximum of three years;
    - b. If the Orientation Manager has not held the position for three years they must declare their intent to either renew their contract or provide notice by 1<sup>st</sup> August.
  - ~~3. a. The term of office for the Orientation Coordinator will be for a period of thirteen (13) months commencing September 1 and concluding September 30 of the following year~~
    - ~~b. The incoming Coordinator will be given a thorough orientation to the position and the Students' Union, and where possible will transition with the outgoing Coordinator. This transition will occur in the month of September.~~

- Conduct of Business**
- ~~4. a. Throughout their term of office, the Coordinator will hold a minimum of forty (40) hours per week in office time.~~
  - ~~b. The Orientation Coordinator will report to the Vice President Student Life.~~

- Selection of Coordinator**
- ~~5. a. The selection committee for the Orientation Coordinator will consist of the following:~~
    - ~~i. The President of the Students' Union, as Chair;~~
    - ~~ii. The Vice President Student Life;~~
    - ~~iii. One (1) member of Students' Council;~~
    - ~~iv. One (1) student at large member; and,~~
    - ~~v. One (1) Orientation Leader~~
  - ~~b. Quorum for this committee will be three (3) voting members.~~



**Duties of the  
Coordinator**

5. The Orientation Manager shall be responsible for:
  - a. The operations of Students' Union transition programs that fall under the banner of the Student Development Centre;
  - a. The development and implementation of departmental budgets;
  - b. The promotion of programs and other initiatives under the banner of the Student Development Centre;
  - d. Other job-related duties as outlined by the Director of New Student Programs.
- ~~6. a. Working with other Students' Union departments and the relevant departments of the University in designing and implementing an Orientation Program to commence in September;~~
- ~~b. Working closely with the Students' Union Entertainment and Programming Department and the Vice-President Student Life to coordinate the activities of the Orientation Program and Week of Welcome;~~
- ~~e. Working with the Manager of Marketing and Information to solicit sponsorship for the Orientation Program;~~
- ~~d. Working with the Office of the Registrar and Faculty Offices to inform incoming students about the Orientation Program;~~
- ~~e. The overall administration of the Orientation Program;~~
- ~~f. Management of all orientation staff and volunteers, including recruiting, training, supervising, and where necessary, conflict management and dismissal;~~
- ~~g. The preparation and administration of preliminary, final, and project budgets, in accordance with Bylaw 3100 (Conduct of Business). This includes abiding by the approved budget guidelines and explaining variance reports;~~

- ~~h.—Long range planning for the Program;~~
- ~~i.—The ongoing assessment, analysis, and development of the Orientation Program activities, structures, and objectives;~~
- ~~j.—Maintaining the Transition Manual and orienting the incoming Coordinator;~~
- ~~k.—Cooperation with other Students' Union and University offices;~~
- ~~l.—The preparation of reports to Students' Council, in accordance with Bylaw 7000 (Students Services);~~
- ~~m.—Preparing a final report and recommendations regarding the improvement of the Orientation Program;~~
- ~~n.—Other duties as outlined in the employment contract, and as may be specified from time to time by the Executive Committee and Students' Council.~~

## PROPOSED

### Bylaw Number 7550 A Bylaw Respecting the Students' Union Student Development Centre

#### Short Title

1. This Bylaw may be referred to as the "Student Development Centre Bylaw"

#### Mandate

2. The Student Development Centre is committed to the belief that a student's growth and academic experience are enhanced when special attention and support are provided, ultimately leading to improved student retention. With this in mind, the mission of the Student Development Centre is to provide communication, services, programs, and resources which promote:
  - a. Continuity from recruitment through sophomore retention;
  - b. Connection to University of Alberta opportunities;
  - c. Student growth and development;
  - d. Student satisfaction.

#### Administration of Student Development Centre

3. The Student Development Centre shall be administered by the Director of New Student Programs

#### Duties of the Director of New Student Programs

4. The Director of New Student Programs shall be responsible for:
  - a. The operation of transition programs and other initiatives that fall under the banner of the Student Development Centre;
  - b. The development and implementation of departmental budgets;
  - c. Other job-related duties as outlined by the General Manager or designee

# THE STUDENTS' UNION OF THE UNIVERSITY OF ALBERTA

## POLITICAL POLICY STATEMENT

<i>Policy Number:</i>	<i>Effective Date:</i>	<i>Page</i> 1 <i>of</i> 1
	<i>Expiration Date:</i>	
<i>Responsibility for Policy:</i>	<b>Student Life Board</b>	
<i>Subject Matter</i>	- <i>Category:</i>	<b>POLITICAL POLICY (GENERAL)</b>
	- <i>Specific:</i>	<b><u>Faculty Week</u></b>
	- <i>Topic:</i>	

MOVED THAT Students' Council adopt the following as political policy:

As Faculty Weeks promote a sense of pride and camaraderie amongst students and form one thread of a continuing relationship between students and the University community; and

given that Faculty Weeks weave a closer connection between past and current students; and

given that Faculty Weeks constitute a valuable, venerable, and rare tradition at the University of Alberta;

Students' Council **states** its continued support for Faculty Weeks as a safe and inclusive means of promoting faculties, within the faculty, within the campus community, and throughout the broader community;

Students' Council **states** its desire for positive involvement by staff and alumni in assisting Faculty Associations and other relevant groups when organizing Faculty Weeks; and

Students' Council **affirms** its continued support for Faculty Weeks and **aids** these faculties with these endeavors by providing the necessary resources where practical and with the caveat that these faculties follow all relevant guidelines and legal protocols.

### Policy History:

	<b>Reference/Vote</b>	<b>Board/Committee</b>	<b>Date of Council Approval</b>
Created		Student Life Board	

## **CURRENT**

# ***THE STUDENTS' UNION OF THE UNIVERSITY OF ALBERTA***

## **OPERATING POLICY STATEMENT**

<i>Policy Number:</i>	<b>11.07</b>	<i>Effective Date:</i>	<b>February 7, 1995</b>	<i>Page</i>	<b>1</b>	<i>of</i>	<b>2</b>
<i>Responsibility for Policy:</i>	<b>Executive Committee</b>						
<i>Subject Matter</i>	-	<i>Category:</i>	<b>OPERATING POLICY (GENERAL)</b>				
	-	<i>Specific:</i>	<b>SPACE</b>				
	-	<i>Topic:</i>	<b>Advertising in the Students' Union Building</b>				

### **Introduction:**

The Students' Union recognizes the need to control the amount and type of advertising in the Building, so as to keep it looking neat and tasteful. As well, due to the fact that the Building is part-owned by the University, certain regulations apply as outlined in the Master Lease Agreement. However, control of advertising in the common areas is under the jurisdiction of the Students' Union.

### **Policy:**

- 11.07.1 Posters must be approved, by way of a rubber stamp indicating such approval and the date on which such approval expires, by Information Services before being posted in the Students' Union Building.
- 11.07.2 Information Services shall approve:
- a) Any poster put out by the Students' Union, including any of its businesses and services;
  - b) Any poster put out by a registered Student Group, provided that any such poster includes the name and/or logo of said group;
  - c) Any poster advertising an event to take place on the University of Alberta campus, provided that the name and/or logo of the event's organizer is included on the poster;
  - d) Any poster put out by the University of Alberta or any department thereof, provided that any such poster includes the name and/or logo of the University or of the department of the University;
  - e) Any poster put out by any group receiving a dedicated fee from the Students' Union, provided that any such poster include the name and or/logo of the group is included on the poster.
- 11.07.3 Information Services shall not approve:
- a) Any poster that does not meet the criteria outlined in Section 11.07.02;
  - b) Regardless of Section 11.07.02, any poster with any dimension greater than twenty-eight (28) inches or with a surface area greater than six hundred and sixteen (616) square inches;
  - c) Regardless of Section 11.07.02, any poster bearing the name and/or logo of any person or group who is suspended from posting in the Students' Union Building under Section 11.07.11;
  - d) Regardless of Section 11.07.02, any poster advertising an event whose revenues go to a for-profit corporation.
  - e) Regardless of Section 11.07.02, any poster containing material that is sexist, racist, homophobic, or otherwise defamatory.

- 11.07.4 Any poster not approved by Information Services may be approved by the Vice President (Operations and Finance).
- 11.07.5 Any poster not approved by Information Services or the Vice President (Operations and Finance) may be approved by the Executive Committee.
- 11.07.6 All posters shall be confined to those facilities specifically designated for that purpose.
- 11.07.7 Only tacks shall be used to affix posters.
- 11.07.8 No single poster may occupy more than one quarter (25%) of the area on a single bulletin board.
- 11.07.9 No more than one (1) poster posted by any one organization or to advertise any one event may be posted on any bulletin board.
- 11.07.10 Posters may be re-arranged on the same bulletin board in order to accommodate a new poster, however in no case may any remove or obscure any portion of duly approved posters.
- 11.07.11 Any person or group in contravention of this policy shall be given one (1) warning, verbal or written, and shall, upon a second offence, be suspended from posting any posters in the Students' Union Building until the following May 1.
- 11.07.12 Any poster in contravention of this policy will be removed by Information Services or Facilities staff.
- 11.07.13 Any person or group who believes that there is no reason under Section 11.07.03 for their poster not to have been approved but whose poster has been denied approval by the Executive Committee may appeal this denial to the Discipline, Interpretation, and Enforcement Board.
- 11.07.14 The use of banners inside the Students' Union Building may be permitted on the approval of the Vice President (Operations and Finance) or the Senior Manager Facilities and Operations. The Senior Manager Facilities and Operations must be consulted as to means of attachment. No banner in the Students' Union Building shall exceed four (4) metres in width or one (1) metre in height. Only one (1) banner shall be hung in the Students' Union Building for any group or individual at any one time.
- 11.07.15 Two boards, to be determined by the Director of Information Services, shall be exempt from 11.07.3a.

**Policy History:**

	<b>Date</b>	<b>Board/Committee</b>	<b>Date of Council Approval</b>
Created	January 27, 1995	Executive Committee	February 7, 1995
Updated	July 10, 2002	Executive Committee	July 16, 2002
Updated	August 14, 2002	Executive Committee	September 17, 2002

**PROPOSED**

***THE STUDENTS' UNION OF THE UNIVERSITY OF ALBERTA***

**OPERATING POLICY STATEMENT**

<i>Policy Number:</i>	<b>11.07</b>	<i>Effective Date:</i>	<b>February 7, 1995</b>	<i>Page</i>	<b>1</b>	<i>of</i>	<b>2</b>
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<i>Subject Matter</i>	-	<i>Category:</i>	<b>OPERATING POLICY (GENERAL)</b>				
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- 11.07.15 Two boards, to be determined by the Director of Information Services, shall be exempt from 11.07.3a.
- 11.07.16 A decision of the Executive Committee can supercede this policy.

**Policy History:**

	<b>Date</b>	<b>Board/Committee</b>	<b>Date of Council Approval</b>
Created	January 27, 1995	Executive Committee	February 7, 1995
Updated	July 10, 2002	Executive Committee	July 16, 2002
Updated	August 14, 2002	Executive Committee	September 17, 2002
Updated	January 9, 2003	Executive Committee	