

[GP14] Election Process for President and Vice-President

All Directors have the opportunity to participate in a fair and equitable general election for the position of President or Vice-President in accordance with the by-laws of the Corporation.

1. Directors enrolled in, or planning to enroll in, a Co-op program during their term remain eligible for Officer positions provided that they:
 - (1) Are able to fulfill the time, workload, and availability requirements of the Officer role,
 - (2) Do not have an actual or perceived conflict of interest with respect to their fiduciary duties to the Corporation,
 - (3) Have disclosed any external employment or co-op commitments or intentions prior to nominations.
2. At the first meeting of the Directors-elect immediately after the election, any such Directors-elect looking to stand for the position of President or Vice-President must be nominated by another Director-elect and such nomination must be seconded by another Director-elect.
3. Campaigning for the above positions may begin at 12:01 a.m. on the day following the approval of nominations and must cease by 11:59 p.m. the day prior to the end of the voting period.
 - (1) Campaigning is defined as any activity carried out by or on behalf of the candidate, directly or indirectly, with the intent to promote the candidate as an officer of the Corporation. This includes, but is not limited to:
 - (1.1) Any online activity on any social media account or website in the candidate's control that is being or has been used to promote the candidate in any way;
 - (1.2) Any distribution or creation of printed materials such as, but not limited to, flyers, posters, leaflets, business cards;
 - (1.3) Any distribution of promotional materials such as, but not limited to, merchandise such as pens or t-shirts;
 - (1.4) Any conversation, discussion, or other verbal exchange promoting the candidate; and
 - (1.5) Any other activity that advances candidacy for the position in which they were nominated, intentional or otherwise.

4. Campaigning and promotion for elected positions must adhere to the following requirements.
 - (1) Each approved candidate is eligible for up to \$1,500 of funding from the Students' Association to campaign.
 - (1.1) All requests for campaign expenditures must be presented with supporting written quotations in advance for approval by the primary Electoral Officer.
 - (1.2) Candidates are only permitted to use the approved SA election funding to support their campaign.
 - (1.3) To be reimbursed, receipts for election expenditures are to be submitted to the primary Electoral Officer no later than ten (10) business days following the close of the general election.
 - (2) Candidates will not deviate from the campaigning and promotional guidelines that were approved by the EO before the elections begin. Candidates will not deviate from the following marketing content guidelines.
 - (2.1) All printed materials, websites, social media pages, and other promotional materials must include voting dates, the official election logo, and a reference to the SA website.
 - (2.2) No more than one poster (11"x17") shall be posted on each General Interest or Students' Association board. Posters are not allowed on any other boards.
 - (a) General Interest board posters must be authorized and stamped by the Print Shop at the Ottawa campus.
 - (b) All other posters, including all posters in Perth and Pembroke, are to be authorized and stamped by the SA office.
 - (2.3) Candidates may not use the Students' Association logo, in full or in part, for any aspect of their campaign.
 - (3) No candidate, or anyone acting on their behalf, will deface or interfere with another candidate's campaign paraphernalia, promotions, or activity.
 - (3.1) It is understood that campaigning may occur simultaneously on campus.
 - (4) Any Director that is also a Director-elect that is running for an Officer position will not conduct linking on behalf of the Students' Association or imply the endorsement of the Students' Association during the election period, other than disclosing they are a current Director seeking re-election.

5. All members of the Students' Association will be given the opportunity to vote.
 - (1) A voting week will be held online from Monday at 12:01 a.m. until Friday at 12:00 p.m., according to the elections schedule approved by the Board.
 - (2) All ballots in electronic form will display the names of all candidates in a random order.
6. It is paramount to the integrity of the election that proper security measures are in place.
 - (1) Elections will occur on a voting platform hosted by Algonquin College.
 - (2) Only the Electoral Officer and the Manager of Marketing and Communication of the Students' Association are permitted access to the voting results during the voting week.
 - (3) Voting results will not be shared with the members until the Electoral Officer has released the final results of the voting to the sitting Board, excluding any Directors-elect.
7. Any member of the Corporation who has reason to believe that an infraction has been committed during the campaign must notify the Electoral Officer immediately and must submit the specifics of the infraction alleged, in writing, within twenty-four (24) hours of learning of the alleged infraction.
 - (1) The EO will conduct a preliminary fact-finding investigation on behalf of the Board.
 - (1.1) If there is insufficient evidence to pursue the matter further, the Officer will notify the person who brought forward the allegation, and the Board.
 - (1.2) If the Electoral Officer finds reason to believe that an infraction has been committed, they will notify the candidate in question that a complaint has been made and will meet with the candidate to present all evidence and relevant information.
 - (1.3) Subject to Subsection 1.5 below, if the complaint is made during the voting period, the election will continue as normal until the EO has completed their investigation and presented the findings to the Board, and the Board decides if an infraction has occurred.
 - (1.4) If any investigation is not completed by the end of the voting week, election results will be announced with the proviso that the results are unofficial pending the Board's decision following the completion of the investigation.

- (1.5) Following the completion of an investigation under the above Subsections 1.3 and 1.4, the Electoral Officer will inform the Chair of the Board, who will then schedule a Board meeting and invited the candidate under investigation to answer to the allegations. The Board will then hold a private session to deliberate the matter before making a decision.
- (a) The Board must have general counsel present at the meeting.
 - (b) The candidate may bring legal representation or a person to provide support, as the candidate deems appropriate.
 - (c) The Board will reach a resolution within seven (7) days of the allegation being submitted to the Board.
 - (d) The Board may apply any discipline it deems reasonable, including disqualifying the candidate from the election.
 - (e) The Board shall inform the candidate and the membership of its decision in a timely and appropriate manner.

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