



KSU SPRING ELECTIONS 2020

NOMINATION PACKAGE FOR

PRESIDENT

STUDENT LIFE VICE-PRESIDENT

FINANCIAL VICE-PRESIDENT

EXTERNAL VICE-PRESIDENT

COMMUNICATIONS VICE-PRESIDENT

BOARD OF GOVERNORS REPRESENTATIVES

NOMINATIONS PACKAGE

Katie MacLean • Chief Returning Officer • [cro@ksu.ca](mailto:cro@ksu.ca)

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## **IMPORTANT DATES**

|                           |   |
|---------------------------|---|
| Monday January 27         | Nominations open  |
| <b>Friday January 31</b>  | <b>Nominations close at 7:00pm</b>                      |
| Saturday February 1       | All-candidates meeting, KTS Red Room, 12:00pm           |
| Monday February 3         | Campaigning starts                                      |
| Wednesday February 5      | Candidate speeches and Q&A in the Wardroom, 6:00pm      |
| <b>Monday February 10</b> | <b>Campaigning ends at 11:59pm</b>                      |
| Tuesday February 11       | First day of voting, 9:00am-7:00pm, outside Prince Hall |
| Wednesday February 12     | Last day of voting, 9:00am-7:00pm, outside Prince Hall  |
| Wednesday February 12     | Election results in the Wardroom, 10pm                  |

## **FORMS TO BE COMPLETED AND RETURNED**

1. Official Nomination Form (3 pages)  
Submit by Friday January 31 at 7:00pm
2. Material List  
Submit by Monday February 3 at 11:59pm

**ALL FORMS MUST BE SUBMITTED TO KATIE MACLEAN (CRO).  
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 February 11, 2020 and Wednesday February 12, 2020.**

President  
 Student Life Vice President  
 Financial Vice President  
 External Vice President  
 Communications Vice President  
 Board of Governors Representative (2 positions available)

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

Nominations will open on **Monday January 27, 2020**, and will remain open until **Friday January 31, 2020, at 6:59pm**. The Campaign Materials List (Poster List and Online Materials List) must be submitted to the Chief Returning Officer by **Monday February 3, 2020, at 11:59pm**.

Speeches and Q&A will take place on **Wednesday February 5, 2020 at 6:00pm**. Candidates must indicate on the Official Nomination Form whether this time is suitable for them.

An all-candidates meeting will be held on **Saturday February 1, 2020 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 February 3, 2020** (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](mailto:cro@ksu.ca)) by **Sunday February 9, 2020 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 February 11, 2020 and Wednesday February 12, 2020 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.



KSU SPRING ELECTIONS 2020  
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 February 3, 2020**.

I understand that ALL electronic campaign materials must be deleted before **11:59pm on Monday February 3, 2020**.

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 February 3, 2020**.

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 February 1, 2020 or must schedule a separate meeting with the CRO.

I AM / AM NOT available on Saturday February 1, 2020 at 12:00 PM for the candidates meeting (circle one).

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*Signature of nominated candidate*

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*Student number*

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*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  |                 |                |           |
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| 10 |                 |                |           |
| 11 |                 |                |           |
| 12 |                 |                |           |
| 13 |                 |                |           |
| 14 |                 |                |           |
| 15 |                 |                |           |

**CAMPAIGN MATERIALS LIST – POSTERS**

**This sheet must be submitted to the CRO by 11:59pm on Monday February 3, 2020.**

|              |
|--------------|
| <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!   |
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**CAMPAIGN MATERIALS LIST – ONLINE MATERIALS**

**This sheet must be submitted to the CRO by 11:59pm on Monday February 3, 2020.**

|              |
|--------------|
| <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           | <a href="https://twitter.com/ginaemily_/status/955909596295712768">https://twitter.com/ginaemily_/status/955909596295712768</a>                                 | account deactivated                     |
| Facebook post   | Class of 2019 Facebook group | <a href="https://www.facebook.com/groups/ukingsincomingclass/permalink/292127237647756/">facebook.com/groups/ukingsincomingclass/permalink/292127237647756/</a> | posted September 29 at 7:25pm - deleted |
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