

Policy Manual

Operational Policy

Operational Policy 06 (OP-06): Electoral Policy

Adopted by: Annual General Meeting

Adopted on: January 28, 2025

I. Nomination Procedures

- a. The nomination of candidates shall be in writing, and shall contain the signature and student identification number of at least ten (10) nominators who shall each be members of the Students' Union
- b. No individual may nominate more than one (1) candidate for the same position, and where a nominator has done so all of their nominations for that position shall be declared void
- c. Complete nomination forms, containing all material must be received no later than 14:00 on the last day of Nominations. It is the sole responsibility of nominees to ensure the completeness and accuracy of their nominations
- d. Where, at the deadline for nominations, a nomination fails to fully comply with the requirements that nomination shall be rejected
- e. All candidates shall attend the candidate's orientation session. Candidates not able to attend the candidates orientation session for any reason shall have their nomination voided.
- f. At the candidate's meeting the electoral committee shall:
 - i. Review election rules and regulations and respond to questions about the same;
 - ii. Review policy relating to campaign material and complaints;

II. Campaigning

- a. Campaigning shall begin at 0900 hours on a day selected by the electoral committee following the nomination period and shall conclude at the end of the polling period
- b. Each individual candidate is required to act reasonably, responsibly and in good faith, and is required to:
 - i. Ensure their volunteers are aware of, and comply with, all policies, rules, and regulations;
 - ii. Be responsible to the electoral committee for the conduct of their volunteers;
 - iii. Report any breach of policy, rule, or regulation;
 - iv. Comply with all Institution regulations including those of facilities and residences;

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- c. No official student group (i.e. clubs registered with the Students' Union) shall provide any candidate with the resources of their group. No official groups of Thompson Rivers University shall provide any campaign with the resources of their group. Where a student group violates this section, the candidate that benefits from their violation shall be penalised
- d. Members of the Board of Directors are not permitted to actively support any candidate in any Students' Union space
- e. No member of the Board of Directors shall provide any candidate with the resources of the Students' Union
- f. No candidate shall collude with another candidate, including the formation of a party or slate prior to, during or following the campaign period
- g. Where any candidate or volunteer of a candidate's campaign damages property belonging to the Institution, the Students' Union, or any third party, the candidate shall be personally liable for that damage
- h. Candidates may participate in forums organised by other campus groups, but no candidate shall participate in a forum unless all candidates for a given position have received an invitation to attend and participate
- i. All campaign materials must be approved in form, content, and cost by the electoral committee before they may be used in a campaign
- j. The electoral committee shall not approve campaign materials which:
 - i. Contain libel or slander;
 - ii. Are factually incorrect; or
 - iii. Violate any federal or provincial statute.
- k. Where the electoral committee determines that a campaign material that has not been approved is being distributed, displayed or used by a candidate, the electoral committee will order the material immediately withdrawn or removed and shall penalise the candidate.
- l. Each candidate shall fully disclose his/her campaign finances to the electoral committee prior to the final day of campaigning

III. Voting

- a. Each member of the Students' Union shall be allowed to cast one (1) secret, non-transferable ballot, and the ballot will entitle each voter to make one (1) choice for each position
- b. Voting shall be conducted at locations and times determined by the electoral committee, and the electoral committee shall advertise the same
- c. A candidate shall be declared elected if they receive the most votes for that position

IV. Breach of Rules

- a. The electoral committee is empowered to investigate and rule upon any breach of this policy
- b. The electoral committee shall be responsible for preparing and making available any forms or information pertaining to rule violations

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- c. No complaint shall be considered by the electoral committee unless it is in writing and is received within twenty-four (24) hours of the discovery of the alleged breach and shall include all of the following:
 - i. The name and student identification number of the complainant;
 - ii. The specific section number that has been breached;
 - iii. The specific individual that is alleged to be in breach;
 - iv. The specific facts which constitute the alleged breach;
 - v. The evidence for these facts
- d. Where a complaint is received and found to be complete, the electoral committee shall investigate the facts, and shall rule on the complaint in writing.

V. Finalisation of Elections

- a. The electoral committee shall give a written report to the Board of Directors no more than two (2) weeks after the close of the election