



## **ELECTIONS PROCEDURE & POLICY**

**of the**  
HURON UNIVERSITY COLLEGE STUDENTS' COUNCIL

The Huron University College Students' Council (HUCSC) is a representative body of the student community at Huron University College and is committed to the fair and democratic operation of electoral rules and procedures. As such, the HUCSC has approved the procedures and policies set out in this document in attempt to accomplish the following principles:

- To ensure fairness and democracy;
- To provide method(s) of balloting that are efficient, effective and confidential;
- To increase student awareness to the occurrence of student elections;
- To raise the level of debate surround student issues; and
- To raise the level of debate surrounding student issues; and
- To protect the reputation of Huron University College and the HUCSC.

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## **Section A: ELECTIONS PROCEDURES**

### 1.0 DEFINITIONS

1. **“Campaign Period”** means the designated days during which a candidate may campaign, as set by the CRO;
2. **“Committee”** means the Elections Committee;
3. **“CRO”** means Chief Returning Officer of the HUCSC;
4. **“Days”** means school days unless specified otherwise;
5. **“DRO”** means Deputy Returning Officer of the HUCSC;
6. **“Elections”** shall include any by-election;
7. **“Elections Policy”** means Section B of this document;
8. **“Endorse”** means to support a candidate either verbally, online, or through the provision of materials, advertisements, or non-financial donations;
9. **“HUCSC”** means the Huron University College Students’ Council;
10. **“Presidential Election”** means an election for the HUCSC President;
11. **“Vice-Presidential Election”** means an election for the HUCSC Vice-Presidential positions;
12. **“Regulations”** means guidelines released by the Elections Committee indicating how the policy will be interpreted and applied;

### 2.00 JURISDICTION

- 2.01 The procedures outlined in this document shall apply to all HUCSC elections, by-elections and referenda conducted by the HUCSC.
- 2.01 Jurisdiction of these procedures shall extend to include all students registered at Huron University College.

### 3.0 ADMINISTRATION OF ELECTIONS PROCEDURES

3.01 It will be the duty of the CRO and the Elections Committee to ensure that the HUCSC Elections Procedures are followed.

3.02 The Elections Committee shall be an ad-hoc committee composed of:

(1) the Chief Returning Officer (CRO), as Chair, voting,

(2) the Deputy Returning Officer (DRO), voting,

(3) the HUCSC President, voting,

(4) the Vice-President University Affairs, voting,

(5) the Vice-President Student Life, voting,

(6) the Vice-President Communications, voting, and

(7) one (i) voting member of the General Assembly, voting.

3.03 The Committee shall:

(1) Oversee the Fall, Spring and Presidential Elections in accordance with the provisions of the Elections Policy;

(2) Develop and maintain a clear set of criteria and considerations to be used by the Committee when making decisions relating to elections;

a. The Committee may release Regulations detailing how the Elections Policy will be interpreted and applied during an election period. The Regulations shall be binding as though they were a part of the bylaws, provided that:

i. The Regulations are consistent with the Elections Policy; and,

ii. The Regulations are posted online and distributed in writing to all candidates.

- (3) Make recommendations to Council on all matters relating to the elections, including Elections Policy and Procedure amendments; and,
  - (4) Not seek office in an election, support any candidate, or endorse a position in a referendum administered by the Elections Committee during their term;
    - a. Failure to comply with this requirement will result in the immediate removal from the Elections Committee.
    - b. In the event that a member of the Committee is removed, another eligible voting member of the General Assembly will be selected by the CRO to take their place.
- 3.04 Quorum for Committee meetings shall exist when five (5) out of seven (7) members are present.
- 3.05 At the discretion of the Chair, Committee meetings will be either confidential or open to the public.

#### 4.0 ANNUAL ELECTIONS TIMETABLE

- 4.01 There shall be four sets of HUCSC elections each year: Fall Elections, Presidential Elections, Spring Elections and the Speaker election;
- 4.01.1 The campaign period is that determined by the Committee, in accordance with this document;
- 4.01.2 Referenda and plebiscites are subject to PART B of this document, and they shall be held concurrently with either the Fall or Spring election period.
- 4.02 The Spring and Presidential elections shall adhere to the following timeline:
- 4.02.1 The Nomination Period:**
- i. Shall open no later than three weeks prior to the start of the campaign period; and,
  - ii. Shall include a mandatory candidates' advisory meeting held by the CRO.

#### **4.02.2 The Campaign Period:**

- i. Shall immediately follow the nomination period;
- ii. Shall be no longer than twelve (12) days and no shorter than seven (7) days; and,
- iii. Shall include a public debate held by the CRO,
  - a. The debate procedures are subject to section 7.0 of this document.

#### **4.02.3 Balloting:**

- i. Shall be held on the two consecutive days following the close of the campaign period; and,
- ii. Shall take place on-line from 12:00 a.m. on day 1 to 8:00 p.m. on day 2.

4.03 The Fall elections shall adhere to the following timeline:

#### **4.03.1 The Nomination Period:**

- i. Shall open no later than one week prior to the start of the campaign period; and,
- ii. Shall include a mandatory candidates' advisory meeting held by the CRO.

#### **4.03.2 The Campaign Period:**

- i. Shall immediately follow the nomination period; and,
- ii. Shall be no longer than twelve (12) days and no shorter than seven (7) days.

#### **4.04.3 Balloting:**

- i. Shall be held on the two (2) consecutive days following the close of the campaign period; and,

- ii. Shall take place on-line from 12:00 a.m. on day one to 8:00 p.m. on day two.

## **5.0 NOMINATIONS:**

- 5.01 Nomination forms must be made available in paper form located in the HUCSC office and posted online on the HUCSC website in accordance with the timeline provisions of this document.
- 5.02 Nominations for the President must be signed by ten (10) eligible voters.
- 5.03 Nominations for Vice Presidential positions must be signed by five (5) eligible voters.
- 5.04 Nominations for all other elected positions must be signed by two (2) eligible voters.

## **6.0 ALL CANDIDATES ADVISORY MEETING:**

- 6.01 The CRO will host an All Candidates Advisory Meeting during the nomination periods of the Fall, Presidential, and Spring Elections.
- 6.02 During this meeting the CRO and/ or DRO shall:
  - i. Ensure all candidates have access to the HUCSC Elections Policy and Elections Procedure documents.
  - ii. Review campaign rules and Regulations with candidates.

## **7.0 DEBATE PROCEDURE:**

- 7.01 All debates shall be open to the public;
  - 7.01.1 A minimum of two (2) debates shall be held for Presidential elections;
    - i. One (1) debate shall be held in a public campus space; and,
    - ii. One (1) debate shall be held during a meeting of the General Assembly.

7.01.2 A minimum of one (1) debate shall be held for Vice-Presidential candidates during the Spring elections;

i. The debate shall be held during a meeting of the General Assembly.

7.01.3 Candidates running for elected positions other than President or Vice President may be given an allotted amount of time to speak to their candidacy during the debate.

7.02 The CRO or DRO shall determine the debate format;

7.02.1 Details regarding the format must be distributed in writing to all participating candidates a minimum of forty-eight (48) hours in advance of the debate.

7.03 The CRO, DRO, or designate shall be the moderators.

7.04 Attendance is mandatory for all Presidential and Vice Presidential candidates in debates organized by the CRO and DRO.

7.05 The CRO may remove campaign materials from the room where the forum is being held as is necessary to ensure that all those attending will be provided with an unbiased view of the proceedings.

## **8.0 VIOLATION OF CAMPAIGN RULES:**

8.01 The Committee shall have the sole authority to enforce the provisions of the elections Policies and Procedures, and no candidate may attempt to enforce the provisions of this document.

8.02 Allegations of campaign violations as outlined in section 4.0 of the HUCSC Elections Policy shall be submitted in writing to the Committee who shall decide on the charge.

8.03 The Committee may lay charges of violations of campaign rules on its own initiative.

8.04 Upon violation of a campaign rule, the Committee may assign demerit points in accordance with the provisions of section 6.0 of the HUCSC Elections Policy.



8.05 The Committee may award demerit points to prospective candidates for pre-campaigning, subject to the provisions of the Elections Policy, prior to the start of campaigning.

8.05.1 Any demerit points awarded to prospective candidates shall be counted against the total number of allowable demerit points should the prospective candidate become an actual candidate.

8.05.2 Where demerit points may be prior to the start of campaigning, the Committee shall endeavor to notify the prospective candidate within (48) hours of the alleged violation being reported and notify the prospective candidate of any points awarded.

8.06 Any charge of a violation must be given in writing within five (5) days of the close of balloting to the CRO;

8.07 The Committee shall meet from time to time, at the call of the CRO, to discuss any charges of campaign violations, and decide on the appropriate action to be taken, subject to the following:

i. to issue four (4) demerit points or less, a decision can validly be made by the CRO and DRO;

ii. to issue five (5) demerit points or more, the majority of the voting members of the Committee must be present;

iii. the CRO shall invite the candidate to the meeting where the alleged violation will be addressed, at least six (6) hours in advance. At the time notice is given, the candidate shall be informed of the nature of the complaint and all relevant facts surrounding the alleged violation. The candidate may attend a portion of the meeting and present his/her case; and,

iv. minutes of the meeting will be made available to the public on written request within a forty-eight (48) hour period.

8.08 The Committee, where it finds there has been a violation of campaign rules, must make available for publication the details of the violation.

8.09 The Committee, where it finds there has been a violation:

i. Shall assign a demerit point penalty and resulting vote deduction against a candidate or a group representing a side, consistent with the

guidelines in section 6.0 of the Elections Policy.

- ii. Shall disqualify a candidate from the election automatically if required by section 6.0 of the Elections Policy;
- iii. May disqualify a candidate from the election discretionarily, if permitted by section 6.0 of the Elections Policy.
- iv. May reduce or eliminate a candidate's or referendum/plebiscite group's reimbursement;
- v. May declare that an election in a particular HUCSC constituency or the election of a specific candidate be ruled void; and,
- vi. Shall declare a referendum or plebiscite to be void, if the Committee determines that the violation(s) have compromised the integrity and/or reliability of the results.

8.10 The Committee, where it finds that there has been a violation, must communicate to the candidate the reasons for the decision within 48 hours after any penalties take effect.

8.10.1 An instance of a failure of the Committee to communicate these reasons does not invalidate or otherwise affect the status of the penalties.

8.11 Demerit points shall be assigned for infractions as outlined in section 6.0 of the Elections Policy. The Committee may reduce the demerit points assigned for an infraction by up to half, where circumstances warrant a lesser penalty.

## **9.0 APPEALS OF ELECTIONS COMMITTEE DECISIONS:**

9.01 Appeals regarding decisions made and or sanctions levied by the Elections Committee shall be made in writing to the Speaker of the Council within two (2) school days of the candidate being informed of the decision.

9.02 A candidate is deemed to be informed of an Election Committee decision no later than six (6) hours after the decision has been posted online.

- 9.03 Appeals to a Committee decision will be heard by the Affiliate Appeals Board in accordance with the provisions outlined in the Affiliate Appeals Board Terms of Reference.
- 9.04 The Appeals Board shall hear from the CRO or his/her agent, and the appellant or his/her agent, after which time they will reach a determination.
- 9.04.1 Within 24 hours of hearing the appeal, the Appeals Board shall submit its written (consensus) decision.
- 9.05 Decisions of the Appeals Board shall be final.

#### **10.0 VOTING:**

- 10.01 All eligible voters may vote. An eligible voter is defined by section 3.0 of the HUCSC Elections Policy.
- 10.02 Voting shall occur online.
- 10.02.1 In the event that online voting is not possible, paper voting procedures are to be followed as stated in section 12.0 of this document.

#### **11.0 THE BALLOT:**

- 11.01 A hyperlink to the voter sign-in page shall be placed in a prominent location on the HUCSC Homepage during the Fall, Presidential and Spring Elections balloting periods.
- 11.02 The name of the candidates shall be listed in alphabetical order, by last name.

#### **12.0 PAPER BALLOTING:**

- 12.01 In the event that paper voting is required, the following voting policies shall apply:
- 12.01.1 Voting by proxy must be approved by the CRO or designate.
- 12.01.2 At the time designated by the CRO for closing of the polls, voters who are then waiting in line may vote. But no voter shall thereafter be admitted to the waiting line.

12.01.3 Under no circumstances may a student be allowed to vote without a picture ID.

12.01.4 Record shall be kept for ten (10) school days of every person voting in the election.

12.02 The following polling policies shall apply:

12.02.1 Polls will open at 12 midnight, and are to operate for a minimum of two (2) days.

12.02.3 Polls will be open for a minimum of six hours each voting day.

12.02.4 One (1) poster (up to 8.5x14) is permitted to be placed near the ballot box.

12.02.5 There shall be no advanced polling.

12.02.6 There shall be at least two (2) poll clerks for each polling station. It is the responsibility of the poll clerks to inform candidates that they may not loiter in the surrounding area of the polling station. The clerks are also required to report any irregularities or violations to the CRO or DRO.

12.02.7 Poll clerks disobeying rules are subject to censure by the CRO or designate.

12.02.8 Polling stations are required to have partitions to ensure that each vote is confidential.

12.03 The following scrutineer policy shall apply:

12.03.1 A candidate may designate an agent to be present at each poll and while the ballots are being counted, with the permission of the CRO.

12.03.2 Candidates must inform the CRO of the names of the scrutineers to be present during polling and while the ballots are being counted prior to the 16:00h on the day before the first day of balloting.

12.03.3 A scrutineer is entitled to object to the conduct of a poll, but not interfere in its operation. All objections must be made directly to the CRO or DRO.

12.03.4 The poll clerk may expel from the poll a scrutineer who abuses her rights by acting in an unreasonable manner. If the candidate from whom the scrutineer was acting wishes to appoint a replacement, a second written authorization to that effect must be presented to the CRO for approval.

12.03.5 If a scrutineer refuses to leave the polling or counting area after being so instructed and warned, the candidate that he or she is representing shall be immediately disqualified.

12.03.6 Scrutineers disobeying rules are subject to censure by the CRO.

12.03.7 The presence of all scrutineers in the ballot counting area shall be subject to the discretion of the CRO.

12.04 The following counting policy shall apply:

i. No ballot shall be counted in the presence of less than two (2) persons.

ii. A ballot is to be rejected if there is no clear indication of the preference for a single candidate.

iii. The CRO must retain all records and ballots pertaining to an election for a period of ten (10) school days following the release of the official results.

12.05 Recounts:

12.05.1 Requests for recounts must be made in writing to the CRO within two (2) school days following the publication of the results.

12.05.2 Recounts will be performed only when requested and when the difference in votes received between the two candidates concerned is less than twenty (20) votes. The recount will be held within two (2) school days after the request is received.

## **13.0 ELECTIONS RESULTS:**

13.01 All Candidates will be contacted by the CRO with the election results.

13.02 The election results will be posted in the following manner:

- (1) Total Ballots Cast
- (2) Candidates Name
- (3) Total Number of Ballots per Candidate
- (4) Total Number of Spoiled Ballots.

13.03 Results will be posted on the HUCSC website within 24 hours of the end of voting.

13.04 In the event of a tie between two candidates:

13.04.1 There will be two (2) further days of campaigning followed by one (1) extra day of voting.

13.04.2 The CRO and Elections Committee will be responsible for informing the student body of the new election period.

13.04.3 The two tied candidates will be on the ballot,

- a. A third candidate will also be included on the ballot if that candidate is within 5% of the vote of the tied candidates.

## **Section B: ELECTIONS POLICY**

### **1. DEFINITIONS**

1. **“Arm’s-length Party”** means any individual or group that is not a “Non-arm’s length party”;
2. **“Building on Campus”** means any building owned and/or operated by Huron University College, except for a student residence.
3. **“Campaigning”** means any attempt by an individual or organization to encourage a student to cast a ballot in favour or in opposition of a candidate. This may occur with or without campaign material.
4. **“Campaign Material”** means any item, giveaway, design, sound, symbol or mark that is created or copied in any form in order to and/or likely influence at least one voter to cast a ballot in favour or in opposition of a candidate;
5. **“Campaign Period”** means the designated days during which a candidate may campaign, as set by the CRO;
6. **“Committee”** means the Elections Committee;
7. **“CRO”** means Chief Returning Officer of the HUCSC;
8. **“Days”** means school days unless specified otherwise;

9. **“Distribute”** means the dissemination of campaign material(s) by a candidate, or a non-arm's length party, to any individual or group;
10. **“DRO”** means Deputy Returning Officer of the HUCSC;
11. **“Elections”** shall include any by-election;
12. **“Elections Procedure”** means Section A of this document;
13. **“Endorse”** means to support a candidate either verbally, online, or through the provision of materials, advertisements, or non-financial donations;
14. **“Getting out the vote”** means activity aimed at increasing participation and/or the number of votes cast in an election.
15. **“HUCSC”** means the Huron University College Students' Council;
16. **“Huron Resident”** means any person who is a resident at Huron University College;
17. **“Huron Student”** means any person who is registered as a full-time or part-time student at Huron University College;
18. **“Non-Arm's-length Party”** means an individual or group who a candidate new, or reasonably ought to have known, who would assist that candidate with their campaign. Knowingly distributing more than one of the same type of campaign item to an individual shall result in that individual being deemed a non-arm's length party.
19. **“Presidential Election”** means an election for the HUCSC President;
20. **“Regulations”** means guidelines released by the Elections Committee indicating how the policy will be interpreted and applied;
21. **“Runner Up”** means a candidate who finishes in second place during an election;
22. **“USC”** means the University Students' Council at Western University;
23. **“Vice-Presidential Election”** means an election for the HUCSC Vice-Presidential positions;
24. **“Votes Cast”** means the total of valid votes;



25. **“Voting Members”** means any member who has voting rights on the HUCSC;

## 2.0 JURISDICTION

- 2.01 The policies outlined in this document shall apply to all HUCSC elections, by-elections and referenda conducted by the HUCSC.
- 2.02 Jurisdiction of these policies shall extend to include all students and residents registered at Huron University College.

## 3.0 NOMINATION REQUIREMENTS:

- 3.01 A prospective candidate will be deemed eligible for election if they meet the following requirements:
  - 3.01.1 All candidates must be in good academic standing (65% average) by August 31<sup>st</sup>, as certified by the Registrar of Huron University College.
  - 3.01.2 Candidates shall be full or part-time registered or resident at Huron both at the time of their nomination and throughout their term of office. Additionally:
    - a. Candidates must fulfill the specific eligibility requirements of the position as outlined in the HUCSC Bylaws of the Constitution.
    - b. The President must have taken a minimum of three courses at Huron both before and during his/her term of office.
  - 3.01.3 Candidates for all elected positions must complete a nomination form.
    - a. A nomination form shall only be valid if the required form has been submitted prior to the closing of nominations, and has been filled out completely and accurately.
  - 3.01.4 A candidate may not submit a nomination form for more than one elected position during the same election period.

3.01.5 A student may only hold one elected position on the HUCSC during a given academic year.

3.01.6 Candidates will be declared ineligible if they fail to attend the All-Candidates Advisory Meeting or if the candidate fails to send a proxy to the All-Candidates Advisory Meeting.

a. The candidate, whether present in person or not, is entirely responsible for all information provided at the All-Candidates Advisory Meeting.

3.02 Appeals regarding the validity of a nomination shall be made in writing to the Elections Committee no later than twenty-four (24) hours following the closing of nominations. The Committee will render a decision prior to the beginning of the campaign period.

#### 4.0 ELECTION RULES

4.01 **General Rule of Fair Play:** Candidates and non-arm's-length parties shall campaign in accordance with the rules of fair play and should conduct themselves with full respect for their opponents.

a. Breaking the rules of fair play include, but are not limited to, breaching generally accepted community standards, libel, slander, general sabotage of the campaigns of other candidates and misrepresentation of fact.

b. Slander is defined as the act of degrading a candidate either in oral or written form. Ideas may be criticized, but not the actual candidate.

4.02 **Equal Access to Resources:** No HUCSC resources may be used to aid in any candidate's campaign. This includes, but is not limited to, mailing lists, office space, office supplies and equipment.

4.03 **No Pre-Campaigning:** Candidates and prospective candidates are not permitted to influence voters prior to the campaign period, including, for example, through the posting or distributing of material designed and/or likely to influence voters.

- 4.03.1 It is permissible for prospective candidates to consult with students prior to the campaign period as is necessary for the purposes of creating a platform and assembling a campaign team;
- 4.03.2 Any candidate or prospective candidate may meet with any voting or non-voting member of Council to discuss issues reasonably connected to an office that they intend to, or are considering seeking, on a consultative basis to develop a platform of ideas for the campaign period; and,
- 4.03.2 Candidates may not address Executive or General meetings of HUCSC regarding their candidacy prior to the start of the campaign period.
- 4.04 **Limitations on Post-Campaigning:** Campaigning must cease by 10:59 pm before the first day of balloting subject to the following:
  - 4.04.1 All posters and physical campaign materials within the control of the candidate must be removed by 10:59 pm before the first day of balloting. Items beyond the control of the candidate are limited to distributed materials and the actions of any arm's-length party;
  - 4.04.2 Electronic Campaigning shall be permitted past the conclusion of the campaign in accordance with the social media regulations outlined in section 4.10 of the Elections Policy;
  - 4.04.3 Candidates may not solicit votes verbally by telephone or through text messaging; and,
  - 4.04.4 Candidates may not, through any means, electronic or otherwise, influence, appear to influence or attempt to influence a voter while he/she is in the process of voting.
- 4.05 **Assumed Responsibility for Actions of Campaign Team:** Candidates shall be responsible for the actions, and violations stemming from such actions, of any non-arm's-length party unless the Candidate satisfies the Committee that he/she did not direct the action, and could not have reasonably foreseen that the action would occur.
  - 4.5.1 Candidates may dissociate themselves from any person or organization who would otherwise be considered non-arms length, provided that they give immediate notice to the CRO, in writing, and provided that the Committee is satisfied that the dissociation is

genuine.

4.05.2 A candidate shall not be held responsible for the actions of any person or organization if the candidate has previously and adequately dissociated themselves with that person or organization.

4.06 **Compliance with Poster Regulations:** Candidates must adhere to the following poster regulations:

4.06.1 Posters are defined as signage up to and including 11.5x17 sized paper;

4.06.2 All campaign materials must be approved by the CRO or designate;

4.06.3 No signs may be posted in the public domain. "Public domain" is property not owned and operated by Huron University College. Posters may only be placed on Huron University College property;

4.06.4 Only the CRO or DRO may remove campaign materials from posted locations legal or illegal; except a candidate's own sign may be removed by that candidate or designate;

4.06.5 The use of stickers is prohibited; and,

4.06.6 No signs are to be placed outside of buildings or on windows regardless of the way the sign is facing. Posters may not be placed on any non-residence doors, glass, varnished wood, or painted surfaces. Posters found on these surfaces will be removed immediately.

4.07 **Distribution of Campaign Materials:** Candidates may campaign and distribute campaign material at their own discretion, subject to the limitations within this policy.

a. Candidates that receive the prior approval from the CRO for campaign materials shall not be found in violation of this policy, but may nonetheless be prohibited from distributing certain materials at the discretion of the Committee.

4.08 **Consent Requirement for Distributing Campaign Materials:** Physical campaign materials may not be distributed to individuals without their

consent. For example, campaign materials may not be forced into the possession of students by placing them in a mailbox, leaving them on tables, or sliding them under doors.

4.09 **Personal Campaigning on Campus:** Any in-person campaigning in the library, classrooms, office space or business operations (excluding the cafeteria), regardless of whether campaign materials are distributed, must be approved by an individual with authority over the space.

- a. For classroom presentations, a candidate must obtain consent from the professor/lecturer before the start of class. Consent does not need to be documented in writing.
- b. No campaigning of any form is permitted in the HUCSC office, including but not limited to the display of campaign materials, verbal campaigning, and discussion of campaign logistics.
- c. **Campaigning in Residence:** Candidates will follow residence campaigning regulations as defined by the Office of the Director of Housing and Organizational Services.
  - i. Candidates or campaign team members must ask permission of an individual resident before any posters are placed on the individual's room door.

4.10 **Electronic Campaigning:** Candidates must adhere to the following electronic campaigning rules:

4.10.1 The use of social media including, but not limited to sites such as Facebook, Twitter, Youtube, and Instagram is permitted during the campaign period;

4.10.2 Candidates may not send electronic mail for the purpose of campaigning without the consent of the recipient; and,

- a. Consent will be assumed on social media sites in which the both parties have agreed to communication (for example, Facebook friends or "liking" a page).

4.11 **Other Forms of Media:** All forms of media may be used during the campaign period. Advertisements placed in The Grapevine or The Gazette, however, are subject to limitations established by the CRO and DRO, and the Editors-in-Chief of both The Grapevine and The Gazette.

#### 4.12 Getting Out the Vote:

- 4.12.1 Candidates and non-arms length parties may personally remind students to vote, provided that they do not identify themselves as being associated with a particular candidate (either explicitly or implicitly); and, provided that they do not otherwise influence voters in favor of a particular candidate;
- 4.12.2 Candidates and campaign team members may not assist in the administration of voting booths; and,
- 4.12.3 Candidates, non-arms length parties and students at large shall not encourage students to vote by approaching them with laptops or other electronic equipment during the voting days. Such action will be considered interference in the process of polling and candidates will be subject to penalty as outlined in section 6.0 of this policy.

#### 5.0 CAMPAIGN EXPENDITURES:

5.01 The following campaign spending limits shall apply:

- (1) Presidential Candidates: \$200 each
- (2) Vice-Presidential Candidates: \$150 each
- (3) First year representatives, USC Representative, and Department Representatives: \$75 each
- (4) Year Representatives: \$50

5.02 All donations must be accounted for based on fair market value.

5.03 Candidates are to submit campaign receipts and completed expense forms to the CRO, no later than one (1) hour after the conclusion of balloting.

5.04 The CRO shall review all receipts and expense forms, and shall prepare and make available a publication of all campaign spending.

- 5.05 Each candidate is entitled to request an inquiry into the campaign spending of another candidate(s) within 3 days of the CRO's publication of candidates expenditures, In the case of an inquiry, the CRO shall evaluate the campaign spending of the candidate in question on the basis of the fair market value of her campaign materials.
- 5.06 Candidates may have their campaign expenses reimbursed by the HUCSC, provided that all required forms and expense reports have been submitted and verified by the CRO or designate. The Elections Committee, at their discretion, may withhold campaign reimbursements from any candidate for an election policy violation.

## 6.0 VIOLATION OF ELECTION RULES:

- 6.01 Demerit points shall be assigned for infractions as follows. The Committee may reduce the demerit points assigned for an infraction by up to half, where mitigating circumstances warrant a lesser penalty.

### (1) Campaigning:

- Misrepresentation of Facts 3
- Campaign Materials displayed in an unauthorized area (per piece of material) 1\*
- Campaigning in person in an unauthorized area 6
- Failure to submit campaign receipts (or signed statement of having no expenses) 4\*\*
- Same violation in multiple locations 4

- Improper distribution of campaign materials (e.g. without consent) 6
- Multiple violations in different locations 8
- Pre/Post Campaigning 8
- Breaking any municipal, provincial or federal law while campaigning 8

\*\*\*

\* Up to a maximum of ten points per location

\*\* If the Committee determines that the candidate has exceeded her campaign spending limit, discretion shall lie with the Committee to disqualify the candidate, or attach sufficient demerit points as found reasonable, considering all surrounding circumstances.

\*\*\* The Committee may assign a demerit point penalty of an amount determined at its discretion, including a sufficient amount to disqualify a candidate, to any candidate who has committed this offence.

(2) Fair Play:

- Unsanctioned use of HUCSC resources 15
- Gross Misrepresentation of facts 15
- Abuse of position or status 15
- Failure to Comply with the Spirit and Purpose of the Election 15\*

\*The Committee may assign a demerit point penalty of an amount determined at their discretion, not to exceed fifteen (15) points, to any candidate who has deliberately circumvented or manipulated the bylaws in order to obtain an unfair advantage.

- a. The Elections Committee will also impose violations at their discretion for any gross violations of the aforementioned subsection.



6.02 In addition to demerit points, candidates will be deducted votes on a per demerit point basis as follows:

- Presidential Candidates: 5 votes per point
- Vice-Presidential Candidates: 3 votes per point
- First Year Representatives, USC Representatives, Department Reps and Year Representatives: 1 votes per point

6.03 Violations of the following nature will result in automatic disqualification of a candidate:

- (1) Anyone improperly declared an eligible candidate;
- (2) Non-attendance by the candidate or pre-designated representative (by prior arrangement with the CRO) at the mandatory candidates' advisory meeting prior to campaign period;
- (3) Tampering with other candidate's signs so as to cause them to be defaced or removed;
- (4) Intentional misrepresentation of campaign expenditures and/or any candidate spending over the maximum spending limit as outlined in section 6.0;
- (5) A candidate accruing enough violations to be penalized 20 or more demerit points;
- (6) Solicitation of the login information necessary for voting
- (7) Any attempted interference in the elections process as regulated by this Policy;

6.04 In the event a winning candidate in any election is disqualified, the runner-up will take place of the disqualified winner.

## **7.0 HUCSC MEMBERS:**

7.01 The HUCSC Executive, Elections Committee, and Speaker shall remain neutral during HUCSC elections.

- 7.02 Candidates are considered de-facto nonvoting members of the HUCSC for the duration of the election and are bound, in addition to articles of this policy by the provisions of the HUCSC Disciplinary code.

## 8.0 WHO MAY VOTE:

- 8.01 Residence representatives:
- i. O'Neil Ridley Representatives: All students living in O'Neil Ridley residence may vote.
  - ii. Hellmuth Hall Representative: All students living in Hellmuth Hall residence may vote.
  - iii. Southwest Representative: All students living in Southwest residence may vote.
- 8.02 First Year Off-Campus representative: All first year Huron students who are not Huron residents may vote.
- 8.03 USC Residence representative: All students living in Huron residence may vote.
- 8.04 International Student Representative: all international and exchange students may vote.
- 8.05 Second, Third and Fourth Year Representatives: Huron students who will be entering the respective years may vote for these positions.
- 8.06 USC Representative: All Huron students and Huron residents may vote for this position.
- 8.07 Department Representatives: Any Huron student registered in the respective program may vote.
- 8.08 Executive positions: All Executive positions, including President and Vice Presidents, may be voted on by all Huron students and Huron residents.
- a. With the exception of the Vice- President Finance & Administration , who shall be appointed by the elected executives.

## 9.0 DISTRIBUTION OF ELECTIONS POLICY

9.01 Each Candidate shall be provided with a copy of the HUCSC Elections Policy and Procedure prior to the beginning of the campaign period. The CRO or designate shall explain this Elections Policy to each candidate at the time of distribution.