

DR/FYR Elections Bylaw

13 March 2019 AHSC

Updated 2 September 2019

Created in accordance with the procedures of the USC elections as outlined by Bylaw #2

1.00 DEFINITIONS:

For the purposes of this By-Law, these terms and abbreviations shall be defined as follows regardless of capitalization.

1.01 **AHSC** means Arts and Humanities Students' Council.

1.02 **DR** means Department Representative.

1.03 **Candidate** means any individual that appears as a single political entity on the voting ballot.

1.04 **Campaign Period** means the designated days during which a candidate may campaign, as set by the CRO.

1.05 **Campaigning** means any attempt by a candidate to encourage a student to cast a ballot in favour of them or in opposition of another candidate.

1.06 **CRO** means Chief Returning Officer.

1.07 **FYR** means First Year Representative

2.00 JURISDICTION:

2.01 Jurisdiction of this By-Law extends to all students registered in any module in the Arts & Humanities at the time of the election

2.02 The provisions of this By-Law apply to AHSC elections conducted by the AHSC

3.00 ADMINISTRATION OF BYLAW:

3.01 The Speaker of Council will act as the CRO. In the case that the Speaker of Council seeks office in an election, the role of CRO will be adopted by the Administrative Assistant.

3.02 It will be the duty of the CRO to administer this By-Law, and to uphold its Vision and Principles

3.03 It is the duty of the CRO to:

- (1) Oversee all DR and FYR elections conducted by the AHSC in accordance with the provisions of this By-Law
- (2) Release Regulations detailing how this By-Law will be interpreted and applied during an election period. The Regulations will be binding as though they were a part of the by-laws, provided that:
 - i. The Regulations are consistent with the by-laws; and,
 - ii. The Regulations are openly available to candidates at the start of nominations
- (3) Make recommendations to the AHSC on all election matters, including By-Law amendments
- (4) Seek the incoming AHSC President's advice on electoral matters

4.00 **AMENDMENTS TO THIS BY-LAW**

4.01 Written notice of any amendments to the provisions of this By-Law regarding AHSC DR/FYR Elections shall be provided to all candidates in the election as soon as practicable by the CRO.

5.00 **ANNUAL ELECTIONS TIMETABLE**

5.01 DR elections will occur after AHSC Vice President elections and prior to the hiring period.

5.02 FYR elections will occur during the hiring period in September of the new school year.

5.02 Campaign period will begin at most two days after the deadline for nomination forms and must run for a minimum of 5 days.

5.03 The elections shall be conducted by the CRO in a manner that ensures fairness and democracy.

6.00 **THE CONSTITUENCY**

6.01 Each departmental constituency will have the power to elect one representative to vote on their behalf in the AHSC.

6.02 There will be one FYR for each residence grouping (East Side, South Side, and Off-Campus), and all first years in the Arts and Humanities faculty will have the power to elect these representatives.

7.00 **NOMINATION AND CANDIDACY**

7.01 DR candidates must announce their candidacy with a nomination form, requiring the signature of five (5) students enrolled in the department they are running to represent.

7.02 FYR candidates must announce their candidacy with a nomination form, requiring the signature of five (5) first year students enrolled in the Arts and Humanities faculty.

7.03 Notice of DR/FYR elections shall be promoted by the AHSC at least two (2) weeks prior to the nomination forms deadline.

7.04 Nominations will only be deemed valid if the nomination form has been submitted on time and completed accurately.

8.00 **CANDIDATE ELIGIBILITY**

8.01 DR candidates must be enrolled in at least a minor module in the department for which they are running at the time of the election.

8.02 DR candidates may only run for one DR position even if enrolled in multiple departments.

8.03 FYR candidates must be registered in the Arts and Humanities faculty.

8.04 FYR candidates must live in the residence grouping of the position for which they are running.

9.00 **VOTER ELIGIBILITY**

9.01 DR voters must be registered in at least a minor module in a given department to be eligible to vote for that department's representative

9.02 FYR voters must be in their first year and registered in the Arts and Humanities faculty

10.00 **CAMPAIGNING**

10.01 Campaign period will begin at most two days after the deadline for nomination forms and must run for a minimum of 5 days.

10.02 Candidates are prohibited from campaigning prior to the campaign period.

10.03 Candidates may not garner endorsements from AHSC members or other candidates.

- 10.04 Candidates may not run jointly with other candidates for other departments
- 10.05 Campaigning by candidates is to be limited to only cost-free social media and in-person campaigning. Candidates are prohibited from incurring costs and accepting for free any materials or spaces that would traditionally incur a cost.
- 10.06 All in-person campaigning in libraries, classrooms, or office spaces requires approval from the individual(s) who have authority over that space.
- (1) For classroom presentations, candidates must obtain approval of the professor/lecturer prior to the start of the class
 - (2) Campaigning is not permitted within the AHSC office space or during AHSC meeting times not designated for campaigning
- 10.07 Candidates are prohibited from using any materials or spaces available to them by virtue of any position they hold in any on-campus or off-campus organization.
- 10.08 It is the duty of the AHSC to organize, and fund if necessary, the wider promotion of candidates and elections to the A&H faculty.
- 10.09 The violation of any of the aforementioned by-laws in this section will result in a demerit point. The accumulation of 3 demerit points will result in the disqualification of the candidate.

11.00 **ADMINISTRATION OF ELECTION**

- 11.01 The publishing of the following will be organized by the CRO:
- (1) Call for nominations for DR and FYR elections
 - (2) Announcement of candidates for DR and FYR Elections
 - (3) Announcement of the time and date on online balloting, and
 - (4) Announcement of official results of the DR and FYR Elections
- 11.02 The elections meeting shall include a series of debates followed by question periods where all candidates will deliver a speech and respond to questions from attendees.
- (1) The CRO shall be responsible for moderating debate.
 - (2) There shall be separate debates for each constituency, and debates shall be held in alphabetical order.

- (3) Prior to each constituency debate, speeches from the constituency's candidates shall occur in alphabetical order by last name.
- (4) Speeches shall be no longer than one (1) minute.
- (5) Following the debate period, the length of the question period shall not exceed fifteen (15) minutes per constituency. Each candidate will be allotted thirty (30) seconds to respond to each question and give a rebuttal if they so choose.
- (6) Questions must be directed to all candidates of the constituency in debate.

12.00 **THE BALLOT**

12.01 The following criteria must be met when developing the layout of the ballot:

- (1) The name(s) of candidate(s) must be listed according to DR/FYR position alphabetically by last name
- (2) Departments/residence groupings are to be listed alphabetically on the ballot

12.02 All candidates will have the opportunity to view the ballot not less than twenty-four (24) hours prior to voting

12.03 Any candidate who, after reviewing the ballot, has concerns about the layout of the ballot, may address those concerns in writing to the CRO for consideration

- (1) The CRO shall address these concerns within twenty-four (24) hours

12.04 The ballot will be a ranked ballot.

12.05 The CRO is responsible for preparing the ballot and tabulating the cast votes. The assistance of the Administrative Assistant or another non-voting member of council may be requested if required.

13.00 **DECLARATION OF CANDIDACY**

13.01 Students interested in running for a DR or FYR position may declare so to the CRO prior to the nomination period in a Declaration of Candidacy

(1) Contained within the Declaration of Candidacy, students must include their name and the DR position for which they are declaring candidacy

(2) Students may not submit more than one Declaration of Candidacy

13.02 Students who submit a Declaration of Candidacy may hold one-on-one consultations with students to aid in building their platform

(1) Consultations held without a valid Declaration of Candidacy will be considered pre-campaigning

13.03 Submitting a Declaration of Candidacy does not negate the obligation to submit a nomination form

14.00 **ELECTION RESULTS**

14.01 In each constituency, the candidate with the most votes by preferential ballots will be declared the winner.

14.02 In the event of an election with one (1) candidate, the candidate must receive a vote of confidence within council following their speech and debate period in order to be acclaimed.

15.00 **PREFERENTIAL VOTING RULES**

15.01 Preferential voting will proceed by a numbered ballot such that on the ballot for each position, each voter must indicate the rank in which she prefers the candidates by placing the numeral '1' beside her preference, the numeral '2' beside her second preference, in numerical order up to and including the final candidate

15.02 The counting of ballots will take place in the following order:

(1) In the first count, first preference votes are counted for each candidate

(2) A candidate that receives 50% + 1 of the eligible votes shall be elected

(3) Where the top candidate fails to achieve 50% + 1 of eligible votes, the second choice votes of the candidate finishing last in the first round will be re-assigned accordingly. This process is repeated until one candidate who remains on the ballot receives the majority of the highest preferences

(4) If two (2) or more candidates are tied for least popular option, those candidates shall be redistributed accordingly

- (5) Failure to select a candidate in any round of voting shall invalidate and spoil the ballot for that and all subsequent rounds of balloting. A ballot shall not be deemed spoiled if the voter's intentions can be reasonably ascertained by the ballot
- (6) In the event of a tie, whenever possible, it shall be resolved in favour of the candidate with the most first place votes
- (7) Where the election results cannot be resolved by the method outlined above, the election shall be resolved by a re-vote between the tied candidates