



concurrent
education
students'
association



Elections Policy Manual

Revised March 2009

ARTICLE 1. ELECTIONS MEETINGS

1.01 Election Information Meeting

- 1.01.01 The CEO shall,
- (a) book a room for the Election Information Meeting,
 - (b) notify all Association members of the Election Information Meeting on the first day of the nomination period,
 - (c) announce all of the registered candidates and the positions for which they are running,
 - (d) review all of the important election dates,
 - (e) ensure all candidates have the most recent version of the Elections Policy Manual and Article 4 of the Constitution,
 - (f) review the Elections Policy Manual and Article 4 of the Constitution,
 - (g) answer any questions with concern to the Elections Policy Manual and Article 4 of the Constitution,
 - (h) provide his or her contact information for further questioning of the Elections Policy Manual and Article 4 of the Constitution.

1.02 Candidates Forum

- 1.02.01 The Candidates Forum shall be hosted by the CEO during the first half of the campaigning period.
- 1.02.02 The CEO shall notify all Association members of the Candidates Forum on the first day of the campaign period. This email shall also contain the structure of the meeting.
- 1.02.03 The order of presentation at the Candidates Forum shall be at the discretion of the CEO.
- 1.02.04 The candidates for each respective position shall speak in alphabetical order according to their last names.
- 1.02.05 Each candidate shall begin with an opening statement.
- 1.02.06 Each Executive candidate team shall be allowed ten (10) minutes for their joint opening statement.

- 1.02.07 Each candidate running for the position of Executive Administrator shall be allowed five (5) minutes for his or her opening statement.
- 1.02.08 Each candidate running for the positions of Treasurer, AMS Representative, Student Senator, Academic Commissioner(s), Athletic Stick(s), Graduating Year Representative or an individual running a CESA Referendum question shall be allowed three (3) minutes for his or her opening statement.
- 1.02.09 Each candidate team running for the positions of Social Affairs Commissioners or Year Representatives shall be allowed three (3) minutes for their joint opening statement.
- 1.02.10 Once all of the opening statements have been completed for a specific position, the question period for the individuals running for that position shall commence.
- 1.02.11 This forum is not a debate and as such, candidates may not ask questions of other candidates running for the same position.
- 1.02.12 All questions shall be addressed to all candidates running for the same position.
- 1.02.13 The number of questions taken shall be at the discretion of the CEO.
- 1.02.14 Each candidate or candidate team shall be allowed one (1) minute to answer each question.
- 1.02.15 The order in which the candidates answer the questions shall alternate for every question asked beginning with the first candidate who spoke.

ARTICLE 2. CAMPAIGNING

2.01 Class Talks

- 2.01.01 Any classroom appearance shall be cleared through the Professor or Lecturer in advance of the scheduled time.
- (a) This contact may be made during the nomination period.
- 2.01.02 All content shall be consistent with previously approved campaign material and shall be above reproach.
- 2.01.03 Class talks shall be no more than five (5) minutes in length.
- 2.01.04 The distribution of campaign paraphernalia shall be permitted during class talks, to those individuals who request it.

2.02 Platform E-Mail

- 2.02.01 Platforms of all the candidates shall be collected by the CEO and approved by the President.
- 2.02.02 Each platform email shall be no more than 600 words.
- 2.02.03 Notwithstanding Subsection 2.02.02, the Executive candidates' platform email shall be no more than 1000 words.
- 2.02.04 The CEO shall send the platform email to all Concurrent Education students at least two days prior to the candidate forum.
- 2.02.05 This email shall contain a reminder about the Candidates Forum as well as the dates and times of the vote days.

ARTICLE 3. CAMPAIGN MATERIALS

3.01 Campaign Materials

- 3.01.01 Campaign materials are defined as any items that in and of themselves, publicize or promote a candidate or candidate team.
- (a) Posters
 - i) Candidates shall be permitted to print a maximum of twenty-five (25) posters.
 - ii) Poster size shall not exceed 11 inches by 17 inches. The candidates shall be permitted to make smaller posters; however the limit of twenty-five (25) posters per candidate remains the same regardless of poster size.
 - iii) Prior to display, all posters shall be approved by the bodies appropriate to the desired display location such as MCRC, JDUC, Libraries, etc.
 - (b) Stickers
 - i) No candidate shall use promotional stickers in his or her campaign.
 - (c) Websites
 - i) Candidates are permitted to launch campaign websites.
 - ii) Candidates' websites may remain up and available until the completion of voting.

iii) Website content shall not be altered after 8:00 p.m. on the final day of campaigning.

(d) E-mail

i) Unsolicited email shall not be permitted.

ii) Mass email shall not be permitted. This includes any email sent with the purpose of publicizing or promoting an individual or team's candidacy in the election and any email that is sent to remind students to vote.

iii) Candidates shall be permitted to collect email addresses of those who are interested in their campaign; however, upon doing so candidates must contact these people on an individual basis and not via a mass email.

iv) The right to send mass emails regarding elections is reserved solely for the CEO.

3.01.02 Campaign materials may be readied before the campaigning period begins, but shall not be displayed until the first day of the campaigning period.

3.01.03 All campaign materials shall be approved by the CEO and the Executive prior to printing.

3.01.04 No candidate or candidate team may spend more than \$100.00 on his, her, or their campaign. This limit includes any external sources of funding.

3.01.05 Candidates shall not interfere in any manner with the campaign materials of other candidates.

3.01.06 No campaign materials shall be placed on trees, utility poles or off campus.

3.01.07 No candidate or candidate team shall set up a booth or table for their campaign.

3.01.08 All bills shall be saved and presented at the end of the campaign period to prove that candidate or candidate team spending did not exceed \$100.00.

3.01.09 Candidates shall not be reimbursed for their campaign materials or spending.

3.01.10 Each candidate shall be required to remove all election material produced on their behalf for the purposes of election by 8:00 p.m. on the last day of campaigning.