



ELECTIONS POLICY

Lazaridis Students' Society

Effective:

16/12/2022

Date of Last Amendment:

12/12/2022

PURPOSE OF THIS POLICY

The purpose of this policy is to outline the rules for elected student positions with the *Lazaridis Students' Society*. Each member must adhere to each of the following regulations and procedures.

1. ELECTION COMMITTEE

1.1 The Elections Chair; Aidan Lambert will oversee the general conduct and execution of the elections on behalf of the Lazaridis Students' Society.

1.2. The Vice President: Clubs & Associations will serve as the support to the Faculty Association and its Election Committee.

1.3. The Presidents of the Lazaridis Students' Society; Ben Jesseau & Julie Tanna, will supervise and provide guidance to the Elections Chair.

2. ELECTED POSITIONS

2.1. The students within the Lazaridis School of Business & Economics will elect either:

2.1.1. One (1) *President* of the "*Lazaridis Students' Society*."

2.1.2. Two (2) *Co-Presidents* of the *Lazaridis Students' Society*.

3. ELIGIBILITY

3.1. Each student within the Lazaridis School of Business & Economics will have the opportunity to vote for any candidate standing for election.

3.2. Students registered in a Double Degree program that includes a Bachelor of Business Administration based at Wilfrid Laurier University will have the opportunity to vote for any candidate standing for election regardless of which faculty they are based under.

3.3. In order to be considered a Candidate for the position of Lazaridis Students' Society President, candidates must meet **all** the following conditions as of **January 8th, 2023**:

3.3.1. A full-time undergraduate student from January 8th, 2023 to April 30th, 2024 (Enrolled in a minimum of 4 courses during academic semesters)

3.3.2. Must be an undergraduate Business or Economics student (In one of the following programs: BBA, Economics, Double-Degree)

3.4. In order to be adequately suited for the role of Lazaridis Students' Society President, one (1) of the following criteria below are **highly recommended** for candidate eligibility.

3.4.1. Is the current President of the Lazaridis Students' Society

3.4.2. Is currently or has been a Vice President of the Lazaridis Students' Society

3.4.3. Has been a member of the Lazaridis Students' Society Executive Team for a minimum of two years (1.5 years at the time of campaigning)

3.4.4. Has been or is the President/Co-President of a Lazaridis Students' Society Club for a minimum of one year (0.5 years at the time of campaigning)

3.5. If choosing to run as Co-Candidates, Co-Candidates must meet all of the above criteria and agree to run as Co-Candidates for the entirety of the Election and serve as a Co-Presidents team for the entirety of the 2023-2024 fiscal year. Co-candidates must run as a pair and will be elected as a Co-Presidents pair. Candidates cannot run separately and then be elected as Co-Presidents together. Candidates cannot run as Co-Candidates and then have one of the Co-Candidates resign; this will result in both Candidates being removed from the Election.

4. NOMINATIONS

4.1. The nomination period shall be a minimum of 7 days.

4.1.1. After the conclusion of the nomination period, a nominee becomes a candidate.

4.2. Any nominee for an elected position with the *Lazaridis Students' Society* must be a paying member of the association registered in an undergraduate program within the Faculty.

5. NOMINATION PACKAGES

5.1. The 'Nomination Package' must be made available to the membership no later than 2 weeks before the close of the nomination period.

5.2. The package should include the following:

5.2.1. The date on which the nomination period ends;

5.2.2. A copy of the Election Policy;

5.2.3 A verification of enrolment for the Winter 2023 term for the Candidate(s)

5.2.4. A 'Nomination Form':

5.2.4.1. This includes at least *seventy five (75)* signatures from students within the Lazaridis School of Business & Economics.

5.2.4.2. This should be done using the signature form in the Nomination package and/or on a confidential platform, like a google form where nominees can share the form with supporters who can then submit their name and information without having access to others information.

5.2.4.2.1 All signatures must include names, respective program, MyLaurier emails, and WLU student numbers

5.2.4.3 This process can be determined by the Lazaridis Students' Society Elections committee, the elections chair and the Vice President of Clubs and Associations

5.2.5. A letter of intent (between 500 - 750 words) indicating purpose for running for the Lazaridis Students' Society presidential position along with how the candidate(s) experience has prepared them for this position

5.3. All required completed documents of the 'Nomination Package' must be emailed to *elections.chair@lazzsoc.ca* before the close of the nomination period.

6. AGENTS

6.1. Each candidate or co-candidates shall be entitled to one (1) Agent who must be a member of the Faculty.

6.2. An Agent is recognized as the official representative and is empowered to operate on behalf of the candidate.

6.3. The following positions are ineligible from serving as a candidate's Agent:

6.3.1. A Students' Union director of the board;

6.3.2. An Appeals Committee member;

6.3.3. An Elections Committee member;

6.3.4. A member of the Students' Union Management Team;

6.3.5. A candidate for election;

6.3.6. A referendum Party Chair;

6.3.7. A Scrutineer.

6.4. Completed agent form must be included within the nomination package, and may not be submitted after the nomination deadline. A verification of enrolment for for the Winter 2023 term for the Agent must also be submitted.

7. Online CAMPAIGNING

7.1. Campaigning will begin January 15th, 2023 @ 8:00pm and end January 24th, 2023 @7:30am

7.1.1 Candidates' authorized social media accounts are not permitted to post during the voting period.

7.1.2. There shall be no campaigning while polling is open on voting days.

7.1.3 Existing content, authored during the campaign period, may remain posted on authorized candidate accounts during the voting period

7.1.4 Individual social media activity on accounts not declared for candidate use, including displaying support for campaign posts, sharing promotional material, or altering profile pictures is **NOT** considered campaigning.

7.2. Candidates (including their Executive Campaign Team and General Campaign Team) are not permitted to make use of any privileged access to the social media accounts or email lists of any Students' Union businesses, committees, clubs, faculty associations, or third-party organizations for campaign purposes.

7.2.1. Residence Life Staff and Students' Union Icebreakers are not to utilize their position to solicit first year student votes in or outside of their residence buildings.

8. EXPENDITURES

8.1. Candidates are limited to expenses and gifts-in-kind totaling \$400.

8.2. Candidates will be reimbursed for one hundred percent (100%) of their approved campaign expenses unless maximum limits are surpassed.

8.3. Candidates are required to submit receipts to the Faculty Association in order for campaign materials to be approved and received.

8.3.1. It is the candidate's responsibility to monitor their expenditures and keep track of all itemized receipts.

8.3.2. Upon request, all candidates must be able to report their total expenditures to the head of the Elections Committee or their designate.

8.4. Personal funds cannot be added to this budget to increase the amount of expendable funds. This means total expenditures cannot exceed \$400.

9. PROMOTIONAL MATERIALS

9.1. The head of the Elections Committee (Elections Chair) or their designate must approve all promotional material with a signature or written approval

9.1.1 All promotional material

9.2. All candidates are required to include the following on all promotional materials:

9.2.1. Identification of the position for which they are a candidate;

9.2.2. The name/approved logo of the Lazaridis Students' Society.

9.2.3. #LaurierVotes branding

9.2.4. "Wilfrid Laurier University Students' Union" or a colloquialism approved by the Faculty Elections Chair

9.3. Candidates are only permitted to contact students through email using personally cultivated mailing lists. The use of official "listservs" is prohibited.

9.3.1 Personally cultivated mailing lists must be cultivated during the campaigning period, emails collected during the nomination period may not be used

in the campaigning period unless recollected.

9.4. All social media platforms (accounts) must be declared, approved and registered with the head of the Elections Committee or their designate.

9.4.1. Social media platforms are not permitted to promote a potential candidacy prior to the commencement of the campaign period.

9.4.2. During the elections period all registered candidate social media platforms must be available publicly. Accounts with privacy restrictions enabled are unable to be used for campaigning purposes.

9.4.3. Students have the right to request removal from any candidate's subscription list;

9.4.5. Candidates are individually responsible for all content disseminated on registered social media platforms

9.4.6. All social media content, whether written, audio, or video, must adhere to the Elections policy for Lazaridis Students' Society, the Wilfrid Laurier University Non-Academic Code of Conduct, and all other relevant University policies and applicable laws.

9.4.7. Students have the right to request the removal of their photograph or likeness from any candidate's digital promotion or social media platform content.

9.5. Candidates are advised to delay the creation of any promotional materials until after the All Candidates meeting. It is at this time that teams will choose their candidate colours, as each team must have differentiated promotional materials.

10. VOTING AS FACILITATED BY THE STUDENTS' UNION

10.1. Voting will be conducted for a minimum of thirty-six (36) hours.

10.1.1. Voting must be open on voting days between the hours of 8:00am and 8:00pm.

10.2. Voting will be conducted by electronic ballot.

10.2.1. Electronic ballots will enable all members to cast their vote by secret ballot.

10.3. Each electronic ballot will include the following:

10.3.1. Separate sections for each distinct question asked;

10.3.2. A list of the candidates running for each elected position;

10.3.3. A question asking the voter to rank their preferred candidates for each elected position;

10.3.4. Any referendum questions put to their membership, in the form of a "yes" or "no" question.

10.4. A ballot will be considered official upon submission.

10.5. An online ballot will be considered spoiled if a specific selection is not completed.

10.5.1 Spoiled ballots, or sections thereof, will still be counted towards quorum.

10.6. One Scrutineers is allowed for each candidate to observe voting areas. Due to virtual voting this is in no way mandatory

10.6.1 Please Inquire with Elections Chair for Lazaridis Students' Society In regard to facilitating a scrutineer

10.3. If a tie between candidates occurs, they can choose one of the following solutions:

10.3.1. If a two-way tie occurs between individual candidates, the two candidates may choose to be co-presidents.

10.3.2. If a tie occurs between multiple candidates, or between two co-candidate teams, the elections chair and committee will provide further information on how to proceed

11. DEMERITS AND DISQUALIFICATIONS

11.1 The Elections Chair shall be responsible for enforcing campaign regulations and shall have the power to levy demerits against any member of the campaign for any infraction of the By-Laws, policies or Code of Conduct related to elections.

11.1.1 In the case that ten (10) demerit points are charged to a candidate, for actions committed by the Candidate or Agent, the Elections committee shall disqualify the Candidate.

11.1.2 Candidates will be held to the current President Code of Conduct during the duration of the campaign and in their role. Violation of conduct may result in demerits.

11.2 The quantity of demerit points to be levied against candidates for an infraction will be determined on a case by case basis based on the severity of the infraction as decided by the Elections Chair, with support from the rest of the Elections committee as needed.

11.3 Infractions include but are not limited to:

11.3.1 Promotional material violations

11.3.2 Use of trademarked intellectual property or resources.

11.3.3 Active campaigning violations, including campaigning on Election Day.

11.3.4 Distribution of unapproved campaign materials

11.3.5 Exceeding spending limits

11.3.6 Failing to respond to emails within the appropriate time frame as outlined in the Nomination Package.

11.3.7 Slander (verbal defamation of character not based on proven fact)

11.3.8 Libel (written defamation of character not based on proven fact)

11.3.9 Abuse of campaign funds (e.g. going over the spending limit, using campaign funds for expenses not related to the campaign, etc.)

11.3.10 Abuse of Candidate's position

11.3.11 Use of official mailing lists or a mailing list cultivated prior to the campaign period

11.3.12 Endorsement by an affiliated club, student organization, or Laurier faculty member for the benefit of a candidate

11.3.13 Attempting to forego the outlined procedures and policies regarding communication in this document (e.g. contacting Students' Union is strictly prohibited)

11.3.14 Not attending mandatory meetings, as outlined by the Elections Chair

11.4 The Elections Committee, where necessary, and by majority vote, may declare an act not mentioned in the above examples to be grounds for the levying of demerit points.

11.5 At no point shall any Candidate be penalized due to the Elections committee erring on the interpretation of their respective responsibilities and/or duties under LazSoc Policy or failing to provide clear, accurate, unbiased and timely instruction or direction.

11.6 Candidates will be notified by email when they receive demerits for infractions; however, candidates will not be informed of the number of points levied against them and at no given point will they be informed of their total number of demerits.

11.6.1 An undisclosed threshold level of demerit points will be determined by the elections committee at which point candidates will be given a notification by email warning them that a single infraction may put them in a position of disqualification.

12. APPEALS

12.1. The Appeals Committee will consist of the following:

12.1.1. *Ben Jesseau, Co-President, Lazaridis Students' Society*

12.1.2. *Julie Tanna, Co-President, Lazaridis Students' Society*

12.1.5. *Nyla Gottlieb, Executive Vice President, Lazaridis Students' Society*

12.1.5. *Alexa Holmes, Vice President, Lazaridis Students' Society*

12.1.5. *Niko Chilakos, Vice President, Lazaridis Students' Society*

12.1.5. *Maddy Wight, Vice President, Lazaridis Students' Society*

12.1.2.1. No members sitting on the Appeals Committee may be a member of any campaign team or openly support any candidate.

12.2. All decisions reached by the Appeals Committee are considered final after approval from the VP: Clubs and Associations and will be communicated to the relevant candidate by such means as deemed appropriate by the head of the Elections Committee or their designate.

12.3 In order to overturn a decision made by the Elections Chair or Elections Committee, the Appeals Committee must agree to do so with a two-thirds majority.

STUDENT ELECTIONS CODE OF CONDUCT

Introduction:

The Student Elections Code of Conduct, as a component of the Students' Union Elections Policy, is intended as a guide for the election period. These guidelines should be viewed in addition to the Wilfrid Laurier University Non-Academic Code of Conduct, and all other relevant University policies and applicable laws. Violations of the Student Elections Code of Conduct are subject to the demerit system outlined in the Elections Policy, at the discretion of the Chief Returning Officer, the Chief Governance Officer and/or the Appeals Committee.

1. All Candidates running for an elected position, Referendum Chairs, their Agents, Campaign Teams, and Scrutineers shall:

1.1 Be courteous, polite and respectful to the electorate, the Elections Committee, the Appeals Committee, those members currently holding elected positions, the staff of Wilfrid Laurier University and the Wilfrid Laurier University Students' Union, and their fellow candidates.

1.2. Not harass or otherwise "aggressively campaign" towards any member of the electorate, regardless of whether or not they choose to exercise their vote.

1.3. Refrain at all times from profanity, slander, derogatory statements, or disrespecting the electoral process.

1.4. Never issue, condone or otherwise endorse offensive statements regarding an individual or group's creed, disability, ethnicity, gender identity, race, sexual identity, and commit to engage the electorate with a commitment to equality.

1.5. Not use Students' Union resources for electoral purposes unless explicitly permitted to do so as outlined in the Elections Policy, or as mandated by the Appeals Committee.

1.6. Respect the rules of all Students' Union business operations, including but not limited to the Turret, Wilfs, Brantford Williams, and Golden Grounds.

1.7. Not campaign in the Students' Union offices or the Office of the Secretariat.

1.8. Not purposefully engage in behaviour that would result in the issuance of a demerit, as outlined in the Elections Policy.

Remember that your campaign is a reflection of you as a person and your suitability as a Student Representative. Please exercise common sense and good judgment in making this election fair for all Candidates.

Signatures:



Aidan Lambert

Lazaridis Students Society

Elections Chair

Date:



Ben Jesseau & Julie Tanna

Lazaridis Students Society

Co-Presidents

Date: December 12th, 2022

-And-

Haleigh Running

WLU Students' Union

VP: Clubs & Associations

Date: