

Proposed Amendment to B.15:

h. Notice of the proposed amendment(s) to the Bylaws or Policies shall be given by the Speaker to the members of the body that will vote on it at least ~~ten (10)~~ seven (7) days in advance of ~~the~~ a General Meeting or four (4) days in advance of a Council meeting where it will be considered.

Proposed changes to P.4.1:

- c. ~~Salaryed~~ Transition for the new Executive shall take place from ~~the date of election results to the date the new Executives take office, from April~~ March 1st to April 30th.
- d. In recognition of the work required to transition into an Executive role, each member of the incoming Executive shall be paid the equivalent of one month of salary of the role they are transitioning into during the transition period. One half of this amount shall be paid in March and one half shall be paid in April. A member of the Executive who is re-elected to the same role shall not receive transition payments on top of their ordinary salary for March and April, but a member of the Executive who is elected to a different position on the Executive shall receive the transition payments on top of their ordinary salary.
- de. Transition for the new appointees of council shall take place during the first 30 days of their appointment.

P.9 Elections and Referenda

P.9.1 Elections in General

- a. This policy is established pursuant to **B.10** for the purpose of governing the conduct of SGPS elections and referenda. Pursuant to **B.10** changes to this policy do not affect any election or referenda ~~already underway for which the dates have already been set when at the time that~~ the changes are approved.
- b. The Chief Returning Officer shall recommend ~~a dates~~ in the Winter Semester for SGPS elections and referenda to Council, by bringing forth a motion to approve the recommended ~~datedates~~. This motion shall normally be brought to the February-January Council Meeting. Voting days may not take place on scheduled university holidays, during Reading Week in the School of Graduate Studies or the Faculty of Law, or during March Break or a practicum component in the Faculty of Education.
- c. The dates approved by Council for the SGPS elections and referenda shall be based on the following table:

<u>Day(s)</u>	<u>Day(s) of Week</u>	<u>Event</u>
<u>1</u>	<u>FRI</u>	<u>Nominations open</u>
<u>8</u>	<u>FRI</u>	<u>Advertisement of uncontested positions</u>
<u>14</u>	<u>THU</u>	<u>Nominations close (at 4:00 PM)</u>
<u>15</u>	<u>FRI</u>	<u>Campaign Period begins (at 12:00 AM)</u>
<u>26</u>	<u>TUE</u>	<u>Campaign Period ends (at 11:59 PM)</u>
<u>27, 28</u>	<u>WED, THU</u>	<u>Voting Days</u>

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- ~~b.~~ e.d. Any ordinary member of the SGPS who believes that the Chief Returning Officer, a Deputy Returning Officer or a Poll Clerk may have a conflict of interest with respect to an election or referendum should make the objection known to the Speaker. The Speaker shall bring the objection to the Rector who shall determine if a conflict of interest exists, subject to an appeal to Council.
- ~~d.e.~~ All SGPS elections and referenda shall allow for at least six (6) consecutive hours of voting on each of two (2) consecutive days of voting.
- ~~e.f.~~ The annual SGPS elections and referenda shall be completed no later than March 31st the end of February.
- ~~f.g.~~ All SGPS election and referenda results shall be subject to ratification at the next Council meeting following the results.
- h. An all candidates debate shall be held during the campaign period, and whenever possible should coincide with the Winter Term General Meeting. ~~The debate shall take place during the second week of the campaign.~~ The SGPS Speaker shall moderate the debate.
- i. By-elections to fill vacancies will be carried out in accordance with Bylaws and Policies on Elections, subject to the exceptions indicated in B.11 and based on the following shortened timetable:

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<u>Day(s)</u>	<u>Day(s) of Week</u>	<u>Event</u>
<u>0</u>	<u>TUE</u>	<u>Council calls by-election</u>

<u>1</u>	<u>WED</u>	<u>Nominations open</u>
<u>7</u>	<u>TUE</u>	<u>Nominations close (at 4:00 PM)</u>
<u>8</u>	<u>WED</u>	<u>Campaign Period begins (at 12:00 AM)</u>
<u>14</u>	<u>TUE</u>	<u>Campaign Period ends (at 11:59 PM)</u>
<u>15, 16</u>	<u>WED, THU</u>	<u>Voting Days</u>

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P.9.2 Voting Eligibility

- a. Subject to the conditions of below, all ordinary members of the SGPS are eligible to vote in all SGPS elections and referenda upon valid login to the Online Voting System ~~the~~ through the use of the University maintained login information.
- b. All ordinary members of the SGPS are eligible to vote for the position of Graduate Student Senator.
- c. In any referendum designated by Council as applying only to a portion of the membership, only ordinary members of the SGPS in that portion of the membership are eligible to vote on that referendum question.
- d. When otherwise eligible to vote, the Chief Returning Officer shall only vote in the manner outlined in [P.9.9](#).

P.9.3 Nomination Eligibility

- a. Only ordinary members of the SGPS who are eighteen (18) or more years of age and, who are not in undischarged bankruptcy are eligible to be nominated as candidates for the Executive.
- b. Only ordinary members of the SGPS who are qualified to be a trustee under the Board of Trustees by-laws are eligible to be nominated as candidates for the position of Graduate Student Trustee.
- c. Only ordinary members of the SGPS who are students in the School of Graduate Studies are eligible to be nominated as candidates for the position of Graduate Student Senator.

P.9.4 Nomination Rules

- a. SGPS Elections and Referenda shall be advertised through all available media for a minimum of two weeks prior to the opening of nominations or for the period between the approval of the election dates by Council and the opening of nominations, whichever period is shorter. The SGPS Elections and Referenda shall also be advertised through all available media for the duration of the nomination period. ~~the nomination period.~~
- ~~b. The nomination period shall be a minimum of ten (10) days in length, concluding no less than three weeks prior to the first day of voting.~~
- b. In order to be nominated as a candidate for Executive, Graduate Student Senator or Graduate Student Trustee, a candidate must file a nomination form in the manner set out

by the Chief Returning Officer ~~no later than the deadline established in the Bylaws~~ by the end of the nomination period.

- c. Nomination forms shall be made available in person at the SGPS office as well as on the SGPS website starting at 9:30 AM on the day nominations open. No prospective candidate may collect signatures for a nomination form before 9:30 AM on the day nominations open.
- d. Submission of a nomination form to the Chief Returning Officer may be accomplished by delivery in person to the SGPS office during its regular business hours up until the deadline for nominations.
- e. The nomination form must include the following information:
 - (1) The candidate's name, student number, program, department/faculty and contact information;
 - (2) The position the candidate is being nominated for;
 - (3) A statement, signed by the candidate, that the candidate is an ordinary member and satisfies all eligibility requirements for the position;
 - (4) The name, student number and signature of not less than twenty-five (25) ordinary members indicating support for the nomination of the candidate;
 - (5) A statement identifying and providing contact information for the candidate's campaign manager, if the candidate chooses to designate a campaign manager;
 - (6) A statement signed by the candidate and campaign manager (if applicable) that all information contained in the nomination form is accurate, that the candidate and campaign manager (if applicable) are aware of the Bylaws and Policies governing conduct of the elections, and that the candidate and campaign manager (if applicable) agree to follow the Bylaws and Policies governing conduct of the elections;
 - ~~(7)(1) — A statement of the candidate's position on issues of relevance to the position for which they have been nominated. This statement will be posted on the SGPS website at the end of the nomination period. This statement may be altered once during the election campaign. The Chief Returning Officer will set a deadline for submission of any alterations to the statement of candidate's position. Any submissions received after this deadline will not be posted to the SGPS website. If the Chief Returning Officer does not officially set a date, the submission deadline for an updated statement must be received 3 days prior to the first day of voting; and~~
 - ~~(8)(1) — A photo to be placed on the website and accompany the statement of issues.~~

f. The nomination form may include the following information:

- (1) A statement of the candidate's position on issues of relevance to the position for which they have been nominated. This statement will be posted on the SGPS website at the end of the nomination period. This statement may be altered once

during the election campaign. The Chief Returning Officer will set a deadline for submission of any alterations to the statement of candidate's position. Any submissions received after this deadline will not be posted to the SGPS website. If the Chief Returning Officer does not officially set a date, the submission deadline for an updated statement must be received 3 days prior to the first day of voting.

Where no statement is included with the nomination form, the candidate may still submit the updated statement during the campaign period; and

(2) A photo to be placed on the website and accompany the statement of issues.

Where no photo is included with the nomination form, the candidate may submit it later up until the deadline for updated statements referred to in subsection (1).

f.g. Nominations for Executive, Senator or Trustee shall be in the form indicated in P.9.4, and shall be received by the Chief Returning Officer no later than 4:00 pm on the ~~day~~ nominations close ~~fourteenth (14th) day before the first voting day.~~

h. ~~If less than two valid nominations for any positions are received by the Chief Returning Officer by the close of nominations, the nomination period shall be extended and nominations shall be accepted until no later than the sixteenth (16th) day before the first voting day for only those positions. After 4:00 PM on the eighth (8th) day of nominations, a notice shall be sent to the SGPS listserv listing those positions for which fewer than two valid nominations had been received up to that point. Where possible, this notice should be combined with the SGPS E-Newsletter, but the notice should be the first item in the body of the email.~~

i. ~~Nominations shall be validated by the Chief Returning Officer on a rolling basis throughout the nomination period as well as immediately following the close of nominations. Where a nomination is not validated, the prospective candidate must be notified of the deficiency no later than 4:00 PM on the business day following the day the nomination was received. Where a nomination received on the last day of nominations is not validated, the prospective candidate must be notified by 11:59 PM that day.~~

j. ~~Where a nomination is not validated because it is incomplete or contains information that is incorrect, a prospective candidate may submit a supplementary nomination form by the deadline for nominations that need contain only the additional or corrected information or the additional signatures. Upon receiving a supplementary nomination form, the Chief Returning Officer shall evaluate the original and supplementary form together as if they constituted one document, and all signatures in the original nomination form shall be applied to the supplementary form.~~

~~g.k. A decision by the Chief Returning Officer not to validate a nomination may be appealed to the Judicial Committee if the candidate is notified of the rejection after the twelfth (12th) day of nominations or if the Chief Returning Officer decides that a prospective candidate is not eligible to be nominated. A Judicial Board must make a decision on the appeal within two business days of the appeal being filed.~~

- ~~h. If only one valid nomination for any positions are is received by the Chief Returning Officer by the close of nominations ~~after an extension~~, the ~~candidates' name~~candidate's names for ~~those that~~ positions shall appear on the ballot in the following question: "Do you agree to the acclamation of (name of candidate) to the position of (name of position) of the Society of Graduate and Professional Students at Queen's University?"~~
- ~~i. By elections to fill vacancies will be carried out in accordance with Bylaws and Policies on Elections, subject to the exceptions indicated in B.11.~~

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P.9.5 Referendum Questions

- a. The SGPS may conduct referenda on any matter within the jurisdiction of the SGPS. Valid results of referenda shall be binding on the SGPS and actively enforced by the Executive.
- b. Referendum questions may be submitted to the Chief Returning Officer by Council or by a petition bearing the signatures of not less than ten percent (10%) of the ordinary membership of the SGPS.
- c. Eligible referendum questions must be submitted to the Chief Returning Officer no later than the ~~fourteenth (14th) day before the first voting day of any election and referendum~~day nominations close.
- d. Referenda may only be held during the fall and winter terms and may only take place outside an ordinary election period if a special referendum date is approved by Council or to replace a previous referendum invalidated because of lack of quorum. No question may be submitted for referendum if a question on the same topic has been the subject of a referendum within the previous eleven (11) months, unless the prior referendum was invalid due to lack of quorum.
- e. Notwithstanding anything in this Policy, no question put to referendum shall include any statement about the consequences of the referendum's outcome.
- ~~f. Quorum for referenda shall be ten percent (10%) of the ordinary members of the SGPS. If quorum is not met, the results shall not be ratified pursuant to P.9.1, if the Chief Returning Officer receives a petition signed by not less than ten percent (10%) of the ordinary members of the SGPS requesting that the referendum be declared invalid prior to the Council meeting at which ratification would otherwise occur.~~

P.9.6 Petitions Against Referendum Results

- ~~a. Quorum for referenda shall be ten percent (10%) of the ordinary members of the SGPS. If quorum is not met, the results shall not be ratified pursuant to P.9.1, if the Chief Returning Officer receives a petition signed by not less than ten percent (10%) of the ordinary members of the SGPS requesting that the referendum be declared invalid prior to the Council meeting at which ratification would otherwise occur. Such a petition may~~

name any or all of the referendum questions that did not receive quorum, and Council may ratify a referendum result that did not receive quorum despite receiving a petition invalidating a different referendum result in the same referendum.

b. Where a petition is received that invalidates one or more referendum results, that petition is deemed also to be a petition for a new referendum on the invalidated question. The Chief Returning Officer shall schedule a new referendum based on the dates in P.9.1.c except that there shall be no nomination period and the campaign period shall begin on the Friday after Council refrains from ratifying the referendum result.

~~a-c.~~ Upon receipt by the Chief Returning Officer of a petition signed by not less than ten percent (10%) of the ordinary members of the SGPS requesting that the referendum be declared invalid for any reason other than a lack of quorum, received prior to the Council meeting at which ratification would otherwise occur, the matter will be referred to the Judicial Committee, who shall make a final ruling on the validity of the Referendum at the next Council Meeting. Council shall take appropriate action.

P.9.7 Referendum Committees

a. Any ordinary member may establish a Yes or No referendum committee for any referendum question by submitting an application to the Chief Returning Officer. Such application may be submitted by delivery in person to the SGPS office during its normal business hours, and must be submitted no later than the seventh (7th) day before the first voting day.

~~a-b.~~ Notwithstanding this policy, a referendum committee may include, be established by or be campaign managed by AMS members if the referendum relates to a fee for an AMS-run service, an AMS-ratified club or CFRC.

~~b-c.~~ No person who is not a member of a referendum committee may spend any money campaigning in support of, or in opposition to, any referendum question.

~~e-d.~~ Where more than one valid application is submitted to establish a referendum committee on the same side of the same referendum question, the Chief Returning Officer shall request each applicant to determine if the applications may be joined. If the applicants determine that joining the applications is not possible, any spending limits shall be divided equally among the referendum committees on the same side of the question.

There may not be more than one Yes referendum committee for a referendum on establishing, renewing or increasing a fee that goes to the SGPS, the AMS, CRFC or an SGPS- or AMS-ratified club.

~~d-e.~~ An application to establish a referendum committee must include the following information:

- (1) The name, student number and contact information for one ordinary member who shall be the campaign manager for the referendum committee;

- (2) The names, student numbers and signatures of all ordinary members seeking to be members of the referendum committee;
- (3) A statement indicating the referendum question and which side the referendum committee will take;
- ~~(3)~~(4) Where the referendum committee is on the Yes side for a referendum on establishing, renewing or increasing a fee that goes to the SGPS, the AMS, CFRC or an SGPS- or AMS-ratified club, a letter from the president of the relevant group authorizing the establishment of the referendum committee; and
- (5) A statement signed by the campaign manager that all information contained in the nomination form is accurate, that the campaign manager is aware of the Bylaws, Policies and rules governing conduct of the referendum, and that the campaign manager agrees to ensure the referendum committee follows the Bylaws, Policies and rules governing conduct of the referendum; ~~and-~~
- ~~(4)~~(6) Where the referendum committee contains AMS members, a statement signed by all such members agreeing to be bound by the exclusive jurisdiction of the SGPS Chief Returning Officer and Judicial Committee to make all rulings related to the referendum, including a ruling levying a monetary fine and agreeing to comply with any such rulings.

P.9.8 Campaign Rules

- a. The campaign period shall end at midnight before the first voting day, ~~and shall total no less than two weeks.~~
- b. No campaigning shall occur for any election or referendum except within the campaign period and during the two-day voting period. All campaign material must be removed ~~by~~ within three days after the end of the election.
- c. Candidates may, but shall not be required to, designate a campaign manager for their campaign. Referendum committees must designate one campaign manager for their campaign.
- d. No person who is not a candidate, candidate's campaign manager or referendum committee's campaign manager shall authorize the spending of money on campaign expenses.
- e. No SGPS resources shall be expended or used for the purpose of supporting or opposing any candidate or referendum question. Notwithstanding this policy, the Chief Returning Officer may expend resources allocated for election and referendum purposes to distribute messages from candidates and referendum committees only so long as all candidates and referendum committees are provided the same opportunity. All candidates are required to submit any campaign material to the SGPS Chief Returning Officer for approval before use. Any posters, pamphlets or other paper campaign material must be printed at the SGPS (assuming the SGPS has the capabilities to print such materials).

~~Notwithstanding anything in this section, where a referendum is for the establishment or increase of a Class "C" mandatory or optional fee, the SGPS Executive may allocate funds up to the spending limit towards the Yes referendum committee for that fee. Printing at the SGPS Office ensures all candidates have access to equal cost printing. Furthermore, the SGPS Office will submit posters to the Student Life Centre Office so as to be posted around the Student Life Centre.~~

- f. The maximum amount that can be spent by any candidate or by the referendum committees on one side of a referendum question is \$100. All funds spent by candidates will be reimbursed by to the candidate by the SGPS at the conclusion of the campaign. No reimbursement will be given to referendum committees.
- g. The cost of any expenditure that supports or opposes more than one candidate or referendum question shall be allocated equally among the relevant candidates and referendum committees.
- h. For the purpose of this policy, without limiting its generality, the following shall be included in the meaning of "campaigning":
 - (1) Placing posters, or leaving up posters already placed, that support or oppose any candidate or referendum question;
 - (2) Sending e-mail communications supporting or opposing any candidate or referendum question; and
 - (3) Any other method of encouraging support or opposition for any candidate or referendum question.
- i. The following shall not be considered "campaigning":
 - (1) Any communication encouraging members to vote in the election, so long as the communication does not encourage support or opposition for any candidate or referendum question; and
 - (2) Efforts made prior to the deadline for accepting nominations for the purpose of obtaining signatures in support of a nomination.

P.9.9 Conducting Elections and Referenda

- a. SGPS Elections and Referenda~~s~~ shall be conducted using the SGPS Online Voting system, provided by the University.
- b. The candidate's name and the position for which they are running will be listed on the online ballot.
- c. The CRO shall vote 24 hours in advance of an election or referendum, and place the ballot in a sealed envelope. This envelope shall be opened and the ballot cast only in the event of a tie vote. Should there be more than two candidates for one position, the Chief Returning Officer shall indicate order of preference on the ballot form. The Chief Returning Officer is not otherwise allowed to vote.

- d. The confirmation of results in an election shall be conducted by the Chief Returning Officer, with the assistance of any Deputy Returning Officers and the Executive Director. Each candidate and referendum committee may delegate one (1) scrutineer who shall be permitted to observe the confirmation of ballots.
- e. The candidate receiving a plurality of votes cast shall be declared the winner.
- f. The Chief Returning Officer shall attempt to advise each candidate and a representative of each referendum committee of the results before publicly releasing the results of any election or referendum.
- g. The CRO shall keep the online records from an election and/or referendum for a period of not less than four months. After that time they shall be destroyed after issuance of a directive to do so from Council. Nomination forms for successful Executive candidates shall be kept permanently as a record of the candidate's consent to serve as a director and officer of the SGPS.;
- ~~h. The SGPS shall make allowances for those wishing not to vote via the online balloting system, and ensure equal opportunity to vote is afforded to all members.~~

P.9.10 Penalties

- a. If an offence clearly gives the candidate an advantage, the penalty shall be determined at the discretion of the CRO. Penalties may include fines or removal as a candidate or referendum ~~question~~committee or invalidation of a referendum.
- b. Candidates ~~reserve the right to~~ referendum committees may make appeals rulings of the CRO directly to the Judicial Committee, and must do so within one week of the imposition of a penalty, ~~or~~ disqualification or invalidation.
- c. Disqualification will occur under the following circumstances:
 - (1) egregious conduct, including but not limited to discriminatory behaviour, slanderous or libellous actions, purposeful and serious misrepresentation and harassment; ~~and~~
 - (2) any other circumstance determined by the CRO to give a candidate an unfair advantage where such an advantage cannot be nullified in time for voting; and,
 - ~~(2)(3)~~ where a penalty is to be levied after the close of voting, in any case where an offence would likely have changed the outcome of the election.
- d. The Chief Returning Officer may impose a financial penalty not greater than the maximum amount that may be spent by a campaign, and also has the ability to disqualify a candidate based on violation of the Bylaws and Policies for elections and referenda.
- e. Any financial penalty or disqualification imposed may be appealed to the Judicial Committee, which must make its decision prior to the voting period, or prior to the next Council meeting in the case of offences that occur during or after the voting period.
- f. No individual candidate's election may be ratified while a financial penalty remains outstanding, but Council may defer ratification until its next meeting.

g. Determination on the question of disqualification shall occur at the meeting of Council where the election and referendum results are ratified.

~~g-h.~~ Where a candidate is disqualified after the close of voting, the candidate with the next highest number of votes is deemed to have been elected.

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