

ASSU By-Election Rules – 2021-22

Section 1: Chief Returning Officer

- a) The Chief Returning Officer (CRO) shall be selected by the ASSU Executive.
- b) The CRO is responsible for overseeing all election procedures, as specified in each of the following Articles of the ASSU Executive Elections Procedures document.
- c) The CRO shall be responsible for chairing and running the elections.
- d) Should there be a conflict of interest between the CRO and any candidate, all candidates shall be notified by the CRO within 24 hours of the close of the nomination period. If candidates are not comfortable with this conflict, a new CRO will be sought out.
- e) If a new CRO is necessary he/she shall be chosen by the ASSU Executive.

CRO: Kelly Jay – cro@assu.ca

Section 2: Timeline

- a) There must be a minimum of two (2) weeks for the Nomination Period when the elections must be advertised – via posters, and any ASSU social media.
- b) There must be a minimum of five (5) working days for the Campaign Period.

Thursday, September 9, 2021 – Nominations Open 10 a.m.

Thursday, September 23, 2021 – Nominations Close, 5 p.m. – emailed to students.assu@utoronto.ca

Thursday, September 23, 2021 – Campaign Period Begins, 5:01 p.m.

Thursday, September 30, 2021 – Campaign Period Ends, 11:59 p.m.

Friday, October 1, 2021 – Elections held at ASSU Council Meeting via ZOOM (Meeting starts at 4 pm – elections start after 5 pm)

Friday, October 8, 2021 – Last day for appeals to be made to the Election Appeals Board, 5 p.m.

Section 3: Nominations

- a) Positions available for elections must be posted.
- b) All full-time undergraduate students in the Faculty of Arts and Science, registered on the St. George campus, and fee-paying members of the Arts and Science Students' Union (ASSU) as defined by the ASSU Constitution are eligible to run for the position of ASSU President or Executive.
- c) Nominations shall be open for a period of at least ten (10) working days.
- d) Nomination forms shall be filled out properly and completely as per the requirements of the Elections Nomination Forms and submitted to an ASSU Staff Member before the nomination period closes.
- e) Candidates can run for only one position within the ASSU Executive.
- f) Nominators shall also be members of ASSU, as defined in Section 2. Nominators can only sign one (1) Executive Nomination Form.
- g) Each candidate for Executive must have a minimum of 15 nominators.
- h) Any violations of any or all of the above regulations shall be just cause for the CRO to revoke a candidate's nomination. Appeals must be made, within three (3) working days of the end of the nomination period, to the Election Appeals Board, which is made up of 5 members elected by ASSU Council. The Board shall have at least 1 member from each of the Humanities, the Social Sciences and the Sciences, with no two members from the same course union. The Election Appeals Board must meet and reveal their verdict within 48 hours of the appeal being made. Their decision will be final.

Section 4: Campaigning

- a) Campaigning includes any intentional act, planned or organized by or on behalf of any candidate to promote one or more specific candidate(s). This may occur with or without campaigning material. Unless campaigning can be demonstrated to be initiated by an independent third party, and/or can be demonstrated to be unrelated to the campaign, it is still regarded as campaigning.
- b) No campaigning shall be allowed until after the nomination period ends.
- c) The campaigning period will end at 11:59 PM the day before the Online Voting Period begins.
- d) All campaigning materials and correspondence must abide by Article V of the ASSU Constitution and must be approved by the Chief Returning Officer.
- e) Candidates are restricted to two (2) 8 ½" by 11" double-sided pages of advertising. Printing will be done exclusively at the ASSU office. Maximum limits shall be imposed by the CRO.
- f) Candidates can post one (1) piece of advertising (as described in Section 5) in the ASSU office, and may place one (1) page of advertising material in each Course Union mail box.
- g) No candidate may campaign in the ASSU office at any time during the campaign period, with the exception of the advertising mentioned in Section 6.

- h) Candidates may only contact Course Unions via email through their official emails as listed on the ASSU website.
- i) The official statements (maximum 250 words) of the candidates written on the Nomination Form shall be posted on the ASSU website at the end of the nomination period. This shall be considered official campaign material and is subject to Article V of the ASSU Constitution and approval by the CRO.
- j) Any violations of any or all of the above regulations shall be just cause for the CRO to revoke a candidate's nomination. Appeals must be made, within five (5) working days of the end of elections to the Election Appeals Board, elected by ASSU Council. Their decision will be made within 48 hours of end of the appeals period, and this decision will be final.
 - a. Any violations of the above within the campaign period or prior to the elections shall be made known by the CRO to ASSU Council before elections begin. The candidate in question who is appealing the CRO's decision to remove them from the candidate's list will be allowed to run in the election, but the process of appeal will still be carried out by the Election Appeals Board after the election, and their decision will be final.

Section 5: Elections

- a) The date of the ASSU Council meeting at which elections or by-elections are being held shall be scheduled for a time when regularly scheduled classes are taking place.
- b) Every candidate shall be given the opportunity to address Council on the date of the election. Equal time shall be allotted to all Executive candidates. The time shall be determined by the CRO. Candidates should contact the ASSU office after the nomination period closes to find out how much time will be allotted for their speeches.
- c) A question period shall be held for Executive candidates. Questions shall be submitted to the CRO at the meeting before the question period begins. The CRO will randomly select questions, which will be answered by all candidates. The CRO shall determine if any question is deemed inappropriate prior to asking that question. Time allotted for the question period shall be determined by the CRO on advice from Council.
- d) No candidate, course union member or observer may attempt to communicate with voters entering or within the voting area, which will be determined by the CRO. Voters may enter the voting area only to complete his/her ballot and must leave immediately afterwards.
- e) Each ballot shall contain a list of positions and for each a list of candidates. The candidates will be ordered from top to bottom, sorted in alphabetical order.
- f) Each candidate may designate an agent to act as scrutineer during the counting (or recounting) of ballots. Should a scrutineer act in an obtrusive manner to the election procedures he/she may be banned from the voting area at the discretion of the CRO.
- g) A ballot shall not be deemed spoiled so long as the voter's intentions can be reasonably ascertained from the ballot by the CRO.
- h) For each vote, the ballots must be placed within a sealed box. The seal may not be broken until the election period is complete and can only be opened under the supervision of the CRO and in the presence of the scrutineers.
- i) If a candidate receives a simple majority of the eligible votes cast, that candidate shall be elected.
 - a. As per the ASSU Constitution, Article VIII, Section 3, at least one (1) of the elected Executives shall not be in their graduating year.
- j) In the event of a tie, the election shall be resolved immediately by a re-vote between the tied candidates. This shall be done by writing the name of the candidate voted for on a ballot to be placed in the ballot box. Counting procedures remain the same.
- k) Any candidate may demand one recount if there is less than a 10% margin of victory in his/her category. Exactly one recount must be performed if there is less than a 1% margin of victory. The CRO shall personally perform each recount. If the tabulation changes after a recount, there must automatically be a new tabulation.
- l) Ballots must be kept under the supervision of the CRO until the end of the Appeals process and the confirmation of the election results.
- m) Any candidate may present their concerns to the Election Appeals Board no earlier than two (2) days after the election meeting and no later than five (5) days after the election meeting. Their decision will be final.