



FALL COUNCILLOR ELECTIONS 2019

NOMINATION PACKAGE FOR

ARTS REPRESENTATIVE

FIRST YEAR REPRESENTATIVE

JOURNALISM REPRESENTATIVE

MEMBER-AT-LARGE

RESIDENCE REPRESENTATIVE

SCIENCE REPRESENTATIVE

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IMPORTANT DATES

Monday September 23	Nominations open
Friday September 27	Nominations close at 7:00pm
Saturday September 28	All-candidates meeting, KTS Red Room, 12:00pm
Monday September 30	Campaigning starts
Wednesday October 2	Candidate speeches and Q&A in the Wardroom, 5:00pm
Monday October 7	Campaigning ends at 11:59pm
Tuesday October 8	First day of voting, 9:00am-7:00pm, outside Prince Hall
Wednesday October 9	Last day of voting, 9:00am-7:00pm, outside Prince Hall
Wednesday October 9	Election results in the Wardroom, 10pm

FORMS TO BE COMPLETED AND RETURNED

1. Official Nomination Form (3 pages)
Submit by Friday September 27 at 7:00pm
2. Material List
Submit by Monday October 7 at 11:59pm

**ALL FORMS MUST BE SUBMITTED TO KATIC MACLEAN.
FORMS MAY BE SUBMITTED IN PERSON OR TO THE KSU OFFICE.**

CONTACT INFORMATION

All questions and concerns can be directed to:

Katie MacLean
Chief Returning Officer
cro@ksu.ca

Additional elections information, as well as the full King's Students' Union Elections Procedure and Bylaws, can be found online at ksu.ca and in print in the KSU office.

Appeals may be made in writing to the Chair of the Union, Chris Pearse, at chair@ksu.ca.

OFFICIAL ELECTION RULES AND GUIDELINES

These rules and guidelines are set out in accordance with those specified in Appendix A of the Bylaws of the King's Students' Union. **Read these rules carefully, and keep them for future reference.** *Failure to comply with these rules may result in disqualification from the election.*

Voting for the following King's Students' Union positions will take place on Tuesday, October 8 and Wednesday, October 9.

First Year Representative
Arts Representative
Science Representative
Journalism Representative
Residence Representative
Member-at-Large

All candidates must be current students at the University of King's College (KSU Bylaws §2.2.g).

Nominations will open on **Monday September 23, 2019**, and will remain open until **Friday September 27, 2019, at 6:59pm**. The Campaign Materials List (Poster List and Online Materials List) must be submitted to the Chief Returning Officer by **Monday October 7, 2019, at 11:59pm**.

Speeches and Q&A will take place on **Monday October 7, 2019 at 5:00pm**. Candidates must indicate on the Official Nomination Form whether this time is suitable for them.

An all-candidates meeting will be held on **Saturday September 28, 2019 at 12:00pm** in the KTS Red Room. This is a mandatory meeting and if a candidate is unable to attend they must email the Chief Returning Officer as soon as possible to set up an alternate meeting time. This meeting is set to allow all candidates to meet and discuss relevant election procedures. Candidates may not begin campaigning until they attend the candidates meeting.

In addition to attending the candidates meeting, candidates may begin campaigning upon submission of their completed nomination form. Forms may be submitted to:

- The Chief Returning Officer, in person; or
- The envelope for "Completed Nomination Forms" in the KSU Office.

Candidates are responsible for ensuring that their nomination forms have been properly received by the close of nominations.

Third-party campaigns on behalf of nominated candidates are prohibited. Candidates may not request or encourage third-party campaigning on their behalf. (KSU Elections Procedure, A.7)

Candidates are prohibited from using paper of the same colour as King's security bulletins (orange) for their campaign.

All campaigning must cease by **11:59pm on Monday October 7, 2019** (KSU Elections Procedure, A.9). This includes the presence of posters in public places, the existence of any online materials (including pages, groups, posts and comments on Facebook, live Twitter accounts or any other social media platforms).

Candidates will spend no more than twenty-five dollars (\$25.00) on their campaign. Each candidate will provide a detailed expense report to the Chief Returning Officer, regardless of the amount that they spent, by the close of open and obvious campaigning. (KSU Elections Procedure, A.17, A.18)

Candidates will be given access to the KSU photocopier to make no more than 75 posters. These photocopies will not be included in their expense report. Candidates will be responsible for listing the number of copies made, and the date that they were made, on the sheet provided in the KSU office. (KSU Elections Procedure, A.19)

If any candidate breaks any of the rules laid out in the KSU Elections Procedure, the Elections Committee will hold an immediate vote on strikes and penalties. Elections committee will award strikes to any candidate found to be in breach of these Election Procedures. Notice of all strikes will be posted near the polling station and on Union social media pages immediately after they are awarded. Candidates will be further notified of all strikes awarded to them by email. Candidates who receive three (3) strikes will immediately be disqualified. Strikes will be awarded on the following basis:

- i. One (1) strike will be awarded as a result of minimal or accidental breaches of Election Procedures. This may include but is not limited to single posters or online posts left up past the campaign deadline.
- ii. Two (2) strikes will be awarded for severe or purposeful breaches of Election Procedures. This may include but is not limited to multiple or large numbers of posters or online posts left up past the campaign deadline or failure to attend the candidate's meeting.
- iii. Three (3) strikes will be awarded for malicious or ethical breaches of Election Procedures. This may include but is not limited to failing to rectify prior violations, attempts to tamper with the electoral system, or bribery (KSU Elections Procedure, A. 20).

The Elections Committee will solicit campaign platforms of roughly 300 words from each candidate, to be posted at the polls (KSU Elections Procedure, A. 24). Candidates submitting platforms must do so by email, to the Chief Returning Officer (cro@ksu.ca) by **Sunday October 6, 2019 at 5pm**.

Votes will not be counted unless the total number of ballots meets or exceeds 25% of the eligible voters for a given constituency (KSU Elections Procedure, A.28).

Candidates have the right to appoint a scrutineer who will be present at the count. The scrutineer shall not be a candidate in the election. Candidates wishing to appoint a scrutineer must indicate their choice to the Chief Returning Officer **before the close of voting** (KSU Elections Procedure, A.38).

Candidates may appeal the results of a disqualification vote of the Elections Committee. Appeals must be made to the Chair of the Union, in writing, within 24 hours of the notice of disqualification or the release of unofficial election results. The Chair shall rule within 48 hours, and their decision is final (KSU Elections Procedure, A.46).

Elections will be held from 9:00am to 7:00pm on Tuesday October 8, 2019 and Wednesday October 9, 2019 outside of Prince Hall.

GUIDELINES CONCERNING ONLINE CAMPAIGN MATERIALS

“Online campaign materials” includes, but is not limited to: websites, **Facebook pages and groups, Facebook posts and comments, tweets and active Twitter accounts**, blog posts, and other posts, comments, profiles, groups, or pages on other social media platforms or websites (KSU Elections Procedure, A.10).

Candidates must compile a list of online materials such as those laid out above, endeavouring to provide as exact a reference as possible to the location and nature of the material. This may include, when applicable, the web address or URL of the material, the date and time of posting, and the location of the material (for example, the name and URL of the Facebook group in which a post was made) (KSU Elections Procedure, A.11).

A LACK OF FULL UNDERSTANDING OF THE FUNCTIONING OF WEBSITES AND SOCIAL MEDIA PLATFORMS WILL NOT BE ACCEPTED AS A VALID EXCUSE FOR BREACHING ANY OF THE RULES LAID OUT IN THESE PROCEDURES.

Candidates are expected to be proficient with any tools and websites that they use; they are also encouraged to explore their options, and practice any procedures that they are not familiar with, well in advance of the campaigning deadline.

After the close of campaigning, candidates may use personal social media (Facebook, Twitter, etc.) to promote voting in general, but **may not reference their own campaign in any way.**

Any violation of these guidelines shall be considered a breach of Section A.10 of the KSU Elections Procedure and may result in disqualification.

Tips from Elections Committee:

- It is your responsibility as a candidate to be aware of any restrictions on deleting accounts or material, and to make sure beforehand that you can delete everything that you post.
- Twitter accounts can be deactivated – once deactivated, they are no longer visible to the public. This is an acceptable removal of campaign material.
- Facebook groups cannot be deleted unless all members are removed from the group. As an admin of a group, you have the power to individually remove each member and then delete the group. Facebook group URLs that contain any reference to a campaign must be removed or changed.
- Make sure any Instagram accounts and comments made are deleted.
- If you're not sure about posting something, ask Elections Committee! Check with us first to make sure that your campaign will stay within these Guidelines.



FALL COUNCILLOR ELECTIONS 2018
OFFICIAL NOMINATION FORM

PART 1 – CANDIDATE INFORMATION

*Name, **exactly** as you wish for it to appear on the ballot:*

Position solicited:

Email:

Phone number (must be a cell phone):

PART 2 – DECLARATION OF CANDIDATE CONSENTING TO NOMINATION

I, the undersigned, nominee in these nomination papers, do solemnly affirm that:

1. Having a full understanding of the duties and obligations incumbent upon my solicited position, I consent to the nomination;
2. I am eligible as a candidate for the position I have solicited;
3. Part 1 of this form shows exactly how I wish my name to be spelled on the ballot paper.

Signature of nominated candidate

Student number

Date

PART 3 – CANDIDATE DECLARATION REGARDING ELECTION RULES

<i>Name:</i>

I have read the KSU Elections Procedure in its entirety.

I have read all the information provided by the Chief Returning Officer, including the guidelines for online material.

I understand that ALL print publicity materials used in my campaign must be removed by 11:59pm on Monday October 7, 2019.

I understand that ALL electronic campaign materials must be deleted before 11:59pm on Monday October 7, 2019.

I understand that all election-related materials used by myself are my responsibility.

I understand that I can be disqualified if my budget or my poster list is not in on time and/or if I overspend on my budget limit.

I understand that I can be disqualified if any of my election-related material that was not reported missing on my poster list is found up after 11:59pm on Monday October 7, 2019.

I have received the list of deadlines associated with the campaign period.

I have read and understood the Elections Committee Guidelines Concerning Online Campaign Materials, and I also understand that I can be disqualified if these guidelines are breached.

I understand that I must attend the candidates meeting on Saturday September 28, 2019 or must schedule a separate meeting with the CRO.

I AM / AM NOT available on Saturday September 28, 2018 at 12:00 PM for the candidates meeting (circle one).

Signature of nominated candidate

Student number

Date

PART 4 – ELECTOR NOMINATIONS

We, the undersigned students of the University of King's College, do hereby nominate our fellow King's student, _____, for the position of _____ of the King's Students' Union.

	Name of Elector	Student number	Signature
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

NOMINATIONS PACKAGE

Katie MacLean · Chief Returning Officer · cro@ksu.ca

CAMPAIGN MATERIALS LIST – POSTERS

This sheet must be submitted to the CRO by 11:59pm on Monday October 7, 2019.

<i>Name:</i>

<i>Total number of posters printed:</i>

Please be detailed in your descriptions – it reduces the risk of disqualification!

You may add more sheets as necessary to list the locations of all posters.

Number	Poster location	Status
22	bulletin board to the right of the Wardroom doors	taken down
37	bulletin board beside Alex Hall front desk	missing!

CAMPAIGN MATERIALS LIST – ONLINE MATERIALS

This sheet must be submitted to the CRO by 11:59pm on Monday October 7, 2019.

<i>Name:</i>

Please be detailed in your descriptions – it reduces the risk of disqualification!

You may add more sheets as necessary to list the locations of all online materials.

Material / item	Location	URL	Notes
tweet	my Twitter profile	https://twitter.com/ginaemily_/status/955909596295712768	account deactivated
Facebook post	Class of 2019 Facebook group	facebook.com/groups/ukingsincomingclass/permalink/292127237647756/	posted September 29 at 7:25pm - deleted