



UNIVERSITY OF ALBERTA
STUDENTS' UNION

NOMINATION PACKAGE

UASU Students Council

Vacancy Petition

University of Alberta Students' Union Vacancy Petition

Section A: Introduction

This petition package is to fill vacant seats on the UASU Students' Council. Please ensure that your copy is complete and read the following pages carefully. Contents include:

- A. Letter of Introduction
- B. Vacancy Petition Instructions
- C. List of Vacant Positions
- D. Nomination Form, including:
 - i. Candidate information and declaration
 - ii. Letter of academic eligibility
 - iii. List of nominators
- E. Appendix 1: Bylaw 100, Section 20

It is solely your responsibility to submit complete and correct petitions. Incomplete petitions will not be returned, and there will be no extensions granted. If you encounter any problems, please bring them to the attention of the Elections Office immediately so they can be resolved in a timely manner.

If you would like more information about Students' Council or General Faculties Council, please contact:

Students' Council:

Christian Zukowski
Speaker, Students' Council
Email: speaker@su.ualberta.ca

General Faculties Council:

Gurleen Kaur
Vice President (Academic), Students' Union
Email: vp.academic@su.ualberta.ca

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Section B: Petition Instructions

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

- I. Candidate Information and Declaration
- II. Letter of Academic Eligibility
 - A. This must be signed by your faculty office
- III. List of Nominators
 - A. The names, student ID numbers, faculties, years, and signatures of nominators from your own faculty. - Candidates are encouraged to gather signatures through a Google Form and submit an Excel file or a Google Sheet.
 - B. The number of signatures required for your faculty will be listed in Section C: List of Vacant Positions.

Note: Students wishing to petition for an Open Studies seat do not require nominators.

You must return the completed Nomination Form to cro@su.ualberta.ca, More Information can be found on the elections website, <https://www.su.ualberta.ca/governance/elections/>

Chief Returning Officer
0-68B Students' Union Building
Matin Koohkan
Email: cro@su.ualberta.ca
Phone: (306) 713-0633

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Section C: List of Vacant Positions

Faculty	Students' Council Seats	General Faculties Council Seats
Agricultural, Life & Environmental Sciences	2	2
Native Studies	1	1
Nursing	1	-
Open Studies	1	-
Arts	1	-
Pharmacy	1	-
Medicine and Dentistry	1	1
Education	2	3

1. In accordance with Section 20 of Bylaw 100, candidates are required to
 - a. Have a minimum of 10 signatures as nominators
 - b. A 500 word expression of interest on why they want to be on Students' Council or GFC
2. If no other nominations have been received after 7 days, the candidate will be declared a Councilor for the open seat
3. In case of 2 or more candidates are running for the same position, the candidate with more signatures will be declared the winner of the seat
4. More information can be found on Section 20 of Bylaw 100, attached at the end of this document
5. Open Studies students are not required to submit Section D(iii)

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Section D(i): Candidate Information and Declaration

1) CANDIDATE INFORMATION	
Full Name:	
Student ID Number:	
Phone:	
University Email:	
Faculty:	

2) NOTICE
Students' Council vacancy petitions are governed by Students' Union Bylaw. Bylaw 100 Section 20 is included in the Vacancy Petition Package, and Bylaws 100, 1500, and 2300 are available online at www.su.ualberta.ca . It is each candidate's responsibility to ensure their Vacancy Petition Package complies with bylaw.

3) CANDIDATE DECLARATION	
I hereby accept the nomination for the vacant Students' Council and/or General Faculties Council position in the faculty indicated, and declare that to the best of my knowledge I am eligible to hold office.	
Candidate Signature:	
Date and Time of Submission:	

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Section D(ii): Letter of Academic Eligibility

Chief Returning Officer
0-68B Students' Union Building
University of Alberta
Edmonton, AB T6G 2J7

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

_____	_____
Name	Position
_____	_____
Signature	Date

Students' Position Contested: _____
(Example: Arts Councillor)

APPENDIX 1: BYLAW 100 (20)

1. In the event of a councillor vacancy immediately following the general election period for Students' Council, there shall be a temporary vacancy replenishment. The vacancy shall be filled as follows:
 - a. The Chief Returning Officer, shall create a Vacancy Petition form for all faculties with vacancies and disseminate the form broadly, including to the Faculty Association in which the vacancy is held.
 - b. The Vacancy Petition form, to be filled out by the candidate, shall include:
 - i. The name, e-mail, faculty, and ID number of the candidate seeking to fill the vacancy;
 - ii. A signed acceptance of the petition by the candidate;
 - iii. A signed letter from their home faculty confirming that the candidate is in good academic standing under University regulations;
 - iv. A list of nominators including the names, faculties, years, signatures, and student identification numbers;
 - v. A copy of Bylaw 100(20); and
 - vi. A link to the Vacancy Petition webpage.
 - vii. A 500 word expression of interest for why they want to be on Students' Council or GFC.
 - c. For the petition to be declared valid, the candidate must collect a minimum of 10 signatures. Bylaw 100 - Second Reading
 - d. The Vacancy Petition form for Open Studies students shall include all requirements mentioned in (1b) but shall not include the requirements in (1c).
2. In the event of a councillor vacancy immediately following the by-election period for Students' Council, there shall be a permanent vacancy replenishment. The vacancy shall be filled as follows:
 - a. As outlined in Bylaw 2400, the Chief Returning Officer, shall create a Vacancy Petition form for all faculties with vacancies and disseminate the form broadly, including to the Faculty Association in which the vacancy is held.
 - b. The Vacancy Petition form, to be filled out by the candidate, shall include:
 - i. The name, e-mail, faculty, and ID number of the candidate seeking to fill the vacancy;
 - ii. A signed acceptance of the petition by the candidate;
 - iii. A signed letter for the candidate from their faculty confirming that they are in good academic standing under University regulations;

iv. A list of nominators including the names, faculties, years, signatures, and student identification numbers;

v. A copy of Bylaw 100(20);

vi. A link to the Vacancy Petition webpage.

vii. A 500 word expression of interest for why they want to be on Students' Council or GFC.

c. For the petition to be declared valid, the candidate must collect a minimum of 10 signatures.

d. The Vacancy Petition form for Open Studies students shall include all requirements mentioned in (2b) but shall not include the requirements in (2c).

3. The completed Vacancy Petitions in 20(1) and 20(2) shall be submitted to the Chief Returning Officer or Discover Governance Office.

4. The first valid Vacancy Petition submitted for a given faculty will trigger a seven (7) day period after which no other petitions will be received per vacant seat.

5. If no other valid Vacancy Petitions are received within the seven (7) day period, the successful candidate shall be declared a Councillor for the vacant seat for the remainder of that term.

6. If two or more candidates submit valid Vacancy Petitions for the same seat during the seven (7) day period outlined in (6), the candidate with the most signatures at the end of this period shall be the winner.

a. Any candidate shall be allowed to retrieve their petition during the seven (7) day waiting period to collect more signatures, so long as the final petition is re-submitted by 5:00pm on the last business day prior to the deadline.

b. In the event of a tie in the number of signatures, the Chief Returning Officer shall determine the winner by flipping a coin or other random-chance tie-breaking method in the presence of the Deputy Returning Officer or a member of the Office of Discover Governance.

7. Individuals that are ineligible to submit Vacancy Petitions include:

a. Any member of Students' Council; or

b. The Speaker of Students' Council; or

c. The Chief Returning Officer or Deputy Returning Officer; or

d. Any student who ran during the previous general election or by-election and lost to none of the above; or

e. any student who has previously used this mechanism in the last 365 days.

8. The period for Vacancy Petitions to be submitted shall follow the following timeline:

a. For temporary replenishment Section 20(1), vacancy petitions will open from the first business day following the Students' Council and GFC general election to five (5) days before the fall by-election of the same year.

b. For permanent replenishment section 20(2), vacancy petitions will be open from the first business day following the fall by-election to February 1 of the subsequent year.

9. The Office of Discover Governance, with the assistance of the Chief Returning Officer, shall create and maintain a Vacancy Petition webpage to list the current status of all vacant Students' Council seats:

a. The link to this webpage shall be included in the Vacancy Petition package; and

b. This webpage shall be maintained with regular updates, deadlines and other relevant information; and

c. At a minimum, the number of packages submitted in each faculty shall be updated daily during the seven (7) day deadline period.