

ELECTION INFORMATION



ELECTION TIMELINE

Date	Activity
February 04	Nomination postings go up
February 19 at 8:00AM	Nominations open
March 05 at 4:00PM	Nominations close (Forms must be submitted)
March 06 at 12:00PM	All candidates meeting (mandatory) TRUSU Lecture Hall
March 07-10	Candidate Photos (by appointment)
March 08	Candidate postings go up
March 11 at 9:00AM	Campaign period begins
March 12 at 12:00PM	Executive Representatives Forum
March 13 at 12:00PM	Constituency Representatives Forum
March 14 at 12:00PM	Committee Representatives Forum
March 18 - 22	Election polling
March 22	Election results posted at trusu.ca/news

Electoral Committee Contact Information:

Email: elections@trusu.ca

Phone: (250) 828-5289

Contact person: Nathan Lane

NOMINATION PROCESS & REGULATIONS

Process for submitting a nomination for election:

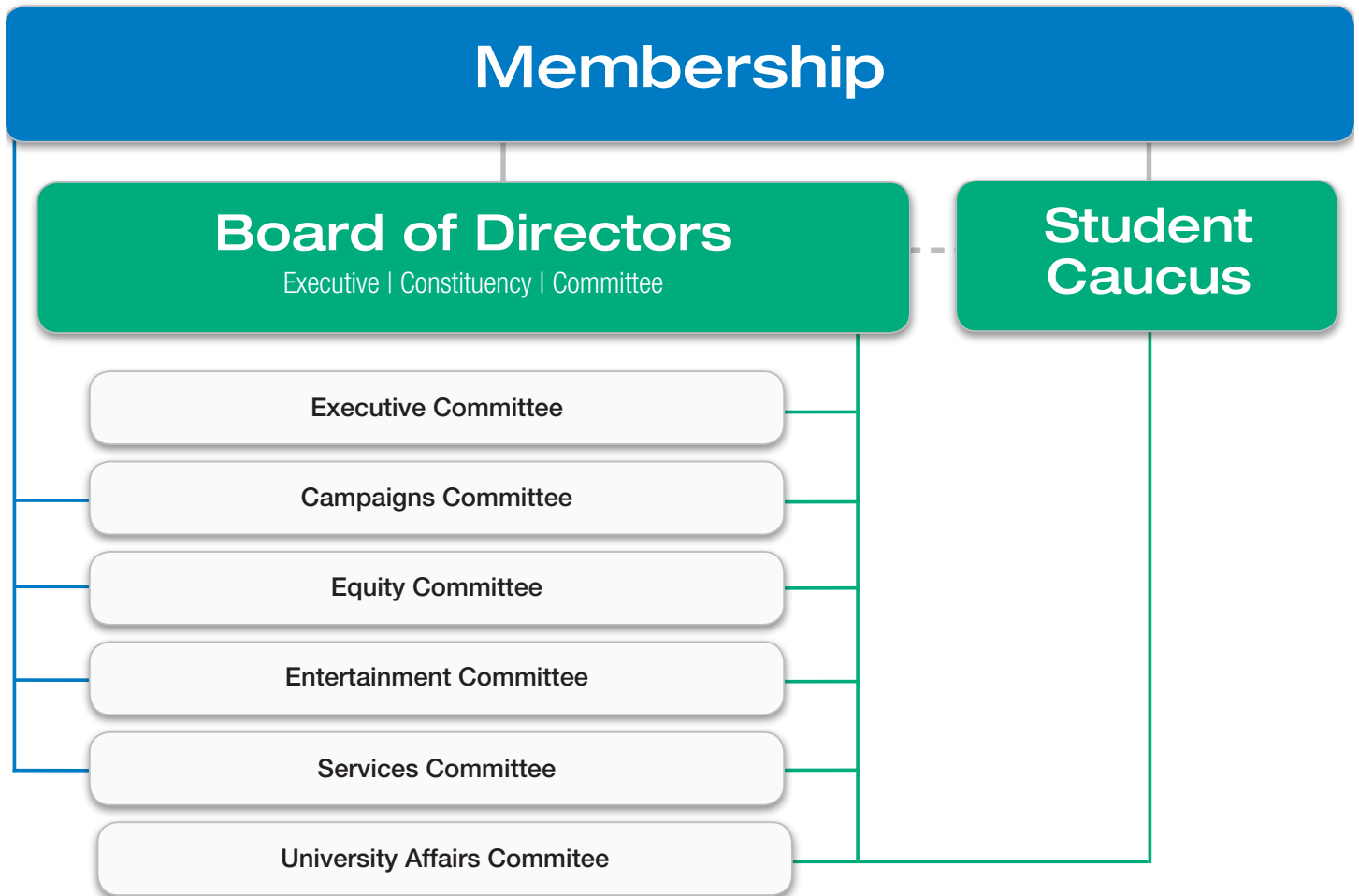
1. Pick up a nomination package from the Members' Services Desk.
2. Read through the election information package
3. Complete the Nomination Form including the signatures of a minimum of ten members of the Students' Union. ***Members may not nominate more than one candidate for the same position.*** Ask your nominators whether they have nominated another candidate for this position.
4. Attach a copy of your Winter 2019 Course Registration Data Form to the Nomination Form
5. Return the completed Nomination Form with your Course Registration Data Form to the Members' Services Desk before March 05, 2019 at 4:00PM. Incomplete packages will not be considered a valid nomination.

Electoral Regulations:

Elections of the Thompson Rivers University Students' Union are run in accordance with the Bylaws and Policy of the Thompson Rivers University Students' Union. These documents can be found on the TRUSU website at the following website links:

- TRUSU Constitution & Bylaws – <http://trusu.ca/governance/documents/constitution>
- TRUSU Electoral Policy (OP 06) – <http://trusu.ca/governance/documents/policy>

ORGANIZATIONAL CHART



COMMITTEE MEMBERSHIPS

Committee	Description	Members	
Executive Committee	This committee is responsible for overseeing the day to day operations of the Union between meetings of the Board of Directors. They oversee the Union's community outreach and appointment of student representatives	President	Elected
		Vice President Internal	Elected
		Vice President Equity	Elected
		Vice President External	Elected
		Vice President Services	Elected
		Executive Director	Staff
Campaigns Committee	This committee is responsible for overseeing the development and implementation of the annual Campaigns Plan which targets the municipal, provincial, and federal government to make changes in the interests of students. They are the people working hard to address issues that effect students such as student financial aid, institutional funding, public transit, and civic engagement.	Vice President External	Elected
		Campaigns Committee Representatives (2)	Elected
		Members-at-Large (3)	Appointed
		Campaigns Coordinator	Staff
Equity Committee	This committee is responsible for overseeing the development and implementation of the annual Equity Plan for the Union. They are the people working hard to bring you the Storytellers Gala, Pride Parade, and December 6th Vigil.	Vice President Equity	Elected
		LGBTQ+ Representative	Elected
		Indigenous Representative	Elected
		Visible Minorities Representative	Elected
		Women's Representative	Elected
		Members-at-Large (3)	Appointed
		Equity Coordinator	Staff
Entertainment Committee	This committee is responsible for overseeing the development and implementation of the annual Entertainment Plan for the Union. They are the people working hard to bring you great events like the Back to School BBQ, and the Common Voices Lecture Series.	Vice President Internal	Elected
		Entertainment Committee Representatives (2)	Elected
		Members-at-Large (3)	Appointed
		Entertainment Coordinator	Staff
Services Committee	This committee is responsible for overseeing the development and implementation of the annual Services Plan for the Union. They are the people working hard to promote great services like the student health and dental plan, the Upass, and may other great services.	Vice President Services	Elected
		Entertainment Committee Representatives (2)	Elected
		Members-at-Large (3)	Appointed
		Services Coordinator	Staff
University Affairs Committee	This committee is responsible for recruiting and resourcing student representatives on TRU committees, and planning and implementing campaigns seeking changes in the university. They are the people working hard on important institutional changes like better food service, more flexible and affordable parking, and cheaper textbook costs through increased use of Open Textbooks.	President	Elected
		Graduate Representative	Elected
		International Representative	Elected
		University Affairs Committee Representatives (2)	Elected
		Student Caucus Members (3)	Appointed
		University Governance Coordinator	Staff

BOARD OF DIRECTORS REQUIREMENTS

Board of Directors Orientation Attendance

Each year the TRUSU holds a mandatory orientation for board members. This orientation will provide each representative with an overview of the organization, an understanding of their legal responsibilities as a director, and an opportunity to begin the planning process for the upcoming year. The orientation for 2019/20 will take place on May 1 to May 3, 2019. Attendance at the board orientation is mandatory for all elected representatives. If you are seeking election to the Board of Directors you should block off this time for board orientation in your calendar.

Board of Directors Meeting Attendance

Board of Directors meetings take place once every two weeks. Quorum for Board of Directors meetings is 51% of the membership of the board excluding those on leave. Board members who miss three consecutive meetings are deemed to have resigned their position. Scheduled classes or work are not an excuse for missing a board meeting. Candidates should be prepared to attend meetings at the following times.

BOARD OF DIRECTORS MEETING DATES		
Summer Semester	Fall Semester	Winter Semester
May 07, 2019 4:00 PM	Sep 10, 2019 4:00 PM	Jan 14, 2020 4:00 PM
May 21, 2019 4:00 PM	Sep 24, 2019 4:00 PM	Jan 28, 2020 4:00 PM
Jun 04, 2019 4:00 PM	Oct 08, 2019 4:00 PM	Feb 11, 2020 4:00 PM
Jun 18, 2019 4:00 PM	Oct 22, 2019 4:00 PM	Feb 25, 2020 4:00 PM
Jul 02, 2019 4:00 PM	Nov 05, 2019 4:00 PM	Mar 10, 2020 4:00 PM
Jul 16, 2019 4:00 PM	Nov 19, 2019 4:00 PM	Mar 24, 2020 4:00 PM
Jul 30, 2019 4:00 PM	Dec 03, 2019 4:00 PM	Apr 07, 2020 4:00 PM
Aug 13, 2019 4:00 PM	Dec 17, 2019 4:00 PM	Apr 21, 2020 4:00 PM
Aug 27, 2019 4:00 PM		

Committee Attendance

Each member of the Board of Directors is a member of at least one standing committee (see previous page) and the President and Vice Presidents are also members of the Executive Committee. Committee meetings are scheduled at times and dates set by a majority of the committee members. Candidates should be prepared to attend and participate in those committee meetings.

BOARD OF DIRECTORS REQUIREMENTS

Leave of Absence Requirements

Board members and executive members may apply for a leave of absence for a maximum of one semester during their term on the Board of Directors. If member of the board of directors is on a leave of absence they are not counted against quorum, do not attend meetings of the Union, and are ineligible for honoraria/benefits.

No more than one executive member, and two board members are eligible for a leave of absence during the same period and all leave of absence requests must be approved at a meeting of the board. If you are not approved for a leave of absence and miss more than three consecutive meetings you are deemed to have resigned your position.

Honoraria

Members of the Board of Directors, not on leave, are eligible to receive a bi-weekly honoraria with the submission of a report outlining their activities. This honoraria is paid at minimum wage to a maximum of 20 hours per week for members of the executive and 10 hours per week for all other members of the board.

Activities which are eligible for honoraria include:

- a) Attendance at meetings of the Board of Directors that take place during the biweekly period
- b) Attendance at meetings of the standing committee(s) to which they are elected that take place during the biweekly period.
- c) Activities of the standing committee(s) to which they are elected approved in the committee(s) annual plan that take place during the biweekly period.
- d) Activities of the standing committee(s) to which they are elected not included in the committee(s) annual plan but that fall within the scope of the committee(s) terms of reference and that are approved in advance at a meeting of the committee(s) that take place during the biweekly period.
- e) Participation in delegations of the Union approved in advance at a meeting of the Board of Directors that take place during the biweekly period and for which a post activity report has been received.
- f) Appearances of the Union approved in advance at a meeting of the Executive Committee during the biweekly period and for which a post activity report has been received.

POSITION DESCRIPTIONS

In the following pages you will find a description of the individual expectations of each position on the TRUSU Board of Directors. This should help you determine which position you would like to run for.

Executive Representatives

President

The President shall:

- a) be the spokesperson of the Union;
- b) chair meetings of the Board of Directors;
- c) act as the liaison between the Institution and the Union;
- d) act as signing authority of the Union;
- e) act as the liaison with staff of the Union;
- f) be responsible for maintaining and ensuring the implementation of the Constitution, Bylaws, and Policy of the Union and discipline Board of Directors members as deemed necessary;
- g) coordinate and delegate responsibilities to Board of Directors members and or appointees as deemed necessary;
- h) oversee the preparation of the annual report of the Union;
- i) chair the Student Caucus

Vice President Services

The Vice President Services shall:

- a) be responsible for all books, records, and accounts of the Union;
- b) render a monthly statement of accounts to the Board of Directors;
- c) oversee the preparation of the annual budget of the Union;
- d) oversee the business operations and services of the Union;
- e) act as a signing authority of the Union;
- f) chair the Services Committee of the Union;
- g) be a member of the Student Caucus

Vice President External

The Vice President External shall:

- a) Communicate regularly with all levels of government;
- b) act as the liaison between the Union and its coalition partners;
- c) oversee the campaigns work of the Union;
- d) chair the Campaigns Committee of the Union;
- e) act as a signing authority

POSITION DESCRIPTIONS

Vice President Internal

The Vice President Internal shall:

- a) co-ordinate the events of the Union;
- b) act as the liaison between the Union and campus clubs and organizations;
- c) chair the Entertainment Committee of the Union;
- d) oversee the entertainment work of the Union;
- e) act as a signing authority of the Union

Vice President Equity

The Vice President Equity shall:

- a) oversee the equity activities of the Union;
- b) act as the liaison between the Union and campus equity groups;
- c) chair the Equity Committee of the Union;
- d) act as a signing authority of the Union

Constituency Representatives

Graduate Representative

In order to run for this position, candidates must be registered at Thompson Rivers University in a Graduate Program. The Graduate Representative shall:

- a) present a perspective of graduate students to the Board of Directors and ensure that the Board of Directors is informed with regards to graduate student issues and rights;
- b) represent the Union on campus and in the community with respect to graduate student issues and rights;
- c) be a member of the University Affairs Committee of the Union;
- d) assist the University Affairs Committee with the implementation of its work

LGBTQ+ Representative

In order to run for this position candidates must self-identify as a member of the LGBTQ+ community. The LGBTQ Representative shall:

- a) present perspectives of a diversity of gender and sexual constructions and orientations to the Board of Directors and ensure that the Board of Directors is informed with regards to gender and sexuality issues and rights;
- b) represent the Union on campus and in the community with respect to gender issues and rights;
- c) be a member of the Equity Committee of the Union;
- d) assist with the implementation of the equity initiatives of the Union

POSITION DESCRIPTIONS

Indigenous Representative

In order to run for this position, candidates must identify as Indigenous. The Indigenous Representative shall:

- a) present an Indigenous perspective to the Board of Directors and ensure that the Board of Directors is informed with regards to Indigenous issues and rights;
- b) represent the Union on campus and in the community with respect to Indigenous issues and rights;
- c) be a member of the Equity Committee of the Union;
- d) assist with the implementation of the equity initiatives of the Union

International Representative

In order to run for this position, candidates must be registered as a International Student at Thompson Rivers University. The International Representative shall:

- a) present a perspective of international students to the Board of Directors and ensure that the Board of Directors is informed with regards to international student issues and rights;
- b) represent the Union on campus and in the community with respect to international student issues and rights;
- c) be a member of the University Affairs Committee of the Union;
- d) assist the University Affairs Committee with the implementation of its work

Women's Representative

In order to run for this position, candidates must self-identify as a woman. The Women's Representative shall:

- a) present a feminist perspective to the Board of Directors and ensure that the Board of Directors is informed with regards to gender issues and rights;
- b) represent the Union on campus and in the community with respect to gender issues and rights;
- c) be a member of the Equity Committee of the Union;
- d) assist with the implementation of the equity initiatives of the Union

POSITION DESCRIPTIONS

Visible Minorities Representative

In order to run for this position, candidates must identify as a visible minority. The Visible Minorities Representative shall:

- a) present a perspective of visible minorities to the Board of Directors and ensure that the Board of Directors is informed with regards to visible minority student issues and rights;
- b) represent the Union on campus and in the community with respect to visible minority student issues and rights;
- c) be a member of the Equity Committee of the Union;
- d) assist with the implementation of the equity initiatives of the Union

Committee Representatives

Campaigns Committee Representative (2)

The Campaigns Committee Representative shall:

- a) be a member of the Campaigns Committee;
- b) assist the Campaigns Committee with the implementation of its work

Services Committee Representative (2)

The Services Committee Representative shall:

- a) be a member of the Services Committee;
- b) assist the Services Committee with the implementation of its work

Entertainment Committee Representative (2)

The Entertainment Committee Representative shall:

- a) be a member of the Entertainment Committee;
- b) assist the Entertainment Committee with the implementation of its work

University Affairs Committee Representative (2)

The University Affairs Committee Representative shall:

- a) be a member of the University Affairs Committee;
- b) assist the University Affairs Committee with the implementation of its work

