

STUDENTS' COUNCIL

Tuesday October 12, 2004 – 6:00 p.m.
Council Chambers 2-1 University Hall

A G E N D A (SC 2004-14)

- 2004-14/1 CALL TO ORDER
- 2004-14/2 University of Alberta CHEER SONG "*Ring Out a Cheer*"
- 2004-14/3 SPEAKER'S BUSINESS
- 2004-14/3a **MOTION BY DEBENHAM, RESOLVED THAT** Students' Council appoint Adam Knisely to Students' Council, effective November 6, 2004.
- 2004-14/4 APPROVAL OF THE ORDERS OF THE DAY
- 2004-14/5 PRESENTATIONS
- 2004-14/5a Provincial Election Campaign Presentation by Jordan Blatz, President, and Alex Abboud, Vice President (External).
- 2004-14/6 REPORTS
- 2004-14/6a Alex Abboud, Vice President (External)
Please see document SC 04-14.01
- 2004-14/6b Duncan Taylor, Vice President (Student Life)
Please see document SC 04-14.02
- 2004-14/6c Alvin Law, Vice President (Operations and Finance)
Please see document SC 04-14.03
- 2004-14/7 QUESTION PERIOD
- 2004-14/7a **KNISELY** - Question for the President: The September 21, 2004 Executive Committee minutes show that the CSF-S lawsuit has been "delayed." Does this mean that trial has been adjourned? If so, for what reason and until when, and were costs awarded?
- 2004-14/7b **KNISELY** - Question for the Vice President (Student Life): What are the terms of the sponsorship contract with Labatt Canada?

- 2004-14/7d** **LETTNER** – Question for the Vice President (Student Life) or the Vice President (Operations and Finance): With regards to an article that appeared in the October 4th edition of the National Post concerning the taxing of student meal plans, what steps have been taken in the event that back taxes are owed or that meal card feasibility is seriously impinged upon by the enforcement of the federal interpretation of an existing tax law?
- 2004-14/8** **EXECUTIVE COMMITTEE REPORT**
Please see document SC 04-14.04
- 2004-14/9** **BOARD AND COMMITTEE REPORTS**
- 2004-14/10** **OLD BUSINESS**
- 2004-14/10a** **MOTION BY KNISELY, RESOLVED THAT** Students' Council delete the fifth paragraph and the words "and contribution to institutional revenues" from the seventh paragraph of the Board of Governors Political Policy Statement.

Please bring supporting documentation from the September 14, 2004 meeting of Students' Council.
- 2004-14/10b** **MOTION BY DEBENHAM, RESOLVED THAT** Students' Council elect one Councillor to the Student Groups Committee.
- 2004-14/11** **LEGISLATION**
- 2004-14/11a** **MOTION BY SMITH/BAZIN, RESOLVED THAT** Students' Council upon the recommendation of the Internal Review Board repeal Article VII (Matters of Executive or Non-Executive Character) of the Students' Union Constitution (second reading).

Please see back-up documentation from the August 10, 2004 meeting of Students' Council.
- 2004-14/11b** **MOTION BY SMITH/BAZIN, RESOLVED THAT** Students' Council upon the recommendation of the Internal Review Board repeal Article XII (Elections) of the Students' Union Constitution (second reading).

Please see back-up documentation from the August 10, 2004 meeting of Students' Council.
- 2004-14/11c** **MOTION BY SMITH, RESOLVED THAT** Students' Council, upon the recommendation of the Internal Review Board, repeal Article XVIII of the Students' Union Constitution (first reading).

Please see document SC 04-14.05
- 2004-14/11d** **Bill #10 – Students' Council Quorum (sponsor; KNISELY)**
(second reading)

Please see document SC 04-14.06

- 2004-14/11e Bill #12 – Powers of Executive Committee (sponsor; SMITH/BAZIN)**
(second reading)
- Please see document SC 04-14.07
- 2004-14/11f Bill #13 – Term Length and Right to Vote (sponsor; SMITH/BAZIN)**
(second reading)
- Please see document SC 04-14.08
- 2004-14/11g Bill #11 - Student Group Membership Privileges Amendment (sponsor; DEBENHAM)**
Principles (first reading)
1. That the privilege of Students' Union members to belong to any student group registered with the Students' Union be eliminated.
- 2004-14/11h Bill #16 – The Committee System Reform Bill**
(first reading)
- Please see back-up documentation from the September 28, 2004 meeting of Students' Council.
- 2004-14/11i Bill #17 - Student Groups Committee Loan Granting Privileges (sponsor; DEBENHAM):**
Principles (notice of motion/first reading)
1. The Student Groups Committee shall have the power to issue loans to student groups under \$1500 from the Student Groups granting fund.
- 2004-14/11j Bill #18 – French Election Material (sponsor; SMITH)**
Principles (notice of motion/first reading)
1. That all election materials related to voting instructions and all referendum and plebiscite questions be available in both French and English at all polling stations.
- 2004-14/11k Bill #19 – Access to Information (sponsor; SMITH)**
Principles (notice of motion/first reading)
1. That the records of the Students' Union, excepting documents designated as confidential, must be made available to any member of the Students' Union upon that member's request, at a cost to that member not exceeding the cost of the records' retrieval and/or reproduction.
 2. That any document is confidential that:
 - (a) relates to the employment of any Students' Union employee;
 - (b) if divulged, could compromise the legal position or business competitiveness of the Students' Union;
 - (c) includes the minutes of any *in camera* portion of a meeting of Students' Council, the Executive Committee, the Discipline, Interpretation, and Enforcement Board, or any committee thereof.
 3. That Students' Council may declare any document to be Strictly Confidential.
 4. That Students' Council, the Executive Committee, the Discipline, Interpretation, and Enforcement Board, or any member or committee thereof may view any confidential document.
 5. That the Executive Committee may make employees of the Students' Union privy to such confidential information as it considers appropriate.
 6. That any Strictly Confidential document may be viewed only by those individuals explicitly identified by Students' Council.

7. That no member of Students' Council, the Executive Committee, or the Discipline, Interpretation, and Enforcement Board may disclose the contents of any *in camera* session to any person not otherwise privy to that information.
8. That any member of the Students' Union is entitled to attend any meeting of Students' Council, a Students' Council Board or Committee, the Executive Committee, or the Discipline, Interpretation, and Enforcement Board except the portions of any such meeting that occur *in camera*.
9. Any person becoming a member of, or a proxy on, Students' Council, the Executive Committee, the Discipline, Interpretation, and Enforcement Board, or a committee thereof must enter into a non-disclosure agreement with the Students' Union in advance of assuming such office.
10. A member of Students' Council is entitled to attend any *in camera* session of a committee thereof. Students' Council may make any person privy to confidential information or *in camera* session.

2004-14/11l

Bill #20 - Councillor Resignation Reform Bill (sponsor; NICOL);

Principles (notice of motion/first reading)

- 1) Councillor's shall have the opportunity to rescind resignations at the consent of 50% of Council until such time as their resignation becomes effective.

2004-14/12

NEW BUSINESS

2004-14/12a

MOTION BY SMITH, RESOLVED THAT Students' Council rescind Standing Orders 33 and 34.

PROPOSED**~~34. — Adoption of Executive Committee Reports~~**

~~The Executive Committee Report is approved as tabled upon adjournment unless, during its consideration motions to the contrary are adopted.~~

~~35. — Limit on Amendments~~

~~Amendments to the Executive Committee Report are not in order with the exception of amendments that remove one or more entire motions contained in the report.~~

2004-14/12b

MOTION BY NICOL, ORDERED THAT the Executive Committee:

- a) Purchase liability insurance to cover all members of Students' Council to a minimum sum of 1 million dollars each, or an aggregate of no less than 10 million dollars.
- b) Communicate with the Students' Union lawyer and develop a report on the legal implications of hearing any motion of non-confidence in regards to a member of Students' Council, both Executive and non-Executive, and the legal implications if such a motion should pass.

2004-14/12c

MOTION BY NICOL, ORDERED THAT the President draft a formal apology and explanation for his actions in relation to and during the lead up to the Council meeting of Thursday, October 7, to be published in a full page Gateway add as soon as possible.

2004-14/13
2004-14/13a

ANNOUNCEMENTS
Next Council Meeting

**UPCOMING
COUNCIL
MEETINGS**

November 2, 2004
November 16, 2004

Alex Abboud, Vice President External
Report to Students' Council
October 12th, 2004

Submitted October 7th

Provincial Election

Work continues in preparation for the provincial election, we have lawnsigns available right now, and we've ordered T-Shirts, Buttons, and Stickers as well. We're finalizing our schedule of events as well, and will give an overview at Council of our schedule.

Municipal Election

The Vote! Society Mayoral Forum on the 30th was a success. Stephen Mandel, Robert Noce, Jean-Paul Noujiam, and Tilo Varavalos were in attendance; Bill Smith could not attend but submitted responses to written questions that were provided in advance. Of note for University students is that Stephen Mandel, in response to a general question on transportation, expressed his support for a Universal Bus Pass program, and all four candidates present do not currently support repealing residential property taxes on U of A Residences.

I've also continued to meet with candidates over the last few weeks, since the last Council meeting I've met with Charlene Davis (Ward 1), Don Koziak (Ward 2), Ben Henderson (Ward 4), and Debbie Yeung (Ward 4).

CAUS

We presented to Student Finance Board on October 1st, providing recommendations on the issues of remission, moderate standard of living, and part-time earnings exemption. CAUS is also busy planning our Mid-Year Review conference for next weekend in Lethbridge, and finalizing plans for the election campaign.

U of A Open House

I attended the official opening of Alumni Walk, the Senate High School Recruitment Events, as well as helped out at the SU table in the Butterdome on the Saturday, where we talked about the SU, and gave away lawnsigns. We also attended the Reunion Weekend Dinner on Saturday night.

External Affairs Board

We met on September 30th, the meeting focused on a discussion about the political policy regarding the Post-Secondary Learning Act, which was referred to us by Council over the summer.

Meetings

- Dr. Mike Mahon, Dean of Physical Education (September 28th)
- City of Edmonton Youth Council (October 4th)

- Internal Review Board (October 5th)

Upcoming

- Edmonton's Centennial Celebrations (October 8th)
- CAUS TV Commercial Shoot (October 8th)
- Official Launch of Lawnsign Campaign (October 13th)
- SFAAB (Student Financial Aid Appeals Board) Meeting (October 14th)
- CAUS Mid-Year Review Conference (October 15th-17th)
- Municipal Election Day! (October 18th)
- Trip to Augustana, tentatively (October 18th)
- External Affairs Board (October 18th)
- Rural Tour, Brooks-Drumheller area (October 19th-22nd)
- General Faculties Council (October 25th)
- Budget Advisory Committee (October 26th)
- Meeting with Phil Gugeon from Alberta Learning (October 29th)
- Campaign 2008 Launch (November 2nd)

**Duncan Taylor – Vice President Student Life
Council Report October 7th**

Bot 205: Yes, the VP Student Life is indeed going to class, and managed to hand in his 1st lab assignment

Youth Tobacco Reduction: Went to a tobacco reduction meeting, got briefed on the latest and greatest things that are communing up. The TRC has developed a schedule for the cessation support program, has got some swag in, which is all good.

Exec committee meetings: Quite a few of them, actually.

The UofA Open House: MCed a senate open house night for out of town students, talked to a number of high school students about university life and the SU, next day sat at the SU booth in the Butterdome and ran a session at the Open House about the SU. Some people actually came!

Interviews for DIE Board: Short-listed applicants for DIE board.

Meeting with the Oilers: Geoff Grimble and I met with reps from the Oilers about selling “Roadrunners” tickets on campus. I had a few concerns about the proposal, but have talked to Dave Young about this, and things seem to be going well.

Stress Busters: Booked room in SUB for the stress busters program during midterm week, drew up schedule and put the call out to SLB for thoughts and ideas.

SLB: Was not held this past week due to unforeseen circumstances in the life of the chair. Meeting will likely be next week. Have also put out a call to replace two members of SLB.

SIC: Informed directors of distribution of cards.

Health Plan: Read over proposals from the providers. Met with Dean of Students about needs.

Reunion: Went to Alumni awards ceremony and the Alumni dinner. Good times.

Zero Year Reunion: Wrote a proposal for this coming year’s event.

Survey: Set out final proposal for ethics.

CFB Meeting: Have yet to go (but will have by tonight). I’m sure it will be fun.

Up and Coming!

RHA meeting

OPC Interviews

WoW Post-Mortem

“Meetings, Meetings and More Damn Meetings”

Yea this ain’t nothing new to me, well it’s just like going home. It’s kinda like those sunsets that leave you feeling so stoned.

Report to Students' Council
October 12, 2004
Alvin Law – Vice President (Operations & Finance)

Things I have been up to:

Access Fund: I am glad to announce that the \$1 000 000 giveaway marketing campaign of the Access Fund has been very successful. To date, we have received over 480 applicants, compared to all of last year when we received approximately 50 applicants. We had approximately 200 applications to go through at our September 28th Selection Committee meeting. Many thanks to all the board members who took a few hours out of their day to help go through applications. A GOOD JOB! also goes out to the staff at SFAIC who have handled this influx of people very well.

APIRG: I attended another APIRG board of directors meeting where we discussed the DFU committee and who was going to be the representative on the committee from APIRG. Other areas that were discussed were quorum and board vacancies, honoraria policy, restrictions on posters on windows, and the aftermath of PIRGalooza. We also went through the normal requests for funding rounds. The board was also updated on the current situation of where the current board coordinator had resigned. A new employee as a result of this resignation will be hired soon.

Fest For Knowledge: Many thanks to the people that showed up and supported the Celebration for Post Secondary Education. Attendance was rather lacking but we had ample support from the many volunteers who helped cook up burgers and hot dogs. The invoices from this event should almost all be in. At which time we can get a picture of the exact cost of the event.

Legacy Fund: I attended a second Legacy Fund meeting of the year, which is not typical seeing how they usually only do one granting session. This session only dealt with 3 proposals however, all of which were to access the projects reserve of the Legacy Fund. The Legacy Fund sets aside a certain percentage each year from the funds they collect and hold those in a reserve for big special non-typical events. The board decided that they would use some of those funds this year to fund a BearHUGS program, a campaign related to their hosting three national championships this year, and a Touchdown for Tuition event in QUAD.

Senate High School Recruitment: The exec and myself spent much of our weekend meeting and greeting high school students who potentially would be interested in attending U of A. The SU was situated in Dinwoodie Lounge all Saturday with displays and presentations about the U of A Students' Union.

Student Extracurricular Activity Granting: I will be attending my first granting session with the Dean of Students' Office of the University to go through applications for the SEA grant. I will let you know in my next report how it goes.

Coming Up:

- *Interview with Gateway regarding Bathroom Ads*
- *Budget Committee Meeting*
- *Bar Revitalization Task Force Meeting*
- *APIRG Board of Directors Meeting*
- *GSJS Board of Directors Meeting*
- *Augustana Trip*
- *Meeting with Ken Halbach*

Executive Committee Report to Students' Council October 12, 2004
Motions

1. **There were motions were passed at the September 24, 2004 Executive Committee Meeting:**
2. **There were no motions was passed at the October 1, 2004 Executive Committee Meeting.**
3. **The following motions were passed at the October 6, 2004 Executive Committee.**
 - a. BLATZ/TAYLOR MOVED THAT the Executive Committee approve an expenditure of not to exceed \$150.00 from the Special Projects Fund to support the Take Back the Night event sponsored by the Women's Centre on October 27, 2004
VOTE ON MOTION 5/0/0 CARRIED

Constitution

ARTICLE XVIII - STUDENTS' UNION MEMBERS RIGHTS TO INFORMATION

1. ~~Every document, record, or other instrument recording the actions or operations of the Students' Union, which is the property of the Students' Union or was once the property of the Students' Union and has been relinquished to the University Archives or other such depository, and is not designated classified or confidential as per section 2 or 3 of this Article, must be opened for inspection, in an unaltered state, to any member of the Students' Union upon request to review such information. This information will be made available as soon as possible after the request, with every reasonable effort being made to make it available within one (1) working day of a request being made.~~

2. ~~The following items are exempted from the provisions of Section 1:~~
 - a. ~~Classified information is information that will be divulged only to those persons who are trusted specifically with the collection, maintenance, or review of such information as an integral and relevant part of their job description. Information in this category consists of:~~
 - i. ~~Personnel, client, and volunteer files and evaluations;~~
 - ii. ~~Personal communications and files that do not bind the Students' Union to a course of action;~~

 - b. ~~Confidential information is information that will be divulged only to those persons or bodies that require such information to operate or govern the Students' Union. This includes individual members of Students' Council and individual members of Boards and Committees created under the auspices of the Students' Union. Information in this category consists of:~~
 - i. ~~items under negotiation or litigation;~~
 - ii. ~~business' operation records;~~
 - iii. ~~contract terms; and,~~
 - iv. ~~preliminary research results.~~

 - c. ~~In-camera minutes of Students' Council and bodies created under its auspices, which may only be reviewed by Students' Council.~~

3. ~~Any confidential item, as per section 2.b. above, will be treated as classified information, as per section 2.a. above, provided that the Executive Committee can justify to Council why the disclosure of this information would be detrimental to the Students' Union.~~

- a. ~~If Students' Council agrees with the rationale provided by the Executive Committee, then the information will remain, and be treated as, classified.~~
- b. ~~If Students' Council disagrees with the rationale provided by the Executive Committee, a simple majority vote of Students' Council is required to direct the Executive Committee to present this information to Students' Council.~~
- c. ~~If, after a simple majority vote from Students' Council to present the relevant information, and the Executive Committee refuses to do so, Students' Council as a whole may move to take this issue before the Discipline, Interpretation, and Enforcement Board (Bylaw 1200) for a ruling. In this particular situation, the Discipline, Interpretation, and Enforcement Board will have final authority, and there will be no additional level of appeal.~~
4. ~~Every member of the Students' Union has the right to witness the proceedings of Students' Council of any body created under the auspices of the Students' Union, provided that their presence is not unduly disruptive and that the committee has not moved in-camera.~~
5. ~~Lists of student members, employees, or volunteers of the Students' Union may be sold or distributed externally only with the consent of Students' Council.~~
6. ~~Students' Council has the right to a full report, detailing in-camera proceedings, from the Chair of any body created under its auspices, at any time, provided that Students' Council review the matter in-camera, and provided that reviewing this information would not breach any other sections of this Article.~~
7. ~~No part of this article will be construed to allow any person to confidentially bind the Students' Union to a course of action. Nor will any part of this article compel any member or employee of the Students' Union to violate an external commitment of confidentiality.~~

Bill #10 – Students' Council Quorum

Principles

1. Quorum of Students' Council shall be twenty-five voting members thereof.

Bylaw 100 amended

Bylaw 100

A Bylaw Respecting the Students' Council

- | | |
|--------------------|---|
| Short Title | 1. This Bylaw may be referred to as the "Students' Council Bylaw." |
| Definitions | 2. In this Bylaw: <ul style="list-style-type: none"> a. "Speaker" means the Speaker of Students' Council, or the officer carrying out the duties of the Speaker due to his/her absence; b. "Council" means the Students' Council; c. "Councillor" is any voting member of Students' Council, excluding the members of the Executive Committee and undergraduate Board of Governors Representative; d. "CRO" means Chief Returning Officer of the Students' Union. |

Part I - Members of Council

- | | |
|-------------------------------------|--|
| Non-Voting Members | 3. The non-voting members of Students' Council are: <ul style="list-style-type: none"> a. The General Manager; b. The Speaker (officer of council); |
| Rights of Non-Voting Members | 4. A non-voting member has all the rights of voting members except: <ul style="list-style-type: none"> a. The right to move, second or vote on a motion; b. The right to assume voting position on standing Boards or Committees of Council. |
| Voting Members | 5. The voting members of Council are: <ul style="list-style-type: none"> a. The voting members of the Executive Committee; b. The Undergraduate Board of Governors Representative; c. Forty-two (42) Councillors |

Aug 17/04 (IRB)

June 29/04

Mar 23/04

Apr 9/02

Feb 12/02

Sep 18/01

Jan 23/01

**Seat
Distribution
Formula**

d. The Councillor seats will be allocated as described bellow:

$$\frac{\text{Total Population of Undergraduate Students}}{\text{Total number Councillor of voting seats}}$$

$$= \text{THRESHOLD}$$

Threshold: total number of students necessary to hold a seat

$$\frac{\text{Total Faculty Population of Undergraduate Students}}{\text{Threshold}}$$

$$= \text{Total Number of Seats Awarded to the Faculty}$$

NOTE 1: Each faculty will be awarded at least one seat regardless of whether or not they reach threshold (if in case the total number of seats awarded is < 1 at least one seat will be awarded).

NOTE 2: Once whole numbers of seats are awarded remaining seats are distributed to those Faculties with the largest remainder (nearest the threshold for another seat) in descending order until no seats remain.

6. The structure of the voting membership of Council will be listed in Schedule A of this Bylaw, and will be updated by the CRO by January 31 of each year. Schedule A will be attached to Bylaw 100.

**Eligibility
Requirements**

- 7. Each voting member of Council referred to in Section 5 will be:
 - a. a member of the Students' Union within the meaning of Article VIII of the Constitution; and
 - b. registered as either:
 - i. an undergraduate student in the Faculty, School, or College they represent; or,
 - ii. the registered student group that they represent.

Part II - Faculty Representatives

- Aug 17/04 (IRB)
- June 29/04
- Mar 23/04
- Apr 9/02
- Feb 12/02
- Sep 18/01
- Jan 23/01

- Exception from Faculty Constituency**
8. a. Each voting member of the Students’ Council, shall be elected by members of the Students' Union registered in the respective faculty, school or institution in which they are registered with the exceptions of:
 - i. The Executive Committee;
 - ii. The Board of Governors Representative.
 - b. Each election required for the representative of a faculty, or school shall be conducted annually before the 30th of March, and in accordance with Bylaw 2200.
 - c. Vacancies in Council Membership will be filled according to Article XIV – Vacancies of the Constitution.

Part III - Report of Election Results

- Reporting Results**
9. The CRO conducting an election pursuant to this Bylaw shall submit prior to the last meeting of Students’ Council to the Speaker of the Council a report in writing containing the results of the election.
- Installation Ceremony**
10. At the first meeting of Students’ Council the outgoing President will preside over the installation ceremony of the elected officials contained in the report in s.(9) and will consist of the outgoing President applying the Students’ Union “Oath of Office” contained in Schedule C of this by-law to the incoming members of council.
 11. In the absence of the President the outgoing Speaker will preside over the installation ceremony and failing that the incoming Speaker will preside.
- Transfer of Power**
12. Upon execution of section 11 of the bylaw the outgoing council will cease to hold office and the term of the incoming council will begin.
- Date of Transfer**
13. The installation ceremony will occur no later than May 7th of each year.

Part IV Speaker

Aug 17/04 (IRB)
 June 29/04
 Mar 23/04
 Apr 9/02
 Feb 12/02
 Sep 18/01
 Jan 23/01

Election of Speaker

14. The Council will directly elect the Speaker in the following manner:
- a. The position will be advertised;
 - b. All interested candidates must be nominated by 1 member of Council;
 - c. Nominations are due March 15;
 - d. Each nominee must submit a resume and cover letter to Council;
 - e. The new Speaker will be elected by Council at the first meeting of the new Council from among the nominated candidates after each candidate has;
 - i. given a brief speech;
 - ii. answered a scenario question;
 - iii. answered any question put to them by Council.

Qualifications

15. The Speaker must be an undergraduate student.

Duties

16. The Speaker is responsible for:
- a. chairing meetings of Council;
 - b. requesting from each member of the Executive Committee, written evidence from the Office of the Registrar, that the member meets the eligibility requirements for office and to present such evidence no more than one month after the add – drop deadline;
 - c. the logistical needs of Council
 - d. the budget for Council
 - e. other duties as from time to time may be assigned by Council.

Sufficient Support to be Provided

17. The Speaker will have access to sufficient administrative support to carry out the logistical requirements of Students' Council.

Aug 17/04 (IRB)

June 29/04

Mar 23/04

Apr 9/02

Feb 12/02

Sep 18/01

Jan 23/01

- Reporting and Dismissal** 18. The Speaker will report to Council and may be dismissed by a simple majority vote of Council which must be entered on the Order Paper with due notice.
- Absence of Speaker** 19. In the absence of the Speaker, the President (or in their absence a vice president) shall preside over an election for an Acting

Part V - Requirement of Members

- Requirement of Council Members** 20. Each voting member of Council, or their proxy, will:
- a. Actively represent the student body as a whole, and the particular group by which the member was elected;
 - b. Be required to spend four (4) hours each month, or four (4) hour equivalents, during both the Fall and Winter Sessions in outreach and communication activities. Such activities must consist of, but not be limited to, sitting on Students' Union boards and committees, classroom speaking, and visiting with students, and shall not include Council meetings.
 - c. Attend to the maximum extent practicable all meetings of any board, committee, or task force of which they are a member; and,
 - d. Be responsible for regular attendance at meetings of Council.
 - e. Make recommendations to the Students' Council on matters of concern to the undergraduate students of the University of Alberta; and,
 - f. To perform other functions as may from time to time be assigned by Students' Council;

Part VI - Removal of Members

Aug 17/04 (IRB)
 June 29/04
 Mar 23/04
 Apr 9/02
 Feb 12/02
 Sep 18/01
 Jan 23/01

**Removal &
Reinstatement
of Council
Members**

21. A member of Council who misses five (5) meetings in total or three (3) consecutive meetings will:
- a. Be in violation of attendance requirements;
 - b. The General Manager is exempt from the attendance provisions of this by-law:
 - c. The Speaker of Council is responsible for enforcing and informing of the attendance and proxy requirements of this bylaw.
 - d. Section (11)(g) notwithstanding, it is the responsibility of each member of Council be familiar with the rules governing Council's meetings including attendance requirements. Ignorance of the law shall not allow for exemption from the rules.

Resignation

22. A member of Council may resign their office at any time by filing written notice with the Speaker of their resignation and the member will thereupon cease to be a member of Council on the earliest of:
- a. The date mentioned in the notice for such resignation to take effect;
 - b. Thirty (30) days after the notice is received by the Speaker.

Part VII - Proxy Members**Appointment of
Proxy**

23. Any member of Council, except for any voting member of the Executive Committee, the Undergraduate Board of Governors Representative may appoint a proxy member for any portion of their term in office to fulfil the attendance requirement set out in Section 11 of this bylaw.

**Duties of Proxy
Members**

24. Throughout the duration of their appointment, a proxy member appointed pursuant to this part will meet the same qualifications and have the same rights and responsibilities as the councillor who appointed the proxy member.

Aug 17/04 (IRB)

June 29/04

Mar 23/04

Apr 9/02

Feb 12/02

Sep 18/01

Jan 23/01

Notice to Speaker

25. No notice of appointment of a proxy member will be valid unless the following conditions are met:
 - a. The notice must be in writing or by electronic mail;
 - i. Electronic notice must be received no later than two hours before the start of the Council meeting.
 - b. The notice must contain the name and contact information of the proxy member;
 - c. The notice must be written and signed (unless sent by electronic mail) by the Councillor on whose behalf the proxy member will be acting;
 - d. The notice must be dated and include the meeting(s) of Council that the proxy will be attending on behalf of the Councillor.
26. The presence of the Councillor will constitute termination of a proxy member's appointment.

Part VIII - Meetings**Rules of Order**

27. *Robert's Rules of Order* will be observed at all meetings of Council, as well as any special rules/additional standing orders adopted by Council.

Quorum

28. Quorum of Students' Council shall be 25 voting members.

Aug 17/04 (IRB)

June 29/04

Mar 23/04

Apr 9/02

Feb 12/02

Sep 18/01

Jan 23/01

Bylaw 100
Schedule A

Structure of Voting Membership
of Students' Council
2000-2001

Aug 17/04 (IRB)
June 29/04
Mar 23/04
Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

**Schedule: A (Structure of Voting Membership of Council)
2004-2005**

Council Seats (50 seats total)	
Ex-Officio Members (6 voting seats)	Ex-Officio Members (2 non-voting seats)
President	Speaker
Vice President (Academic)	General Manager
Vice President (External & Executive VP)	
Vice President (Operations & Finance)	
Vice President (Student Life)	
Undergraduate Board of Governors Representative	
Faculty Representation (42 seats)	
Agriculture, Forestry & Home Economics	Law
Agriculture, Forestry & Home Economics	Medicine & Oral Health
Arts	Native Studies
Arts	Nursing
Arts	Nursing
Arts	Open Studies
Arts	Open Studies
Arts	Pharmacy
Arts	Physical Education
Arts	Rehab Medicine
Arts	Faculte Saint-Jean
Business	Science
Business	Science
Business	Science
Education	Science
Education	Science
Education	Science
Education	Science
Engineering	Science
Engineering	Science
Engineering	
Engineering	

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Bylaw 100

Schedule B

Per University of Alberta Office of the Registrar
Summary of Statistics

Enrollment of Full-time Students by Faculty
Academic Year 1999-2000

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Bylaw 100

Schedule C

Student's Union "Oath of Office"

I am not here for me.

I am here for the people that lent me their power in exchange for a promise.

I will keep that promise to make decisions with their interests in mind.

I will vote after knowing the facts, not before.

I will use Robert's rules for their purpose, not my own.

I will oppose ideas, not people.

I will think before I speak, not speak just to think.

I will take the job seriously, or I will not take the job at all.

I will represent my students interests, not my own.

I am not here for me.

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Bill #12 - Powers of Executive Committee

Principles

1. The Executive Committee will be responsible for all aspects of the operation of the Students' Union not provided for in Bylaw;
2. The Executive Committee will have the power to take such measures as it may consider appropriate to discharge this responsibility subject to the limits prescribed in Students' Union legislation;
3. The Executive Committee may delegate any of its powers, duties, or functions as it sees fit, and prescribe conditions governing the exercise of any delegated power, duty of function, including the power of sub delegation.

Bylaw 1100 amended

Bylaw 1100**A Bylaw Respecting the Executive Committee of the Students' Union**

- Short Title** 1. This Bylaw may be referred to as the "Executive Committee Bylaw".
- Start-up** 2. a. There will be a standing committee of the Students' Council known as the Executive Committee, pursuant to Article III of the Constitution.
- b. At the Changeover Meeting of Students' Council, the Incoming Chair will announce the date of the first meeting, and it will be the responsibility of the members at the first meeting to establish the dates of subsequent meetings.
- Mandate** 3. The duties of the Executive Committee will be to:
- a. Provide long-term strategic planning for the Students' Union as a whole;
- b. Ensure proper functioning of each Vice Presidential portfolio;
- c. Provide direction to the organization as a whole;
- d. Promote the Students' Union;
- e. Provide a thorough transition for their portfolio with their successor;
- f. Provide written and/or verbal reports to Students' Council;
- g. Supervise and provide direction for the implementation and administration of Students' Union policy;
- h. Provide the Students' Council or any Board or Committee thereof with information requested by that body for the purpose of exercising its responsibilities;

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- i. Make recommendations to the Students' Council on matters of concern to the undergraduate students of the University of Alberta;
 - j. Advise Students' Union representatives on discussions and negotiations with external institutions, subject to approved Students' Union policy;
 - k. Advise the Students' Council of its activities and decisions on an ongoing basis;
 - l. Perform such other functions as may from time to time be assigned by Students' Council;
 - m. Determine the confidentiality of Students' Union information and to convey notice of such confidentiality to users thereof;
 - n. Act as incoming and outgoing Chairpersons of the Nominating Committee; and,
 - o. Spend at least eight (8) hours, per member each month during the Winter Session in outreach activities. Such activities may consist of, but not be limited to classroom speaking, visiting the offices of student groups, and meeting with their members.
4. In order that the Executive Committee may effectively fulfill its mandate under Section 3, the Executive Committee will:
- a. After consultation with the General Manager, be authorized to establish procedures and administrative criteria for the implementation of Students' Union policy;
 - b. Have access, through the General Manager, to all information available in the Students' Union; and,
 - c. Subject to the provisions of Bylaw 3100 (Conduct of Business), be authorized to expend and commit moneys approved by Students' Council.

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5. a. Nothing in Section 3 and 4 hereof will be interpreted so as to restrict the Students' Council's authority to deal with any aspect of Students' Union business.
- b. The exercise of such Students' Council authority will be in the manner prescribed by the applicable bylaws, and may be invoked without revocation of any authority previously delegated. Such action will not of itself revoke previously delegated authority.

President

6. The responsibilities of the President will be to:
 - a. Act as the official Students' Union spokesperson on all student issues;
 - b. Coordinate the Students' Union involvement with all external media, in conjunction with the Vice President (External);
 - c. Dedicate time to work with all of the Vice Presidents and in each of their portfolios;
 - d. Coordinate the Students' Union campus outreach activities;
 - e. Staff Management;
 - f. Provide long-term strategic direction for the Students' Union.
 - g. Supervise the affairs of the Students' Union at the direction of the Executive Committee;
 - h. Ensure that programs are implemented in accordance with the direction of Students' Council and accepted policy of the Students' Union;
 - i. Further and maintain good external relations and representation with student, University, government bodies, and the general public;

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- j. Provide administrative direction to the General Manager of the Students' Union, at the direction of the Executive Committee;
- k. Represent the interests of students as a member of General Faculties Council;
- l. Serve as a Students' Union nominee to the Board of Governors, and present a student point of view to the Board of Governors;
- m. Serve as Chair of the Executive Committee;
- n. Serve as Chair of the Internal Review Board;
- o. Serve as a member of the Budget Committee; and,
- p. Serve as an ex-officio member of all Students' Union boards and committees, except the Discipline, Interpretation and Enforcement (D.I.E.) Board.

**Vice President
(Student Life)**

- 7. The responsibilities of the Vice President (Student Life) will be to:
 - a. Deal with all non-academic university issues,
 - b. Promote and coordinate Students' Union events, entertainment, and programming;
 - c. Be the Students' Union representative to World University Services Committee (WUSC) and the University Administration regarding Refugee Students, and to provide support as required;
 - d. To oversee the Orientation Program;
 - e. To oversee the production of the Student Union Handbook and Student Telephone Directory;
 - f. Promote a cooperative and continuing relationship with the Managers, Directors, and Editors of Students' Union services and retail operations;
 - g. Serve as Chair of the Student Life Board;

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- h. Serve as a member of the Budget Committee;
- i. Supervise and provide direction to the activities of the Manager of Entertainment and Programming;
- j. Supervise and provide direction to the Student Activities Coordinator, University Affairs Coordinator, and Orientation Coordinator; and,
- k. Perform such duties as are assigned by the President, the Executive Committee, or Students' Council.
- l. Serve as a member of the Residence Halls' Association.

**Vice President
(Academic)**

- 8. The responsibilities of the Vice President (Academic) will be to:
 - a. Maintain an awareness of current academic issues and developments; and to inform the Academic Affairs Board, the Executive Committee, and the Students' Council of the same;
 - b. Maintain an awareness of current University Research projects and issues, and to inform the Academic Affairs Board, the Executive Committee, and Students' Council of the same;
 - c. Provide information, direction, and guidance in matters concerning University governance; and to inform the Academic Affairs Board, the Executive Committee, and Students' Council of the same;
 - d. Coordinate the Students' Union Awards Night in conjunction with support staff, the Academic Affairs Board, and the Executive Committee;
 - e. Prepare academic policy recommendations for consideration by the appropriate authority;
 - f. Represent the Students' Union on General Faculties Council, and on any committee thereof which General Faculties Council may require;

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- g. Provide information and assistance to promote, coordinate, and facilitate student involvement in University government and on University committees;
- h. Advise students of the University policy regarding academic appeals;
- i. Serve as Chair of the Academic Affairs Board;
- j. Serve as a member of the Budget Committee;
- k. Coordinate the activities of and provide direction to the Academic Affairs Coordinator; and,
- l. Perform such duties as are assigned by Students' Council, the Executive Committee, or the President.

**Vice President
(Operations and
Finance)**

9. The responsibilities of the Vice President (Operations and Finance) will be to:
- a. Supervise all Students' Union funds and accounts, and all transactions arising there from; and,
 - b. Assist the President:
 - i. in the supervision and efficient administration of the Students' Union departments designated by the President;
 - ii. in maintaining continuous operational liaison with the General Manager and the Manager of Finance and Administration;
 - c. Assist the President in the supervision and efficient administration of Students' Union services and building operations;
 - d. Administer all correspondence with respect to the Budget Committee;
 - e. Ensure that the Budget Committee is kept aware of the operating policies and departments of concern to it;
 - f. Prepare and publish preliminary and final budgets;
 - g. Serve as Chair of the Budget Committee; and,
 - h. Perform such duties as are assigned by Students' Council, the Executive Committee, or the President.

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- Vice President (External)**
10. The responsibilities of the Vice President (External) will be to:
 - a. Liaise with federal, provincial, and municipal governments;
 - b. Investigate matters concerning student loans, tuition levels, post-secondary education funding, and to inform the External Affairs Board, the Executive Committee, and Students' Council of the same;
 - c. Coordinate community outreach, in conjunction with the Community Affairs Coordinator;
 - d. Investigate matters of concern to the Executive Committee or to the Students' Council that lie external to the administration of the Students' Union;
 - e. Promote an ongoing relationship with members of the federal, provincial, and municipal community groups in accordance with Students' Union policies;
 - f. Coordinate Students' Union involvement with all external media, in conjunction with the President;
 - g. Perform the duties of the President during the President's absence;
 - h. Coordinate external affairs projects as determined by the Executive Committee or the External Affairs Board;
 - i. Supervise and provide direction to the activities of the Community Relations Coordinator;
 - j. Serve as a Students' Union nominee to the Senate;
 - k. Serve as Chair of the External Affairs Board;
 - l. Serve as a member of the Financial Affairs Board;
 - m. Perform such duties as are assigned by Students' Council, the Executive Committee or the President.

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Composition

11. The Executive Committee will consist of:
 - a. The President;
 - b. The Vice President (Academic);
 - c. The Vice President (External);
 - d. The Vice President (Operations & Finance); and,
 - e. The Vice President (Student Life).
12. The General Manager will be a non-voting member of the Executive Committee.
13. The voting members of the Executive Committee will be elected in the manner set out in the Nominations and Elections Bylaw (2100).
14. Each voting member of the Executive Committee will work full-time for the Students' Union for the entire duration of their term, commencing May 1 of each year to April 30 of the following year.

Eligibility Requirements

15. Voting members of the Executive Committee:
 - a. Will be registered in the equivalent of at least one (1) but not more than three (3) full year courses for credit in Winter Session; and,
 - b. May be registered in the equivalent of not more than one (1) full course in each of Spring and Summer Sessions.
 - c. Will be assessed and have paid full Students' Union fees for the entire term of their employment with the Students' Union.

Bonding of Members and Employees

16.
 - a. The members of the Executive Committee and all members of the permanent staff, who in the normal course of their duties have access to or are responsible in any way for Students' Union funds, will be bonded with a recognized bonding or insurance company for an amount not less than two thousand five hundred (\$2,500.00) dollars.
 - b. Nothing in this section will be construed to prohibit bonding of other students and staff not specifically named herein.

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- Chair**
17. The Chair of the Executive Committee will be the President.
 18. Should the Chair be absent, their designee will be Chair, and in the absence of a designee, a member of the Executive Committee will be elected as Chair at that meeting.
- Conduct of Business**
19. Minutes of each meeting of the Executive Committee will be published within one (1) week of the occurrence thereof, and will be distributed to members of Students' Council, and such others as the Executive Committee may determine.
 20.
 - a. Quorum for the Executive Committee will be four (4) voting members.
 - b. Any member of the Executive Committee may require that notice of meetings and of items to be discussed to be distributed twenty-four (24) hours in advance of any meeting.
 - c. The President will call meetings of the Executive Committee at the request of a member of the Committee.
- Final Report**
21. The Chair will submit, prior to 30 April, a written final report of the Committee's activities, achievements, and recommendations for the year.
 22. The Executive Committee is responsible for all aspects of the operation of the Students' Union not provided for in Bylaw.
 23. The Executive Committee has the power to take such measures as it may consider appropriate to discharge this responsibility, subject to the limits of Students' Union legislation.
 24. The Executive Committee may delegate any of its powers, duties, or functions as it sees fit, and prescribe conditions governing the exercise of any delegated power, duty or function, including the power of sub delegation.

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Bill #13 - Term Length and Right to Vote

Principles

1. All voting members of Students' Council hold office for a term of to the end of the Council year;
2. Any person is entitled to vote who is an undergraduate student enrolled in at least one course for credit;
 - a. During the fall term for an election occurring in September, October, November, or December;
 - b. During the Winter term for an election occurring in January, February, March, or April;
 - c. No elections may occur during May, June, July, or August.

Bylaw 2100 amended

Bylaw 2200 amended

Bylaw 2100

A Bylaw Respecting the Campus Wide Election of the Students' Union

- | | |
|--------------------|---|
| Short Title | 1. This Bylaw may be referred to as the “Campus Wide Election Bylaw.” |
| Definitions | <p>2. For the purpose of this bylaw:</p> <p>(a) a “member” shall be a member of the Students’ Union, as set out in Article I of the Students’ Union Constitution;</p> <p style="padding-left: 40px;">i. <u>during the months of September, October, November, and December, anyone who is an undergraduate student enrolled in at least one course for credit at the University of Alberta for the Fall term; and</u></p> <p style="padding-left: 40px;">ii. <u>during the months of January, February, March and April, anyone who is an undergraduate student enrolled in at least one course for credit at the University of Alberta for he winter term.</u></p> <p>(b) a “slate” shall be two (2) or more candidates each running for a different position who choose to run as members of a single slate for the purposes of this bylaw;</p> <p>(c) the “Election” shall be the election of the Students’ Union Executive Committee and of the Undergraduate Board of Governors Representative;</p> <p>(d) a “campaign activity” shall be any act, planned or organized by or on behalf of any candidate or slate, that is calculated to draw attention to that candidate or slate’s candidacy;</p> <p>(e) the “Campaign” shall be the period of time during which campaign activities are permitted;</p> |

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- (f) a “campaign expense” shall be any expenditures incurred in engaging in campaign activities;
- (g) 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;
- (h) 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;
- (i) 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;
- (j) “candidate” shall be any member whose nomination is accepted under this bylaw;
- (k) the “Official Student Newspaper” shall be the Official Student Newspaper designated by Students’ Council as set out in the Official Student Newspaper Bylaw;
- (l) 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;
- (m) a “volunteer” shall be any individual who is not a candidate but assists in campaign activities;
- (n) “campaign materials” shall be any physical or electronic media produced or distributed as part of campaign activities;
- (o) a “banner” shall be any campaign material composed of paper, cloth, or similar material of a total area greater than four (4) square feet;

- (p) 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;
- (q) a “voter” shall be any member who exercises his/her entitlement to vote under Section 86;
- (r) a “forum” shall be any event organized by an entity other than the Students’ Union, a candidate, or a volunteer acting on behalf of a candidate at which campaign activities are facilitated;
- (s) the “University” shall be the University of Alberta; and
- (t) “working hours” shall be any and all hours occurring between 0900 and 1700.

- Mandate** 3. This bylaw shall govern the conduct of the Election.
- Dates of Election** 4. The Election shall be held annually on the Wednesday and Thursday during the second week following the Winter Term Reading Week.
- C.R.O. Shall Determine the Commencement of Campaigning Activities** 5. The C.R.O. shall determine and announce the time and date of the commencement of campaign activities, to occur no fewer than seven (7) 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.

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**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:
- 10.
- (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 15.

**Valid Nomination
Papers**

11. 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 that he/she is in good academic standing under University regulations;
 - (d) a fifty dollar (\$50.00) deposit in the form of cash or a certified cheque or money order payable to the Students' Union;

(e) a statement, signed by the proposed nominee, identifying the name under which he/she wishes to appear on the ballot.

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| Restriction on Nominees | 12. | <p>(i) No member shall be nominated for more than one (1) of the positions contested in the Election.</p> <p>(ii) Members of Students' Council and its' standing committees must take a leave of absence from those duties for the period beginning with the nomination deadline and ceasing with the conclusion of voting, in order for their nomination papers to be valid.</p> |
| Consequence of Contravention | 12. | Where a member contravenes Section 13, all of the member's nominations shall be declared null and void. |
| Acceptance of Nominations | 13. | Where a member submits valid nomination papers, as set out in Section 10 through 12, 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 | 14. | 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) working days. |
| Candidates Meeting | 15. | The C.R.O. shall hold a candidates meeting following the nomination deadline but prior to the commencement of the Campaign. |
| Mandatory Attendance | 16. | All candidates shall either attend the candidates meeting in its entirety or designate, in writing, an agent who will do so. |
| 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 16, but shall do so only where: |

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- (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**

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) 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 32, 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 16.

**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.

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| 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: <ul style="list-style-type: none"> (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. |
| C.R.O. Shall Make Arrangements | 22. | The C.R.O. shall make arrangements for space to be available on the University campus to all candidates for the purpose of the storage of campaign materials. |
| Consequence of Contravention | 23. | Where a candidate contravenes Section 22, he/she shall be disqualified. |
| Prohibition on Pre-Campaigning | 24. | No Candidate shall, between the nomination deadline and the commencement of the Campaign, engage in any campaign activity. |
| Formation of Slates | 25. | 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 | 26. | Candidates providing written notification to the C.R.O. under Section 25 shall include a slate name, which shall 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 | 27. | Where candidates requesting to run as a slate are in compliance with Sections 25 and 26, the C.R.O. shall grant their request. |
| Joke Candidates May Submit New Name | 28. | Where a candidate has been designated as a joke candidate, as set out in Section 19 (e), and that candidate does not wish to be a joke candidate, that candidate may provide to the C.R.O. a new signed statement indicating the name under which he/she wishes to appear on the ballot, within 36 hours of being designated as a joke candidate. |

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- Joke Candidate Designation Shall be Reversed** 29. Where a candidate who has been designated a joke candidate exercises his/her right, as set out in Section 28, 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** 30. 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 and 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** 31. 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** 32. 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** 33. Each candidate shall either attend each daily meeting himself/herself or designate, in writing, a representative who will attend.
- Consequence of Contravention** 34. Where a candidate contravenes Section 33, 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** 35. 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** 36. 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** 37. (i) No two (2) or more candidates or slates shall jointly use any resources, including tables, posters, banners, and budgets but excluding volunteers, except that a candidate may jointly use tables with a slate of which he/she is a member.
- (ii) No candidate shall act as a volunteer for a candidate or endorse another candidate within his or her own race.
- Freedom of Members** 38. (i) Any member with the exception of the C.R.O., the D.R.O.s, candidates, and incumbent members of the executive committee be free to act as a volunteer for or endorse multiple candidates.
- (ii) The CRO, the DROs and members of the Executive Committee shall not act as volunteers for any candidate or slate.
- Restrictions on Campaign Activities** 39. No candidate shall, without the permission of the C.R.O. during a daily candidates meeting, 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 40. No candidate shall participate in any forum unless each candidate in his/her race has received at least forty-eight (48) hours notification of the forum and will be afforded an equal chance to speak at it.

Rules at the General Meeting 41. 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.

C.R.O. Shall Remove Offenders 42. Where an individual contravenes Section 41, the C.R.O. shall remove that individual from the General Meeting.

C.R.O. Shall Punish Offending Candidates 43. Where a candidate contravenes Section 41, the C.R.O., in addition to the remedies prescribed under Section 42, shall have the authority to enforce further disciplinary action, as prescribed under Section 127.

C.R.O. Must Approve Materials 44. 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** 45. 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** 46. 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 45.
- Forbidden Materials** 47. 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; or
 - (c) are likely to permanently damage or alter property.
- Consequence of Contravention** 48. Where a candidate or slate contravenes Section 44, 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** 49. No candidate or slate shall have more than one (1) banner on display in any given building at any given time.
- 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.
- Consequences of Contravention** 51. Where a candidate contravenes Section 49, the offending banners shall be destroyed and the C.R.O. may assess an additional penalty to that candidate, as set out in Section 127.
- Restriction on Posters** 52. No candidate shall have more than ten (10) posters on display in any given building at any given time.

Restriction on Placement	53. No poster shall be displayed in such a way as to obscure another candidate's or slate's campaign materials.
Consequence of Contravention	54. Where a candidate contravenes Section 51 or Section 52, the offending posters shall be destroyed, and the C.R.O. may assess an additional penalty to that candidate, as set out in Section 127.
Only C.R.O May Authorize Destruction	55. 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	56. All campaign materials shall be removed by 21h00 the day before the commencement of voting.
Designated Printers	57. 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	58. The C.R.O. shall designate at least five (5) printers from which candidates may purchase materials to be in compliance with Section 56.
Exemption	59. 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 57, the C.R.O. shall grant a limited exemption from Section 56 to that candidate.
Must Use S.U. Business Where Possible	59. Where campaign materials can be produced by a Students' Union operated business, candidates shall purchase those campaign materials from that business.
Consequence of Contravention	60. Where a candidate contravenes Section 56 or Section 59, 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 127.
Campaign Expense Limits (Individuals)	61. No candidate shall accrue more than five hundred dollars (\$500.00) in campaign expenses, all of which shall be paid by the Students' Union.

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- Campaign Expense Limits (Slates)** 62. No slate shall accrue more than three hundred and seventy five dollars (\$375.00) in campaign expenses, all of which shall be paid by the Students' Union.
- Campaign Expense Limits (Members of Slates)** 63. No candidate who is running as part of a slate shall accrue more than one hundred and twenty five dollars (\$125.00) in campaign expenses, all of which shall be paid by the Students' Union.
- Joke Candidate Expense Limits** 64. No joke candidate shall accrue more than one half (1/2) of the expenses set out in Sections 61 and 63.
- Allowance for Recycled Materials** 65. 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 61 through 64.
- Responsibility for Record Keeping** 66. 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** 67. Each candidate and slate shall submit to the C.R.O. the record, as set out in Section 66, no less than sixteen (16) working hours prior to the commencement of voting.
- Deadline for Incurring Expenses** 68. No candidate or slate shall incur and campaign expenses within sixteen (16) working hours of the commencement of voting, except where those campaign expenses have been reported in the record submitted to the C.R.O. as set out in Section 67.
- Candidates Shall Be Assessed Fair Market Value** 69. 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** 70. 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.

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- Valueless Items** 71. For purposes of Section 69, general labour and any expertise had by a significant portion of the population, including, but not limited to, poster design, web page design, and web page programming, shall be considered to have a fair market value of zero.
- C.R.O. Shall Determine Market Value** 72. 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** 73. 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** 74. 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** 75. Where a complete request under Section 74 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** 76. 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** 77. 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** 78. The D.I.E. Board shall convene a meeting less than twelve (12) working hours prior to the commencement of voting for the purpose of hearing and ruling on all appeals of the C.R.O.'s rulings.
- Limitation on Appeal Times** 79. 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** 80. The D.I.E. Board shall, at the meeting set out in Section 78, 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** 81. 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 94.
- Multiple Ballots** 82. Where a member is found to have a cast more than one (1) ballot, only one ballot shall be counted.
- Ballots Will List Candidates** 83. 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** 84. For the purposes of Sections 85 through 95, "None of the Above" shall be considered a candidate.
- Preferential Balloting** 85. 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** 86. A candidate shall require a majority of voters to indicate him/her as their first choice in order to be elected.
- Freedom of Voters** 87. Voters shall be entitled to mark as few as zero candidates for any given position or as many as all of them.

- Spoiled Ballots** 88. 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.
89. Notwithstanding Section 88, where a voter's intention is clear, that voter's ballot shall be counted.
- Second and Subsequent Counts** 90. 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** 91. 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 originally indicated.
- Ballots with No First Place Selection** 92. 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** 93. 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** 94. 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** 95. The process set out in Sections 90 through 94 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** 96. 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** 97. Voting shall be conducted at times determined and advertised by the C.R.O.
- D.I.E. Board Must Be Done Ruling** 98. 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 79.
- C.R.O. Shall Determine Method(s)** 99. The C.R.O. shall conduct balloting by any means that provide precise, accurate results, and may use multiple methods in any combination.
- Minimum of 2 Poll Clerks** 100. 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** 101. 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** 102. 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** 103. On each ballot, there shall be an 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 88 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** 104. 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 in a secure location.
- Limitations to Candidates** 105. During voting, candidates shall not encourage members to vote or engage in any campaign activities.
- Candidates Must Stay Away** 106. During voting, candidates shall not be within twenty (20) feet of any polling station except to vote themselves.
- Right to a Scrutineer** 107. Each candidate shall be permitted to have one (1) person, designated in writing by the candidate, acting as scrutineer and being present at the counting of ballots.

- 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 secure location 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 victor and those of the second place candidate on the final count is less than two percent (2%) 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.
- Requirements to Receive Deposit** 112. Where a candidate receives, on the first count, a number of first place votes totaling at least five percent (5%) of the total votes cast for his/her position, that candidate's deposit shall be refunded.

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| 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 to any position, the C.R.O. shall call a new Election for that position. |
| New Election Shall Follow this Bylaw | 116. | Where another Election is required by virtue of Section 96 or Section 115, the new Election shall be governed by this bylaw with the exception of Sections 4 through 7 and Sections 41 through 43, which shall not apply. |
| Minimum Length of Campaign | 117. | The Campaign for the new Election shall begin 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. |
| 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. |

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- C.R.O. Shall Prepare Form** 121. The C.R.O. shall prepare and provide a complaint form which shall require complaints to indicate:
- a. their names and student identification numbers;
 - b. the specific bylaw and section, rule, or regulation that has allegedly been contravened;
 - c. the specific individual or group that is alleged to be in contravention;
 - d. the specific facts which constitute the alleged contravention; and
 - e. the evidence for these facts.
- C.R.O. Required to Rule** 122. Where a complaint is received within twelve (12) working hours of the alleged contravention, and where the original complaint form is provided to the C.R.O., the C.R.O. shall rule on that complaint.
- Copies to Respondents** 123. 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** 124. 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** 125. 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 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**

126. 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. where the contravention was intentional, penalizes the candidate who was or whose volunteer was guilty of the contravention.

**Available
Penalties**

127. 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.

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- Disqualification** 128. 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.
129. 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** 130. 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** 131. Any member shall be entitled to appeal a ruling of the C.R.O. to the D.I.E. Board.
- Limiting Clause** 132. 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** 133. 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** 134. No appeal shall exist from a ruling of the D.I.E. Board on an appeal of a ruling by the C.R.O.
- Election Months** 135. No election shall occur during the months of May, June, July, and August.

Bylaw 2200**A Bylaw Respecting the Councillor Elections to Students' Council and General Faculties' Council**

1. This Bylaw may be referred to as the “Councillor Elections to Students' Council and General Faculties' Council Bylaw”
2. For the purposes of this bylaw:
 - (a) a “member” shall be ~~a member of the Students' Union as defined by Article I of the Students' Union Constitution;~~
 - i. during the months of September, October, November, and December, anyone who is an undergraduate student enrolled in at least one course for credit at the University of Alberta for the Fall term; and
 - ii. during the months of January, February, March, and April, anyone who is an undergraduate student enrolled in at least on one course for credit at the university of Alberta for the Winter Term.
 - (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 and shall include Open Studies;
 - (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 purposes of this bylaw;

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- (f) a “faculty councillor” shall be any voting member of a council whose seat is allocated on the basis of faculty population;
- (g) the “Election” shall be the general election of faculty councillors;
- (h) a “campaign activity” shall be any act, planned or organized by or on behalf of any candidate or slate, that is calculated to draw attention to that candidate or slate’s candidacy;
- (i) the “Campaign” shall be the period of time during which campaign activities are permitted;
- (j) a “campaign expense” shall be any and all expenditures incurred in engaging in campaign activities;
- (k) 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;
- (l) 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;
- (m) 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;
- (n) the “Official Student Newspaper” shall be the Official Student Newspaper designated by Students’ Council, as set out in the Official Student Newspaper Bylaw;
- (o) 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;

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- (p) a “volunteer” shall be any individual who participates in campaign activities;
 - (q) “campaign materials” shall be any physical or electronic media produced or distributed as part of campaign activities;
 - (r) a “banner” shall be any campaign material composed of paper, cloth, or similar material, of a total area greater than four (4) square feet;
 - (s) 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;
 - (t) a “voter” shall be any member who exercises his/her entitlement to vote, as set out in Section 70;
 - (u) a “forum” shall be any event organized by any entity other than the Students’ Union, a candidate, or a volunteer acting on behalf of a candidate at which campaign activities are facilitated;
 - (v) the “University” shall be the University of Alberta; and
 - (w) “working hours” shall be any and all hours occurring between 0900 and 1700.
 - (x) a “council” shall either be Students’ Council or General Faculties’ Council, as the context requires.
3. This bylaw shall govern the conduct of the Election.
 4. The Election shall occur fifteen (15) 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.

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- (a) Notwithstanding Section 4, the C.R.O. may establish one alternate date designated for Election to occur, where the faculty can prove that the above date is unsuitable for their electorate.
5. The C.R.O. shall determine and announce, prior to the end of November each year, the time and date of the commencement of the Campaign, to occur not fewer than seven (7) days prior to the start of the Election as set out in Section 4.
6. The C.R.O. shall determine and announce, prior to the end of November each year, the deadline for the nomination of candidates, to occur not fewer than nine (9) days prior to the date of the Election as set out in Section 4.
7. The C.R.O. shall make available to every member nomination packages not fewer than twenty (20) days prior to the nomination deadline as set out in Section 6, and shall advertise the availability of these in not fewer than three (3) editions of the Official Student Newspaper prior to the nomination deadline.
8. 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 12.
9. Valid nomination papers shall include:

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- (a) the names, years, signatures, 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 that he/she is in good academic standing under University regulations;
 - (d) a statement, signed by the proposed nominee, identifying the name under which he/she wishes to appear on the ballot.
10. Where a member submits valid nomination papers, as set out in Section 9, prior to the nomination deadline, as set out in Section 6, that member's nomination shall be accepted by the C.R.O. within twenty-four (24) hours of the nomination deadline.
11. Where the number of nominations received in a given faculty is less than the number of council seats allocated to that faculty, the C.R.O. shall extend the nomination deadline for that faculty by one (1) day.
12. The C.R.O. shall hold a candidates meeting following the nomination deadline but prior to the commencement of the Campaign.
13. All candidates shall either attend the candidates meeting in its entirety or designate, in writing, an agent who will do so.
14. Where a candidate contravenes Section 13, that candidate shall be disqualified.
15. The C.R.O. may, at his/her discretion, grant exemptions to Section 14, 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

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- (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.

16. 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 either identical or so similar as to be practically indistinguishable, the C.R.O. shall 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 13.

17. 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.

18. 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.

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19. The C.R.O. shall make arrangements for space to be available on the University campus to all candidates for the purpose of the storage of campaign materials.
20. Where a candidate contravenes Section 17, he/she shall be disqualified.
21. No candidate shall, between the nomination deadline and the commencement of campaign activities, engage in any campaign activity.
22. 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.
23. Candidates providing written notification to the C.R.O. as set out in Section 22 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.
24. Where candidates requesting to run as a slate are in compliance with Sections 22 and 23, the C.R.O. shall grant their request.
25. Where a candidate has been designated as a joke candidate as set out in Section 16 (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, within thirty-six (36) hours of the candidates meeting.
26. Where a candidate who has been designated a joke candidate exercises his/her right, as set out in Section 25, 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.
27. Where two (2) or more 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 slates shall use.

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28. Within thirty-six (36) hours of the nomination deadline, the C.R.O. shall post the legal name of each of the candidates, 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.
29. 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.
30. 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.
31. No two (2) or more candidates or slates shall jointly use resources, including tables, posters, banners, and budgets but excluding volunteers, except that a candidate may jointly use tables with a slate of which he/she is a member.
32. (i.) No candidate shall act as a volunteer for or endorse any other candidate in his/her race
- (ii.) The CRO; the DROs; the members of the Executive Committee of Students' Council; and executive members or the returning officers of

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a faculty association to whom the CRO has delegated powers under Section 118, shall not act as volunteer for or endorse any candidate or slate

33. No candidate shall, without the permission of the C.R.O., engage in any campaign activity:
- (a) in any business or service operated by the Students' Union;
 - (b) in a University library;
 - (c) in a classroom during a class unless he/she first obtains the permission of the professor responsible for that class;
 - (d) in any residence; or
 - (e) in any building or on any land not owned or operated by the University or the Students' Union.
34. No candidate shall participate in any forum unless each candidate in his/her faculty has received at least twenty-four (24) hours notification of the forum and will be afforded an equal chance to speak at it.
35. All campaign materials shall be approved in form, content, and cost by the C.R.O. before they may be used in campaign activities.
36. 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.
37. The C.R.O. shall provide in confidence a written approval or refusal of campaign materials within nine (9) working hours of receiving a request as set out in Section 36.
38. The C.R.O. shall not approve campaign materials that:

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- (a) have more than a nominal value when distributed;
 - (b) cannot be removed at the end of the Campaign; or
 - (c) are likely to permanently damage or alter property.
39. Where a candidate or slate contravenes Section 35, 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 110.
40. No candidate or slate shall have more than one (1) banner on display in any given building at any given time.
41. Where a candidate or slate contravenes Section 40, 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 110.
42. No candidate or slate shall have more than sixteen (16) posters on display in any given building at any given time.
43. No poster shall be displayed in such a way as to obscure another candidate or slate's campaign materials.
44. Where a candidate or slate contravenes Section 42 or Section 43, 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 110.
45. No candidate or volunteer shall damage or destroy any other candidate or slate's campaign materials unless specifically authorized to do so by the C.R.O.
46. All campaign materials shall be removed by 21h00 on the day before the commencement of voting.
47. 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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48. The C.R.O. shall designate at least five (5) printing companies from which candidates may purchase materials to be in compliance with Section 47.
49. 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 48, the C.R.O. may grant a limited exemption from Section 47 to that candidate.
50. Where campaign materials can be produced by any Students' Union operated business, candidates shall purchase those campaign materials from that business.
51. Where a candidate contravenes Section 47 or Section 50, 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 110.
52. No candidate shall accrue more than thirty dollars (\$30.00), plus six dollars (\$6.00) 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.
53. No slate shall accrue more than twenty two dollars and fifty cents (\$22.50), plus six dollars (\$6.00) 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.
54. No candidate running as part of a slate shall accrue more than fifteen dollars and seventy five cents (\$15.75) in campaign expenses, all of which shall be paid by the Students' Union.
55. 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 53 through 55, shall be prorated and rounded to the nearest cent.
56. No joke candidate shall accrue more than one half (1/2) of the expenses set out in Sections 52 through 55.

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57. 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 him/her/it, then the amount of this increased cost shall not count against the limits set out in Sections 52 through 56.
58. 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.
59. Each candidate and slate shall submit to the C.R.O. the record, as set out in Section 58, no less than eight (8) working hours prior to the commencement of voting.
60. No candidate or slate shall incur any campaign expense within eight (8) 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 59.
61. 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.
62. Where a candidate or slate receives a product or service for consideration that is greater than the fair market value of that product or service, then that candidate or slate shall be considered to have incurred a campaign expense equal to the actual consideration.
63. For the purposes of Section 61, general labour and any expertise had by a significant portion of the population, including, but not limited to, poster design, web page design, and web page programming, shall be considered to have a fair market value of zero.

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64. 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.
65. 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.
66. 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.
67. Where a complete request, as set out in Section 66, has been submitted to the C.R.O., the C.R.O. shall respond with a decision within nine (9) working hours.
68. The C.R.O. shall review all campaign expense records, and shall post summaries of same prior to the posting of official remarks as set out in 98 (b).
69. 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.
70. Each member shall be entitled to cast one (1) ballot in the faculty in which he/she is registered only, except the C.R.O. who shall be entitled to cast a ballot only under the circumstances set out in Section 83.

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71. Where a member is found to have cast more than one (1) ballot, only one (1) ballot shall be counted.
72. Ballots shall list each candidate followed by the voting selection “None of the Above.”
73. For the purposes of Sections 74 through 87, “None of the Above” shall be considered a candidate.
74. 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.
75. A candidate shall require a majority of voters to indicate him/her as their first choice in order to be elected.
76. Voters shall be entitled to mark as few as zero candidates or as many as all of them.
77. 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.
78. Notwithstanding Section 77, where a voter’s intention is clear that voter’s ballot shall be counted.
79. In the event that no candidate receives a majority of first place votes, the candidate with the fewest first place votes shall be eliminated.

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80. 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 had 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.
81. Where a ballot is left with no first place vote, that ballot shall be considered spoiled.
82. 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.
83. 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.
84. 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 selected by the C.R.O.
85. The process set out in Sections 79 through 84 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, and the process recommenced with the remaining candidates not yet declared victorious.

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86. The process set out in Sections 79 through 85 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.
87. Where "None of the Above" is declared victorious, no further candidates shall be declared victorious.
88. Voting shall be conducted a times determined and advertised by the C.R.O.
89. The C.R.O. shall conduct balloting by any means that provide accurate results, and may use multiple methods in any combination.
90. 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.
91. Where there are fewer than two (2) poll clerks at any given physical 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.
92. At each physical polling station, there shall be a notice to voters that shall explain the balloting procedures.
93. On each ballot, there shall be an 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 77 are met; and
 - (d) that voters shall be permitted to rank as many as all or as few as zero candidates.

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94. 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 secure location.
95. During voting, candidates shall not encourage members to vote, or engage in campaign activities.
96. During voting, candidates shall not remain within twenty (20) feet of any polling station except to vote.
97. Each candidate shall be permitted to have one (1) person, designated in writing by the candidate, acting as scrutineer and being present at the counting of the ballots.
98. 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 following persons of the final results, in writing;
 - i. in the case of results for Students' Council Elections, the Speaker of the Students' Council;
 - ii. in the case of results for General Faculties' Council elections, the Secretary of General Faculties Council and the Vice President Academic of the Students' Union.
 - (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 98 (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.

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99. 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 98 (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 two percent (2%) of the total votes cast for that position.
100. The C.R.O. may initiate a recount independently for any reason.
101. The C.R.O. shall post the results of any recount within twenty-four (24) working hours of the recount being completed.
102. Where a joke candidate is elected in any faculty, the seat to which that joke candidate has been elected shall be considered vacant.
103. 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.
104. 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.

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105. Where a complaint is received within twelve (12) working hours of the alleged contravention, and where the original complaint form is provided to the C.R.O., the C.R.O. shall rule on that complaint.
106. The C.R.O. shall provide a copy of the complaint form, with the complainant's student identification number blacked out, to each respondent.
107. Where a complaint is received and is found to be complete as set out in Section 104, the C.R.O. shall rule on the complaint within twelve (12) working hours of receiving the complaint.
108. 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 103, 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.
109. 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

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- (b) where the contravention was intentional, penalizes the candidate who was or whose volunteer was guilty of the contravention.

110. 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.

111. 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.

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

113. 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.

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

115. 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.

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116. 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.
117. No appeal shall exist from a ruling of the D.I.E. Board on an appeal of a ruling by the C.R.O.
118. The C.R.O. may delegate any of his/her responsibilities under this bylaw to relevant faculty associations.
119. Notwithstanding Section 118, ultimate authority for all decisions delegated to faculty associations shall rest with the C.R.O.
120. Faculty associations shall have the right to use Election polling stations for the purposes of:
 - (a) electing such positions as may be required by that faculty association; and
 - (b) holding plebiscites and referenda.
121. The Election shall be divided into as many parts as there are councils for which elections are occurring.
122. A candidate who contests multiple parts of the Election shall be considered to be one candidate per contested part of the election;
123. All rules concerning nominations, campaign activities, campaign expenses, balloting, and penalties apply to a candidate per contested part of the Election and not to the candidate between multiple parts of the Election;
124. A slate may encompass candidates contesting multiple parts of the Election.
125. Where Students' Council calls a by-election, the C.R.O. shall determine and announce the date of the by-election not less than two (2) weeks in advance of the close of nominations for that by-election, such date to occur not more than eight (8) weeks from the date of the by-election being called by Students' Council.

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126. Where Section 125 would require the C.R.O. to call a by-election during May, June, July, or August, the C.R.O. may instead call the by-election in September or October.
127. Any by-election shall be governed by this bylaw except as set out in Sections 125 through 126.
128. No election shall occur during the months of May, June, July, and August.

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