

**Tuesday, September 24, 2019
6:00PM
Council Chambers, University Hall**

We would like to respectfully acknowledge that our University and our Students' Union are located on Treaty 6 Territory. We are grateful to be on Cree, Dene, Saulteaux, Métis, Blackfoot, and Nakota Sioux territory; specifically the ancestral space of the Papaschase Cree. These Nations are our family, friends, faculty, staff, students, and peers. As members of the University of Alberta Students' Union we honour the nation-to-nation treaty relationship. We aspire for our learning, research, teaching, and governance to acknowledge and work towards the decolonization of Indigenous knowledges and traditions.

LATE ADDITIONS (SC-2019-10)

- 2019-10/1 **SPEAKERS BUSINESS**
- 2019-10/2 **PRESENTATIONS**
- 2019-10/3 **EXECUTIVE COMMITTEE REPORT**
- 2019-10/4 **BOARD AND COMMITTEE REPORT**
- 2019-10/5 **OPEN FORUM**
- 2019-10/6 **QUESTION PERIOD**
- 2019-10/7 **BOARD AND COMMITTEE BUSINESS**
- 2019-10/7a **SUNDAY MOVES**, on behalf of Council Administration Committee, to form the Council Composition Task Force.
See SC-2019-10.14.
- 2019-10/8 **GENERAL ORDERS**
- 2019-10/9 **INFORMATION ITEMS**
- 2019-10/9k Bylaw 2200 - Update(s)
See SC-2019-10.11.
- 2019-10/9l Bylaw 2300 - Update(s)
See SC-2019-10.12.
- 2019-10/9m Bylaw 2400 - Update(s)

See SC-2019-10.13.

2019-10/9n UASU Students' Council Composition Task Force.

See SC-2019-10.14.

1 Short Title

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

2 Definitions

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

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

3 Mandate

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

4 Election Dates - Executive Committee and Board of Governors

1. The election shall be held annually on the Wednesday and Thursday during the second week following the Winter Term Reading Week.

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2. An Executive Committee and Board of Governors by-election shall not occur during the months of May, June, July, and August.

5 Dates - Plebiscites and Referenda

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

6 Plebiscite and Referendum Initiation

1. Where a member wishes to initiate a plebiscite or referendum via petition, that member shall submit to the C.R.O.:
 - a. the intent of the question;
 - b. whether the question is a plebiscite or a referendum;
 - c. the name, faculty, and student identification of that member;
 - d. a twenty-five dollar (\$25.00) deposit in the form of cash or a certified cheque or money order payable to the Students' Union.
2. Upon receipt of a submission meeting the requirements set out in Section 6 (1), the C.R.O. shall immediately forward the intent of the question to the Bylaw Committee.
3. The Bylaw Committee shall approve within fourteen (14) days from receiving the intent of the question from the C.R.O., a petition question which:
 - a. fully reflects the intent submitted by the member;
 - b. if carried and acted upon, would not violate any Students' Union bylaws or any federal or provincial law;
4. Students' Council shall, at the meeting following the drafting of the petition question by the Bylaw Committee as set out in Section 6(3), approve a question which meets the criteria set out in Section 6(3) unless the question would cause Students' Council to breach its fiduciary responsibility to the Students' Union.
5. Sections 6(2) and 6(3) notwithstanding, where it is not possible for the Bylaw Committee or Students' Council to approve a petition question which meets the criteria set out in Section 6(4), neither the Bylaw Committee or Students' Council shall approve such a question.
6. Students' Council shall have the authority to call a plebiscite or referendum without a petition.

7. Prior to being approved by Council all plebiscite and referendum questions must be drafted by the Bylaw Committee.

7 Acceptance of Plebiscite and Referenda Petitions

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

8 Plebiscite and Referendum Campaign Side Selection

1. At least twenty-eight (28) days in advance of the plebiscite or referendum, the C.R.O. shall schedule and announce a meeting for the registration of sides, such meeting to take place not more than twenty-one (21) and not fewer than fourteen (14) days in advance of the plebiscite or referendum in conjunction with the candidates meeting;
2. For each plebiscite or referendum, there shall be
 - a. a "yes" side;
 - b. a "no" side.
3. Members wishing to register themselves as part of a side shall attend the meeting for registering sides, as set out in Section 8(1).
4. A member's registration for a side shall be accepted when the member
 - a. attends the meeting for registering sides;
 - b. announces their intention to register for a side;

- c. provides the C.R.O. with their name, student identification number, and contact information; and
 - d. the C.R.O. is satisfied that that member does not aim to falsely represent that side by registering for it.
5. Section 8(4) notwithstanding, no member shall register for more than one (1) side for any plebiscite or referendum.
6. Each side shall select, from among the members registered to it, one (1) side manager.

9 Side Manager Eligibility

1. Any member of the Students' Union Executive Committee is eligible to serve as a side manager of a referenda/plebiscite without taking a leave of absence from their position as an executive.
2. No individual can concurrently be a candidate for a position and a side manager for a plebiscite / referendum

10 Candidate Nomination Deadlines

1. The C.R.O. shall determine and announce nomination deadline for the Executive election no later than November 30.
2. ~~The C.R.O. or elections staff shall make available to every member nomination packages not fewer than thirty (30) days before the Executive Committee nomination deadline.~~

11 Candidate Nomination Packages

1. The C.R.O. shall make available to every member nomination packages not fewer than ~~thirty (30)~~ days before the nomination deadline as set out in Section 10.
2. The C.R.O. shall produce nomination packages which shall contain, at minimum
 - a. complete and current copies of Bylaw 2200 and Bylaw 1500, the Judiciary of the Students' Union Bylaw;
 - b. contact information for the C.R.O. and D.R.O.s; and
 - c. the time, date, and location for the candidates meeting; and
 - d. the building code limits on banner size. In the absence of an upper limit, the C.R.O. will specify a size deemed appropriate.
 - e. a list of Universal Materials.
3. Valid nomination packages shall contain:
 - a. The signed acceptance of the nomination by the proposed nominee;

- b. a signed letter from the proposed nominee's faculty confirming that they are in good academic standing under University regulations;
- c. a statement, signed by the proposed nominee, identifying the name under which they wish to appear on the ballot.
- d. nomination papers soliciting the name, contact information, and student identification number of the proposed nominee; and
- e. the position the nominee wishes to contest
- f. nominations papers soliciting the names, faculties, years, signatures, and student identification numbers of at least fifty (50) and at most one hundred (100) members as nominators; and
- g. A fifty dollar (\$50.00) deposit in the form of cash, certified cheque, or money order payable to the Students' Union

12 Restrictions on Candidate Nominees

- 1. No member shall be nominated for more than one (1) of the positions contested in each election.
- 2. In order for their nomination papers to be valid members of Students' Council and its standing committees are required to take a leave of absence from their duties for the period beginning with the nomination deadline and ceasing with the conclusion of voting of the election in which they are contesting a position. The following exceptions apply:
 - a. Any member of Students' Council contesting an executive position when the race is uncontested;
 - b. For the purpose of this section, any race solely contested by a joke candidate shall be considered uncontested.
- 3. Where a member contravenes Section 12(2), all of the member's nominations shall be declared invalid.

13 Acceptance of Candidate Nominations

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

14 No Candidate Nomination, or Plebiscite/Referendum Registration Received

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

15 Candidate and Plebiscite/Referendum Registration Meeting

1. The C.R.O. shall hold a meeting for all candidates, referenda and plebiscite sides following the nomination deadline but prior to the commencement of the campaign.
2. The meeting shall:
 - a. be held on a business day;
 - b. start no earlier than 6:00pm; and
 - c. start no later than 9:00pm.
3. The C.R.O. shall:
 - a. arrive by the scheduled start time; and
 - b. take attendance by roll call at the start and end of the meeting.
4. All candidates and side managers shall either:
 - a. attend the candidates meeting in its entirety; or
 - b. designate a proxy via email to the C.R.O. prior to the scheduled start time of the meeting.
 - i. A proxy may only be designated to represent one candidate or one side manager and must attend the meeting in its entirety.
5. Where a candidate or side manager contravenes Section 15(4), that candidate or side manager shall be disqualified.
6. The C.R.O. shall grant exemptions to Section 15(5) to candidates or side managers, but shall do so only where the candidate or side manager:
 - a. requesting the exemption provides a sufficient reason to the C.R.O. via e-mail at least forty-eight (48) hours prior to the commencement of the candidates meeting; or

- b. informs and provides satisfactory evidence to the C.R.O. of absence due to an unforeseen academic circumstance for which no notice could be given; or
 - c. informs and provides satisfactory evidence to the C.R.O. of an emergency for which no notice could be given.
7. Where a candidate or side manager is granted exemption under Section 15(6) **or were nominated under section 14(1)**, they shall refrain from campaigning until they attend a subsequent meeting with the C.R.O., within a reasonable amount of time, to discuss the content presented at the candidates meeting.
 8. Where a candidate or side manager contravenes Section 15(7), that candidate or side manager shall be disqualified.
 9. **In the event of an extension under section 14(1) the CRO shall hold an additional meeting for new candidates subject to the rules stated in section 15**

16 Content of the Candidate and Registration Meeting

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

17 Commencement of Campaign Activities

1. The C.R.O. shall determine and announce, prior to the end of November, the time and date of the commencement of campaign activities
 - a. The commencement of campaign activities shall occur no fewer than five (5) days before the commencement of voting
 - b. In the event of a by-election the announcement shall be prior to the end of September

18 Elections Forums

1. The elections office shall host at least (1) one forum during the Executive Committee and Board of Governor Elections and it shall be called the Myer Horowitz Forum.
2. The C.R.O. shall determine and announce the date and location of the Myer Horowitz Forum, to occur after the commencement of Executive Committee and Board of Governors and Plebiscite/Referendum campaign activities, prior to the end of November of each year.
3. The elections office may choose to organize any additional forums they deem appropriate.
4. The elections office shall enforce the following rules at all elections office forums:
 - a. At least one of the chairs/moderators of the forum must be a member of the elections staff.
 - b. Each candidate and side shall be afforded an opportunity to speak that is equal to the opportunity afforded to each candidate or side in their race; and
 - c. No objects shall be thrown; and
 - d. No heckling shall occur; and
 - e. No campaign materials shall be distributed in the room in which any forum is being held; and
 - f. No candidate or side, or a volunteer representing their campaign, shall interfere, attempt to stop, limit, or otherwise dissuade a member from asking a question during an elections office organized forum; and
 - g. The chair shall prioritize audience questions from members who have not already submitted a question orally or electronically.
5. The chair of the forum shall be permitted to set a time limits restricting the length of individual questions and answers during forums, at their discretion, so long as these details are provided to the candidates and sides in advance and verbalized at the start of the forum.

6. Where an individual or candidate contravenes section 18(4), the elections office staff shall remove that individual from the forum before proceeding.
7. Where a candidate or side contravenes Section 18(4), the elections staff has the authority to enforce any disciplinary they deem appropriate, as prescribed under Section 47.

19 Requirement for Forums

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

20 Storage Space

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

21 Prohibition on Pre-campaigning

1. No side manager, volunteer, or candidate shall engage in campaign activities between the nomination deadline or Students' Council initiation of a plebiscite/referenda and the commencement of the campaign.
2. Any campaign activity involving social media or internet activity shall not commence or exist between the nomination deadline or Students Council initiation of a plebiscite/referendum and the commencement of the campaign. Social media and internet activity with the sole purpose to prepare campaign activities, campaign material, or to solicit volunteers may be undertaken during the pre-campaign period, so long as it is kept private.

22 Joke Candidates

1. A joke candidate shall be designated as such at the nomination deadline.
2. Where a candidate has been designated as a joke candidate, as set out in Section 2(n), and that candidate does not wish to be a joke candidate, that candidate may provide to the C.R.O. a new signed statement indicating the preferred name under which they wish to appear on the ballot, within forty-eight (48) hours of the nomination deadline .
3. Where a candidate who has been designated a joke candidate exercises their right, as set out in Section 22(1), to submit a new name under which they wish to appear on the ballot, and where the new name is, at the discretion of the C.R.O., a reasonable

derivative of that candidate's legal name or their preferred name, that candidate's designation as a joke candidate shall be reversed.

23 Candidates with Same or Similar Names

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

24 C.R.O. Shall List Candidates

1. Within forty-eight (48) hours of nomination deadline, the C.R.O. shall post the preferred name of each candidate as it will appear on the ballot.
2. The name must be:
 - a. a reasonable derivative of the candidate's legal name; or
 - b. a preferred name, for which the candidate has provided satisfactory evidence to the C.R.O. showing it is a name they regularly use.
 - c. a name they have registered with the University.
3. Where no derivative or preferred name is provided to the C.R.O., the C.R.O. shall use the candidate's legal name.

25 Daily Meetings

1. On every weekday during the Executive Committee and Board of Governors Representative campaign and Plebiscite/Referendum campaign, the C.R.O. shall hold a daily meeting, at which they shall review complaints, rulings, regulations, procedures, and announcements.
2. Each candidate and side manager shall either attend each daily meeting themselves or designate, in writing, a representative who will attend.
3. The C.R.O. may, at their discretion, cancel daily meetings and in these circumstances shall notify all candidates and side managers in advance of the meeting.

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

26 Requirements of All Candidates and Plebiscite/Referendum Sides

1. Each candidate and side manager shall act reasonably and in good faith, and specifically shall
 - a. ensure that each volunteer engaging in campaign activities on their behalf is aware of all bylaws, rules, regulations, and orders;
 - b. ensure that each volunteer is in compliance with all bylaws, rules, regulations, and orders while engaging in campaign activities on their behalf; and
 - c. report any contravention of a bylaw, rule, regulation, or order to the C.R.O. immediately.

27 Third Party Activities

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

28 Universal Materials

1. Candidates and sides are required to submit a campaign budget.
2. No individual candidate or side shall make use of any materials, products, or resource that are not:
 - a. accounted for as part of that candidate's or side's campaign budget; or
 - b. a Universal Material

3. Universal Materials shall be defined as basic materials provided by the Elections Office within the candidate workroom.
 - a. Candidates shall be permitted to use these supplies in the creation, dissemination, and/or distribution of their campaign materials.
4. These supplies shall not be counted against the candidates' campaign budget.
5. The C.R.O. shall purchase or supply whatever basic materials they deem appropriate. The elections office shall replenish these Universal Materials as they become depleted during the elections period, where feasible.
6. Basic materials that shall be provided include, at a minimum:
 - a. Staples; and
 - b. Tape; and
 - c. Lawn signs; and
 - d. Push pins;
 - e. Any other basic materials the C.R.O. chooses to provide.
7. The C.R.O. shall provide a list of Universal Materials in the candidate nomination package.
8. Excluding Universal Materials physically provided by the elections office, all other materials must be included in the candidate or side's campaign budget with costs, receipts and/or fair market assessment included.
9. Where a candidate or side contravenes Section 28 the C.R.O. shall assess a punitive fine and take any other recourse as prescribed under Section 47.

29 No Joint Use of Resources

1. No two (2) or more candidates or sides shall jointly use any resources, such as tables, posters, banners, and budgets with the exemption of volunteers.

30 Endorsements

1. Any member with the exception of the C.R.O, the D.R.O.s, and incumbent members of the Executive Committee who are not also candidates shall be free to endorse any candidate.
2. Any member with the exception of the C.R.O, the D.R.O.s, candidates, and incumbent members of the Executive Committee shall be free to act as a volunteer for any candidate.

3. Notwithstanding Section 30(1), regulations regarding the endorsement of candidates by Students' Union employees not referenced in Section 30(1) shall be subject to the Students' Union operating policy.
4. Notwithstanding Section 30(2), regulations regarding the capacity of Students' Union employees not referenced in Section 30(2) to act as a volunteer shall be subject to the Students' Union operating policy.
5. Incumbent members of the Executive Committee and the incumbent Board of Governors Representative are allowed to endorse sides in a plebiscite or referendum in a Students' Union election.

31 Restrictions on Campaign Activities

1. No candidate or side shall, without the permission of the C.R.O. engage in any campaign activity
 - a. in any business or service operated by the Students' Union; or
 - b. in a University library; or
 - c. in a classroom during a class unless the candidate first obtains the permission of the professor responsible for that class; or
 - d. in any residence; or
 - e. in any building or on any land not owned or operated by the University or the Students' Union.
2. Candidates, or volunteers associated with their campaign, shall not:
 - a. provide voters with an electronic device on the day of the election for the purpose of voting; or
 - b. solicit, touch, or otherwise handle a voter's electronic device on the day of the election for the purpose of voting; or
 - c. solicit, steal, borrow, use or otherwise handle another students' CCID or password for the purpose of voting.

32 Campaign Materials

1. The cost of all campaign materials shall be approved by the elections staff before being used in campaign activities. Candidates shall provide the elections staff with:
 - a. a written estimate of the cost of the proposed campaign material, including the source of that cost; and
 - b. the complete contents of the proposed campaign material.

2. The elections staff shall provide in confidence a written approval or refusal of campaign materials within eight (8) working hours of receiving a request as set out in Section 32(1).
3. Where a candidate contravenes Section 32 the offending campaign materials shall be destroyed and the C.R.O. may assess an additional penalty to that candidate, as set out in Section 47.

33 Forbidden Campaign Materials

1. The elections staff is forbidden from approving campaign materials that:
 - a. cannot be removed at the end of the Campaign; or
 - b. are likely to permanently damage or alter property.
2. Where a candidate uses a forbidden campaign material, the offending campaign materials shall be destroyed and the C.R.O. may assess an additional penalty to that candidate, as set out in Section 47.

34 Media

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

35 Use of Social Media and Public Internet Ventures

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

36 Banners

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

37 Posters

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

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

38 Designated Printer

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

39 Sustainable Materials

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

40 Destruction of Campaign Materials

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

41 Campaign Material Removal

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

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

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

43 Campaign Expense Limits – Referenda and Plebiscite Sides

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

44 Expense Reporting

1. Each candidate and side shall keep an up to date and accurate record of all campaign expenses they incur, and shall be responsible to the C.R.O. for all such campaign expenses.
2. Each candidate and side shall submit to the C.R.O. the record, as set out in Section 44(1), no less than twelve (12) working hours prior to the end of voting ~~or at the discretion of the CRO.~~
3. No candidate or side shall incur any campaign expenses within twelve (12) working hours of the end of voting, except where those campaign expenses have been reported in the record submitted to the C.R.O. as set out in Section 44(2).
4. Where the C.R.O. determines that a candidate or side has exceeded or falsified its campaign expense limit
 - a. the candidate or side manager for the side shall be disqualified;
 - b. that candidate or side shall be prohibited from engaging in further campaign activities;
 - c. notice of this shall be posted with the campaign expense records;
 - d. the violation will be communicated directly to the candidate or the side's side manager in question;
 - e. the C.R.O. may recommend to the D.I.E. Board that further action be taken against that the candidate, the side's side manager, and/or any volunteers.
5. The C.R.O. shall review all campaign expense records, and shall post summaries of them more than eight (8) working hours prior to the end of voting.

6. The C.R.O. shall assess a penalty to a candidate or side who does not submit their expense report as set out in Section 48.

45 Fair Market Value Assessment

1. A candidate or side wishing to receive a fair market value assessment in advance shall make a written request to the C.R.O., including:
 - a. A full and accurate description of the product or service; and
 - b. The supplier of the product or service, along with contact information for the same; and
 - c. The candidate or side's estimation of the product or service's fair market value, and a rationale for same.
2. Fair Market Value shall be determined by the C.R.O. within twelve (12) hours using the price recommended by the candidate or the price that any other candidate or side would have to pay for a comparable product or service.
3. All donations must undergo either a universal resource designation or a fair market value assessment.
4. Volunteer labour and expertise shall have a fair market value assessment of zero.

46 Complaints

1. The C.R.O. shall prepare and provide a complaint form which shall require complaints to indicate
 - a. their names and student identification numbers; and
 - b. the specific bylaw and section, rule, or regulation that has allegedly been contravened; and
 - c. the specific individual or group that is alleged to be in contravention; and
 - d. the specific facts which constitute the alleged contravention; and
 - e. the evidence for these facts.
2. Where a complaint is received within twelve (12) working hours of the alleged contravention, and where the original complaint form is provided to the C.R.O., the C.R.O. shall rule on that complaint.
3. The C.R.O. shall provide a copy of the complaint form, with the complainant's student identification number blacked out, to each respondent.
4. Where a complaint is received and is found to be complete as set out in Section 46(1), the C.R.O. shall rule on the complaint within forty-eight (48) hours of receiving the complaint.

- a. If the C.R.O. requires more time to investigate the complaint, they shall, prior to the deadline:
 - i. Notify, via e-mail, the Chief Tribune of D.I.E. Board with:
 - a. The reason for extension of the investigation period; and
 - b. the anticipated date and time the ruling will be released, not to exceed 72 hours after the deadline.
 - ii. Provide a carbon copy to the complainant and the Manager of Discover Governance.
 - b. The C.R.O. shall include this notification as an appendix to the final ruling.
5. The C.R.O. shall post all of their rulings, including
 - a. a summary of the complaint;
 - b. a list of parties to the complaint;
 - c. where the C.R.O. fails to possess jurisdiction as set out in Section 47, a summary of the reasons for this finding;
 - d. a listing of all bylaws, rules, and regulations that apply;
 - e. a finding regarding the facts;
 - f. a ruling regarding the alleged contravention;
 - g. the penalty assigned, if any;
 - h. the time the ruling was posted; and
 - i. the time limit for appeal.

47 Penalties Available

1. Where a candidate, side manager or volunteer has contravened a bylaw, rule, or regulation, regardless of the cause or the intent of the parties involved, and that contravention has provided an unfair advantage to a candidate, the C.R.O. shall assign a penalty that
 - a. fully counter-balances any advantage gained; and
 - b. where the contravention was intentional, penalizes the candidate or campaign manager who was or whose volunteer was guilty of the contravention.
2. Penalties available to the C.R.O. shall include
 - a. a fine, to be counted against the candidate's campaign expenses;
 - b. the confiscation or destruction of campaign materials; and

- c. limits, restrictions, and prohibitions on any type of campaign activities for any period of time up to the commencement of voting.
3. The C.R.O. shall draft a schedule of fines and penalties as an appendix to the rules and regulations concerning this bylaw.
4. A candidate shall be disqualified where they are guilty of a contravention that
 - a. cannot be counter-balanced by a lesser penalty;
 - b. is malicious or substantially prejudicial to another candidate ~~or slate~~; or
 - c. involves tampering with ballots, voting procedures, or counting procedures.
5. Where the advantage gained by the “yes” side of a referendum or plebiscite due to a contravention cannot be fully counterbalanced by the penalties available to the C.R.O. as set out in Section 47, the C.R.O. shall cancel the referendum or plebiscite.
6. Where the advantage gained by the “no” side of a referendum or plebiscite due to a contravention cannot be fully counterbalanced by the penalties available to the C.R.O. as set out in Section 47, the C.R.O. shall counterbalance the advantage to the maximum extent possible, and may recommend to the D.I.E. Board that further disciplinary action be taken against the members guilty of the contravention under the Judiciary of the Students’ Union Bylaw, Bylaw 1500.
7. Where a side’s side manager is disqualified, that side shall select a new side manager.
8. The C.R.O. shall be empowered to investigate and rule upon every contravention of this bylaw or any other bylaw, rule, or regulation related to the election, plebiscite or referenda.

48 D.I.E. Board

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

Bylaw 2300:

1 Short Title

1. This Bylaw may be referred to as the “Councillor Elections to Students’ Council and General Faculties Council Bylaw”.

2 Definitions

1. In this bylaw
 - a. “member” shall be anyone who is an undergraduate student currently enrolled in at least one course for credit at the University of Alberta;
 - b. “C.R.O.” shall be the Chief Returning Officer of the Students’ Union;
 - c. “D.R.O.” shall be a Deputy Returning Officer of the Students’ Union;
 - d. “D.I.E. Board” shall be the Discipline, Interpretation, and Enforcement Board of the Students’ Union, as set out in Judiciary of the Students Union Bylaw, Bylaw 1500;
 - e. “faculty” shall be any entity defined by the University of Alberta General Faculties Council as either a faculty or a school and in which members are registered and shall include Open Studies;
 - f. “council” shall be either be Students’ Council or General Faculties Council (GFC) as the context requires;
 - g. “general election” shall be the General Election of the Executive Committee and the Undergraduate Board of Governors or the General Election of Faculty Councillors;
 - h. “primary volunteer” shall be a person registered as part of a candidate’s campaign who has been selected by that candidate to serve as primary volunteer for the purposes of this bylaw;
 - i. “candidate” shall be any member whose nomination is accepted under this bylaw;
 - j. “joke candidate” shall be any candidate who chooses not to use their given name, a reasonable derivative of their given name, or their preferred name when appearing on the ballot.;
 - k. “campaign” shall be the period of time during which campaign activities are permitted;

- I. “campaign activity” shall be any act, planned or organized by or on behalf of any candidate that is calculated to convince members to vote in a given way;
- m. “volunteer” shall be any individual who assists in campaign activities;
- n. “campaign expense” shall be any and all expenditures incurred in engaging in campaign activities;
- o. “campaign materials” shall be any physical or electronic media produced or distributed as part of campaign activities;
- p. “banner” shall be any campaign material composed of paper, cloth, or similar material of a total area greater than four (4) square feet;
- q. “poster” shall be any campaign material composed of paper, cloth, or similar material, of a total area of under four (4) square feet that is designed to be posted on a wall or similar place;
- r. “forum” shall be any event organized by an entity other than the Students’ Union, a candidate, or a volunteer acting on behalf of a candidate at which campaign activities are facilitated;
- s. “University” shall be the University of Alberta; and
- t. “working hours” shall be any and all hours occurring between 0900 and 1700;

3 Mandate

1. This bylaw shall govern the conduct of the Election to Students’ Council and General Faculties’ Council.

4 Election Dates - General Faculties Council and Students’ Union Council

1. The election **shall occur between 14 and 21 days after the General Election of the Executive Committee and the Undergraduate Board of Governors Representative as set out in Bylaw 2200.**
 - a. Notwithstanding, the C.R.O. may establish one alternate date designated for the election to occur, where the faculty can prove that the above date is unsuitable for their electorate.
 - b. Notwithstanding, the election of representatives from Augustana Faculty to General Faculties Council and Students’ Union Council shall be conducted concurrently with the General Election of the Executive

Committee and Board of Governors Representative as set out in Bylaw 2200.

2. A General Faculties Council or Students' Union Council election or by-election shall not occur during the months of May, June, July and August.

5 Candidate Nomination Deadlines

1. The C.R.O. shall determine and announce nomination deadline no later than November 30.
2. ~~The C.R.O. or elections staff shall make available to every member nomination packages not fewer than thirty (30) days before the nomination deadline.~~

6 Candidate Nomination Packages

1. The C.R.O. shall make available to every member nomination packages not fewer than thirty (30) days before the nomination deadline as set out in Section 5.
2. The C.R.O. shall produce nomination packages which shall contain, at minimum
 - a. complete and current copies of Bylaw 2300 and the Judiciary of the Students' Union Bylaw, Bylaw 1500;
 - b. nomination papers soliciting the name, contact information, and student identification number of the proposed nominee, the position the nominee wishes to contest, and nominations papers soliciting the names, faculties, years, signatures, and student identification numbers of at least ten (10) and at most twenty (20) members registered in the same faculty as the nominee as nominators;
 - c. contact information for the C.R.O. and D.R.O.s;
 - d. the time, date, and location for the candidates meeting;
 - e. the building code limits on banner size. In the absence of an upper limit, the C.R.O. will specify a size deemed appropriate; and
 - f. the attendance regulations outlined in Bylaw 100(21).
 - g. a list of Universal Materials.
3. Valid nomination packages shall contain
 - a. a signed acceptance of the nomination by the proposed nominee;
 - b. a signed letter from the proposed nominee's faculty confirming that they are in good academic standing under University regulations;
 - c. a statement, signed by the proposed nominees, identifying the name under which they wish to appear on the ballot; and

- d. papers soliciting the names, faculties, years, signatures, and student identification numbers of at least ten (10) members registered in the same faculty as the nominee as nominators;
4. Candidates who are registered in Open Studies are exempt from Section 6(3)(c).

7 Restrictions on Candidate Nominees

1. No member shall be nominated for more than one (1) of the positions contested in each election.
2. Notwithstanding Section 7(1), members may be nominated for both Students' Council and General Faculties Council within the same election.
3. In order for their nomination papers to be valid, members of the Executive who are running in contested Councillor races are required to take a leave of absence from their duties for the period beginning with the nomination deadline and ceasing with the conclusion of voting of the election in which they are contesting a position. The following exception applies:
 - a. An executive contesting a Councillor position when the race is uncontested,
4. For the purpose of this section, any race solely contested by a joke candidate shall be considered uncontested.
5. Where a member contravenes Section 7 (3), all of the member's nominations shall be declared null and void.

8 Acceptance of Candidate Nominations

1. Where a member submits a valid set of nomination papers, as set out in Sections 6(3) and 7 and prior to the nomination deadline as set out in Section 5, the nomination shall be accepted by the C.R.O. within twenty-four (24) hours of the nomination deadline.
2. Should a member submit valid nomination papers, they shall be designated a candidate at the nomination deadline.

9 No Candidate Nomination Received

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

10 Candidate Registration Meeting

1. The C.R.O. shall hold a meeting for all candidates following the nomination deadline but prior to the commencement of the campaign.
2. The meeting shall:
 - a. be held on a business day;
 - b. start no earlier than 6:00pm; and
 - c. start no later than 9:00pm.
3. The C.R.O. shall:
 - a. arrive by the scheduled start time; and
 - b. take attendance by roll call at the start and end of the meeting.
4. All candidates shall either:
 - a. attend the candidates meeting in its entirety; or
 - b. designate a proxy via email to the C.R.O. prior to the scheduled start time of the meeting.
 - i. A proxy may only be designated to represent one candidate and must attend the meeting in its entirety.
5. Where a candidate contravenes Section 10(4), that candidate shall be disqualified.
6. The C.R.O. shall grant exemptions to Section 10(5) to candidates, but shall do so only where the candidate:
 - a. requesting the exemption provides a sufficient reason to the C.R.O. via e-mail at least forty-eight (48) hours prior to the commencement of the candidates meeting; or
 - b. informs and provides satisfactory evidence to the C.R.O. of absence due to an unforeseen academic circumstance for which no notice could be given; or
 - c. informs and provides satisfactory evidence to the C.R.O. of an emergency for which no notice could be given.
 - d. **Or were nominated under section 14(1)**
7. Where a candidate is granted exemption under Section 15(6), they shall refrain from campaigning until they attend a subsequent meeting with the C.R.O., within a reasonable amount of time, to discuss the content presented at the candidates meeting.
8. Where a candidate contravenes Section 10(7), that candidate shall be disqualified.
9. **In the event of an extension under section 14(1) the CRO shall hold an additional meeting for new candidates subject to the rules stated in section 15**

11 Content of the Candidate and Registration Meeting

1. At the candidate and registration meeting, the C.R.O. shall, at minimum
 - a. review all relevant bylaws, rules, and regulations, including this bylaw, and respond to questions about same;
 - b. announce the time and date of any forums scheduled;
 - c. determine and announce which candidates are joke candidates as set out in Section 2(j);
 - d. where two (2) or more candidates have asked to appear on the ballot under names that are either identical or so similar as to be effectively indistinguishable, determine and announce under what names each of the two (2) or more candidates shall appear on the ballot;
 - e. announce any methods that will be regularly used to communicate with candidates; and
 - f. take attendance for the purpose of verifying compliance with Sections 9 and 10.

12 Commencement of Campaign Activities

1. The C.R.O. shall determine and announce, prior to the end of November, the time and date of the commencement of campaign activities
 - a. The commencement of campaign activities shall occur no fewer than five (5) days before the commencement of voting
 - b. **In the event of a byelection the announcement shall be prior to the end of September**

13 Elections Forums and Requirements for Externally Organized Forums

1. The elections office may choose to organize any forums they deem appropriate.
2. The elections office shall enforce the following rules at all elections office forums:
 - a. At least one of the chairs/moderators of the forum must be a member of the elections staff.
 - b. Each candidate shall be afforded an opportunity to speak that is equal to the opportunity afforded to each candidate or side in their race; and
 - c. No objects shall be thrown; and
 - d. No heckling shall occur; and

- e. No campaign materials shall be distributed in the room in which any forum is being held; and
 - f. No candidate or a volunteer representing their campaign shall interfere, attempt to stop, limit, or otherwise dissuade a member from asking a question during an elections office organized forum; and
 - g. The chair shall prioritize audience questions from members who have not already submitted a question orally or electronically.
3. The chair of the forum shall be permitted to set a time limit restricting the length of individual questions and answers during forums, at their discretion, so long as these details are provided to the candidates and sides in advance and verbalized at the start of the forum.
4. Where an individual or candidate contravenes section 13(4), the elections office staff shall remove that individual from the forum before proceeding.
5. Where a candidate or side contravenes Section 13(4), the elections staff has the authority to enforce any disciplinary they deem appropriate, as prescribed under Section 39.
6. No candidate shall participate in any externally organized forum unless each candidate in their race has received at least twenty-four (24) hours notification of the forum and will be afforded an equal chance to speak at it.

14 Storage Space

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

15 Joke Candidates

1. A joke candidate shall be designated as such at the nomination deadline.
2. Where a candidate has been designated as a joke candidate, as set out in Section 2(i), and that candidate does not wish to be a joke candidate, that candidate may provide to the C.R.O. a new signed statement indicating the name under which they wish to appear on the ballot, within forty-eight (48) hours of the nomination deadline.
3. Where a candidate who has been designated a joke candidate exercises their right, as set out in Section 15(1), to submit a new name under which they wish to appear on the ballot, and where the new name is, at the discretion of the C.R.O., a reasonable derivative of that candidate's legal name **or their preferred name**, that candidate's designation as a joke candidate shall be reversed.

16 Candidates with Same or Similar Names

1. Where two (2) or more candidates submit names that are either identical or so similar as to be effectively indistinguishable, the candidates shall provide the C.R.O with their preferred names for the ballot within thirty-six (36) hours of the nomination deadline. The provided name must be a reasonable derivative of the candidate's legal name, be a name they use regularly, or be a name they have registered with the University
2. Where the C.R.O is not provided a preferred name by the candidate, the C.R.O. shall determine and announce what name each of the two (2) or more candidates shall use.

17 C.R.O. Shall List Candidates

1. Within forty-eight (48) hours of nomination deadline, the C.R.O. shall post the preferred name of each candidate as it will appear on the ballot.
2. The name must be:
 - a. a reasonable derivative of the member's legal name; or
 - b. a preferred name, for which the member has provided satisfactory evidence to the C.R.O. showing it is a name they regularly use; or
 - c. a name they have registered with the University.
3. Where no derivative or preferred name is provided to the C.R.O., the C.R.O. shall use the legal name(s) of the member(s)

18 Requirements of All Candidates

1. Each candidate shall act reasonably and in good faith, and specifically shall
 - a. ensure that each volunteer engaging in campaign activities on their behalf is aware of all bylaws, rules, regulations, and orders;
 - b. ensure that each volunteer is in compliance with all bylaws, rules, regulations, and orders while engaging in campaign activities on their behalf; and
 - c. report any contravention of a bylaw, rule, regulation, or order to the C.R.O. immediately.

19 Third Party Activities

1. A candidate in a Students' Union election may distance themselves from a third party in the event the third party effectively conducts campaign activities under the following conditions:
 - a. the candidate must demonstrate to the C.R.O. that the third party acted without consent of the candidate; and
 - b. the candidate must demonstrate to the C.R.O. that steps have been taken to distance themselves from the third party and to attempt to halt unauthorized campaign activity by that third party.
2. Should a candidate demonstrate the conditions specified under Section 19(1) to the C.R.O.'s satisfaction, the candidate would not be subject to punitive fines as a result of the third party's actions, but could still be subject to counterbalancing fines.

20 Universal Materials

1. Candidates and sides are required to submit a campaign budget. .
2. No individual candidate or side shall make use of any materials, products, or resource that are not:
 - a. accounted for as part of that candidate's or side's campaign budget; or
 - b. a Universal Material
3. Universal Materials shall be defined as basic materials provided by the Elections Office within the candidate workroom.
 - a. Candidates shall be permitted to use these supplies in the creation, dissemination, and/or distribution of their campaign materials.
4. These supplies shall not be counted against the candidates' campaign budget.
5. The C.R.O. shall purchase or supply whatever basic materials they deem appropriate. The elections office shall replenish these Universal Materials as they become depleted during the elections period, where feasible.
6. Basic materials that shall be provided include, at a minimum:
 - a. Staples; and
 - b. Tape; and
 - c. Lawn signs; and
 - d. Push pins;
 - e. Any other basic materials the C.R.O. chooses to provide.
7. The C.R.O. shall provide a list of Universal Materials in the candidate nomination package.

8. Excluding Universal Materials physically provided by the elections office, all other materials must be included in the candidate or side's campaign budget with costs, receipts and/or fair market assessment included.
9. Where a candidate or side contravenes Section 28 the C.R.O. shall assess a punitive fine and take any other recourse as prescribed under Section 47.

21 No Joint Use of Resources

1. No two (2) or more candidates shall jointly use any resources, including tables, posters, banners, and budgets.
2. Notwithstanding (1), volunteers may be shared.

22 Endorsements

1. Any member with the exception of the C.R.O, the D.R.O.s, and incumbent members of the Executive Committee who are not also candidates shall be free to endorse any candidate.
2. Any member with the exception of the C.R.O, the D.R.O.s, candidates, and incumbent members of the Executive Committee shall be free to act as a volunteer for any candidate.
3. Notwithstanding Section 22(1), regulations regarding the endorsement of candidates by Students' Union employees not referenced in Section 22(1) shall be subject to the Students' Union operating policy.
4. Notwithstanding Section 22(2), regulations regarding the capacity of Students' Union employees not referenced in Section 22(2) to act as a volunteer shall be subject to the Students' Union operating policy.

23 Restrictions on Campaign Activities

1. No candidate shall, without the permission of the C.R.O. engage in any campaign activity
 - a. in any business or service operated by the Students' Union;
 - b. in a University library;
 - c. in a classroom during a class unless the candidate first obtains the permission or the professor responsible for that class;
 - d. in any residence; or
 - e. in any building or on any land not owned or operated by the University or the Students' Union.

2. Candidates, or volunteers associated with their campaign, shall not:
 - a. provide voters with an electronic device on the day of the election for the purpose of voting;
 - b. solicit, touch, or otherwise handle a voter's electronic device on the day of the election for the purpose of voting;
 - c. solicit, steal, borrow, use or otherwise handle another students' CCID or password for the purpose of voting.

24 Campaign Materials

1. The cost of all campaign materials shall be approved by the elections staff before being used in campaign activities. Candidates shall provide the elections staff with:
 - a. a written estimate of the cost of the proposed campaign material, including the source of that cost; and
 - b. the complete contents of the proposed campaign material.
2. The elections staff shall provide in confidence a written approval or refusal of campaign materials within eight (8) working hours of receiving a request as set out in Section 24(1).
3. Where a candidate contravenes Section 24 the offending campaign materials shall be destroyed and the C.R.O. may assess an additional penalty to that candidate, as set out in Section 39.

25 Forbidden Campaign Materials

1. The elections staff is forbidden from approving campaign materials that:
 - a. cannot be removed at the end of the Campaign; or
 - b. are likely to permanently damage or alter property.
2. Where a candidate uses a forbidden campaign material, the offending campaign materials shall be destroyed and the C.R.O. may assess an additional penalty to that candidate, as set out in Section 39.

26 Media

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

27 Use of Social Media and Public Internet Ventures

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

28 Banners

1. No candidate shall have more than one (1) banner on display in any given building at any given time.
2. Where a candidate contravenes Section 28(1), the offending banners shall be destroyed and the C.R.O. may assess an additional penalty to that candidate as set out in Section 39.

29 Posters

1. No poster shall be displayed in such a way as to obscure another candidate's campaign materials.
2. In any given building, at any given time, a candidate shall have no more than ten (10) posters.
3. The C.R.O. shall set a minimum distance between posters or signs that are placed outside belonging to the same candidate.
4. Where a candidate contravenes Sections 29(1) through (3), the offending posters shall be destroyed, and the C.R.O. may assess an additional penalty to that candidate as set out in Section 39.

30 Designated Printer

1. All printed campaign materials shall be purchased at official list price costs from SUBprint.
2. Where non-printed campaign materials can be produced by a Students' Union operated business, candidates shall purchase those campaign materials from that business.
3. Where a candidate contravenes Section 30(1) or Section 30(4), the offending campaign materials shall be destroyed, and the C.R.O. may assess an additional penalty to that candidate, as set out in Section 39.

31 Sustainable Materials

1. Where a candidate chooses to print campaign materials on recycled paper deemed to be sustainable by the CRO, and where that candidate demonstrates, to the satisfaction of

the C.R.O., that this choice resulted in an increased cost being incurred to it, then the amount of this increased cost shall not count against the limits set out in Sections 34.

32 Destruction of Campaign Materials

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

33 Campaign Material Removal

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

34 Campaign Expense

1. No candidate shall accrue more than thirty dollars (\$30.00), plus six dollars (\$6.00) for every one thousand (1,000) students' in their faculty beyond three thousand (3,000) in campaign expenses, all of which shall be paid by the Students' Union.
2. Where the number of students in a faculty beyond three thousand (3,000) is not a multiple of one thousand (1,000), the amount of money in excess of the base amount as set out in Section 34(1), shall be prorated and rounded to the nearest cent.
3. No joke candidate shall accrue more than two thirds (2/3) of the expenses set out in Sections 34(1) and 34(2).

35 Expense Reporting

1. Each candidate shall keep an up to date and accurate record of all campaign expenses they incur, and shall be responsible to the C.R.O. for all such campaign expenses.
2. Each candidate shall submit to the C.R.O. the record, as set out in Section 35(1), no less than twelve (12) working hours prior to the end of voting **or at the discretion of the CRO**.
3. No candidate shall incur any campaign expenses within twelve (12) working hours of the end of voting, except where those campaign expenses have been reported in the record submitted to the C.R.O. as set out in Section 35(2).
4. Where the C.R.O. determines that a candidate has exceeded or falsified its campaign expense limit
 - a. the candidate shall be disqualified;
 - b. that candidate shall be prohibited from engaging in further campaign activities;
 - c. notice of this shall be posted with the campaign expense records;

- d. the violation will be communicated directly to the candidate in question;
 - e. the C.R.O. may recommend to the D.I.E. Board that further action be taken against the candidate, and/or any volunteers.
5. The C.R.O. shall review all campaign expense records, and shall post summaries of same more than eight (8) working hours prior to the end of voting.
6. The C.R.O. shall assess a penalty to a candidate or side who does not submit their expense report as set out in Section 39.

36 Fair Market Value Assessment

1. A candidate wishing to receive a fair market value assessment in advance shall make a written request to the C.R.O., including:
 - a. A full and accurate description of the product or service; and
 - b. The supplier of the product or service, along with contact information for the same; and
 - c. The candidate's estimation of the product or service's fair market value, and a rationale for same.
2. Fair Market Value shall be determined by the C.R.O. within twelve (12) hours using the price recommended by the candidate or the price that any other candidate would have to pay for a comparable product or service.
3. All donations must undergo either a universal resource designation or a fair market value assessment.
4. Volunteer labour and expertise shall have a fair market value assessment of zero.

37 General Labour

1. For purposes of Section 35, general labour and any expertise had by a significant portion of the population, including, but not limited to, poster design, web page design, and web page programming, shall be considered to have a fair market value of zero.

38 Complaints

1. The C.R.O. shall prepare and provide a complaint form which shall require complaints to indicate
 - a. their names and student identification numbers;
 - b. the specific bylaw and section, rule, or regulation that has allegedly been contravened;

- c. the specific individual or group that is alleged to be in contravention;
 - d. the specific facts which constitute the alleged contravention; and
 - e. the evidence for these facts.
2. Where a complaint is received within twelve (12) working hours of the alleged contravention, and where the original complaint form is provided to the C.R.O., the C.R.O. shall rule on that complaint.
3. The C.R.O. shall provide a copy of the complaint form, with the complainant's student identification number blacked out, to each respondent.
4. Where a complaint is received and is found to be complete as set out in Section 37(1), the C.R.O. shall rule on the complaint within forty-eight (48) hours of receiving the complaint.
 - a. If the C.R.O. requires more time to investigate the complaint they shall, prior to the deadline:
 - i. Notify, via e-mail, the Chief Tribune of D.I.E. Board with:
 - a. The reason for extension of the investigation period; and
 - b. The anticipated date and time the ruling will be released, not to exceed 72 hours after the deadline.
 - ii. Provide a carbon copy to the complainant and the Manager of Discover Governance.
5. The C.R.O. shall post all of their rulings, including
 - a. a summary of the complaint;
 - b. a list of parties to the complaint;
 - c. where the C.R.O. fails to possess jurisdiction as set out in Section 38, a summary of the reasons for this finding;
 - d. a listing of all bylaws, rules, and regulations that apply;
 - e. a finding regarding the facts;
 - f. a ruling regarding the alleged contravention;
 - g. the penalty assigned, if any;
 - h. the time the ruling was posted; and
 - i. the time limit for appeal.

39 Penalties Available

1. Where a candidate, or volunteer has contravened a bylaw, rule, or regulation, regardless of the cause or the intent of the parties involved, and that contravention has provided an unfair advantage to a candidate, the C.R.O. shall assign a penalty that
 - a. fully counter-balances any advantage gained; and
 - b. where the contravention was intentional, penalizes the candidate or campaign manager who was or whose volunteer was guilty of the contravention.
2. Penalties available to the C.R.O. shall include
 - a. a fine, to be counted against the candidate's campaign expenses;
 - b. the confiscation or destruction of campaign materials; and
 - c. limits, restrictions, and prohibitions on any type of campaign activities for any period of time up to the commencement of voting.
3. The C.R.O. shall draft a schedule of fines and penalties as an appendix to the rules and regulations concerning this bylaw.
4. A candidate shall be disqualified where they are guilty of a contravention that
 - a. cannot be counter-balanced by a lesser penalty;
 - b. is malicious or substantially prejudicial to another candidate; or
 - c. involves tampering with ballots, voting procedures, or counting procedures.
5. The C.R.O. shall be empowered to investigate and rule upon every contravention of this bylaw or any other bylaw, rule, or regulation related to the election.

40 D.I.E. Board

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

1 Short Title

1. This Bylaw may be referred to as the "Balloting and Counting Bylaw"

2 Definitions

1. In this Bylaw
 - a. "member" shall be anyone who is an undergraduate student currently enrolled in at least one course for credit at the University of Alberta;
 - b. "C.R.O." shall be the Chief Returning Officer of the Students' Union;
 - c. "D.R.O." shall be a Deputy Returning Officer of the Students' Union;
 - d. "council" shall be either be Students' Council or General Faculties Council (GFC) as the context requires;
 - e. "general election" shall be the General Election of the Executive Committee and the Undergraduate Board of Governors or the General Election of Faculty Councillors;
 - f. "plebiscite" shall be a vote, open to all members, held on a given question but whose result is not legally binding upon the Students' Union;
 - g. "referendum" shall be a vote, open to all members, held on a given question and whose result is legally binding upon the Students' Union;
 - h. "side" shall be any person or group of people who have their registration as a plebiscite or referendum side accepted under this bylaw;
 - i. "side manager" shall be a person registered as part of a plebiscite or referendum side who has been selected by those members of that side to serve as side manager for the purposes of this bylaw;
 - j. "primary volunteer" shall be a person registered as part of a candidate's campaign who has been selected by that candidate to serve as primary volunteer for the purposes of this bylaw;
 - k. "candidate" shall be any member whose nomination is accepted under this bylaw;
 - l. "joke candidate" shall be any candidate who chooses not to use their given name or a reasonable derivative of their given name, **or their preferred name** when appearing on the ballot;
 - m. "campaign" shall be the period of time during which campaign activities are permitted;

- n. “campaign activity” shall be any act, planned or organized by or on behalf of any candidate or side that is calculated to convince members to vote in a given way;
- o. “volunteer” shall be any individual who assists in campaign activities;
- p. “campaign expense” shall be any and all expenditures incurred in engaging in campaign activities;
- q. “voter” shall be any member who exercises their entitlement to vote; and
- r. “working hours” shall be any and all hours occurring between 0900 and 1700.
- s. “Preferred name” shall be the name which an individual consistently uses to identify themselves in their day to day life in place of their given name.

3 Mandate

1. This bylaw shall govern voting procedures, balloting and counting, and procedures for by-elections.

4 Right to Vote

1. Each member shall be entitled to cast one (1) ballot, except the C.R.O. who shall be entitled to cast a ballot as outlined in Section 12(2).
2. Where a member is found to have cast more than one (1) ballot, only one ballot shall be counted.
3. All votes cast shall be by secret ballot.

5 Voting Days

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

6 Voting

1. The C.R.O. shall conduct balloting by any secure electronic means that provides precise and accurate results.
2. On each electronic ballot, there shall be a notice to voters that candidates are elected individually to each position.
3. On the electronic ballot, there shall be an explanation of the balloting procedures which shall include, at minimum, the following
 - a. that “None of the Above” shall be considered a candidate;

- b. that voters shall rank each candidate according to their preferences;
- c. that a portion of the ballot shall be considered spoiled where any of the conditions set out in Section 8(4) are met; and
- d. that voters shall be permitted to rank as many as all or as few as zero of the candidates for each position.

7 Ballots

- 1. For each ballot the rank order of candidates shall be rotated randomly.
- 2. For each position ballots shall list all candidates, followed by “None of the Above”
- 3. Where a referenda or plebiscite question(s) is/are on the ballot, the ballot shall list “yes” followed by “no” for each referendum or plebiscite question.
- 4. ~~Where a voter's intention is clear, that voter's ballot shall be counted.~~

8 Balloting and Counting— Executive, Board of Governors and Councillor Elections

- 1. Balloting shall be conducted by preferential balloting, in which each voter shall rank their choices for each position using natural numbers with one (1) representing the first choice, and increasing numbers representing less desirable choices.
- 2. A candidate shall require a majority of voters to indicate them as their first choice in order to be elected.
- 3. Voters shall be entitled to mark as few as zero candidates for any given position or as many as all of them.
- 4. A section of a voter's ballot shall be considered spoiled where
 - a. that voter has indicated the same number for more than one (1) candidate;
 - b. that voter has not included the number one (1) next to any candidate;
 - c. that voter has indicated more than one (1) number next to the same candidate;
 - d. that voter has used non-consecutive numbers; or
 - e. that voter has left all candidates in a race unranked.
- 5. In the event that no candidate receives a majority of first place votes in a given race, the candidate with the fewest first place votes shall be eliminated.
- 6. Any voter who has indicated an eliminated candidate with a number shall have the candidate marked with the next highest number following the number by which the eliminated candidate has been indicated take the place of the eliminated candidate, and

so on, in such a way that all candidates indicated by that voter as less desirable than the eliminated candidate are registered as being one (1) step more desirable than originally indicated.

7. Where a ballot is left with no first place vote for a given race, the section of that ballot in question shall be considered spoiled.
8. Where all remaining candidates have an equal number of first place votes, or where the remaining candidate with the fewest first place votes is tied with another remaining candidate, the candidate that had the fewest first place votes on the first count in which a differential existed shall be eliminated.
9. ~~The CRO if they are a member of the Students' union shall cast a ballot under seal to be open in the event of a first place tie. If the CRO is not a member of the Students' Union then one DRO shall cast a sealed ballot to be counted.~~
10. Where all remaining candidates have an equal number of first places votes, or where the remaining candidate with the fewest first place votes is tied with another remaining candidate, and where this tie has existed on every count, and the C.R.O is a Students' Union member eligible to vote in that race, then the C.R.O. shall ~~east~~ open their precast ballot.
11. Where all remaining candidates have an equal number of first places votes, or where the remaining candidate with the fewest first place votes is tied with another remaining candidate, and where this tie has existed on every count, and the C.R.O is a not a Students' Union member eligible to vote in that race, ~~then the candidate to be eliminated shall be selected from those candidates with the fewest first place votes by a random or quasi-random method selected by the C.R.O. Then the precast sealed ballot of a DRO shall be open and cast.~~
12. The process set out in Section 8 shall continue for each position until such a time as a candidate receives a majority of first place votes for that position at which point that candidate shall be declared the victorious and removed from the ballot, and the process repeated with the remaining candidates not yet declared victorious.
13. The process set out in Section 8 shall continue for each position until such time as all the candidates are preferentially declared victorious.
14. Candidates shall be allocated seats as specified in Bylaw 100.
15. Where "None of the Above" is declared victorious, no further candidates shall be declared victorious.

16. Where a joke candidate is declared victorious, the joke candidate shall be dropped from the ballot and counting shall continue, with the joke candidates' ballots being redistributed in accordance this section.

9 Balloting and Counting– Plebiscites and Referenda

1. The side that receives the greater number of votes shall be declared victorious.
2. Where both sides receive an equal number of votes, and only if both sides receive an equal number of votes and the C.R.O. is a member, then the C.R.O. shall ~~east~~ open the sealed ballot.
3. Where both sides receive an equal number of votes, and only if both sides receive an equal number of votes and the C.R.O. is not a member then the result of the election shall be determined by a random or quasi-random method of selected by the C.R.O.

10 Secure Handling of Ballots

1. The C.R.O. shall have secure access to the electronic ballots through the company providing the electronic ballot platform.

11 Requirements of the C.R.O

1. The C.R.O. or at least one (1) D.R.O. shall
 - a. supervise the counting of ballots electronically, when necessary;
 - b. post final results within twenty four (24) working hours of all complaints and appeals being resolved;
 - c. notify the Speaker of Students' Council and the President of the Students' Union of the final results in writing; and
 - d. Additionally for General Faculties Council Elections, notify the Vice President (Academic) of the Students' Union and the Secretary of the General Faculties Council of the final results in writing;
 - e. post unofficial results at any time, including during counting;
 - f. store the ballots in a secure location for at least two (2) weeks after the last recount has been completed.
2. The C.R.O. shall prepare a paper ballot before the close of voting, as if their capacity as C.R.O. did not restrict their voting privileges. The C.R.O. shall place this ballot in a sealed and signed envelope and give it to the D.R.O. before any results from the election are available to the C.R.O.. The envelope shall be opened only if the C.R.O.'s vote is

required to break a tie as outlined in Section 8(9) and Section 9(2). At this point, a D.R.O. shall open the envelope and oversee the C.R.O. implement the tie-breaking mechanism as outlined in Section 8(9). If this procedure is not followed, the C.R.O.'s ballot will be considered spoiled.

12 Audits

1. The C.R.O. may conduct an audit of the results at any time with the support of the balloting company.
2. The C.R.O. shall conduct an audit if evidence or reports of electoral tampering have occurred and shall thoroughly investigate any reported tampering.
3. The C.R.O. shall post the results of any audit within 24 hours of its completion.

13 Multiple Coinciding Elections

1. Candidates running in multiple coinciding elections for the General Election of Faculty Councillors will be considered as separate candidates for campaign expenses, balloting, and penalties apply to a candidate per contested part of the Election and not to the candidate between multiple parts of the Election.
2. All other rules concerning nominations, campaign materials, and campaign activities apply per candidate in both coinciding elections.

14 By-Election - Executive Committee and Board of Governors

1. Where another Election is required by virtue of Section 8(14) or Section 8(15), the new Election shall be conducted.
2. The Campaign for the new Election shall begin a minimum of five (5) days prior to the commencement of voting as set out in Section 14(4).
3. The nomination deadline for the new Election shall occur a minimum of fifteen (15) days prior to the commencement of voting as set out in Section 14(4).
4. The voting for the new Election shall occur on two (2) consecutive weekdays to be determined and announced by the C.R.O. at least twenty-one (21) days in advance.

15 By-Election – General Faculties Council and Students' Council

1. Where vacancies exist in positions filled under this bylaw on August 15 of any year, the C.R.O. shall call a by-election to take place in September or October of that year for all those positions vacant on August 15.

2. Notwithstanding Section 15(1), if positions become vacant between August 15 and twenty-four hours prior to the release of the nomination package, those positions shall also be included in the by-election.
3. Where the total voting membership of Students' Council falls below twenty-three, the C.R.O. shall call a by-election to occur
 - a. not more than one month past the date that the voting membership of Students' Council fell below twenty-three; or
 - b. where Students' Council's voting membership falls below twenty-three during the months of May, June, July, or August, in September.
4. Except as otherwise stipulated in this bylaw, there shall be no by-elections to fill positions filled under this bylaw.
5. The deadline for the nomination of candidates in any by-election shall be determined and announced by the C.R.O. at the same time as the date of the by-election is announced, such deadline occurring not less than nine (9) days prior to the Election.
6. The commencement of the Campaign for any by-election shall be determined and announced by the C.R.O. at the same time as the date of the by-election is announced, such commencement occurring not less than five (5) days prior to the Election.
7. Except as otherwise stipulated in this bylaw, any by-election shall be conducted in accordance with the rules governing the Election.
8. Where vacancies exist following the fall by-election procedures outlined above, Vacancy Petitions, as outlined in Bylaw 100(20), shall be used to fill these seats.

Structural Composition Task Force Terms of Reference

1. Preamble

Whereas the University of Alberta Students' Union (hereafter, "UASU") is the official body created under the *Post-Secondary Learning Act* to represents undergraduate students at the University of Alberta;

Whereas the Students' Council is made up of democratically-elected faculty representatives who, collectively, hold the ultimate authority in the UASU;

Whereas the Students' Council has delegated some of its authority under the *Post-Secondary Learning Act* to a number of Standing Committees;

Whereas the Aboriginal Relations and Reconciliation Committee (hereafter, "ARRC"), a Standing Committee of Students' Council given the delegated authority to advance reconciliation within the UASU, released a Recommendations Report which was approved by the 2018/2019 Students' Council;

Whereas the 2019/2020 Students' Council approved and adopted the ARRC Recommendations Report (2019-01/7c);

Whereas one of the ARRC recommendations called for the creation of a task force to review the current structure of Students' Council, with particular emphasis on representation¹; and

NOW, THEREFORE, BE IT RESOLVED that the Students' Council move to create the Students' Council Composition Task Force.

¹ Students' Council shall create a task force to delve into the structure of Students' Council representation. This task force should be delegated the authority to review the current model of Students' Council – in relation to Council and student feedback, as well as other university models – and make recommendations on it.

2. Purpose

Engagement with the student body is of crucial importance to the Students' Union and foundational to the concept of good governance. Students' Council, in exercising its authority as the governing body of the Students' Union, relies on engagement with the student body to ensure that the work of the Students' Union is reflective of the needs and priorities of students. Just as the student body contains a plethora of identities and experiences, so too must Students' Council in order to remain relevant.

The Students' Council Composition Task Force will examine the overall structure of Students Council. Specifically, the examination will include a systematic review of student association governance structures across the country, as well as assess the current model of Students' Council as it relates to reflecting the diversity of the undergraduate student population.

3. Scope

The Task Force shall produce a report to Students' Council before January 31, 2020 that will seek to provide insight on the following issues:

Student Governance - What models of student governance exist at post-secondary student associations across Canada?

Engagement and Inclusion - Does the current structure of Students' Council, and in particular Roberts' Rules of Order, create barriers to participation and engagement?

Feasibility - How feasible would it be to change the structure of Students' Council to allow for, among other things, demographic seat representation?

4. Meetings

Unless otherwise specified by the Task Force, the default meeting schedule shall be biweekly until the end of January 2020.

5. Membership

The Task Force will be composed of Eight (8) permanent members with a commitment to meaningful improvements in the governance of the UASU and include:

- One (1) member of the UASU Executive Committee;
- One (1) member of the UASU Bylaw Committee;
- Three (3) members of Students' Council who are not members of the Executive Committee; and
- Three (3) students-at-large with experience or interest in student governance.

Additionally, a Consultation Group will be created whose members are made up of groups, individuals, or associations decided by the Task Force. Collectively, this Consultation Group will aid the Task Force in ensuring a multiplicity of voices and experiences are included in its work. At minimum, the Cultural Group Council will be invited and engaged in this process.

6. Requirements

In completing its Final Report on the structural representation of Students' Council, the Task Force is mandated to uphold the following requirements:

- Conduct a comprehensive review of governance models at other post-secondary student associations across Canada;
- Create an informal Consultation Group, whose membership include historically underrepresented communities. The Task Force shall engage in respectful and ongoing dialogue with the Consultation Group, whom it can draw wisdom from throughout the process;
- Gain the free, prior, and informed consent of the Cultural Group Council before releasing its Final Report; and
- Engaging with current and past members of Students' Council throughout the process.

7. Resources

The following resources shall be made available to the Task Force in the undertaking of its work:

- Chief Returning Officer;
- Speaker of the Students' Union;
- Office of Discover Governance;
- Department of Research and Advocacy; and
- Students' Council.