

STUDENTS' COUNCIL LATE ADDITIONS

Tuesday October 18, 2005
Council Chambers 2-1 University Hall

- 2005-13/2 **SPEAKER'S BUSINESS**
- 2005-13/2d Report of the 2004-2005 Chief Returning Officer (Dane Bullerwell)
Please see document LA 05-13.01
- 2005-13/6 **REPORTS**
- 2005-13/6a Graham Lettner, President – Addition to original report
Please see document LA 05-13.02
- 2005-13/6b Mathieu Johnson, Vice President (Academic)
Please see document LA 05-13.03
- 2005-13/6c Samantha Power, Vice President (External)
Please see document LA 05-13.04
- 2005-13/6d Justin Kehoe, Vice President (Student Life)
Please see document LA 05-13.05
- 2005-13/6e Jason Tobias, Vice President (Operations and Finance)
Please see document LA 05-13.06
- 2005-13/7 **BOARD AND COMMITTEE REPORTS**
- 2005-13/7e Council Administration Committee – October 11, 2005
Please see document LA 05-13.07
- 2005-13/7e (i) **LEWIS/APEROCHO ORDERED THAT** upon the recommendation of
Council Administration Committee, Students' Council appoint James
Montgomery to the Awards Committee.

2005-13/9

GENERAL ORDERS

2005-13/9b

Bill #15 - Critical Change to Plebiscites and Referenda Petition Process (sponsor; KIRKHAM)

Principles (first reading)

1. No member shall be permitted to submit more than one question on which to circulate a petition, as set out in 2400(4), simultaneously.
2. No member shall submit a question on which to circulate a petition, as set out in 2400(4), until such time that Students' Council has approved or denied a pending question for petition submitted by the same member.
3. The Bylaw Committee shall have ten (10) days to approve a petition question set out in 2400(4).

2005-13/10

INFORMATION ITEMS

2005-13/10a

Votes and Proceedings – October 4, 2005

Please see document LA 05-13.08



Year End Report of the Chief Returning Officer

2004/2005

Prepared By Dane Bullerwell

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1 Introduction

1.1 CRO's Message

This report has two purposes. First, it should provide some guidance to future CROs. Most sections include a few recommendations for future elections. Second, this report should record for posterity some information that might be of interest to future Students' Union hacks.

As is human nature, I have emphasized mistakes and challenges over good judgment and success. This should not be interpreted to mean that I am dissatisfied with how our elections were managed. While there certainly were times I would have liked to go back and change my decisions, overall, we had a fair, well-run series of elections that came in several thousand dollars under budget.

I am sure I have forgotten to write about some important topics. I apologize for any typos, inaccuracies, omissions, and grammar and spelling mistakes. If there are any glaring errors, please let me know and I will do my best to have them fixed.

All too often, student government elections are filled with irregularities. A review of student newspapers from across North America would find several electoral scandals every year. While our elections have had no shortage of controversy, I am proud that students trust the results of elections managed by our Elections Office. It is my sincere hope that future Chief Returning Officers will foster a sense of openness, transparency, and accountability that allow us to maintain the trust of the electorate.

It was an honour to serve students as Chief Returning Officer. I wish the Students' Union continued success, and applaud everyone who has the courage to run for a position within our organization.

Sincerely,

Dane Bullerwell

Chief Returning Officer, University of Alberta Students' Union, 2004/2005

1.2 Gratitude

I would like to list some of the people to whom I owe a debt of gratitude for their assistance during the election. The list is drawn from my fuzzy memory, so I apologize to those who I've carelessly forgotten.

Thanks to:

Erika, Chad Moore, Jordan Blatz, Janet Lo, Tyler Botten, Chris Henderson, Steve Smith, Catrin Berghoff, Ross Prusokowski, Greg Harlow, Mike Reid, my DROs (Andrew Kwan, Cynthia Chiew, and Kim Algara), all the Poll Captains and Poll Clerks, the SU Marketing Department, the SU Accounting Department, Amy Scholten at Augustana, Dan Precht at

CNS, Marc Dumouchel and the rest of the Whitematter team, Christian Tremblay at Le Fac, Kim Oksanen at the Registrar's Office, the SU Reception team, Alex Ragan, James Crossman, the Gateway, the hacks, Rachel Woynorowski, and most of all, the candidates and campaign managers, without whom there would be no elections or referenda.

2 Election-Specific Information

2.1 September By-Election

2.1.1 Important Dates

- Close of Nominations – Tuesday, September 14 @ 18:00
- Mandatory Candidates' Meeting – Tuesday, September 14 @ 18:30
- Deadline for Slate and Name Changes – Wednesday, September 15 @ 23:59
- Campaign Begins – Thursday, September 16 @ 09:00
- Election Forum – Wednesday, September 22 @ 12:00-1:00
- Voting – Thursday, September 23 & Friday, September 24 @ 09:00-18:00

2.1.2 Seats Available

Faculty	Open Students' Council Seats	Open GFC Seats
Agriculture, Forestry, and Home Economics	1	1
Arts	1	4
Augustana	0	1
Education	2	4
Medicine and Dentistry	0	2
Native Studies	0	1
Nursing	2	2
Open Studies	2	0
Physical Education & Recreation	1	1
Rehab Medicine	1	1
Faculté St. Jean	1	1
Science	1	1
Total Seats Available	12	19

2.2 Main Election

2.2.1 Important Dates

- Close of Nominations – Thursday, February 17 @ 17:00
- Mandatory Candidates' Meeting – Thursday, February 17 @ 18:00
- Deadline for Slate and Name Changes – Saturday, February 19 @ 06:00
- Withdrawal Deadline – Saturday, February 19 @ 18:00
- Campaign Begins – Monday, February 28 @ 09:00

- Lister Hall Forum – Tuesday, March 1 @ 17:00
- Fac. St. Jean Forum – Wednesday, March 2 @ 12:00
- SUB Stage Forum #1 – Thursday, March 3 @ 12:30
- SUB Stage Forum #2 – Friday, March 4 @ 12:00
- Myer Horowitz Forum – Monday, March 7 @ 12:00
- Budget Deadline – Tuesday, March 8 @ 17:00
- Campaign Ends – Tuesday, March 8 @ 21:00
- Voting – Wednesday, March 9 & Thursday, March 10 @ 09:00-17:00

2.2.2 Referendum Question Text (Health Plan)

Do you support a new fee:

1. *Establishing an undergraduate health care plan in accordance with the contract signed by Studentcare.net/works and the Students' Union.*
2.
 - a. *at an initial cost not to exceed \$114 per student, per Fall and Winter term for 12 months of coverage, or;*
 - b. *\$76 per student enrolled in only the Winter term for eight months of coverage.*
3. *With an opt out for students who;*
 - a. *demonstrate comparable coverage as outlined in the contract within the first four weeks of the Fall term;*
 - b. *demonstrate they have ceased to be undergraduate students at the University of Alberta in the Winter term.*
4. *With an opt in clause for students enrolled in only the winter term or part time students.*
5. *With no opt out available to students who do not have comparable coverage as outlined in the contract.*
6. *That will expire August 31st, 2008.*

2.3 March Councillor Election

2.3.1 Important Dates

- Close of Nominations – Monday, March 14 @ 17:00
- Mandatory Candidates' Meeting – Tuesday, March 15 @ 18:00
- Campaign Begins – Wednesday, March 16 @ 09:00
- Budget Deadline – Monday, March 21 @ 17:00
- Campaign Ends – Tuesday, March 22 @ 21:00
- Voting – Wednesday, March 23 & Thursday, March 24

3 Marketing

3.1 General Marketing Information

A detailed advertising plan from this year's elections is available. It sets out the number and timing of Gateway advertisements, as well as the particulars about our other means of advertising throughout the year. Please refer to the 2004/2005 ad plan for these details.

3.2 Tables and Banners

As I learned the hard way, table and banner spots around campus book up quickly. While the banner locations in the Tory Atrium and CAB are first-come-first-served, spots in SUB and HUB need to be booked potentially months in advance. While I was ultimately able to get almost all the spots I needed, I could have saved time and avoided stress by booking earlier.

Tables and banner spots in SUB are booked through the Students' Union, tables and banner spots in HUB are booked through the HUB administration, and tables spots in CAB, BioSci, V-Wing and Tory Atrium are booked through Facilities Management. Generally, all other table and banner locations are booked through the relevant faculty. For example, banner and table spots in Van Vliet are booked through the Department of Phys. Ed.

When booking tables, take care to confirm whether tables will be provided or whether they need to be set up by election staff. If at all possible, tables should be set up a day in advance of voting. There is not enough time during voting days to be moving tables around. University Facilities Management will drop off and pick up tables for a fee. Whatever they charge is more than worth it, simply for peace of mind.

Candidates generally did not make full use of the table locations. It was frustrating to see prime table spots go unused (especially after I had spent so much time ensuring the tables were available). One regulation I created permitted candidates to display any number of posters and banners at a table, so long as a volunteer was present. In other words, the posters and banners at a staffed table would not count toward the per-building limits. While there are no easy ways to make candidates give up tables they are not using – it is, after all, each campaign's choice as to how it uses resources – I would suggest that future CROs consider ways to give incentives for table use, as it has a large impact on the overall profile of the election.

I permitted candidates to trade table and banner reservations. In retrospect, this raised questions of possible collusion between candidates. While there were no complaints about this practice this year, it is possible that a candidate running unopposed might trade spots in a way that could be interpreted as collusion between campaigns.

3.2.1 Recommendations:

- The CRO should book table and banner locations as soon as possible, preferably no later than September.

- The CRO should consider creating incentives for campaigns to use tables they have reserved; and
- The CRO should discourage or ban “table trading.”

3.3 Posters

This year, the posters continued in the “edgy” theme started by last year’s poster campaign. I do not believe this year’s poster campaign was as effective as last year’s. While the posters were attractively designed, the message tended to be confusing.

Notably, the Gateway ran an editorial denouncing the Students’ Union’s use of sexual innuendos in advertising in general, and the poster campaign in particular. I have also spoken with more than a few students who were offended by the ad campaign. I am of two minds on this issue. While I think an effective ad campaign will sometimes shock or offend some people, our election advertising does influence how students see the Students’ Union. We should be careful not to offend portions of our electorate. More pragmatically, and more to the point of the Gateway editorial, sexually-themed advertising has reached a saturation point. It does not hold the same shock value that it once did.

Poster design is difficult, because it requires a combination of inspiration, pointed communication, and attractive visuals. Ultimately, I think the 2003/2004 ad campaign worked more because it was “clever” and “elegant” than because of its sexual themes. I do not recommend a return to the 2002/2003 advertising campaign where pure issue-based “I’m Voting” posters bored students to tears.

A key part to the effectiveness of a poster campaign is ensuring that posters go up, and that they are put up in prominent locations. I made the mistake of paying Safewalk to put up posters. Frankly, I was not impressed with the poster skills of Safewalk volunteers.

I spoke with Facilities Management ahead of time about where our posters could be placed. SU Elections has an exemption from the usual poster placement rules, but there remain a number of surfaces where posters are not allowed. The general rules are available on the Facilities Management website, but I made sure I spoke with them anyway so they would know who to call if any issues came up.

Even though I confirmed the rules with Facilities Management, I found that staff in the main CAB-Chemistry-V-Wing Complex was taking down our (very expensive) posters because they thought they were not approved. Even after repeated phone calls, the posters continued to come down. This underscores the importance of speaking with building staff ahead of time about SU Election posters.

CROs will also find that other groups suddenly think it is acceptable to put up posters on walls just because there are SU Election posters there as well. Unless the group is on a designated list of exempted events (available on the Facilities Management website) they should not be putting their posters on the walls. The CRO should talk to Facilities Management about having the offending posters removed.

3.3.1 Recommendations

- Start poster design as early as possible. Create a small group to brainstorm ideas with the design department. Budget ample money for poster design, and do not be afraid to scrap ideas. Make sure you have enough time to re-work posters so that you are not forced into accepting a design you are not satisfied with because posters need to be sent for printing. Have a “focus group” comprised of people outside the SU who can give you feedback on poster designs.
- Pay election staff to put up posters. Do not, under any circumstances, use Safewalk to put up posters.
- Talk to Facilities Management about poster guidelines for both SU Election Office posters and posters from candidates. Ask them to let their building staff know about SU election posters ahead of time.

3.4 iPod Promotion

As a means of attracting people to election forums, SU Elections purchased three iPod Shuffles and offered them as prizes in a draw. Students who attended the forum could pick up an entry form; this form was submitted to poll clerks when they voted. Forms were also available on the SU elections website for printing, to be handed in the same way.

Our democratic process must be taken seriously, and every attempt should be made to prevent it from devolving into an attempt to bribe students into voting. I believe this year’s promotion, the first in recent memory, was set up in such a way that there was at least a reasonable argument that the students entering the draw would know something about the candidates. Students had to either attend a forum or visit the website, both excellent ways for becoming more informed about the candidates. I doubt that anyone who takes the time to get an entry form and vote will not also take the time to learn a bit about the candidates so they can cast an informed ballot.

The iPods were intended to be one more way to attract attention to the election and build some word-of-mouth among the student body. The iPods provided very attractive visuals that could be used in banner and Gateway advertising. While it is difficult to assess how successful the promotion was, it bears noting that there were several hundred entry forms submitted.

3.4.1 Recommendations

- That any future election promotions continue to be done in the spirit of attracting students to learn more about candidates, in contrast to simply attracting students to vote.

3.5 Campus-Wide Email

The information sharing agreement between the Registrar’s Office and the Students’ Union provides the SU with the email addresses of all undergraduate students (as well as their names, faculties, and ID numbers for voters’ list purposes). We used these email addresses to send out a mass email to all undergrad ualberta.ca accounts.

This being a new initiative, approval was sought from the Associate Provost (Information Technology) and the University Secretariat. CNS was also notified to ensure the email would not be filtered out as spam. The email was sent on the weekend before the Myer Horowitz forum for the main election. SU tech support was able to send the email from SU servers, using pre-existing scripts for that purpose. The actual email blast took most of a day to be sent out.

Sending out more than one email would dilute the effectiveness of the message and likely irritate students (not to mention decision-makers who approve the mailout).

The email was kept brief and to-the-point, with feedback being provided by the Marketing department. It is reproduced below:

From: election@su.ualberta.ca

Date: March 6, 2005

EXECUTIVE ELECTIONS & HEALTH PLAN REFERENDUM

<http://www.su.ualberta.ca/election05/info>

** Your Students' Union is holding its annual executive elections on Wednesday, March 9 and Thursday, March 10. Polls will be open for voting from 9 AM to 5 PM. Remember to bring your OneCard to vote.*

** The leaders you elect will represent your interests to government, plan campus events, act as your voice in the University community, and manage Students' Union-owned businesses.*

** You will also have a chance to approve or reject a proposed undergraduate Health Plan and the associated annual fee.*

** It doesn't take much time to make an informed choice. Visit the website below or attend a candidates' forum - you'll also have a chance to win 1 of 3 iPod Shuffles.*

<http://www.su.ualberta.ca/election05/info>

** The Horowitz Candidates' Forum will be held in the Myer Horowitz Theatre in SUB on Monday, March 7 at 12:00 Noon. Classes are cancelled from 12:00 to 1:00 to allow you to attend.*

COUNCILLOR ELECTIONS

The annual Students' Union Councillor elections will be held on March 23 and 24.

** If you would like to get involved in your university community, consider running for Students' Council or General Faculties Council. Find out more on the Councillor Election website:*

<http://www.su.ualberta.ca/election05/councillor>

3.5.1 Recommendations

- That the CRO continue to send out a campus-wide email advertising the election, and that the total number of emails sent be restricted to one.

3.6 Website

I tried to expand the use of the SU website this year, promoting it in all of our advertising and making it a primary destination for information on how to run and on the candidates who were running. I allowed the candidate information to stay online even after the end of campaigning, as I considered it analogous to already-published Gateways that remained available after the end of campaigning. Here are some statistics about how the website was used by students:

	Election Page	Main Election Candidate Information Page
Total Hits	7,405	6,898
Unique IP Addresses	322	2,369

Total Hits		
Date	Election Page	Main Election Candidate Information Page
Sunday, February 27	78	28
Monday, February 28	360	204
Tuesday, March 1	227	256
Wednesday, March 2	225	233
Thursday, March 3	200	218
Friday, March 4	129	139
Saturday, March 5	93	89
Sunday, March 6 (<i>mailout</i>)	192	1,631
Monday, March 7	252	1,513
Tuesday, March 8	312	681
Wednesday, March 9	341	651
Thursday, March 10	511	454
Friday, March 11	755	307

3.6.1 Recommendations

- That the CRO continue to use the SU Elections website as one of the primary means for keeping voters, candidates, and potential candidates informed.

3.7 Other Marketing Methods

The ways to market the election to students are limited only by the imagination. In years past “election captains” fanned out across campus during voting days to do classroom speaking to remind people to vote. That is just one example of a way to market the election to students that could be tried in the future.

Future CROs should not limit their imaginations to what CROs have done in the past. There are all kinds of unique ways to reach students – some of which could be easily tied into a more generic “What does the SU do?” campaign.

3.7.1 Recommendations

- That the CRO examine the results of the SU Survey to determine what message(s) would be most effective in getting students to vote.

4 Staffing

4.1 Deputy Returning Officers & Poll Captains

The DRO hiring process was completed by mid-November. Ads for the positions were run in the Gateway. Six candidates applied, and three were hired. I was very satisfied with the quality of all applicants and choosing between them was very difficult.

I cannot help but feel that I could have managed the DROs better. To begin with, I made the mistake of blindly following in the footsteps of my predecessor. Since Chad, the previous CRO, had hired three DROs, I too hired three. Were I to do it over again, I would either hire a single DRO, and delegate far more work to that DRO, or divide different functional areas between the DROs hired. For example, one DRO could be assigned responsibility for scheduling shifts, another could handle payroll, and a third could coordinate postering and other marketing efforts. Giving DROs areas of responsibility would have allowed them to take more responsibility for areas of the election, and would have let me grow to trust them to work more independently.

All DROs should be available during election week to help approve materials and deal with any issues that might arise. Poll Captains were hired to handle work during election week and election days. I tried to make it clear to these higher-level election staff members that they may be called on to work long hours, and possibly skip class, to keep the election on track.

4.1.1 Recommendations

- Before you hire your DROs, create a written plan of what tasks you would like the DROs and Poll Captains to handle for you. Estimate how many hours will be required from both DROs and Poll Captains. Ensure you have enough work for

the number of DROs and Poll Captains you hire. Try to compensate them fairly for their time.

- Once DROs are hire, extensively train each of them ahead of time. Discuss how the election will run and divide responsibilities between DROs.

4.2 Poll Clerks

4.2.1 Hiring

Ads for poll clerks were run in the Gateway for both the September by-election and the March elections. Application forms were prepared, which included a shaded diagram indicating when they could work. Interviews were deemed unnecessary, and hiring was almost entirely on the basis of who had the most convenient schedules.

International students often apply for SU election jobs, since international students generally cannot work off-campus without a work visa. I dropped off some application forms at the International Centre and asked the staff to mention their availability to anyone who might be interested.

4.2.2 Scheduling

The most troublesome part of staffing the elections was working out a poll clerk schedule. Most poll clerks have classes in the morning, but large parts of the afternoon free to work. This means that poll clerks who can work long stretches in the morning are invaluable.

I created a spreadsheet and assigned poll clerks to polling stations, starting with the applicants with the most time available to work in the morning. A well-designed and well-updated spreadsheet is useful for scheduling, verifying availability for shifts, and double-checking hours worked against time sheets submitted.

Some non-students and non-undergrads applied to work as poll clerks. While my first preference was always for undergraduate students, I did hire some non-students in more remote locations, like Fac. St. Jean, simply because they were available all day. This lessened the burden of supervising staff changes at remote polling stations.

4.2.3 Training

Training sessions were held for poll clerk staff. They were given a “Poll Clerk Training Manual” that detailed the pertinent procedures, and I briefly demonstrated the voting process to the clerks.

Since the most non-intuitive part of being a poll clerk was using the online voters’ list, I paid special attention to how to use the computer terminals. Other than that, the sessions served as a time where I could emphasize the importance of keeping the election free and fair. I tried to keep the sessions to about twenty minutes, since I was not paying the poll clerks for their time.

4.2.4 Payment

Ensuring poll clerks were paid in a timely manner was at times frustrating, for both me and the poll clerks. This largely stemmed from the problems we had collecting poll clerk time sheets. Some poll clerks would leave their sheets with the ballots, others would hand them in to an election staff member, and still others would slip them under a door. In the absence of a time sheet, I had no idea how much someone should be paid. This led to poll clerks going to the SU office to pick up a cheque, only to find no cheque available.

By the time they informed me this happened, it would sometimes be up to ten days until I could have another cheque issued. Generally, the people working as poll clerks like to have their money sooner rather than later – so telling someone they had to wait ten days for their money because I did not receive a time sheet was sometimes very difficult.

4.2.5 Recommendations

- Run ads advertising poll clerk positions in at least three Gateways, starting in early to mid January. Email everyone who applied for the by-election, asking them to re-apply if interested.
- Hold two poll clerk training sessions (giving the clerks a choice of which one to attend) where the basic responsibilities of a poll clerk are explained and a training manual is distributed.
- When devising a schedule, start with the most available clerks and then find other clerks to fill in the gaps. Assign an election staff member the responsibility of emailing out shifts and confirming the shifts and locations at the poll clerk training session.
- Have poll clerks hand in time sheets to a single location. Set a firm deadline for all timesheets to be received, and ensure that it leaves enough time to have Cheque Requisition forms prepared for the next cheque run. Give the accounting department advance notice of the large volume of cheque requests.

5 Nominations

5.1 Referendum Questions

5.1.1 Health Plan

Students' Council voted to include a referendum on a proposed health plan on the ballot for the executive election. The major challenge for this referendum was balancing the SU Executive's interest in seeing the Health Plan succeed against the spending and campaigning restrictions in the Referenda bylaw. The bylaw's rules were based around two equal and separate referendum sides, battling for student mindshare, and did not take into account third parties.

In any case, the CRO's ability to regulate third party activities in an election seemed minimal – the bylaws only gave me power over the referendum sides. As much as I might have liked to have the power to stop anyone in the world from interfering with my elections, to do so would be grossly overstepping my authority. (The results of this kind of CRO authoritarianism were seen a few elections back when the CRO decided to

impound the Gateway because of an editorial that allegedly violated the election bylaw. That case was widely cited as a reason for Gateway autonomy, but in fact, the CRO did not have the authority to impound the Gateway even when it was a part of the Students' Union.)

Not only did I have to worry about the Students' Union executive interfering with the election, but the proposed health plan provider, Studentcare, also had an interest in seeing the referendum succeed. Both the executive and Studentcare wanted to find ways to support the Yes Side of the referendum, but I continually reminded them that any assistance they provided the Yes side would need to be charged to the Yes budget at fair market value. There were some interesting DIE Board rulings that clarified the place of third parties in election campaigns.

The text of the referendum question is included in a previous section.

5.1.2 Recreation Complex

In mid-December, a delegation from the Faculty of Physical Education and the Recreation Action Committee met with me to discuss the process of including a referendum question on the ballot in March. The University was interested in doing major renovations and expansion of the Van Vliet building, and wanted to run a referendum to secure student support for a non-instructional fee increase. I gave them what information I could, and suggested they speak to the Internal Review Board of the Students' Union for more information about the correct procedure to follow.

A referendum petition drive was initiated, and several thousand signatures were collected in support of a referendum. At the time the petition was submitted I believed it met the requirements for a petition to initiate a referendum. Unfortunately, just after the petition was submitted, an error was identified in the SU bylaws. Somehow, the referendum bylaw distributed online and in Councillor packages was not updated with changes made a few years ago. The administrative staff member responsible for such updates had not made the changes in the master copy of the bylaw.

The changes pertained to the number of signatures required to initiate a referendum, and the procedure required to have a referendum certified by Council and IRB. The petition did not meet the newly updated requirements, and therefore, I was forced to reject the petition. (Several interesting questions were raised about what copy of the bylaws was the "official" copy, but it was ultimately decided that the will of the elected representatives must prevail – once it was determined what the will of those representatives actually *was*. See the DIE Board ruling.)

The petition committee had collected its signatures and followed the procedures under the rules as we then understood them, and were being disadvantaged because of a clerical error they had no control over. I brought the issue to Council, and recommended that they use their discretion to certify the referendum regardless of the error. For various reasons, Council demurred, and the referendum question did not end up on the ballot. While Council's reasoning had some merit, I was not completely satisfied with the outcome. I

will not discuss the issue further here. Please refer to the Council minutes for more information.

5.2 Candidate Nominations

Candidate nominations went smoothly, for the most part, with the exception of two notable incidents.

First, a candidate attempted to submit nomination papers for an executive position approximately five minutes after the deadline had passed. While I was generally very forgiving about deadlines, this was one deadline I was not willing to overlook, since it was so fundamental to the nomination process, and since it would be quite unfair to the other candidates who had made an effort to follow the nomination procedures to the letter.

Second, Mr. Chris Jones tried to submit a nomination for Open Studies Councillor without the required ten signatures from students in his “faculty” (in this case, Open Studies). In fact, his nomination contained a single signature – his. While I sympathized with Mr. Jones, the election bylaw clearly stated that ten signatures were required, and I thought it would be unethical to overlook that requirement, even though I too found it unduly harsh in the case of Open Studies.

In the end, Mr. Jones took me to the DIE Board, and the DIE Board upheld my decision, while recommending to Students’ Council that it investigate changing the bylaw to accommodate the special case of Open Studies.

6 Election Campaigns

6.1 Candidates’ Meeting

Candidates’ meetings are vital to ensuring the candidates understand the rules of the election. This is doubly true for Councillor elections where a large number of candidates have never run in an election before.

Candidates’ meetings have been known in the past as long, tedious sessions full of the CRO reading from the election bylaws. I made a special effort to keep the meetings moving at a reasonable pace this year. Rather than reading the entire bylaw, I highlighted the important and non-intuitive sections, and sternly warned the candidates to read the entire bylaw on their own time.

Two parts of the meeting tended to take up an inordinate amount of time. Ballot order selection took quite some time with the large number of candidates in the Councillor election. Table & banner spot selection was extraordinarily length for the Executive election.

6.1.1 Recommendations

- The CRO should take control of the Candidates' Meeting. It should be kept brief and to-the-point. Do not let "the hacks" turn the meeting into a social event.
- The CRO should think about how to answer candidate questions ahead of time. When someone asks an interpretation question, ask for input from the candidates, then make a decision and stick to it.
- The CRO should put thought into how the bylaws/procedures could be changed to cut down on the time it takes to do ballot order draws and table/banner allocation.

6.2 Forums

A sparsely attending forum was organized for the September by-election. Turnout and interest were low. I attribute this to a combination of a hectic September, low interest in the by-election, and little advertising.

The same five main election forums were held this year as were held last year. The Lister forum was moderately well attended, comparable to the number of people who traditionally attend the informal kick-off to campaigning. The Fac forum was well attended compared to the number of students who usually attend, since we were able to have classes cancelled at Fac during the forum.

The SUB Stage forums were less well attended, with many students simply ignoring the proceedings and leaving the speeches to the hacks. The speeches were loud enough to attract attention for at least part of the lunch hour. Questions were solicited from campus media, and the first forum was moderated by a member of the debate club. This format worked very well, and I regret not having a debate club moderator for the second forum. Having a professional, independent moderator is advisable for CROs such as myself that are unsure of their ability to moderate the debate.

The Myer Horowitz speech was extremely well attended with the entire theatre packed to capacity. This increase in attendance is probably directly attributable to the mass email that was sent out. The forum went very well, but many students left after the first 50 minutes to attend class. This meant some of the final speeches were not heard by everyone in attendance. For this reason, I would have the referendum speeches after the presidential speeches, which traditionally open the forum.

No forums were organized for the March Councillor elections. While some people complained about the lack of forums, I found it very difficult to justify investing many hours in setting up forums that I was quite convinced would be attended by very few students. I do not consider it a productive use of election staff time to organize councillor election forums. The possibility of a large, all-candidates forum could be considered, but in general, forums should be left to faculty associations or the candidates themselves to organize.

Forums serve a few purposes. First, they give very interested students an opportunity to ask questions and make the candidates take public positions on issues. Second, they are a simple way for somewhat interested students to learn enough to make an informed

decision. Third, they serve as a “spectacle” that draw in students who would otherwise be interested in student politics. The CRO should seek to balance each of these purposes when deciding when to schedule forums and how the forums will operate.

6.2.1 Recommendations

- That the CRO evaluate the effectiveness of forums as a method of determining candidate platforms and building student interest, and change the number, location, and format of forums as required.
- That future CROs consider making the debate more interactive, if the number of candidates and facilities permit.

6.3 Mediating Disputes

There will always be disputes between candidates during campaigns. Common issues include posters placed in restricted areas, collusion, innovative but possibly illegal methods of campaigning, and the always popular “pre-campaigning” (after the nomination deadline but before the campaign officially begins).

One of the advantages of our electoral system is that it has a well laid-out process for filing complaints to force the CRO to make a ruling. This gives all candidates a means to ensure the playing field remains level. At the same time, too much formality can bog down the process and waste CRO time. Often, candidates just want their opponents to stop breaking the rules. Forcing them to file an official complaint form every time a rule is broken just means the CRO will have to conduct a full, time-consuming investigation.

I would suggest that the CRO set a collaborative tone from the beginning of the election. Emphasize that so long as everyone is operating in good faith, it may not be necessary to fill out a complaint form for every minor violation. The vast majority of bylaw violations are minor and unintentional, and no serious sanction would be issued even after a long investigation. Ask candidates to bring their concerns to the CRO immediately so they can be resolved before major problems arise. Remind the candidates that they may always make a formal complaint, but try to resolve problems quickly and amicably before formal investigations become necessary.

Yes, the candidates are all in the race to win. But if the right tone is struck from the beginning of the election, the rules can be followed and different campaigns can still respect one another.

6.3.1 Recommendations

- That the CRO first attempt to resolve disputes between candidates informally before initiating the formal investigation and ruling process.

7 Voting

7.1 Voting Days

Voting days are chaotic to say the least. The best advice I can give any CRO is to plan ahead, trust your election staff, think on your feet, and stay calm.

Polling stations were located somewhat arbitrarily, based on my judgment of how to reach diverse groups of students at the lowest cost, taking into account the locations traditionally used. Convenience is a major factor in whether students vote or not, so I tried to keep a good number of stations around campus.

The hardest part about setting up polls was moving the computers out to the stations and getting them set up in the morning. While the election consultants were very helpful with this, future CROs should err on the side of being overstaffed during the mornings. The CRO should do a walk-through of the poll locations with the election consultants to ensure power is available and network connections will work.

Make a checklist of what is needed at every polling station. (Ballot box, pencils, ballots, walkie-talkie, posters, etc.) Assemble the materials a day or two before the elections. In short, make sure everything is ready to go the night before so you are not scrambling the morning of the election. Check off the names of poll clerks as they come in so you know when you can send out clerks to set up the different stations. Have maps made of the locations of different polling stations in case clerks are unsure.

Keep close control over ballots at all times. Make a detailed sign-in and sign-out sheet to record the ballot numbers of blank ballots given to each polling station in the morning, and ballots returned at the end of the day. Lock the ballots in the CRO/DRO office (or another secure location accessible only to Election Staff) at the end of the first voting day, and ask Campus Security to do periodic checks of the 3rd Floor overnight. Tape over all of the ballot boxes and initial the tape to guard against tampering. Store the blank ballots separately from the ballot boxes.

Walkie-talkies were rented from Glentel for use during voting. The election would not have been manageable without them. (Due to the small number of polling stations in the by-election, we were able to simply borrow Safewalk's walkie-talkies for that election.) While Glentel was not inexpensive, they did provide excellent service. Costs were driven up by the long weekend after the councillor election that cost us an extra few days of rental charges because the machines could not be returned immediately after the election.

There can never be too many election staff members around during voting. There will always be a few people who do not show up, so always keep at least one free poll clerk (as well as a few poll captains) around to take over for missing clerks and clerks who need a break. Check in periodically with each polling station, and keep close tabs on the number of ballots remaining at each station.

Have someone with a car available to run errands and pick up/drop off ballots from the Fac. Consider booking the SU van for this purpose, but remember that you will need to add any drivers to the SU insurance in advance.

Emphasize how important it is to have two people with the ballots at all times, even when taking down the polling stations at the end of the day. The CRO should make a point of avoiding being alone with the ballots, to show that the rule applies to everyone. Designate a DRO to supervise take-down on the last day of voting if you need to be available for ballot scanning. Keep the SUB polling station open as late as possible to accommodate students with irregular schedules. Make sure you have organized for Augustana ballots to be returned to campus.

7.2 Voters' List

The Registrar's Office generates student lists that are used to determine who is eligible to vote. These can be produced on short notice, and should be generated as close to the actual election date as possible, since students are constantly enrolling and dropping out.

I considered the voters' list from the Registrar the final authority with respect to whether a student be allowed to vote. Lacking any clear definition of who is and is not a "member" of the SU (and thus allowed to vote), I felt the list from the Registrar was acceptable.

I cannot overemphasize the importance of maintaining the security of the voters' lists. The SU is party to an information sharing agreement with the registrar that allows us to have access to all students' names, student ID numbers, faculties, and email addresses. This information is invaluable for running the election. Were there ever to be unauthorized access to this information, it is very possible that the Registrar could revoke access, making it very difficult to run the election.

7.2.1 Recommendations

- That the Elections Office take measures to ensure that the voters' lists are kept safe and that the lists are destroyed once they are no longer needed.

8 Ballot Counting

8.1 Main Election

As in last year's main election, a scantron-based (bubble sheet) preferential ballot was used in the main election and referendum. This process worked extremely well. There were fewer spoiled ballots than last year, and the ballot scanning went very quickly.

It was worthwhile to put some time into thinking about how I would rule on various types of incorrectly filled-out ballots. There is no end to the different ways students can mis-code a ballot sheet, and it was helpful to have thought about how to interpret their marks ahead of time. That way, decisions were made quickly and consistently and scrutineers were satisfied that the process was fair.

The election consultants who wrote the ballot counting software, Whitematter Consulting, performed superbly throughout the election process. Their work was timely and professional, and their advice and support was invaluable. My only suggestion might be that more help be available on the first day of voting to set up the computers for the online voters' list.

We continued to offer online voting to off-campus students. I felt this was important, as without online voting these students would be effectively disenfranchised. I also manually added a small number of students to the online system, who were not officially registered as off-campus but were in effect too far away to vote. The only slight glitch happened when the online system was not activated at the time we told students it would be available. See below for a discussion of the merits of universal online voting.

8.1.1 Recommendations

- That the CRO consider various ways ballots can be mis-coded and rule on how they will be interpreted, ahead of ballot counting.
- That the Elections Office continue to use the scantron-based preferential ballot system for the main election.
- That the Elections Office continue to use Whitematter for election consulting work.

8.2 Councillor Elections

Ballot counting for councillor elections was a nightmare. Paper ballots were used, with voters writing in their number rankings next to each candidate. This necessitated the hand-counting of ballots.

While hand counting was reasonably easy when there were small numbers of voters and small numbers of candidates, it grew to be nearly unbearable in the larger elections. Hand ballot counting for the March councillor election started around 6 PM, and did not wind up until nearly 3 AM. While I believe counting could have been shortened somewhat, to do an accurate and comprehensive count requires many people helping and a great deal of time-consuming double-checking.

Hand counting should not continue. Some sort of scantron-based system should be investigated, or more simply, the ballot information should be entered into a spreadsheet or some other computer program that can quickly and accurately do a machine count of the preferential ballot.

8.2.1 Recommendations

- That councillor election ballot counting be made less reliant on hand counting, and “automated” as much as feasible.

9 Problems & Challenges

9.1 Main Election Software Error

The day after the unofficial main election results were released, the election consultants contacted me and informed me about a potential problem with our vote counting software. They realized that in a circumstance where a voter left a “gap” in his or her rankings, the ballot counting software did not correctly identify rankings after the 1st place ranking on the ballot. They corrected the error, and re-ran the software. Thankfully, the error had not changed the outcome of any races. It did, however, slightly change the number of votes for candidates in the Presidential races in later rounds of voting. (That’s why the results I announced at the PowerPlant on election night differ slightly from the official results.)

I informed the candidates of the mistake and consequences of the error on the final vote outcome as soon as I found out about the problem.

This error shows how important it is to have an independent, third-party audit of all election software. Very subtle bugs could cause different outcomes in close races, like the Presidential race this year. While the election software had already been examined in 2003/2004 by Mr. Chris Jones, it would be worthwhile to continue to have the software examined annually by another set of eyes familiar with both programming and our election system.

(Incidentally, the ballot data from the 2003/2004 election was re-run using the updated software. There was no change in the outcome of that election, either.)

9.1.1 Recommendations

- That the Elections Office find a suitably knowledgeable individual or group to conduct an audit of SU election software.
- That ballots be retained for at least two weeks after the election in case examination of the physical ballots becomes necessary.
- That SU election software produce a comprehensive log of operations for future auditing and error checking.

9.2 Science Ballot Error

Approximately 30 minutes after the start of voting on the first day of the March Councillor Election, I realized that the Science ballots were missing a candidate name. I immediately closed the poll and printed new, correct, ballots and re-opened the polling station. The polling station was closed for about 45 minutes in total.

By the point I stopped voting, a few dozen students had already cast their ballots. Because their student ID numbers had been crossed off a paper voters’ list, I was able to identify the names of the students who voted and contact them via email. At the end of the election, there were still approximately five voters unaccounted for. I decided to put off counting of the ballots until the following week to give these voters a chance to re-

case their ballot via email. Ultimately, there were still a few voters who did not respond to my emails. It is possible that, had they all voted for certain candidates, they could have affected the order candidates were elected, but I do not believe the missing voters could have affected the final results.

Throughout the process, I tried to be as transparent and open as possible with the candidates. I emailed them and explained my mistake as soon as it was identified, and worked with them to help track down the students that had voted before I noticed the error.

I take complete responsibility for this error. The students of the University of Alberta should be able to expect a more professionally run election. While I had double-checked all of the ballots, the ballots still left off a candidate. The candidate omitted was at the bottom of the ballot page. I somehow must have either made a copy/paste error or failed to check the last name on the ballot.

9.2.1 Recommendations

- That the CRO have at least one DRO or Poll Captain double-check all ballots for errors against the original nomination forms and official candidates' lists.
- That the CRO delegate responsibilities in such a way that he or she does not make errors due to fatigue.

9.3 APIRG Election

For the last few years, APIRG has used SU polling stations for its elections. There were some problems this year.

Ballots were provided by APIRG in manila envelopes, with one for each polling station. Unfortunately, the number of ballots in each envelope was far too few and we started to run out of ballots as early as noon on the first day of voting. I was unable to contact the APIRG CRO, and since we were already short staffed it was impossible to immediately bring more ballots to polling stations that had run out.

Because some polling stations had run out of APIRG ballots but still had SU ballots, some students voted in the SU election but were not offered APIRG ballots. Since APIRG using our voters' list to determine voter eligibility, we had no way of determining whether a voter who had cast an SU ballot had also cast an APIRG ballot.

Eventually, more ballots were delivered, but this raised problems of its own. As I tried to find a way to get more APIRG ballots, I was contacted first by an APIRG staff member, then by a candidate in the APIRG election, to try to help coordinate ballot delivery. This made me very uncomfortable, since I had not been informed by the APIRG CRO that either of these individuals would be involved in the election. (I should emphasize that at no time did I feel the APIRG staff member or candidate were attempting to influence the outcome of the election.)

The APRIG CRO also requested that SU poll clerks check APIRG voters against a list of students who had opted out of the APIRG fee, to determine voter eligibility. In my opinion, this would have unacceptably delayed the voting process. A simpler solution would have been for the list to have been provided in advance of voting so that it could be integrated with our voters' list software.

9.3.1 Recommendations

- That the Students' Union charge APIRG "fair market value" for its use of SU polling stations.
- That the CRO meet with the APIRG CRO to discuss the upcoming election no later than early January.
- That APIRG provide the CRO with a list of students ineligible to vote in the APIRG election, and pay for all modifications to the online voters' list required.
- That the division of responsibilities between APIRG election staff the SU election staff be clearly set out in advance of voting days.

10 Online Voting

Online voting is an idea that will never die. It's also a topic that could fill, and indeed has filled, entire books. The simplicity of having a universally accessible website at which people can vote will always be coupled with the technical difficulty in implementing and securing such a system.

I mistrust online voting. Without paper copies of ballots, auditing the results becomes very difficult. Many people have written about the difficulty in securing online systems. I suggest future CROs read Bruce Schneier's essay "Voting and Technology" for a treatment of some of the problems with technology and voting¹. Whitematter also wrote a report on online voting that explains some of the advantages and disadvantages, and it makes a good starting point for discussion.

Ultimately, I hope whatever decisions are made regarding online voting are made after a careful examination of the proposed systems and a comprehensive audit of voting procedures, be they online or paper. If the problems with the University of Calgary's 2004 online election have taught us anything it is that online voting requires careful scrutiny and that we should not blindly trust technology.

10.1 Recommendations

- That future CROs periodically investigate the technical feasibility of online voting, as well as its potential cost savings and effects on voter turnout.
- That, when deciding whether to extend online voting to all voters, future CROs make the integrity of the electoral process the most important factor guiding their decision.

¹ <http://www.schneier.com/crypto-gram-0012.html#1> and <http://www.schneier.com/crypto-gram-0312.html#9>

11 Councillor Election Visibility

Councillor elections have traditionally been far less visible than the main elections, for a number of reasons. This year was no exception. This is a hard problem to solve, and I think the reasons have been discussed enough that I can safely ignore reiterating them here.

One simple, but very effective, way to increase both the number of nominations and turnout in Councillor elections is to work more closely with faculty associations in promoting council elections. Students interesting in running for faculty associations have already demonstrated they care about student issues, so are a natural reservoir to tap for Council candidates.

It is also ridiculous to have so many different student election dates on campus. Having many voting days hurts voter interest and confuses students. The election bylaws allow faculty associations to use our polls for voting. Not only would this standardization help turnout, but it would make life easier for the FAs by eliminating the hassle of running polling stations. No one can lose from coordinating elections – it's just a matter of advertising the idea to the FAs so the necessary bylaw changes can be made. The enormous turnout this year in Law shows how successful having joint elections can be.

11.1 Recommendations

- That the CRO prepare and distribute information to FAs detailing how interested parties can run for Students' Council and GFC.
- That the Elections Office (or a representative from Council) meet with as many FAs as possible to promote Council elections, with a particular emphasis on under-represented faculties.
- That the Elections Office work to harmonize election dates with Faculty Associations.

12 Augustana

Augustana Faculty in Camrose, formerly Augustana University College, presented a unique challenge because of its distance from the main University campus. Through the invaluable assistance of the very competent Augustana CRO, Ms. Amy Scholten, Augustana was fairly well served by SU elections.

Transporting ballots to and from Augustana was done by either the Augustana CRO or the SU CRO. Speaking from experience, this was not a fun process. Driving down to Augustana with freshly printed ballots the night before the election was not a worthwhile use of CRO time. While I felt comfortable having a single person (namely, myself) transport blank ballots to Augustana, I would not feel comfortable having a single person transport completed ballots back.

For the September by-election and March Councillor election, I delegated most of my responsibilities to the CRO as per the relevant section of the bylaws. So long as the SU CRO trusts the Augustana CRO and ensures they follow the important procedures (such

as two poll clerks to a polling station), I see no problem trusting duties to the Augustana CRO.

An ambitious plan to stream live video from the Myer Horowitz forum to the Augustana campus was disrupted by unanticipated technical difficulties. I remain convinced that giving Augustana students access to the Horowitz forum would be an important way for building awareness of the election (and the SU in general) at Augustana. Alternatively, a video of the forum could be recorded and transported to Augustana, or, election schedule permitting, an Augustana candidates' forum could be organized.

I tried to draft an Augustana travel policy that would keep access to the Augustana campus equitable between campaigns, with mixed results. The policy was overly complicated and hard to enforce, but I still believe that some provision should be made for candidates to carpool or otherwise hitch a ride if they do not have access to transportation.

12.1.1 Recommendations

- That the CRO meet with the Augustana CRO early in the year to decide how Augustana elections will be handled.
- That ballots be courier to Augustana in advance of the election, and that at least two people accompany completed Augustana ballots back to Edmonton.
- That the Elections Office pay the Augustana CRO an honorarium based on the amount of time invested working with SU elections, and that the Elections Office pay for any poll clerks or postering required at Augustana.
- That the Elections Office satisfy the need for Augustana students to have access to an election forum.
- That the CRO find a way to prevent students with transportation from unfairly having access to the Augustana campus, while simultaneously encouraging candidates to visit Augustana.

13 Election Turnout

No topic has consumed more CRO mindshare over the years than how to increase interest in the elections. The conflict between a fair election and an election with a high voter turnout is one of the basic challenges of the CRO position. After many beers at RATT, I have reached three basic conclusions.

First, there is no panacea. No silver bullet will suddenly make “average students” run to the polls – the factors that influence voting are too complicated.

Second, the CRO is only part of the equation, albeit an important part. While the factors under the CRO's control certainly influence turnout, the success of an advertising campaign (or for that matter, the success of a CRO) should not be based on voter turnout.

Finally, students will only vote if they perceive their vote to matter. A large part of voter turnout hinges on how students view the Students' Union, and whether they feel the SU is relevant to their lives.

The tradeoff between ensuring the election is completely fair versus increasing voter turnout is one of the fundamental issues for every CRO. If any future CRO would like to discuss how to boost election turnout, I would be more than happy to meet with them.

14 Appendices

14.1 Main Election Regulations

See attached "Appendix 1".

14.2 CRO Rulings

See attached "Appendix 2".

14.3 DIE Board Rulings

See attached "Appendix 3".

14.4 Election Results

See attached "Appendix 4".

14.5 Letter to Council Announcing Winners

See attached "Appendix 5".

In our meeting with Dean Mahon we agreed to provide you with our views pertaining to the specific policy statements as set out in your draft Political Policy Statement. Our primary objective is to point out where, in particular, we see common grounds which hopefully can serve as a base for discussions leading to a proposed MOU regarding PAC, assuming of course, that a plebiscite question is successfully passed in the spring 2006 general election.

Policy

1. We view this provision as reasonable and accurate provided that Students' Council recognizes the potential dual use of space i.e. a gymnasium can be utilized in both recreation/athletics and as a teaching facility.
2. Again, as is the case in #1, we agree with your general view in relation to non-academic fees not subsidizing academic space. However, as was noted above, we must recognize the potential of dual use of space. In addition, we must also recognize that in a complex such as PAC there may, for example, be common walls between academic and non-academic space resulting in cost efficiencies being realized by both and therefore partial support for a non-academic area.

In our view, the key concern to the students should relate to "the primary purpose" of all space within a complex such as PAC. If the primary purpose and scope of a space is non-academic it should meet your principles.

3. We have no concerns with having a "permanent Advisory Committee" in relation to facilities developed in part with non-academic fees. However, such an Advisory Committee must comply with overall university regulations.

Your list of specific areas to be covered by such an Advisory Committee appears to be quite comprehensive and reasonable.

It would be our proposal to incorporate such terms into an MOU that would serve as the guiding document to establishing and maintaining such a committee.

In addition, as we mentioned, we see the agreement and working relationship the Students' Union has with the Bookstore as a positive precedent and one we are willing to follow in relation to PAC.

4. We feel that this policy statement should merely refer to a proportional representation in such an Advisory Committee of undergraduate students being commensurate with the funding support provided by students.

In this regard, it is important to accurately define "funding support" in relation to the overall cost of a facility such as PAC.

As is stated in our Business Case, and using round numbers, we have set out that the anticipated capital cost of PAC to be \$35 million of which approximately \$25 million would be provided through a "non-academic fee" to be levied over 30 years. With these round numbers in place, Students' Council understandably feels the proposed fee would provide upwards of two-thirds of the cost of PAC. This in fact is not totally accurate. The non-academic fee would, over the 30 year

term result in the students contributing upwards of \$45 million. What these facts point out is that in order to determine the full cost of a project such as PAC, all of its costs over the 30 year payout plan must be considered. Such costs would include, but not necessarily be limited to: construction and renovation (hard and soft costs), interest costs, on-going operating costs (such as utilities, cleaning, maintenance, etc.) on-going equipment replacement costs, facility improvement costs and in the case of PAC, the potential of establishing a reserve fund. As is set out in the Business Case Financial Spreadsheet, the costs of PAC over a 30 year period will total approximately \$180 million (plus the value of the land provided by the university for PAC) with the undergraduate student contribution being in the \$45 million range. These numbers, in our view, more accurately reflect the total financial picture in relation to PAC and the proportionate share as provided by the student non-academic fee.

5. We view this point as reasonable and trust that PAC would be seen as complying with this provision.
6. We again view this point as reasonable and welcome any requirement of maintaining full transparency in relation to PAC.
7. Same comments as in #6.

Graham, we would be pleased to meet with you, the executive or Council as a whole to review our comments. Although students will proceed with the process of obtaining the required petition signatures to allow for a plebiscite vote during the spring 2006 general election, we would welcome the opportunity of concurrently opening discussions in relation to developing the basis of the MOU that would be subject to the plebiscite passing.

In the event the plebiscite passed we could work with your executive to finalize the MOU, hopefully prior to end of the current term for Council. Concurrent with the implementing of the MOU we would work with the University administration to lay the groundwork to levy the non-academic fee once the Lifestyle and Fitness Centre component of PAC was operational.

We are not proposing this course of action because we know or feel the plebiscite will pass, however if the plebiscite does pass such action would save a lot of time and money in relation to the development of PAC. In the event the plebiscite does not pass, we will, at minimum have gone through a terrific learning experience.

We look forward to your response to our comments.

Respectfully:

Bob Kinasewich

Director, Development and Alumni Affairs

Cc Dean Mahon

Mathieu Johnson VP(Academic)
Report to Students' Council
October 11, 2005

Follow-up on Past Projects

Surveys: The Gateway supplement for the SU academic survey appeared in the October 13th issue. All information on all the surveys we have conducted in this millennium, including the 2001 survey, is (or soon will be) up on su.ualberta.ca/surveys or it is under student resources → SU surveys. After that webpage has all the info then this project will be complete for this year.

Ongoing Projects

Test Bank Replenishment: My plans to arm FAs with information and arguments about the test bank and then push them to advocate for it locally within their faculties has taken its first step. Last week the Engineering Students' Society brought forward their concerns at their Faculty Council meeting, and after some debate the Dean acknowledged that the departments should be doing a better job. While this is a small it is a non-discouraging first step.

Bookstore: Through our ongoing involvement in the Bookstore advisory committee we have gotten a commitment on their part to have a 2% reduction in margins. This reduction still must be approved at the provosts office, however, it is encouraging.

COUNCIL REPORT OCTOBER 18, 2005
VICE PRESIDENT EXTERNAL

SUBMIT IDEAS TO A LEARNING ALBERTA (PSE REVIEW):
WWW.ALEARNINGALBERTA.GOV.AB.CA

RURAL TOURS: Probably the most exciting and pertinent information in our external activities is what has happened in the last few days. Graham, Don and myself went out on our first rural tour. It was very successful as our message was positively received, to varying degrees, at each community. As well, we have much more information to support our tuition and funding arguments, and are better able to include a rural perspective.

Drayton Vally offered to hold a rural forum inviting local leaders, government MLA's, and ourselves to talk about PSE issues and how they affect the rural community. We'll be working with them to make this happen in mid November. Many of our points were made for us by the community leaders, as they are looking to engage students in the PSE system and build their economies.

K-14: On Wednesday the Calgary Herald quoted Minister Hancock as saying "he's divided between free education -- a so-called "K-14" system -- and "deregulating" post secondary."

We received numerous media calls including 630 Ched, Global, CFRN and Shaw. We held to the position that it is the best thing we have heard out of this review so far but were careful to highlight that he also talked about deregulation and that's what we have heard the most in the review.

The public support for the K-14 idea is growing though, as the interviews I heard many felt this was an improvement to the system, the rural groups we met with liked the idea and the Edmonton Journal printed an amazing editorial in Friday's paper, which was the subject of much jubilation around the office. We're hoping to get an editorial we had submitted last week on the subject of public education in Monday's paper. Our hope is that public support will build around the K-14 idea which is fundamentally a public good argument and that we can argue for lower tuition based on the support. We are also discussing ideas around using this to kill the idea of ICR.

UPASS: Don is rescheduling the proposed meeting with Elizabeth Deschert and ETS to go over the number problems he has worked out in ETS's calculations. Our hope is that the University will agree with us that ETS is overcharging students and will take the issue to the City with us for greater funding.

CAMPUS CAMPAIGNS: Turn out has not been especially great for our campus campaign events, but it has been building, and so we'll continue with the events. Our last three are poverty, Alberta issues, and post-secondary education. I'm talking to Parkland about a proposed forum on PSE, as well as several faculty associations about the previously proposed forums, many of them have responded positively and I'll check on progress this week.

UPCOMING:

Oct. 18th – Fort McMurray A Learning Alberta regional consultation

Oct. 19th – Senate Internal Affairs Committee

Oct. 20th – Senate Task Force Meeting

Meeting with Graham/Adam about BoG

October 27th – Upass Steering Committee

November 1/2 – Minister's Symposium

Justin Kehoe, Vice President (Student Life)
Report to Students' Council
October 18, 2005

Submitted: October 17, 2005

Good Evening Council,

I apologize for my absence at the time of my report, but I am hosting the **Revolutionary Speakers Series (Dr. Thomas Homer-Dixon)**. I will return to Council as quickly as I am able to afterwards.

I spent several days at the **Vitamin C: Health Promoting Universities Conference**, where I gave a presentation on organizational health from a student's perspective. The conference, with a strong South American contingent, was much better than I expected, and I attended some great sessions and made key contacts with other Alberta campuses.

I compiled our SU submission to **Maclean's** for their annual universities edition, and was present at a lunch meeting with editor Ann Dowsett-Johnson. Excluding that, I had four interviews last week: two TV, two newspaper, and zero for new jobs. The volunteer-driven **Safewalk Helping Kids One Leg at a Time** event rose in excess of \$2,000 for the Stollery Children's Hospital Foundation. Awesome work!

Prior to the most recent **Campus Food Bank Board** meeting, I spent some time analyzing Board membership and marketing policies. The **Residence Halls Association** meeting contained over twenty people squished into a room with a capacity of fifteen. Members of the RHA overwhelmingly supported shifting to more political advocacy, which I am very excited about. After attending a **Security Advisory Committee** meeting in the University's Emergency Operations Centre, I sat down with Geoff Hurly from Facilities Management to talk about **environmental issues** on campus.

I escorted the Acting President of the **Augustana Students' Association** on an information-packed tour of SUB, and we envisioned where our respective organizations are heading. I represented the Students' Union at the 2008 Centenary Steering Committee, and then ran across campus back to SUB for a meeting of the **Council on Student Affairs**, where the proposed Physical Activity Complex and the Senate Task Force on Student Engagement were the main items of business.

Some other tasks involved Revolutionary Speaker Series planning, preliminary discussions of a Student Leadership Institute, investigating smart classroom training for student groups, CAC, SAC, Bylaw Committee, reviewing ECOS' awareness week, and formulating a plan with the VPOF to tackle the health and wellness issue regarding our businesses. AntiFreeze planning has gotten underway, and AVPSL Peter has continued to implement programming initiatives, met with the UAB Co-Presidents, and put in a guest appearance with me at a Lister Dodgeball event.

Justin Kehoe, Vice President (Student Life)
Report to Students' Council
October 18, 2005

Upcoming:

- October 17-21: ECOS Waste Awareness Week
- October 19: University Athletics Board
- October 20: Mark Cassidy @ SUBstage, 12:00
- October 22: Sweatshop Union @ Powerplant
- October 25: Revolutionary Speakers Series recap
SUB Movie Night: Hallowe'en
- October 26: Student Life Committees: SLAC, PC, AFPC
Council of Faculty Associations
- October 27: Campus Law Review Committee
Service Directors meeting
- October 29: Hallowe'en Party: Broken Nose @ Powerplant
- October 31: Campus Food Bank: Trick or Eat

REPORT OF THE VICE PRESIDENT OPERATIONS AND FINANCE

October 18, 2005

As many of you are no doubt aware, the Council website requested last meeting is up and running and awaiting submissions from Council members. The bulletin board project has been hampered by a few factors.

- 1) We were forced to replace our head maintenance staff member and the department is still running shorthanded.
- 2) The cost of creating a bulletin board for council's use is ~\$500. That includes the cost of the board, and the Plexiglas protection over the board. This does not include any necessary modifications to make the board removable.
- 3) There is some concern that a board that is easily removable would also be easily stolen. There is a precedent of useful items of furniture in SUB being coveted by would-be thieves. Affixing the board in a more theft-proof manner would damage the (costly) paneling on the wall.

None of these issues are insurmountable but I would ask council to reassess the original deadline of completion and location of the board and also reflect on what an acceptable expenditure for this effort would be. Currently, the funds are to be drawn from the council budget which will impact the quality and frequency of the food served here on Tuesday nights.

In other news, September financials are in. A few highlights:

	Actual Net Revenue/(loss)	Budget Variance
Powerplant	\$6,188	(\$16,889)
RATT	\$2,192	(\$4,265)
L'Express	\$16,278	\$6,321
Cramdunk	\$8,227	\$11,466
Juicy	(\$28)	(\$2,620)
WOW (projected total)	\$8,004	(\$5,585)
Handbook (total)	\$3,191	\$43,588

All told, the food court in SUB took in about \$470,000 in September, which I'm sure you'll agree is a pretty major number. SUB itself is our largest source of revenue and more business in the food court means higher rents paid to the Students' Union. In our retail businesses (SUBmart, SUBtitles, Post office, Print Center), the numbers are somewhat skewed due to timing differences in when we are issued invoices, although we are on track to meeting (and perhaps slightly beating) our budgets in those departments.

You'll also notice that the Powerplant performed abysmally and RATT's revenues are down. The Powerplant numbers will also be downshifted by ~\$5000 if and when the university gets around to billing us for utilities. It is not unheard of for the bill to never arrive, although we do ask after it. Nevertheless, dodging the utilities is not a strategy that I am comfortable hanging my hat on. We believe that the smoking ban accounts for a large portion of lost revenues. The Plant has long been one of the few places on campus where one could enjoy a cigarette and a grill cheese sandwich simultaneously, but alas no more. We are currently exploring ways to recoup this lost revenue, but I fear that the cost of running the Powerplant is simply too much to be offset by what we can reasonably expect in revenue. I am meeting with the University next week to discuss arrangements by which we can reduce the cost of running the plant, which

resides in space owned by the university. We are also currently undergoing a restructuring of management in an effort to reduce our costs. If you care to know the available details, accost me at break.

I am of the mind that it is reasonable to expect that the Powerplant will not meet the previously intended budget target for the year. Therefore, it is imperative that BFC and Council come to terms with *what the Powerplant is for*. Should it be treated primarily as a business, although perhaps at break-even, or does it exist as a service and as an integral part of campus life and deserve to be subsidized?

The Students' Union, The University of Alberta
Council Administration Committee

11 October 2005 @ 17:00 - SUB 420

Report to Students' Council (CAC 2005-12)

Council Administration Committee met for the twelfth time on 11 October 2005 at 17:00. All permanent members of the committee and the Speaker of Students' Council were present, except Councillor Schneider, and accompanied by the Vice President Student Life, Councillor Crossman, Councillor Ervus, and Councillor Lewis.

Additional applications for appointments to the Awards Committee were reviewed. These applications had been inadvertently omitted from the package provided to the committee at the last meeting due to an administrative oversight. A process similar to the one followed at the last meeting was used to recommend any additional applicants to Students' Council.

Discussion occurred surrounding the removal of the cheer song and oral attendance from the Standing Orders of Students' Council that was approved by the committee over the summer. Some felt that the cheer song held a form of symbolic meaning while others argued it acted as an official start to each meeting to bring the attention of Council into focus. Similarly, many felt that oral attendance proved as a useful tool to become more familiar with the names and pronunciation of fellow councillors. However, concern was expressed with respect to the role that the committee had in administering Standing Orders. Some felt that the committee should not be spending its time continually reassessing changes it has already made to Standing Orders while others felt it important to reconsider certain decisions based on unforeseen results. Ultimately, the committee decided not to take any action at this point in time but may consider looking at these issues again later on in the year.

The Vice President External brought to the attention of the committee a suggestion inspired by the Alma Mater Society at the University of British Columbia. Discussion surrounded the striking of a committee to consist of the Chairs of the Standing Committees of Students' Council. A wide variety of thoughts were shared and eventually focused on a sub-committee of Council Administration Committee with the only powers to make recommendations to Students' Council through Council Administration Committee. The sub-committee would have an administrative focus as opposed to policy or legislation. As the issue had just been brought forward to the committee and the chairs of the other Standing Committees of Students' Council had not yet been consulted, the committee decided to not yet take an action.

Lastly, the committee began the process of defining its own standing orders. During this meeting, the standing orders pertaining to the recommendation of the Awards Committee composition were drafted. Issues such as the minimum number of applicants, a short-list, interviews, and composition of a selection sub-committee were debated and decided upon. Final approval of the process will be forthcoming.

The next meeting of Council Administration Committee will take place in SUB 420 on 25 October 2005 at 17:00.

The Students' Union, The University of Alberta
Council Administration Committee

11 October 2005 @ 17:00 - SUB 420

Votes and Proceedings (CAC 2005-12)

1. Call to Order

The Chair called the meeting to order at 17:14.

2. Approval of the Orders of the Day

Orders of the Day stand approved.

3. Awards Committee [4000(12)(f)]

KELLY/LEWIS MOVED THAT Council Administration Committee move in-camera.

CARRIED

LEWIS/KELLY MOVED THAT Council Administration Committee move ex-camera.

CARRIED

LEWIS/APEROCHO MOVED THAT upon the recommendation of Council Administration Committee, Students' Council appoint James Montgomery to the Awards Committee.

CARRIED

4. Standing Orders of Students' Council [4000(12)(a)]

- a. Cheer Song
- b. Oral Attendance

5. Discussion

- a. Sub-Committee of Chairs of Standing Committees [2005-11.02]

6. Standing Orders of Council Administration Committee [4000(5)(4)]

- a. Selection of Awards Committee [4000(12)(f)]

The meeting adjourned at 19:13.

STUDENTS' COUNCIL VOTES & PROCEEDINGS

Tuesday October 4, 2005
Council Chambers 2-1 University Hall

VOTES & PROCEEDINGS (SC 2005-12)

- 2005-12/1 CALL TO ORDER
- The meeting was called to order at 6:11 p.m.
- 2005-12/2 SPEAKER'S BUSINESS
- 2005-12/2a Announcements – The Speaker welcomes all new members of Students' Council.
- 2005-12/2b The University of Alberta Budget presentation has been moved from December 6, 2005 to November 29, 2005.
- 2005-12/2c President Lettner asks that Councillors be reminded that they are free to post their thoughts regarding the DWTP on the DWTP blog on the Students' Union web page.
- 2005-12/2d Jamaal Montasser resigns from APIRG Board of Directors.
- 2005-12/3 APPROVAL OF THE ORDERS OF THE DAY
- LEWIS/KIRKHAM MOVED TO approve the orders of the day.
- LEWIS/KUSTRA MOVED TO make item 9a a special order.
- Amendment to the order paper: **Defeated**
- Motion to approve the order paper: **CARRIED**
- 2005-12/4 PRESENTATIONS
- 2005-12/5 NOMINATIONS
- 2005-12/5a **MONTASSER MOVED THAT** Students' Council appoint a replacement to the APIRG Board of Directors.
- Kirkham nominates Young: Young declines
Johnson nominates Lettner: Lettner declines
Crossman nominates Kawanami: Kawanami declines

Councillor nominates Ickert: Ickert declines
 Kustra nominates Power: Power declines
 Shamanna nominates Payne: Payne declines
 Lewis nominates Kelly: Kelly accepts

Councillor Kelly is appointed to the APIRG Board of Directors.

2005-12/6

REPORTS

2005-12/6a

Graham Lettner, President

2005-12/6b

Mathieu Johnson, Vice President (Academic)

2005-12/6c

Samantha Power, Vice President (External)

2005-12/6d

Justin Kehoe, Vice President (Student Life)

2005-12/6e

Jason Tobias, Vice President (Operations and Finance)

2005-12/6f

Adam Cook, Undergraduate Board of Governors Representative

2005-12/7

BOARD AND COMMITTEE REPORTS

2005-12/7a

Executive Committee

2005-12/7a (i)

TOBIAS/JOHNSON MOVED THAT Students' Council, upon the recommendation of the Executive Committee approved the Political Policy "Non-Academic Fee Principles"

Speaker's List: Tobias/Lettner, Chapman

KIRKHAM/BERGHOFF MOVED THAT item 7a (i) be referred to the Bylaw Committee for the purpose of creating a bill of principles that belong in Bylaw, then to the University Policy Committee for the remaining policy to be re-drafted to adhere to the Students' Union and University Policy.

Speaker's List (ref): Kirkham, Kawanami, Power, Lettner

KIRKHAM WITHDRAWS the motion to refer.

Motion to refer: Withdrawn

KIRKHAM/PATZ MOVED TO informal consideration.

Motion to move into informal consideration: CARRIED

Speaker's List (in.con): Lewis, Crossman, Lettner, Power (Chris Jones), Crossman, Lettner, Power

KELLY/SCHNEIDER MOVED TO consider the question formally.

Motion to consider the question formally: CARRIED

KUSTRA MOVED TO amend the main motion by adding the words "Majority of the" in front of the word "composition" and striking the words "a majority of"

Motion deemed FRIENDLY

Speaker's List (mm): Khanna

KIRKHAM/BERGHOFF MOVED THAT item 7a (i) be referred to the Bylaw Committee for the purpose of creating a bill of principles that belong in Bylaw, then to the University Policy Committee for the remaining policy to be re-drafted to adhere to the Students' Union and University Policy.

Speaker's List (ref): Kirkham, Lewis, Chapman

Motion to refer item 7a (i): CARRIED

2005-12/7b

Council Administration Committee

BERGHOFF/PAYNE MOVED THAT Students' Council move in-camera.

KIRKHAM/PAYNE MOVED THAT Students' Council move x-camera.

2005-12/7b (i)

BERGHOFF/SHAMANNA ORDERED THAT upon the recommendation of Council Administration Committee, Students' Council appoint Cameron Elliott, Nancy Jacobsen, Joanna Jagiello, Simina Ionescu-Mocanu, and Amanda Tsui to the Awards Committee.

Speaker's List (mm): Payne

CROSSMAN/KIRKHAM MOVED THE Previous Question

Motion to move the previous question: CARRIED

Main Motion: CARRIED

2005-12/7b (ii)

SHAMANNA/BERGHOFF ORDERED THAT on the recommendation of the Council Administration Committee, the President oversee changes to the Students' Union website to be altered such that it will accommodate the name, faculty, photograph, and short biography of each member of Students' Council and that such changes are implemented no later than 31 October 2005.

Speaker's List (mm): Shamanna, Lettner, Power, Tobias, Berghoff, Lettner, Kirkham, Chapman

TOBIAS MOVED TO amend the main motion by adding the words "To be taken from the Council Outreach Budget"

Amendment deemed FRIENDLY

TOBIAS/LEWIS MOVED THE Previous Question

Motion to move the previous question: CARRIED

Main Motion: CARRIED

2005-12/7b (iii) SHAMANNA/BERGHOFF ORDERED THAT on the recommendation of the Council Administration Committee, the President oversee the installation of a removable bulletin board on the wall in the Students' Union Building facing east towards the food court to house the name, faculty, photograph, and short biography of each member of Students' Council and other Students' Council related material to be posted whenever the wall is not in use by the Executive Committee.

SHAMANNA MOVED TO amend the main motion by adding the words "To be taken from the Council Outreach Budget"

Amendment deemed FRIENDLY

Speaker's List (mm): Shamanna, Tobias, Rajotte, Patz

LEWIS/BLAIS MOVED THE Previous Question

Motion to move the previous question: CARRIED

Main Motion: CARRIED

2005-12/8 QUESTION PERIOD

2005-12/9 GENERAL ORDERS

2005-12/9a MOTION BY LETTNER ORDERED THAT Students' Council direct the Bylaw Committee to draft a plebiscite question asking students if they would support mandatory fee levied on students to aid the construction of expanding Van Vliet.

WALLACE/KELLY MOVED TO amend the main motion by adding the words "Provided that the ownership of and control of the new facility is commiserate with contributions"

Speaker's List (am): Lewis

KUSTRA/KIRKHAM MOVED THE Previous Question.

Motion to move the Previous Question: CARRIED

Amendment to the main motion: CARRIED , 16/5

LETTNER MOVED TO withdraw the main motion

Main motion: WITHDRAWN

Point of Order: Kawanami – "I believe I raised my hand"

Speaker: Point of order well taken, sorry I did not see you hand at that time.

LETTNER/COOK MOVED TO formally withdraw the main motion

Motion to withdraw: CARRIED

2005-12/9b

KIRKHAM/CROSSMAN ORDERED THAT Students' Council strike an ad-hoc committee that consists of one voting member from each of Budget and Finance Committee, Student Affairs Committee, and University Policy Committee and two additional voting members of Students' Council with a mandate of:

- a. examining the business operations of the Students' Union in order to determine the effect of those operations on the health and wellness of students;
- b. recommending principles to guide the interrelationship of business operations to student health and wellness;
- c. recommending actions consistent with those principles; and
- d. reporting such recommendations to Students' Council no later than 31 January 2006.

The committee will have the ability to add any individual to the committee by a simple majority vote.

Speaker's List (mm): Kirkham, Tobias, Power, Kelly, Schneider, Khanna, Berghoff, Tobias, Kirkham, Kustra, Rajotte, Lettner

Point of Order: Lewis – "Is his point germane to the motion?"

Speaker: Point of order not well taken.

KAWANAMI/BLAIS MOVED TO amend the main motion by striking the first paragraph and replacing it with "Direct the Executive Committee to:" and striking the last sentence (the committee will have the ability to add any individual to the committee by a simple majority vote).

Speaker's List (am): Kawanami, Power, Lewis, Chapman

KIRKHAM MOVED TO amend the amendment by striking the words "January 31, 2006" and replacing them with the words "December 6, 2005"

Speaker: Amendment is out of order.

KIRKHAM OBJECTS TO the order of the chair.

Decision of the chair: SUSTAINED

BLAIS/APEROCHO MOVED THE Previous Question

Motion to move the previous question: CARRIED

Amendment to the main motion: CARRIED, 15/9

KIRKHAM/BLAIS MOVED TO amend the main motion by replacing the words "January 31, 2006" with the words "December 6, 2005".

Speaker's List (am): Kirkham, Tobias

Amendment to the main motion: DEFEATED

Main Motion: CARRIED, 15/9

LEWIS/PAYNE MOVED TO adjourn.

Motion to adjourn: CARRIED

The meeting of Students' Council was adjourned at 9:37 p.m.

ATTENDANCE (SC 2005-12)

Faculty/Position	Name	1 st Roll Call	2 nd Roll Call
President	Graham Lettner	√	√
VP Academic	Mathieu Johnson	√	
VP External	Samantha Power	√	√
VP Finance	Jason Tobias	√	√
VP Student Life	Justin Kehoe	√	√
BoG Undergrad Rep.	Adam Cook	√	√
Agriculture, Forestry and Home Economics	Miranda Baniulis	√	√
Agriculture, Forestry and Home Economics	Amanda Rajotte	√	√
Arts	Catrin Berghoff	√	√
Arts	John Chandler		
Arts	Michelle Kelly	√	√
Arts	Bryce Kustra	√	√
Arts	Cameron Lewis	√	√
Arts	Tim Schneider	√	√
Arts	Shad Thevenaz	√	√
Arts	Heather Wallace		
Augustana	Jonathan Friesen		
Business	Chris Young	√	√
Business	Ryan Payne	√	√
Education	Lillian Patz	√	
Engineering	Brian Ceelen	√	√
Engineering	James Crossman	√	√
Engineering	Prem Eruvs	√	
Engineering	Jamaal Montasser		
Law	Kyle Kawanami	√	√
Medicine and Oral Health Sciences	Suneil Khanna	√	

Native Studies	Matt Wildcat		✓
Nursing	Nadia Ickert	✓	✓
Faculté Saint-Jean	Joseph Blais	✓	✓
Open Studies	Sabine Stephan		
Physical Education and Recreation	Philip Goebel		
Science	Sheena Aperocho	✓	✓
Science	Jack Gordon	✓	
Science	Abbeir Hussein	✓	✓
Science	Stephen Kirkham	✓	✓
Science	Sylvia Shamanna	✓	✓
Science	Omer Yusuf	✓	✓
Science	Yuan Hao		
Science	Chris Le	✓	✓
Science	Theresa Chapman	✓	✓
General Manager	Bill Smith		
Speaker	Gregory Harlow	✓	✓

Guests of Council:

Position	Name
Chief Returning Officer	Rachel Woynorowski
Admin. Assistant – SC	Jenn Serafin
The Gateway	Ross Prusakowski
APIRG Director	Darren Lau
Student at Large	Chris Jones