

SECTION IX: CODE PROCEDURES

A. ELECTORAL PROCEDURES

Article 1. Elections Committee

A. Composition

1. The Elections Committee shall be composed of the following six (6) members, all of whom shall be Active Members of the Society:
 - (a) the Elections Administrator, who shall be Chair;
 - (b) the Chief Returning Officer;
 - (c) the VoterMedia Administrator; and
 - (d) three (3) other Active Members of the Society.
2. All members of the Elections Committee shall be appointed by Council on the recommendation of an Extraordinary Hiring Committee in accordance with Section V, Article 9 of the Code.
3. The Elections Administrator may recommend that Council remove a member of the Committee for failing to maintain impartiality as required in 7(a) below, for failing to attend Committee meetings, or for non-performance of duties.
4. Members of the Elections Committee shall not at the same time:
 - 1(a) be members of Council or an Associate Vice-President;
 - 2(b) hold any position to which they have been appointed by Council;
 - 3(c) be members of a Commission; or
 - 4(d) hold any Executive position in a Constituency.

In addition, members of the Elections Committee must not have been members of the Executive Committee during the year prior to being appointed to the Elections Committee.

5. Prospective members of the Elections Committee holding positions in the Society referred to in paragraph 4 above other than positions on the Executive Committee shall become eligible to serve on the Elections Committee as soon as they resign from their other Society positions, but the fact that they have recently held such positions must be pointed out to Council by the Extraordinary Hiring Committee if that Committee recommends that they be appointed to the Elections Committee.
6. Candidates in an election are ineligible to be or to remain members of the Elections

Committee. A member of the Committee who becomes a candidate during his or her term of office immediately ceases to be a member of the Committee.

7. (a) Members of the Elections Committee shall act impartially and shall not show bias towards any candidate in an election being conducted by the Committee.
- (b) Members of the Elections Committee shall not sign the nomination form of any candidate in an election being conducted by the Elections Committee. Notwithstanding this provision, a person who has already signed a candidate's nomination form may subsequently be appointed to the Elections Committee.
8. The Elections Administrator's term of office shall be from April 1 to March 31. The term of office for the other members of the Elections Committee shall be from May 1 to April 30.

B. Powers and Duties

1. Unless otherwise indicated in this Section or elsewhere in the Code, the general provisions on Committees in Section V of the Code apply to the Elections Committee.
2. The administration and conduct of Executive elections, as defined in Bylaw 5(3), and of Society referenda, as defined in Bylaw 4, shall be vested in the Elections Committee. Without limiting the generality of the foregoing, the Committee shall:
 - (a) conduct elections and referenda in an unbiased and impartial manner;
 - (b) publicize the opening of nominations for positions in Executive elections in order to encourage as many candidates as possible to run;
 - (c) publicize Executive elections and Society referenda in advance of the voting in order to encourage voter turnout;
 - (d) prepare a budget for its operations, which shall be submitted to the Vice-President Finance for approval by the Budget Committee;
 - (e) submit a working budget for each election and referendum to the Vice-President Finance for information;
 - (f) verify nomination forms for Executive positions pursuant to Article 2(3)(f);
 - (g) determine the campaign spending limit, the reimbursement limit, and the assessed market cost for materials and services in accordance with Article 2(9);
 - (h) determine the campus publication or publications in which candidates may be interviewed in accordance with Article 2(5) and in which the All-Candidates

- (i) Forums will be advertised in accordance with Article 2(6); ensure that candidates are informed about the Electoral Procedures contained in this section of Code;
 - (j) appoint poll clerks, staff to remove campaign material, and other staff deemed necessary;
 - (k) regulate polling stations in accordance with Article 5;
 - (l) report the results of, complaints against and irregularities of Executive elections and Society referenda to Council, and publish the results of such elections and referenda in a campus publication or publications;
 - (m) record the results of Executive elections and Society referenda for Society records, and provide the Society's archives with a copy of the ballot, a copy of the results, and all relevant Committee files;
 - (n) recommend various options to Council for amendments to this Section of the Code if deemed necessary;
 - (o) have the power to interpret these Electoral Procedures;
 - (p) have the power to create additional rules and regulations for the running of elections and referenda, to be published in an Electoral Procedures Handbook, provided such rules and regulations are consistent with the Constitution, Bylaws and Code of the Society;
 - (q) have the power to rule on election and referendum irregularities in accordance with Article 8;
 - (r) have the power to penalize candidates for election irregularities in accordance with Article 3;
 - (s) have the power to rule on the validity of an election or referendum based on whether irregularities have materially affected the results;
 - (t) administer the OneTime VoterMedia contest held in connection with the elections as described in Article 14; and
 - (u) have the power to enforce the rules against slates in accordance with Article 2.
3. Subject to the provisions of Article 12 below, the Committee shall have the power to conduct elections and referenda for other organizations, including the election of students to the Senate and the Board of Governors. In conducting such elections and referenda, the Committee shall have the same powers and duties as specified in paragraph 2 above,

subject to the provisions of Article 12 and subject to agreements made with the other organizations for conducting the said elections and referenda.

4. The Committee shall conduct elections for branch societies and Subsidiary Organizations if so directed by Council, and in such elections shall have the same powers and duties as specified in paragraph 2 above.
5. The Committee shall provide advice and assistance to branch societies and Subsidiary Organizations if requested.
6. The Committee shall rule on the validity of Constituency elections and referenda in accordance with Article 9 below.
7. The Committee shall provide advice to SAC on Club elections in accordance with Article 10 below.
8.
 - (a) During the Official Campaign Period for the Society's executive elections, as defined in Article 2(7)(a) below, and until any and all appeals have been adjudicated by an Election Appeals Committee, at least one member of the Elections Committee shall be on duty every day between the hours of 9 a.m. and 5 p.m.
 - (b) The Elections Administrator shall be on duty every day during the Official Campaign Period, and until any and all appeals have been adjudicated by an Election Appeals Committee, during hours posted on the Elections Committee office door and shall post information on how he or she can be reached outside the posted hours.
9. All rules and regulations created by the Committee in accordance with paragraph 2(p) above must be in writing, and the Committee must not introduce non-written rules or regulations.
10. The Committee must not introduce new rules or regulations, or alter existing rules or regulations, during the period lasting from twenty-four (24) hours prior to the beginning of the Official Campaign Period of an election or the beginning of a referendum campaign until the final determination of the election or referendum results.

C. Duties of Committee Members

1. The Elections Administrator shall:
 - (a) serve on the interview team of an Extraordinary Hiring Committee when candidates for other positions on the Elections Committee are being interviewed;
 - (b) assist an Extraordinary Hiring Committee in interviewing candidates for the

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succeeding Elections Administrator;

- (c) chair the Elections Committee;
 - (d) be the official liaison with other organizations whose elections or referenda are being conducted by the Elections Committee in accordance with Article 1B(3) above;
 - (e) be the signing officer for the Elections Committee;
 - (f) place ads in a campus publication or publications on behalf of the Committee;
 - (g) organize the All-Candidates Meeting pursuant to Article 2(4);
 - (h) be responsible for preparing and updating the handbook for candidates referred to in Article 2(4);
 - (i) cause all necessary election forms to be prepared;
- (j) approve campaign material pursuant to Article 2;
- (k) cause the ballots for elections to be prepared;
 - (l) be the official spokesperson for the Elections Committee and be responsible for the official release of results and reports to Council;
 - (m) prepare an election or referendum report in accordance with Article 7(9);
 - (n) publish the results of an election after they have been reported to Council in accordance with Article 7(9);
 - (o) prepare a transition report for his or her successor, providing details and recommendations about the running of elections and referenda, the duties of the various members of the Elections Committee, and so on, in return for which the Elections Administrator shall receive a transitional honorarium in an amount established by Council on the recommendation of the Legislative Procedures Committee;
- (p) be the bookings officer for the Elections Committee;
 - (q) obtain space for an Elections Office during the Official Campaign Period and at other times as needed;
 - (r) keep and maintain all files, records, memoranda, agendas, and minutes of the Committee until transferred to the archives; and

- (s) have such other powers and duties as are outlined in the Bylaws or the Code or assigned by Council or the Elections Committee from time to time.

The Elections Administrator may delegate any of the above duties to another member of the Elections Committee except (a), (b), and (e), but shall ultimately retain responsibility for any delegated duties.

2. The Chief Returning Officer shall:

- (a) ensure that poll clerks are adequately trained pursuant to Article 5(8)(a);
- (b) be responsible for preparing and distributing information on relevant rules and regulations to poll clerks and other election staff;
- (c) *determine the grid number on the AMS card that is to be used during a particular election or referendum; [not in effect where electronic voting is the only method employed in the election]*
- (d) assign poll clerks to polls, and ensure that the polls are adequately staffed during the polling period;
- (e) *cause ballot boxes to be distributed to and collected from polling stations; [not in effect where electronic voting is the only method employed in the election]*
- (f) supervise the counting of ballots and the recording of results;
- (g) have the power to bar unauthorized persons from the ballot-counting areas during the counting of ballots;
- (h) *enforce the regulations concerning scrutineers in accordance with Article 7(4) and have the power to eject scrutineers from ballot-counting areas for violation of the regulations; [not in effect where electronic voting is the only method employed in the election]*
- (i) make initial rulings on questionable ballots during the count;
- (j) submit a written report on the ballot counting and the results of each election or referendum to the Elections Committee; and
- (k) have such other powers and duties as are outlined in the Bylaws or the Code or assigned by Council, the Elections Administrator, or the Elections Committee from time to time.

The Chief Returning Officer may delegate any of the above duties to another member of the

Elections Committee except (f), (g), (i), and (j), but shall ultimately retain responsibility for any delegated duties.

See Article 13(1)(c) below for additional duties of the CRO in an election with an electronic voting component.

3. The VoterMedia Administrator shall be responsible for running the VoterMedia contest held in connection with the elections.

D. Exigency Provisions

1. Notwithstanding Article 1A(2), if a member of the Elections Committee other than the Elections Administrator is removed two (2) weeks or less before the polls for an election or a referendum are to open, Council may appoint a replacement on the advice of the Elections Administrator without a recommendation from an Extraordinary Hiring Committee.
2. If the Elections Administrator is removed by Council pursuant to Bylaw 5(1), Council must either appoint a new Elections Administrator or appoint an outside body or corporation which shall act in place of the Elections Committee and which shall have all the powers and duties of the Committee and its members. Upon the appointment of such an outside body or corporation, the powers and duties of all remaining members of the Elections Committee shall be suspended.

Article 2. Nomination and Campaign Regulations

1. *Pursuant to Bylaw 5(3)(b)(i), the Elections Committee shall conduct the election of members of the Executive according to these Procedures. Polling for this election shall be held no earlier than the third full week of classes in the second term of the School Year. For the purposes of this provision, a full week of classes shall mean a week containing at least four (4) School Days.*

In an election with an electronic voting component,, this paragraph shall be changed to read as follows (see Article 13):

- “1. ***Pursuant to Bylaw 5(3)(b)(i), the Elections Committee shall conduct the election of members of the Executive according to these Procedures. Polling for this election shall be held within the month of January at the discretion of the Elections Administrator, but no sooner than one week after the close of nominations.***”
2. Information Meeting
 - (a) The Elections Administrator shall organize an Information Meeting to take place during the first two (2) weeks in November. At this meeting, the Elections Administrator shall provide information concerning the Electoral Procedures to

individuals thinking of running in the Executive elections.

- (b) At the Information Meeting, the Elections Administrator shall also provide information concerning referendum procedures to individuals or groups thinking of taking part in a referendum campaign.
- (c) Attendance at the Information Meeting is not compulsory. Failure to attend the Information Meeting shall not preclude anyone from running in an Executive election or taking part in a referendum campaign.
- (d) Notwithstanding paragraph (c) above, individuals running in an Executive election and individuals and groups taking part in a referendum campaign must adhere to the Electoral Procedures even if they do not attend the Information Meeting.

3. Nominations

- (a) Nominations shall open in the last week of classes in the first term of the School Year, and close on the Friday of the first full week of classes in the second term of the School Year. For the purposes of this provision, a full week of classes shall mean a week containing at least four (4) School Days.
- (b) The Elections Committee shall advertise the opening and closing of nominations for Executive candidates in two (2) editions of a campus publication or publications as determined by the Committee. The first advertisement shall be in the edition immediately preceding the opening of nominations, and the second advertisement in the edition preceding the closing of nominations.
- (c) Each candidate shall be an Active Member of the Society, and shall submit in person to the Administrative Assistant a nomination form duly signed by the candidate and no less than fifty (50) nominators, each of whom shall be an Active Member of the Society entitled to vote in that election. Forms shall be available in the Administrative Assistant's office.
- (d) Even if nominated for more than one position, a candidate may run for only one Executive position in a given election.
- (e) The Administrative Assistant shall submit completed nomination forms to the Elections Administrator upon the request of the Elections Administrator.
- (f) The Elections Committee shall confirm the eligibility of candidates and nominators through the Registrar's office.
- (g) The names of the candidates in an election shall not be made public until the close of nominations, at which time they shall be released by the Elections

Administrator.

4. All-Candidates Meeting and Candidates' Handbook
 - (a) The Elections Administrator shall organize an All-Candidates Meeting to take place following the close of nominations, preferably on the same day as the close of nominations. At this meeting, the Elections Administrator shall provide instructions concerning the parts of the Electoral Procedures relevant to candidates and shall distribute a copy of a candidates' handbook to all candidates.
 - (b) All candidates must either attend the All-Candidates Meeting or meet privately with the Elections Administrator following the close of nominations to receive instructions on these Procedures and to receive a copy of the candidates' handbook.
 - (c) The handbook for candidates shall contain a summary and explanation of the parts of these Electoral Procedures relevant to candidates, including but not limited to the provisions on market cost, on spending and reimbursement limits, and on permissible forms of campaigning. The handbook shall also include a summary and explanation of rules and regulations which candidates are required to abide by but which are not in these Electoral Procedures.

5. Interview by a Campus Publication
 - (a) The Elections Committee shall arrange for the publication in a campus publication of an interview with each candidate at no cost to the candidate.
 - (b) The Elections Committee shall determine which campus publication shall conduct and publish these interviews.
 - (c) The Elections Committee, in consultation with the designated campus publication, shall set the time or times for conducting the interviews and the date of publication of the interviews.
 - (d) Candidates not wishing to be interviewed may instead submit a 200-word statement to be published at no cost to the candidate in a campus publication designated by the Elections Committee on a date set by the Committee in consultation with the publication.
 - (e) Candidates who decline to be interviewed or who do not submit a 200-word web site statement by established deadlines shall have a statement to that effect published by the Elections Committee
 - (f) Once submitted, statements, pictures, and other requested information shall not be changed without approval from the Elections Committee.

6. All-Candidates Forums

- (a) The Elections Committee shall organize two or more All-Candidates Forums during the Official Campaign Period.
- (b) The All-Candidates Forums shall be publicized in at least two issues of a campus publication or publications as determined by the Elections Committee.
- (c) Each All-Candidates Forum shall be for one or more positions in the Society's Executive elections and, if the Elections Committee so decides, for one or more positions in non-Society elections such as the elections for the University Senate and for the University Board of Governors.
- (d) The Elections Committee shall organize forums so that all candidates in the Society's Executive elections have the opportunity to participate in at least one such forum before voting commences.
- (e) All candidates for each position in the Society's Executive elections shall have the right to participate in all forums to which candidates for that position are invited.
- (f) All candidates for each position in the non-Society elections shall have the right to participate in all forums to which candidates for that position are invited.

7. Campaigning

- (a) There shall be an Official Campaign Period beginning after the conclusion of the All-Candidates Meeting at a time and for a duration as determined by the Elections Committee no later than December 1. In no case shall the Official Campaign Period be less than five (5) school days in length.
- (b) Outside the Official Campaign Period, public campaigning, including but not limited to the forms of campaigning listed below, shall be prohibited:

- (i) postering;
- (ii) classroom announcements;
- (iii) announcements on listservs or websites;
 - (iv) public speaking, especially when amplified by megaphones, microphones, or other similar devices;
- (v) distributing buttons, leaflets, brochures, handbills, food or drink;
 - (vi) distributing or wearing T-shirts with campaign slogans or other campaign messages on them; and
- (vii) mass mailings, including e-mail mass mailings.

- (c) The prohibitions in paragraph (b) above shall apply to the candidates themselves and to any persons, groups, or organizations acting on their behalf and with their

consent.

(d) Notwithstanding the prohibitions in paragraph (b) above, the following activities shall be permitted even if engaged in before the beginning of the Official Campaign Period:

(i) private communication concerning election plans, including but not limited to private communication by means of:

- 1) in-person conversations;
- 2) e-mail;
- 3) letters sent by regular mail; and
- 4) telephone conversations;

(ii) the circulation of nomination forms and other reasonable measures taken in order to fulfill the nomination requirements in this section of Code;

(iii) the publication of letters to the editor or articles written by or on behalf of candidates in a media outlet;

(iv) responding to inquiries from the media about elections plans.

(e) Only the following forms of campaigning, and no others, shall be permitted during elections and referenda:

(i) postering: posters no larger than 30 cm x 45 cm (11" x 17") may be put up outside classrooms and no larger than 21.5 cm x 30 cm (8.5" x 11") inside classrooms, with the following further limitations: no candidate may have more than one poster on any one bulletin board; no candidate may deface, remove, or cover up, or cause to be defaced, removed, or covered up, any other candidate's posters; in addition, the Elections Committee shall establish further rules for postering, including but not limited to rules on the moving of other candidates' posters, provided that such rules comply with University and SAC policies;

(ii) distribution of buttons: buttons may be distributed without restrictions, except that buttons affixed to bulletin boards become subject to the restrictions on posters referred to in paragraph (i) above;

(iii) distribution of leaflets, brochures, and handbills: non-adhesive leaflets, brochures, and handbills may be distributed without restrictions, except that if they are affixed to bulletin boards, they shall be subject to the restrictions on posters referred to in paragraph (i) above;

(iv) the use of electronic media: campaign-related e-mail messages may be

- sent, and campaign-related material may be posted on web pages, subject to restrictions put in place by the Elections Committee;
- (v) distribution of food and non-alcoholic drink;
 - (vi) the distribution and wearing of T-shirts with campaign slogans or other campaign messages on them;
- (vii) speech-making and any other form of oral communication;
- (viii) the use of road signs: road signs no larger than 30 cm x 45 cm (11" x 17") may be posted outside the campus area;
 - (ix) advertising in the media: advertising in all forms of media shall be permitted, including in Society publications;
 - (x) letters to the editor and opinion pieces: these may be published in any newspaper or other media outlet, including Society publications; and
 - (xi) any other form of campaigning approved by the Elections Committee before the beginning of the Official Campaign Period.
- (f) All campaigning, including but not limited to postering and the distribution of leaflets, brochures, and handbills, must comply with all relevant University and SAC policies, such as the University's postering policy and SAC policies on postering and on distributing materials in the SUB, and with the provisions of the Society's Policies, Code, and Bylaws.
- (g) Except as provided in Article 5(6) below, each polling station shall be surrounded by a buffer zone in which no campaigning shall be permitted, so as to allow voting to be carried on free of interference from campaigners; this zone shall be ten (10) metres in all directions from the polling station, or a greater distance as determined by the Elections Committee in individual cases, having regard to the layout of the building in which a polling station is located.
- (h) All campaign material must be approved by the Elections Administrator before it is used.
- (i) The Elections Administrator shall not approve campaign material which he or she deems to be offensive.
- (j) A decision of the Elections Administrator to approve or not approve campaign material may be appealed to the Elections Committee, in accordance with the appeal procedures in Article 8(2) below.

- (k) Candidates and campaign organizations must ensure that their campaign material is removed within one (1) week following the end of the Official Campaign Period. If this is not done, the Elections Committee shall appoint staff to remove campaign material and charge candidates or campaign organizations for the service.

8. Conflict of Interest

- (a) Candidates and anyone directed by a candidate shall not use the materials or resources of the Executive, the Commissions, the other branches of the Society's student government, the Student Services, the Student Resource Groups, the Constituencies, the Society's Clubs, the Administration Office, the Events Office, or other staff offices, including, but not limited to, office supplies, photocopiers, phones, faxes, computers, and printers. This prohibition does not apply to materials and resources available to Society members generally, such as free phones in Constituency offices.
- (b) Candidates shall not use the Administration Office, the Events Office, other staff offices, Executive offices, Commission offices, or other offices of the various branches of the Society's student government, specifically SUB rooms 220 through 266, or the offices of the Student Services, the Student Resource Groups, or the Society's Clubs, or bookable rooms in the SUB, for any purpose related to elections, including, but not limited to, use of such offices as campaign offices and for storage of campaign materials, display of campaign materials, campaigning, and campaign meetings. To facilitate enforcement of this provision, candidates shall report to the Elections Committee all privileged access they have to University buildings.
- (c) Neither the Student Resource Groups nor the Society's Constituencies shall spend money or resources on behalf of any candidates, with the exception of any publication dependent on a Resource Group or Constituency for funding. Any candidate who benefits from a violation of this provision may, at the discretion of the Elections Committee, be penalized in accordance with Article 3 below.
- (d) In accordance with Section X, Article 1(5)(a), the Student Services shall not take part in any Society election campaigns.

9. Spending limits and Reimbursement of expenses

- (a) By December 1 of each year, the Elections Committee shall set an upper limit for campaign expenses. This upper limit shall be re-evaluated each year.
- (b) By December 1 of each year, the Elections Committee shall set an upper limit for the amount of reimbursement candidates may receive for campaign expenses. This upper limit shall be re-evaluated each year. The reimbursement limit need

not be the same as the spending limit described in paragraph (a) above.

- (c) By December 1 of each year, the Elections Committee shall also set a limit for the amount of partial reimbursement candidates may receive for campaign expenses. This limit shall be re-evaluated each year and may be up to a maximum of half of the upper reimbursement limit.
- (d) Material used during the Official Campaign Period shall be valued at market cost, which shall be set annually by the Elections Committee. The market cost of campaign material as well as the data used to determine market cost shall be posted in a conspicuous location by December 1. If additional market cost information is produced after December 1, it shall be posted as soon as it is available.

10. Declaration of Expenses and Application for Reimbursement

- (a) To demonstrate compliance with the spending limits established pursuant to paragraph 9(a) above, every candidate must submit to the Elections Committee a statement of campaign expenses. This statement, signed by the candidate and supported by itemized receipts, must be submitted no later than the end of the Official Campaign Period. The submitted material may be audited at the discretion of the Elections Committee. Additional statements may be considered at the discretion of the Elections Committee, but in no case more than forty-eight (48) hours after the end of the Official Campaign Period.
- (b) The Elections Committee shall assess each candidate the market cost or the actual cost, whichever is higher, for each declared campaign expenditure. A candidate's total assessment must not exceed the upper limit for campaign expenses set by the Committee in accordance with paragraph 9(a) above.
- (c) All candidates who submit proper expense statements shall be considered as having applied for reimbursement of those expenses.
- (d) Candidates shall be reimbursed for each of their actual expenditures up to market cost. Their total reimbursement, including their reimbursement for minor supplies in accordance with paragraph (e) below, shall not exceed the limit set in accordance with paragraph 9(b) above. Reimbursement shall be made only for expenditures on forms of campaigning permitted by paragraph 7(e).
- (e) Minor supplies (tape, staples, etc.) as determined by the Elections Committee need not be declared on the statement of expenses, but may be claimed on the application for reimbursement. If claiming reimbursement for these minor supplies, the candidate must submit receipts for them. Reimbursement for minor supplies will be made only for supplies purchased during the Official Campaign Period.

- (f) In Executive elections, candidates receiving ten percent (10%) or more of top preferences shall be eligible for reimbursement up to the upper reimbursement limit for campaign expenses. For Senate and Board of Governors races, elected candidates and those receiving at least ten percent (10%) of the total votes cast for a position (excluding spoiled votes), divided by the number of elected candidates in that position, shall be eligible for reimbursement up to the upper reimbursement limit for campaign expenses.
 - (g) In Executive elections, candidates receiving two percent (2%) or more of top preferences shall be eligible for partial reimbursement as determined by the Elections Committee. For Senate and Board of Governors races, candidates receiving at least two percent (2%) of the votes cast for a position, excluding spoiled votes, or 250 votes, whichever is greater, shall be eligible for partial reimbursement as determined by the Elections Committee.
 - (h) If an organization to which a candidate belongs spends money on campaign materials explicitly endorsing that candidate, the money so spent shall be counted as part of that candidate's expenses when determining whether the candidate remained within the campaign spending limits, but the candidate shall not be eligible for reimbursement for such expenses. The term "campaign materials" in this provision does not include the publication of written endorsements by media outlets.
 - (i) Other third party spending on behalf of a candidate shall be dealt with in accordance with paragraph 16 below.
11. Candidates shall not run in slates, real or apparent, or share expenses for campaign materials, excluding minor supplies as defined in 10(e) of this Article. A slate shall mean a group of candidates who run for elected office (including but not limited to Executive positions and positions in the Senate and on the Board of Governors) on a similar platform for mutual advantage.
12. For further clarity, but without limiting the generality of paragraph 11 above, the following slate-like activities shall be prohibited:
- (a) appearing on another candidate's campaign materials, including but not limited to posters, banners, flyers, handouts, and websites;
 - (b) producing posters or other campaign materials that resemble those of another candidate in colour, branding, design, or appearance; and
 - (c) using the same slogan or slogans as one or more other candidates.

13. At its discretion, the Elections Committee may prohibit other activities it decides are slatelike.
14. Candidates are expected to campaign independently, but if joint campaign activities, including but not limited to classroom announcements and leafleting, do occur, they must be reported to the Elections Committee. Such reports must be made every seventy-two (72) hours. At its discretion, the Elections Committee may approve such activities or order them to cease.
15. Notwithstanding the rules against slates in paragraphs 11 through 14 above, candidates may endorse other candidates.
16. Third Party Endorsements
 - (a) Candidates must publicly declare their acceptance or rejection of third party endorsements by media outlets and any other group or individual.
 - (b) These acceptances and rejections shall be posted by the Elections Committee. This posting by the Elections Committee shall constitute the public declaration required of candidates as far as rejections are concerned. Candidates must themselves post the names of all groups or individuals whose endorsements they accept.
 - (c) When a third party endorsement is made, candidates must notify the Elections Committee of their acceptance or rejection within twenty-four (24) hours. However, the Elections Committee may at its discretion extend this period in exceptional circumstances. If the Elections Committee discovers an endorsement unknown to a candidate, it shall inform that candidate, who shall then have twenty-four (24) hours to accept it or reject it; the Elections Committee may at its discretion extend this period in exceptional circumstances.
 - (d) Candidates who accept a third party endorsement must state whether that third party will be solely an endorser or also a financial supporter.
 - (e) Any spending by a financial supporter on campaign materials explicitly endorsing a candidate shall be counted as part of that candidate's expenses when determining whether the candidate remained within the campaign spending limits, but the candidate shall not be eligible for reimbursement for such expenses. The term "campaign materials" in this provision does not include the publication of written endorsements by media outlets.
 - (f) If a third party endorser who has not been accepted as a financial supporter begins spending money on campaign materials explicitly endorsing a candidate, that candidate may notify the Elections Committee that they no longer accept the endorsement, at which point the Elections Committee shall determine how much of the spending will be counted as part of that candidate's expenses. If the candidate

decides to continue accepting the endorsement, the third party shall be considered a financial supporter, and the rules in paragraph (e) shall apply.

Article 3. Violations and Penalties

1. The Elections Committee may penalize any candidate and determine the penalty for campaigning in violation of the campaign rules in Article 2(7) above and for any other breach of the Electoral Procedures and any other election irregularity.
2. For serious offences, the Elections Committee may disqualify a candidate and may also lodge a complaint against the candidate with Student Court with a view to having the Court suspend the candidate's Society privileges in accordance with Bylaw 21(1)(d)(ii).
3. For lesser offences, the Elections Committee may withdraw one or more of a candidate's campaign rights, including, but not limited to, the right to poster and the other rights enumerated in Article 2(7) above. However, the Committee shall not remove a candidate's right to have an interview or a 200-word statement published in a campus publication pursuant to Article 2(5) above. *And the Committee shall not remove a candidate's right to have a poster at each polling station pursuant to Article 5(6) below.*

In an election with an electronic voting component,, the italicized line in paragraph 3 above shall be replaced by:

“And the Committee shall not remove a candidate's right to have a picture and a statement on the election website pursuant to Article 5(6) below.”

4. For lesser offences than those contemplated in paragraph 3 above, the Elections Committee may withhold a candidate's reimbursement for campaign expenses.
5. The Elections Committee may, at its discretion, issue a warning rather than imposing a penalty for lesser offences, especially in the case of a first offence.
6. The Elections Committee shall not deduct votes as a penalty in any election or referendum.
7. If serious offences have been committed by more than one candidate in an election, the Elections Committee may declare the results of that election invalid.
8. If serious offences have been committed in a referendum, the Elections Committee may declare the results of that referendum invalid.
9. For similar offences in the same election or referendum, the Elections Committee shall impose similar penalties.
10. If the Elections Committee disqualifies a candidate or declares an election or referendum

invalid, such disqualification or declaration may be appealed to an Election Appeals Committee in accordance with Article 8(8) below.

Article 4. Referendum Regulations

1. The Elections Committee shall conduct Society referenda in accordance with Bylaw 4, the applicable portions of these Electoral Procedures, and other rules and regulations developed by the Committee, provided that those rules and regulations are consistent with the Constitution, Bylaws and Code of the Society.
2. Referendum questions shall adhere to a standard format and conform to the following rules:
 - (a) The question shall be phrased in such a way that it can be answered 'yes' or 'no'.
 - (b) Nothing illegal may be proposed by the question.
 - (c) In cases where the proposed question would break a contract, the intent to break the contract must be specifically stated and the penalty for breaking the contract must be included as part of the question.
3. Staff resources shall be made available to the drafters of potential referendum questions to assist them in an impartial and confidential manner.
4. The Elections Committee shall publicize each referendum by means of advertisements containing the wording of the referendum question, such advertisements to appear in a campus publication or publications no later than seven (7) days prior to the referendum and during the week of the referendum.
5. Campaign material must be approved by the Elections Committee before being posted or published. All campaign material must be removed within one (1) week of the end of voting.
6. Neutrality
 - (a) The Society shall be neutral in all referenda unless Council decides by resolution to support a side.
 - (b) If Council does not decide to support a side in a referendum, then none of the Society's offices, materials, or resources, as described in Article 2(8) above, may be used by either side in the referendum.

7. Yes and No committees:
- (a) Council shall allocate up to a maximum of \$1,000 to fund one Yes committee and up to a maximum of \$1,000 to fund one No committee in every referendum.
 - (b) To qualify for funding, a Yes or No committee must:
 - i) obtain a copy of the referendum handbook referred to in paragraph 6 below; and
 - ii) submit to the Elections Committee a petition for funding on which must appear the following:
 - 1. the signatures and student numbers of at least one hundred and fifty (150) active members;
 - 2. a list of the members of the Yes and No Committee identifying them as members of that committee; and
 - 3. a budget outlining any proposed expenditures.
 - (c) The Elections Committee shall verify through the Registrar's office that the names and numbers appearing on petitions presented in accordance with paragraph (b) above are those of Active Members.
 - (d) In the case of a referendum initiated by petition, the petitioning side shall be deemed to have fulfilled the requirements of paragraph (b) above, provided that it includes on the petition for a referendum a list of committee members as required by paragraph (b).
 - (e) When originally submitting its petition for funding, a Yes or No committee must consist of five members. If the committee fulfills the requirements of this Article, the Elections Committee shall designate it as the body entitled to receive referendum funding. Notwithstanding this provision, the Elections Committee may decide to put a different committee in place or to add or subtract members from the original committee.
 - (f) Funding for each Yes or No committee shall consist of any combination of credits for photocopying at the Society's photocopying outlet, credits at other Society outlets for supplies designated by the Elections Committee, and money provided as reimbursement for campaign expenses incurred elsewhere and approved by the Elections Committee. A committee must submit an application for reimbursement and supporting receipts to the Elections Committee in order to receive reimbursement.
 - (g) The Yes and No committees shall function as regular ad hoc committees, submitting their minutes to Council and making spending decisions by resolution.

- (h) The Elections Committee shall publicize the availability of funding for Yes and No committees by means of advertisements appearing in a campus publication or publications no later than seven (7) days prior to the referendum.
8. The Elections Administrator shall organize a Referendum Meeting to take place no later than seven (7) days prior to the referendum. At this meeting, the Elections Administrator shall provide interested parties with information about the parts of the Electoral Procedures relevant to referenda and shall distribute a copy of a referendum handbook to interested parties.
9. The referendum handbook shall contain a summary and explanation of the parts of these Electoral Procedures relevant to referenda. The handbook shall also include a summary and explanation of rules and regulations relevant to referenda which are not in these Electoral Procedures.

Article 5. Polling Regulations

1. *The Elections Committee shall establish polling stations at such locations and times so as to ensure that as many Active Members as possible have an opportunity to vote.*
2. *Polls shall be in conspicuous locations, including locations in the Student Union Building and the Koerner Library, and in other conspicuous locations at the discretion of the Elections Committee. Poll times shall be at the discretion of the Elections Committee. Advance polling shall be held at the discretion of the Elections Committee.*
3. *Poll locations and times shall be advertised in a campus publication or publications as determined by the Elections Committee. Poll locations and times may be altered from those advertised, depending on the availability of poll clerks.*

Where electronic voting is the only method employed in the election, paragraphs 1, 2, and 3 above shall be replaced by the following:

- “1. The Elections Committee shall ensure that all Active Members have an opportunity to vote and shall establish staffed information booths and take other measures to publicize the election or referendum so as to ensure that as many Active Members as possible do vote.”***
- “2. Information booths shall be in conspicuous locations, including locations in the Student Union Building and the Koerner Library, and in other conspicuous locations at the discretion of the Elections Committee. Staffing times shall be at the discretion of the Elections Committee, but the information booths must be staffed for a total of at least two hundred and fifty (250) hours during Society elections and referenda.”***

“3. The election or referendum shall be advertised in a campus publication or publications as determined by the Elections Committee.”

4. *Except in the case of by-elections or other special elections, polls during Executive elections shall be open a minimum of two (2) and a maximum of five (5) consecutive week days, not including holidays or other days on which the University is closed. During referenda, polls shall be open on five (5) consecutive week days, not including holidays or other days on which the University is closed.*

In an election with an electronic voting component,, paragraph 4 shall be replaced by:

“4. Except in the case of by-elections or other special elections, voting during Society elections and referenda through electronic or paper means shall be available for at least five (5) calendar days.”

5. (a) *The Elections Committee shall ensure that each polling station has the equipment and personnel required to conduct the voting in an efficient and secure manner, making sure to preserve the secrecy of each voter’s ballot and ensuring that voters are properly informed about voting procedures and how to mark their ballots. Without limiting the generality of the foregoing, the Elections Committee shall not require that any name or student number be written on the ballot as a condition of voting. [not in effect where electronic voting is the only method employed in the election]*
- (b) *Instructions on voting procedures shall be clearly posted at each polling station.*

Where electronic voting is the only method employed in the election, paragraph (b) shall be replaced by:

“(b) Instructions on voting procedures shall be clearly posted.”

- (c) *Instructions on how to mark the ballot shall appear on each ballot, especially when preferential voting is required. [not in effect where electronic voting is the only method employed in the election]*
6. (a) *Each candidate shall be permitted to have one sign or poster not exceeding 30 cm x 45 cm (11" x 17") posted within five (5) metres of each polling station, but not placed on the ballot box. This sign or poster may contain a statement from the candidate or a picture of the candidate or both.*
- (b) *Each Yes or No committee in a referendum shall be permitted to have one sign or poster not exceeding 30 cm x 45 cm (11" x 17") posted within five (5) metres of each polling station, but not placed on the ballot box. At the discretion of the Elections Committee, other groups or individuals wishing to publicize their point of view on a referendum question may be granted the same right to have a sign or*

poster at each polling station as is granted in this paragraph to the Yes and No committees.

Where electronic voting is the only method employed in the election, the right to a sign or a poster at polling stations shall be replaced by the right to have a picture and a statement on the election website.

7. The Elections Committee shall take whatever steps necessary to ensure that only eligible voters cast ballots and to ensure that each eligible voter votes only once.
8. Poll Clerks
 - (a) Poll clerks shall be required to attend a training session arranged by the Chief Returning Officer, at which they shall be given information on the rules and regulations relevant to them.
 - (b) While working at a polling station, no poll clerk shall make remarks supporting or opposing any candidate or referendum question; nor may a poll clerk inspect a voter's marked ballot; nor may a poll clerk vote while working. Any poll clerk who violates the provisions in this paragraph or any other provision in the Electoral Procedures shall forfeit his or her stipend.
9. *The Elections Committee shall, on or before the last day of nominations for Executive elections and no later than seven (7) days before the voting commences in a referendum, establish regulations governing absentee voting in those Executive elections or that referendum. [not in effect where electronic voting is the only method employed in the election]*

Article 6. Ballots

1. In Executive elections, candidates may choose to have their full name appear on the ballot as it appears on their UBC card or they may choose to have any combination of their given names or initials of their given names appear along with their surname. At the discretion of the Elections Administrator, candidates may choose to have a reasonable nickname appear on the ballot in place of or in addition to their given names, as long as the nickname does not indicate affiliation to a group and as long as it is not obscene or libellous or an attack on other candidates.
2. For all ballots, if possible, various versions shall be prepared with the names of the candidates listed in different random orders on each version, so that voters will not all vote on identically ordered ballots.
3. In Executive elections, the positions to be voted on shall appear in the following order on the ballot:

- (a) President;
 - (b) Vice-President Academic and University Affairs;
 - (c) Vice-President Finance;
 - (d) Vice-President Administration; and
 - (e) Vice-President External.
4. If elections are being conducted for other organizations, those positions shall appear on the ballot after the Executive positions in the following order:
- (a) University Board of Governors;
 - (b) University Senate;
 - (c) Ubysey Publications Society;
 - (d) Student Legal Fund Society; and
 - (e) any other organizations.
5. On referendum ballots, “Yes” shall appear above “No” or to the left of it.

Article 7. Counting of Ballots and Release of Results

1. *The Elections Committee shall take whatever measures necessary to ensure the security of the ballots, including but not limited to measures to ensure that the ballots are kept secure between the time they are removed from the ballot boxes and the time they are counted.*

In an election with an electronic voting component, paragraph 1 above shall be changed to:

- “1. The Elections Committee shall take whatever measures necessary to ensure the security of the ballots and the balloting process.”***
2. *A member of the Elections Committee must be present at all times when ballot boxes are being emptied and ballots are being transferred to a secure location in preparation for counting. [not in effect where electronic voting is the only method employed in the election]*
3. *When the Elections Committee is conducting an election for another organization, a representative of that organization may be present when ballot boxes are being emptied and ballots are being transferred. [not in effect where electronic voting is the only method employed in the election]*
4. Ballot counting: General
 - (a) The Elections Committee shall take all measures necessary to ensure that an accurate count of the ballots cast is obtained.

- (b) The Elections Committee shall take all measures necessary to ensure that only validly cast ballots are counted.
- (c) Only correctly marked ballots shall be counted.
- (d) At least one member of the Elections Committee must be present at all times during ballot counting.
- (e) When the Elections Committee is conducting an election for another organization, a representative of that organization may be present during ballot counting.
- (f) *Each candidate may have one scrutineer present during ballot counting. The scrutineer must be an Active Member and must not be a member of the Elections Committee or the Executive. Candidates may not be scrutineers. [not in effect where electronic voting is the only method employed in the election]*
- (g) *In referenda, the Yes and No committees may each have a scrutineer present during ballot counting. The scrutineer must be an Active Member and must not be a member of the Elections Committee or the Executive. [not in effect where electronic voting is the only method employed in the election]*
- (h) *Scrutineers shall be responsible for observing the counting of ballots, witnessing all decisions made concerning spoiled or questionable ballots, and reporting to their candidate or committee any perceived problems or irregularities. [not in effect where electronic voting is the only method employed in the election]*
- (i) *The Elections Committee shall establish regulations concerning the conduct of scrutineers. The Chief Returning Officer shall be responsible for enforcing such regulations and monitoring the conduct of the scrutineers and shall have the power to eject scrutineers from the ballot counting area. [not in effect where electronic voting is the only method employed in the election]*

5. Ballot Counting System

- (a) Ranked ballots shall be used for Executive elections. The voters shall be asked to rank candidates for each position using numeral marks, with “1” indicating the most preferred, “2” the second most preferred, and so on.
- (b) A ballot shall be considered correctly marked if non-numerical marks are used instead of numerical marks, but it shall be considered spoiled if a numerical mark and a non-numerical mark appear on it, or if two different types of non-numerical marks appear on it.
- (c) Identically marked (or unmarked) candidates shall be counted equally, with no preference between them.

- (d) Candidates who are not ranked shall be considered to have a lower preference than any ranked candidate.
 - (e) The ballot shall contain the following statement: “Rank the candidates on the ballot using numbers, with 1 indicating the most preferred, 2 the second most preferred, and so on. You may leave blanks; these will be counted as your lowest preference. You may also give equal rankings, for instance ranking two candidates as your number 1 choice.”
 - (f) The Condorcet voting method with Ranked Pairs shall be used to determine the winner for each Executive position:
 - i) **The set of all unique candidate pairs for that position shall be established.**
 - ii) **For each unique pair of candidates on each ballot, if the ballot indicates a preference for one of the candidates over the other, then a tally of one shall be counted for the preferred candidate, within that candidate pair. If the ballot does not indicate a preference for one of the candidates over the other, then no tally shall be counted within that pair.**
 - iii) Within each pair, the absolute difference between the candidates' tallies shall be called the “margin of victory” for that pair. Once all ballots cast have been tallied, **the pairs shall be ordered in decreasing order of margin of victory beginning with the largest margin of victory and ending with the smallest. Starting with the pair with the largest margin of victory and progressing to the smallest margin of victory, it shall be determined whether the candidate preference in each pair is compatible with all previously determined preferences (i.e. introduces no circular ambiguities or contradictions). If the preference is incompatible or there is a tie, the result from that pair shall be ignored. Otherwise, the candidates' names shall be joined by a “greater than” sign (>) from the winner to the loser (it may be possible to express some preferences more compactly in a chain, as A>B>C).**
 - iv) Once all pairs have been processed, if there is only one candidate that is greater than all other candidates, (i.e., at the front of all chains) this candidate shall be declared the winner. If there are multiple such candidates, additional ballots with randomly assigned rankings shall be cast and counted by the Elections Administrator until there is a winner.
6. (a) *Ballot counting shall be completed no more than seventy-two (72) hours after the*

close of polling on the last day of polling.

Where electronic voting is the only method employed in the election, paragraph 6(a) shall be replaced by:

“Ballot counting shall be completed no more than two (2) hours after the close of polling on the last day of polling.”

- (b) As soon as the counting has been completed in Executive elections, the Elections Administrator shall release “partial unofficial results,” to include only the winners for each Executive race. “Full unofficial results” for Executive elections shall be withheld for no less than forty-eight (48) hours and no more than seventy-two (72) hours after the release of the partial unofficial results to allow winning candidates to withdraw. In the case of Society referenda, “unofficial results,” consisting of the number of votes received by each side, shall be released by the Elections Administrator as soon as the counting has been completed. The results of Executive elections and Society referenda shall be official only when received by Council.
 - (c) If a winning candidate withdraws from an Executive election before the release of the “full unofficial results,” a new winner shall be determined by recounting the ballots using the procedure described above in paragraph 5(f), but excluding all candidate pairs in which the withdrawn candidate appears.
 - (d) For Executive elections, the Elections Committee shall conduct a recount if, within forty-eight (48) hours of the release of the full unofficial results, any candidate makes a written request for such a recount to the Elections Administrator. In the case of elections run on behalf of outside organizations, and subject to agreements with the outside organization, the Elections Committee shall conduct a recount if, within forty-eight (48) hours of the release of the unofficial results, a candidate who has lost by less than two percent (2%) of votes cast makes a written request for such a recount to the Elections Administrator. In the case of Society referenda, the Elections Committee shall conduct a recount if one side lost by less than two percent (2%) of the votes cast or if the number of Yes or No votes, as appropriate, is within two percent (2%) of the required quorum.
 - (e) The Elections Committee shall announce the results of the OneTime VoterMedia contest held in connection with the elections in a timely manner, and distribute the award money to all eligible contestants prior to the Society's Annual General Meeting.
7. Results for elections conducted for other organizations shall be released in accordance with the agreements made with those organizations.

8. *The Chief Returning Officer shall present a written report on the ballot counting, along with the results of the count, to the Elections Committee. This report shall include a record of the daily returns from each polling station, indicating how many ballots were cast in total and for each candidate at each polling station on each day.*

In an election with an electronic voting component, paragraph 8 shall be changed to read:

“8. The Chief Returning Officer shall present a written report of the results of the election to the Elections Committee. This report shall include a record of the daily returns, indicating how many ballots were cast in total and for each candidate on each day.”

9. *The counted ballots shall be kept secure until the results of the election or referendum become official by being presented to Council, at which time the ballots shall be moved to storage to be kept for one year.*

In an election with an electronic voting component, paragraph 9, requiring that the paper ballots be kept secure until the results are official and then be stored for a year, shall be replaced by:

“Both paper and electronic records of the election or referendum shall be kept intact until the results become official by being presented to Council and shall then be stored for a year where technically feasible.”

10. Presentation of results

- (a) The Elections Administrator shall prepare a written report on the election or referendum, including the results, such results to include the number of votes received by each candidate in the election and the number of votes received by each side in the referendum. The Elections Administrator shall present the report to Council once any complaints or appeals pending before the Elections Committee or an Election Appeals Committee have been ruled on in accordance with Article 8 below.
- (b) Once the Elections Administrator’s report is presented to Council, the results shall be official and binding upon the Society. A Resolution of Council to receive or approve the report is not required for the results to be binding. Once the results have been presented to Council, the Elections Administrator shall publish them in a campus publication or publications.

Article 8. Interpretations, Rulings, Complaints, and Appeals

1. During an election or referendum, the Elections Administrator may make preliminary rulings and interpretations which must be ratified by the Elections Committee within

forty-eight (48) hours. Decisions of the Elections Administrator regarding the approval of campaign material need not be ratified by the Elections Committee; but such decisions may be appealed to the Elections Committee in accordance with the appeal procedures in paragraph 2 below.

2. Protests or complaints of irregularities regarding candidates, referendum campaign groups, or election officials may be submitted to the Elections Committee, provided that the protest or complaint is in writing, is signed by at least three (3) Active Members, and is submitted no more than three (3) calendar days after the close of balloting. The Elections Committee must reach a decision on the protest or complaint no more than twenty-four (24) hours after it has been received in person by a member of the Committee.
3. Complainants are encouraged to submit their complaints promptly. Excessive delays in bringing complaints forward shall be taken into consideration by the Elections Committee in making its decision.
4. Rulings and interpretations made by the Elections Administrator and ratified by the Elections Committee in accordance with paragraph (1) above, and decisions made by the Elections Committee regarding protests or complaints as described in paragraph (2) above, may be appealed to an Election Appeals Committee.
5. An Election Appeals Committee shall consist of:
 - (a) the Chief Justice of Student Court or another Student Court judge designated by the Chief Justice, who shall be Chair;
 - (b) one (1) representative of the person appealing the ruling, interpretation, or decision referred to in paragraph 4 above; and
 - (c) one (1) representative of the Elections Committee.
6. In the absence of a Chief Justice, Election Appeals Committees shall be chaired by the Speaker of Council. In the absence of both the Chief Justice and the Speaker of Council, Election Appeals Committees shall be chaired by the Deputy Speaker of Council.
7. In the case of an appeal of a ruling or interpretation made by the Elections Administrator, the appellant must submit an application in writing to the Clerk of Student Court no more than forty-eight (48) hours after the Elections Committee ratifies the ruling or interpretation. The Clerk shall immediately forward the application to the Chair of the Elections Appeals Committee.
8. In the case of an appeal of a decision made by the Elections Committee, the appellant must submit an application in writing to the Clerk of Student Court no more than forty-eight (48) hours after the Elections Committee has made its decision. The Clerk shall immediately forward the application to the Chair of the Election Appeals Committee.

9. The appellant's application must include:
 - (a) a description of the issue in question;
 - (b) a report of the decision being appealed;
 - (c) a statement of the remedy being sought;
 - (d) a description of the errors allegedly made by the Elections Administrator or the Elections Committee; and
 - (e) the name of the representative the appellant wishes to see appointed to the Election Appeals Committee.
10. The appellant must also provide copies of all supporting documents that the appellant wishes to have considered by the Election Appeals Committee.
11. On receiving the appellant's application, the Chair of the Election Appeals Committee shall decide whether it meets the requirements of paragraphs 8 and 9 above. If it does, the Chair of the Election Appeals Committee shall notify the Elections Committee of the appeal, provide it with a copy of all relevant documentation, and invite it to name a representative to the Election Appeals Committee. If the Elections Committee fails to name a representative, the Chair of the Election Appeals Committee shall name a representative for them.
12. The Elections Committee shall make a written response to the appellant's application.
13. The two representatives named to an Election Appeals Committee must be Active Members and must not be candidates in any ongoing Society election or any ongoing election being conducted for another organization by the Society. They must also not be members of Council, Student Court, the Executive Committee, the Elections Committee, or the Commissions. Appellants may not represent themselves on Election Appeals Committees.
14. Once constituted, an Election Appeals Committee shall create procedures as it sees fit to deal with the issue before it.
15. After receiving an appeal application submitted in accordance with the provisions of this Article, an Election Appeals Committee may overturn a decision of the Elections Administrator or the Elections Committee if it determines that in arriving at that decision:
 - (a) the Elections Administrator or the Elections Committee acted in a manner inconsistent with the Electoral Procedures in the Code or with the procedures contained in the candidates' handbook issued by the Elections Committee;

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- (b) the Elections Administrator or the Elections Committee failed to consider relevant evidence;
 - (c) the Elections Administrator or the Elections Committee acted in an obviously unfair manner; or
 - (d) the Elections Administrator or the Elections Committee imposed inconsistent penalties for similar offences in the same election or referendum.
16. If the Election Appeals Committee decides to overturn a decision of the Elections Administrator or the Elections Committee in accordance with paragraph 15 above, it may:
- (a) substitute its own decision for that of the Administrator or the Committee; or
 - (b) order the Elections Committee to reconsider the decision.
17. An Election Appeals Committee must hold its first meeting concerning an application made in accordance with paragraphs 7 or 8 above no more than forty-eight (48) hours after the submission of that application.
18. An Election Appeals Committee must come to a decision no more than forty-eight (48) hours after holding its first meeting.
19. The decision of an Election Appeals Committee must consist of the following elements:
- (a) the decision itself;
 - (b) the reasons for the decision; and
 - (c) a dissenting opinion if there is one.
20. All the elements of the decision referred to in paragraph 19 must be in writing, and copies must be given to the appellant, the Elections Committee, and Council.
21. (a) No protests or complaints of irregularities regarding candidates, referendum campaign groups, or election officials may be submitted to an Election Appeals Committee unless they have first been submitted to and ruled on by the Elections Committee in accordance with the procedures prescribed in this Article.
- (b) Notwithstanding paragraph (a) above, a complaint may be submitted to an Election Appeals Committee before the Elections Committee has ruled on it if:
- (i) the Elections Committee has failed to rule on it within a reasonable time; or
 - (ii) the Election Appeals Committee determines that it would be unreasonable to wait for a decision by the Elections Committee.

22. Candidates and other persons involved in elections or referenda must comply with rulings of the Elections Administrator and the Elections Committee even if those rulings are in the process of being appealed to an Election Appeals Committee. Only if an Election Appeals Committee overturns a ruling may compliance with it cease.

Article 9. Constituency Elections and Referenda

1. Constituencies shall determine the rules and procedures to be followed in conducting their elections and referenda, provided however that the following conditions are adhered to:
- (a) the Constituency must appoint a chief elections official and an elections committee to conduct its elections;
 - (b) the Constituency's chief elections official and its elections committee must conduct elections in an unbiased and impartial manner;
 - (c) candidates in a Constituency election may not serve during that election on the Constituency's elections committee or on any other election appeal body in the Constituency; nor may they serve as the Constituency's chief elections official;
 - (d) the Constituency must establish rules governing election procedures and the penalties for violating such rules;
 - (e) the Constituency's rules and penalties must be in writing, and the Constituency must not introduce non-written rules or penalties;
 - (f) the Constituency must not introduce new election rules, or alter existing election rules, during the period lasting from the beginning of an election campaign until the final determination of the election results;
 - (g) no votes shall be deducted as a penalty in any Constituency election;
 - (h) for similar offences in the same election or referendum, the Constituency's elections committee shall impose similar penalties;
 - (i) the Constituency's council shall not have the right to overturn or refuse to accept the results of a Constituency election;
 - (j) all members of a Constituency in good standing shall be entitled to vote in all elections and referenda conducted by that Constituency;
 - (k) all members of a Constituency in good standing shall be entitled to run for any elected position in that Constituency;

- (l) voting in all elections and referenda shall be by secret ballot;
 - (m) notice of elections and referenda shall be advertised in the Constituency publication or another campus publication and posted in prominent locations at least seven (7) days prior to the election or referendum;
 - (n) notice of deadlines for nominations shall be advertised in the Constituency publication or another campus publication and posted in prominent locations at least seven (7) days prior to the deadlines;
 - (o) if only one candidate is nominated for a position, an election must still be held using a “Yes or No” ballot, and the candidate shall be declared elected only if more than half of the voters vote Yes for that candidate;
 - (p) a candidate who loses a “Yes or No” election for a position as described in paragraph (o) above must not be appointed to that position;
 - (q) in the case of a referendum to alter Constituency fees, the Constituency must follow the quorum requirements and other procedures in Bylaw 14 and Code Section XIII, Article 6;
 - (r) the Constituency must establish an internal appeals procedure to deal with protests and complaints concerning its elections and referenda;
 - (s) the Constituency shall require its chief elections official to not approve campaign material he or she deems to be offensive; and
 - (t) the decision of a Constituency chief elections official to not approve campaign material shall be appealable within the Constituency and may be subsequently appealed according to the procedures outlined in paragraph 2 below.
2. Provided that all internal appeals procedures within a Constituency have been exhausted, the Elections Committee shall rule on the validity of a Constituency election or referendum upon presentation to the Elections Administrator of a written petition from ten (10) Active Members of the Constituency or ten percent (10%) of the Active Members of the Constituency, whichever is less.
3. Appeals of Elections Committee decisions on Constituency elections and referenda may be made to an Election Appeals Committee in accordance with Article 8 above.

Article 10. Club Elections

1. SAC may regulate the elections of the Clubs and Associations that it constitutes under Bylaw 13(3).

2. SAC shall rule on the validity of an election in a Club or Association if it is presented with a written petition from ten (10) Active Members belonging to the Club or ten percent (10%) of the active members of the Club or Association, whichever is less.
3. SAC may direct the Elections Committee to provide advice concerning an election in a Club or Association.
4. If an election is ruled invalid under paragraph 2 above, SAC may direct the Elections Committee to conduct a new election.
5. A decision made under paragraph 2 above is subject to an appeal to the Elections Committee.

Article 11. By-Elections and Other Special Elections

1. Notwithstanding the provisions elsewhere in these Electoral Procedures prescribing the number of polling hours for elections and the procedures to follow for nominations, the Elections Committee may set different polling hours and prescribe different procedures for nominations in the case of a by-election to fill an Executive vacancy and in the case of other special elections.

Article 12. Conduct of Elections for Other Organizations

1. The Elections Committee shall conduct elections and referenda for other organizations, including the election of students to the Senate and Board of Governors, only under the following conditions:
 - (a) The election must primarily involve the Society's Active Members.
 - (b) A contract to run the election must exist between the Society and the other organization, such a contract to be approved by Council.
 - (c) The contract between the Society and the other organization must specify that the Elections Committee shall manage and administer the whole election from the close of nominations through to the counting of ballots.
 - (d) The contract must specify the rules to be followed concerning the eligibility of candidates and voters.
 - (e) The rules referred to in paragraph (d) must be in accord with the basic principles of democratic elections.
 - (f) The contract between the Society and the other organization must state that the election shall be conducted according to the relevant provisions of the Electoral

Procedures except for those rules specified in the contract.

- (g) The contract must specify what body or person in the other organization shall be the liaison with the Elections Committee.
 - (h) The contract must specify what the duties of the other organization shall be in the running of the election.
 - (i) The contract must specify who shall pay for the costs of running the election and specify in what manner payment will be made.
 - (j) The contract must prescribe a procedure for appealing decisions of the Elections Committee.
2. Where relevant, and unless otherwise stipulated in this section of Code or in the contract to run an election required by paragraph 1 above, the Elections Committee shall conduct elections and referenda for other organizations in accordance with the rules and procedures contained in this section of Code.

Article 13. Electronic Voting

1. Unless Council decides by Resolution to conduct an election or referendum exclusively by paper ballot, elections and referenda shall have an electronic voting component. At the discretion of the Elections Committee, the electronic component may be used for any or all of the days during the voting period. In elections or referenda with an electronic voting component, the following changes to the Electoral Procedures in Section IX A shall be in effect if, in the opinion of the Elections Committee, they are technically feasible:
- (a) The term ballot as used in Section IX A shall be expanded to include electronic ballots.
 - (b) The term polling station as used in Section IX A shall also refer to any computer on which an electronic ballot can be cast.
 - (c) In Article 1C(2), the Chief Returning Officer shall have the additional duty of being the technical liaison between the Elections Committee and the organization whose computers are handling the electronic aspects of the election or referendum. The Chief Returning Officer shall ensure that a member of the aforementioned organization records the daily vote totals in Society elections and referenda, and submits these to the Chief Returning Officer daily. Neither the Chief Returning Officer, the Elections Administrator, nor any other member of the Elections Committee shall have access to the voting results before the end of the voting period.

- (d) Article 2(1) shall be changed to read: “1. Pursuant to Bylaw 5(3)(b)(i), the Elections Committee shall conduct the election of members of the Executive according to these Procedures. Polling for this election shall be held within the month of January at the discretion of the Elections Administrator, but no sooner than one week after the close of nominations.”
 - (e) The last sentence of Article 3(3) shall be changed to read: “And the Committee shall not remove a candidate’s right to have a picture and a statement on the election website pursuant to Article 5(6) below.”
 - (f) In Article 5 (Polling Regulations), Paragraph 4 shall be changed to read: “4. Except in the case of by-elections or other special elections, voting during Society elections and referenda through electronic or paper means shall be available for at least five (5) calendar days.”
 - (g) In Article 7 (Counting of Ballots and Release of Results), the following changes shall be in effect:
 - i) Paragraph 1 shall be changed to read: “1. The Elections Committee shall take whatever measures necessary to ensure the security of the ballots and the balloting process. ”
 - ii) Paragraph 7 shall be changed to read: “7. The Chief Returning Officer shall present a written report of the results of the election to the Elections Committee. This report shall include a record of the daily returns, indicating how many ballots were cast in total and for each candidate on each day.”
 - iii) Paragraph 8, requiring that the paper ballots be kept secure until the results are official and then be stored for a year, shall be replaced by: “Both paper and electronic records of the election or referendum shall be kept intact until the results become official by being presented to Council and shall then be stored for a year where technically feasible.”
2. If there is an electronic voting component to an election, or referendum, the Legislative Procedures Committee shall prepare a revised version of the Electoral Procedures for the Elections Committee incorporating all the changes prescribed by this Article.
3. Where electronic voting is the only method employed, the following additional rules shall be in effect:
- (a) Article 1C(2)(c), (e), and (h) regarding duties of the Chief Returning Officer specific to elections or referenda conducted by paper ballot shall no longer be in effect.

- (b) In Article 5 (Polling Regulations), the following changes shall be in effect:
- i) Paragraph 1 shall be changed to read: “1. The Elections Committee shall ensure that all Active Members have an opportunity to vote and shall establish staffed information booths and take other measures to publicize the election or referendum so as to ensure that as many Active Members as possible do vote.”
 - ii) Paragraph 2 shall be changed to read: “2. Information booths shall be in conspicuous locations, including locations in the Student Union Building and the Koerner Library, and in other conspicuous locations at the discretion of the Elections Committee. Staffing times shall be at the discretion of the Elections Committee, but the information booths must be staffed for a total of at least two hundred and fifty (250) hours during Society elections and referenda.”
 - iii) Paragraph 3, referring to poll locations and times, shall be changed to read: “3. The election or referendum shall be advertised in a campus publication or publications as determined by the Elections Committee.”
 - iv) Paragraph 5(a) shall no longer be in effect.
 - v) Paragraph 5(b) shall be changed to read: “Instructions on voting procedures shall be clearly posted.”
 - vi) Paragraphs 5(c) and 9, on marking paper ballots and absentee voting, shall no longer be in effect.
 - vii) In paragraph 6, the right to a sign or a poster at polling stations shall be replaced by the right to have a picture and a statement on the election website.
- (c) In Article 7 (Counting of Ballots and Release of Results), the following changes shall be in effect:
- (i) Paragraphs 2, 3 and 4(f)-(i), on handling paper ballots and scrutineering, shall no longer be in effect.
 - (ii) Paragraph 4(d) shall be changed to read: “(d) At least three members of the Elections Committee must be present at all times during ballot counting.”
 - (iii) Paragraph 5(a), requiring completion of ballot counting within 72 hours, shall be replaced by: “Ballot counting shall be completed no more than two (2) hours after the close of polling on the last day of polling.”

- (d) In the event that some Active Members are unable to vote electronically for technical reasons, the Elections Administrator shall arrange for them to vote by paper ballot. In that case, the rules for holding an election by paper ballot shall be in effect for those Members and their ballots, except for the following:
 - i) Article 2(1) on the timing of Executive elections;
 - ii) Article 5(2) on the location of polling stations; and
 - iii) Article 5(4) on the length of elections and referenda.

- (e) In the event that a substantial number of Active Members vote by paper ballot, making it impossible to determine the results of the election or referendum within two (2) hours of the close of voting, the Elections Committee may take longer to release unofficial results, but in no case longer than seventy-two (72) hours after the close of voting.

Article 14. VoterMedia

1. Society elections shall include a OneTime VoterMedia contest which will allow the voters to award funds to participants in the contest.

2. The OneTime VoterMedia contest shall be open to all individuals and groups, regardless of their standing with the Society, provided they pay the Society an entry fee equal to two percent (2%) of the prize pool by the designated deadline or qualify for free entry based on their standing in the Continuous VoterMedia contest as described in paragraph 12 below. This provision notwithstanding, the contest shall not be open to candidates running in the election associated with the media contest, members of the Elections Committee, members of Council, or officers of Student Court. Once they submit their nomination papers, candidates running in the election associated with the media contest may not be listed as contributors to any media outlet participating in the contest, but may submit letters to the editor of such a media outlet.

3. Participants must register between the time announced by the Elections Committee for the commencement of the contest and a time during the Official Campaign Period to be announced by the Elections Committee.

4. At the time of registration participants must pay the entry fee if required, and must disclose:
 - (a) the name of the media outlet as it will appear on the ballot;

 - (b) the name of the person or organization to whom a cheque may be written should they be entitled to receive prize money; and

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- (c) the name of an Editor, who shall be wholly responsible and liable for all material appearing the media outlet.
- 5. The designated recipient of prize money for any participant may not be changed once the participant has entered, except at the discretion of the Elections Committee.
- 6. Participants shall provide any additional information that the Elections Committee requires and shall agree to operate within limitations set by the Elections Committee for the protection of candidates and the integrity of the elections.
- 7. The Elections Committee shall have control of the funds raised through entry fees and may use these funds for:
 - (a) the salary of the VoterMedia Administrator,
 - (b) administrative costs; and/or
 - (c) publicity related expenses.
- 8. A central site shall be located on the Society's elections website listing the participants, who may also choose to submit a brief statement and have links to their respective websites. The Elections Committee shall determine the length and format of participants' content allowed on the Society's elections website.
- 9. Contest procedures
 - (a) On the ballot, be it paper or electronic, there shall be a section showing the names of all the media contestants, at the top of which the following statement shall appear: "VoterMedia contest: For each media contestant, please select the amount of award you think it deserves."
 - (b) The media contestants' names shall appear on the ballot in the order of their ranking in the Continuous VoterMedia contest, followed by any paid entrants in the order of the date and time they completed their registration for the contest, if possible.
 - (c) For each media contestant, the ballot shall provide options for award amounts in dollar or percent terms.
- 10. Prizes shall be awarded by the following sequence of steps:
 - (a) The votes shall be interpolated to allow for a graduated awards system that can more accurately reflect the relative support of each media contestant.

- (b) Award money shall be allocated to the media participants proportionately to their relative levels of voter support.

11. In addition to the OneTime VoterMedia contest described above, there shall be a Continuous VoterMedia contest running for a period that extends before, during, and after the elections period. Funding for the two contests shall be established each year in the Society's budget
12. The Continuous VoterMedia contest shall be administered by the SAC Vice-Chair in accordance with the following rules:
 - (a) The Continuous VoterMedia contest shall have no entry fee and no entry deadline, but contest participants must be Active Members of the Society and must not be members of Council.
 - (b) Media outlets entering the contest must provide to the SAC Vice-Chair the name of an Editor, who shall be wholly responsible and liable for all material appearing in the media outlet. However, the Editor's name need not be made public.
 - (c) To be approved to participate in the Continuous VoterMedia contest, media outlets must demonstrate at the time of registration that at least 40 percent of their content is directly related to the Society, UBC Vancouver or its Affiliated Institutions, or student life at UBC Vancouver or its Affiliated Institutions.
 - (d) If at any time the content referred to in paragraph (c) falls below 40 percent for any participant, the SAC Vice-Chair may penalize that participant or remove them from the contest.
 - (e) The SAC Vice-Chair may also impose penalties up to and including removal from the contest for the publication of content that the Vice-Chair deems to be libellous, offensive, a violation of personal privacy, or a violation of Society policies on confidentiality.
 - (f) Decisions of the Vice-Chair may be appealed to SAC.

Article 15. Elections Award

1. At its discretion, the Elections Committee may award the Evelyn Lett Elections Award to a candidate who it feels best exemplified the ideals of respect, honesty, and fair play during the January elections.
2. Any candidate running in the January elections for any one of the Society's Executive positions or for a position on the Board of Governors or Senate shall be eligible for the award. For further clarity, this shall mean both candidates who win their elections and those who do not.
3. The award shall include an appropriate gift worth no more than \$50. There shall be no more than one award each year.

4. The Elections Committee shall announce the winner of the award before releasing any unofficial results for the Executive elections.