

STUDENTS' COUNCIL

Tuesday, December 4, 2007
Council Chambers 2-1 University Hall

ORDER PAPER (SC 2007-17)

- 2007-17/1 **SPEAKER'S BUSINESS**
- 2007-17/1a Announcements – The next meeting of Students' Council will take place on Tuesday, January 8, 2007
- 2007-17/1b A word from the Speaker
- 2007-17/2 **PRESENTATIONS**
- 2007-17/2a Writing Initiatives- Presented by David Slomp , Beth Virtanen and Betsy Sargent. Sponsored by Michael Janz
- 2007-17/2b CASA – Presented by Steven Dollansky. Sponsored by Steven Dollansky
- 2007-17/3 **EXECUTIVE COMMITTEE REPORT**
- 2007-17/3a Executive Committee- November 19 and 27, 2007
- Please see document SC 07-17.01
- 2007-17/4 **QUESTION PERIOD**
- 2007-17/4a **FUNG-** For Steven Dollansky, Vice President External:
Many numbers have been quoted as the cost of joining CASA, can you please clarify what is the exact number council is looking at?
- 2007-17/4b **BANDALI-** For Michael Janz, President:
Mr. President, I was wondering if you are prepared to give a formal update on the Revolutionary Speakers' Series (RSS)
- 2007-17/5 **BOARD AND COMMITTEE REPORTS**
- 2007-17/5a Budget and Finance Committee
- 2007-17/5a(i) **GAMBLE/ESPOSITO MOVE THAT** Students' Council, upon the recommendation of the Budget and Finance Committee, adopt the following into Standing Orders
- Please see document SC 07-17.02

- 2007-17/5b** External Policy Committee
- 2007-17/5b(i)** **CAMPBELL/DOLLANSKY MOVE THAT** Students' Council, upon the recommendation of the External Policy Committee, amend Political Policy "Student Loans" (1st reading)
- Please see document SC 07-17.03
- 2007-17/5b(ii)** **CAMPBELL/DOLLANSKY MOVE THAT** Students' Council, upon the recommendation of the External Policy Committee, amend Political Policy "Tuition Policy" (1st reading)
- Please see document SC 07-17.04
- 2007-17/5b(iii)** **CAMPBELL/DOLLANSKY MOVE THAT** Students' Council, upon the recommendation of the External Policy Committee, amend Political Policy "Post-Secondary Learning Act" (1st reading)
- Please see document SC 07-17.05
- 2007-17/5b(iv)** **CAMPBELL/DOLLANSKY MOVE THAT** Students' Council, upon the recommendation of the External Policy Committee, amend Political Policy "Income Contingent Loans" (1st reading)
- Please see document SC 07-17.06
- 2007-17/5c** Bylaw Committee- Report
- Please see document SC 07-17.07
- 2007-17/5c(i)** **MCKINNEY/NICOL MOVE THAT** Students' Council, upon the recommendation of the Bylaw Committee, approve Bill #5 (2nd reading)
- Please see document SC 07-17.08
- 2007-17/5d** University Policy Committee
- 2007-17/5d(i)** **SUMAR/BANDALI MOVE THAT**, upon the recommendation of the University Policy Committee, Students' Council adopt a political policy based on the following principles:
- As the University of Alberta and its international reputation continue to attract the best and brightest faculty and graduate students, it must be recognized that this reputation has been built in large part by undergraduate students, particularly the "student ambassadors" who travel to conferences, tournaments and other events to represent the university at the provincial, national, and international levels.
- As this can often force students to incur large costs, the Students' Union shall advocate the University for stable and adequate funding for these activities. As well, the Students' Union shall support greater recognition of these students and their activities by the University.
- 2007-17/6** GENERAL ORDERS

2007-17/6a **DOLLANSKY MOVES THAT** Students' Council read BILL # 7 a first time

Principles BILL # 7

The composition of Students' Council shall be changed to reflect the following principles:

1. The number of elected councilors shall be reduced from 42 to 32 and shall be calculated under the existing formula.
2. The 2007/2008 council shall be immune from said changes until April 30, 2008.

2007-17/6b **LE/GAMBLE MOVE THAT** Students' Council read Bill #8 a first time

Principles BILL #8

1. The granting cap for student group granting be increased from \$1500 to \$3000.

2007-17/7 **INFORMATION ITEMS**

2007-17/7a Fulfillment of Speaker's duties as outlined under Bylaw 100 Section 8(1) c: Confirmation of all Councilors' eligibility to serve was received on November 23, 2007.

2007-17/7b Steven Dollansky, VP External- Report

Please see document SC 07-17.09

2007-17/7c Bobby Samuel, VP Academic- Report

Please see document SC 07-17.10

2007-17/7d NART report

Please see document SC 07-17.11

2007-17/7e Chris Le, VP Student Life- Report

Please see document SC 07.17.12

PROPOSED BUDGET PROCESS OF THE STUDENTS' UNION

PART 1: PREPARATION FOR 1ST READING OF BUDGET PRINCIPLES IN COUNCIL

General Manager to Initiate

16.1(1) The General Manager will cause the directors of each operating unit of the Students' Union (SU) to create Business Plans for each department under the supervision of senior management.

Strategic Plan

16.1(2) The proposed Business Plans will conform to the Strategic Plan of the SU.

Department Business Plans

16.2(1) The Department Business Plans will include:

- (a) the department strategic plan (mission, vision, and goals) and how these relate to the SU strategic plan,
- (b) the department operating plan (action plans and the performance measurements, or measurable criteria) which is to be used in assessing the performance of each department in achieving its goals;
- (c) the department communications and marketing plan;
- (d) the department performance targets for each of its goals which must be tied to the fiscal budget; and
- (e) an outline of required operating and capital resources.

Three year horizon

16.2(2) The Department Business Plans must be for a period that includes the fiscal year and projections for at least 2 subsequent fiscal years.

Budget Meetings – Budget & Finance Committee

16.3(1) Prior to December, meetings will be arranged by the General Manager and Chair of the Budget & Finance Committee for the purpose of reviewing the individual Department Business Plans, familiarising all the relevant decision makers with the proposed fiscal policy of the SU, and providing political officials with an opportunity to provide feedback and suggestions prior to formulation of the budget principles for 1st reading.

Meeting Participants

16.3(2) The Budget Meetings will include:

- (a) the VP Operations & Finance,
- (b) the members of the Budget & Finance Committee,
- (c) the department head, and responsible senior manager,
- (d) any other executive officer who would like to attend, and
- (e) any staff member deemed appropriate by the General manager.

Political Input

16.3(3) Feedback and suggestions to department heads on their department plans by the elected officials will be made at the Budget Meetings in a manner outlined in the Standing Orders of the Budget & Finance Committee.

Budget Meeting Outputs

16.3(4) Department heads are to consider the feedback they receive at the budget meetings and prepare a final draft of their business plan for submission to the General Manager.

Department heads to respond to suggestions and submit final Business Plan

16.3(5) Where a department head declines to incorporate suggestions made by elected officials the department head will prepare reasons explaining their decision to be included with the Department Business Plan.

General Manager to Compile

16.4(1) The General Manager will compile the Department Business Plans to create draft Budget Principles for the consideration of the Vice-President Operations and Finance no later than December 31.

Form of Budget Principles for 1st Reading

16.4(2) The Budget Principles must be in the following form:

- (a) a top page consisting of all substantive changes from and affirmations of the status quo;
- (b) a bottom page consisting of all substantive changes from and affirmations of the status quo which are confidential in nature.
 - a. This bottom page will be considered in camera at all stages of the budget process.
- (c) the department business plans with executive summary,
- (d) the major assumptions upon which the budget is based including:
 - a. the goals and assumptions each department made in preparing the plan, including the effect changes in the assumptions may have on the finances of the SU in the fiscal years to which the plan relates, and
 - b. the anticipated economic conditions for the fiscal years to which the plan relates,

Vice-President Operations & Finance to Consider/Amend and Submit

16.5(1) The Vice-President Operations & Finance will review and amend as desired the draft Budget Principles prepared by the General Manager for submission to the Budget & Finance Committee in accordance with the Standing Orders of Students' Council.

Responsibilities

16.5(2) The Vice-President Operations & Finance must include a statement attached to the submitted Budget Principles affirming that all the rules and regulations governing the creation of the budget have been followed.

Vice-President Operations and Finance Recommends Principles

16.6(1) The Vice-President (Operations & Finance) shall submit or cause to be submitted a proposed set of Budget Principles to the Budget and Finance Committee no later than January 15.

Budget and Finance Committee Amends and Recommends Principles

16.6(2) The Budget and Finance Committee shall recommend a set of Budget Principles to Students' Council no later than February 1.

First Reading of Budget in Council

16.6(3) Students' Council shall approve a set of Budget Principles no later than February 15.

PART 2: PREPARATION FOR 2ND READING IN COUNCIL

General Manager to Initiate Fiscal Budget

16.7(1) Upon passage in Council of Budget Principles in 1st Reading, the General Manager is responsible for developing the Fiscal Budget that conforms to the approved Budget Principles.

Fiscal Budget

16.7(2) The Fiscal Budget will consist of estimated amounts of the SU for the next fiscal year of:

- (a) the total revenue and a breakdown by sources of revenue per department,
- (b) the total expense and a breakdown by category of expense per department,
- (c) the consolidated net revenue or expense per department,
- (d) the total capital investment, including a breakdown of capital investment by department,
- (e) the amounts needed in the contingency reserve,
- (f) the net financial position,
- (g) the borrowing requirements and debt reduction projections, and
- (h) the Budget Principles passed by Council on 1st Reading (for information).

General Manager to Present to Executive Committee

16.7(3) The General Manager will present and submit the Fiscal Budget to the Executive Committee no later than March 1.

Vice-President Operations and Finance Recommends Principles

16.7(4) The Executive Committee shall submit a final Operating and Capital Budget, reflecting the set of Budget Principles approved by Students' Council, to the Budget and Finance Committee no later than March 7.

Executive Committee to Recommend Final Budget

16.7(5) The Budget and Finance Committee shall recommend a final Operating and Capital Budget to Students' Council no later than March 15.

Second Reading of Budget in Council

16.7(6) When the Budget is being read a second time;

- (a) Students' Council shall approve a final Operating and Capital Budget
- (b) The Budget will be presented in a three-part document consisting of:
 - a. The Budget Principles passed on first reading
 - b. The Fiscal Budget, and
 - c. Additional written instructions providing further instructions on how money within budget categories is to be spent; and
- (c) Debate is confined to the technical merits of whether the Committee properly interpreted the principles passed in first reading.

PART 3: SUPPLEMENTARY BUDGET PROCESS FOR NEW COUNCIL

Budget may change during the year

16.8(1) During the year amendments may be made to the fiscal budget by bringing forward additional money motions amending the budget approved by the previous counsel.

Right of Submission year round

16.8(2) Any member of Council may submit a supplementary budget principle to the Budget & Finance Committee for consideration at any time during the year.

Staff Input to be considered

16.8(3) Prior to recommending a supplementary budget principle to Council, the Budget & Finance Committee will inform the General Manager and provide the General Manager with an opportunity to provide feedback on the proposed budget principle to the Committee.

Council to Debate Principle (1st Reading)

16.8(4) Council will debate and approve or reject the supplementary budget principle(s).

Staff to Amend Fiscal Budget

16.8(5) The General Manager will draft changes to the fiscal budget in accordance with the supplementary budget principles passed by Council at 1st Reading for the Vice-President Operations & Finance to introduce at the Executive Committee.

Executive Committee to Consider

16.8(6) The Executive Committee will consider whether the draft changes to the fiscal budget reflect the supplementary principles approved by Council and recommend accordingly to the Budget & Finance Committee.

Budget and Finance Committee to Consider

16.8(7) The Budget and Finance Committee will consider whether the draft changes to the fiscal budget reflect the supplementary principles approved by Council and recommend accordingly to Council.

Council to Approve Fiscal Budget (2nd Reading)

16.8(8) Council will consider whether the supplementary principles have been appropriately incorporated into the fiscal budget and approve or reject the proposed amended fiscal budget accordingly, in a manner similar to that governing second reading of the primary budget.

Progress Reports

10(5) The Vice-President Operations and Finance must report to Students' Council on the accuracy of the budget compared to actual with an emphasis on the performance targets set by each department; such presentations to occur on or before August 31, November 30, February 28, and May 30 of each year.

Annual Report

10(6) The General Manager must prepare and make public on the SU Website on or before August 31st of each year an annual report for the SU for the fiscal year just ended.

Report Composition

10(7) The annual report must include:

- (a) the consolidated financial statements of the SU for the fiscal year just ended,
- (b) the financial and non-financial achievements of the SU as compared to the performance targets set in the business plans,
- (c) a message from the Students' Union Executive covering an overview of the past year performance of the SU, as well as an overview of future goals, plans, and expectations of the SU, and
- (d) any other information the Executive Committee considers appropriate, and
- (e) an abbreviated reader friendly version of the annual report must be made public on the SU Website at the same time as the regular annual report referred to above.

AUDIT COMMITTEE STANDING ORDERS**Vice-President Operations & Finance to Report**

?(?) The Vice-President Operations and Finance must report to Audit Committee on the accuracy of the budget compared to actual with an emphasis on the performance targets set by each department; such presentations to occur each month of the fiscal year, on or before the 20th of the following month.

THE STUDENTS' UNION OF THE UNIVERSITY OF ALBERTA

POLITICAL POLICY STATEMENT

| | | |
|--|---|---------------------------|
| <i>Policy Number:</i> 7 | <i>Effective Date:</i> November 28, 2006 | <i>Page</i> 1 <i>of</i> 2 |
| | <i>Expiration Date:</i> April 30, 2010 | |
| <i>Responsibility for Policy:</i> | External Policy Committee | |
| <i>Subject Matter</i> - <i>Category:</i> | POLITICAL POLICY (GENERAL) | |
| - <i>Specific:</i> | Student Loans | |
| - <i>Topic:</i> | | |

WHEREAS education must be viewed as a public good due to the benefits it brings to the tax system and social structure;

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WHEREAS there exists an opportunity cost for those individuals who choose to pursue an education and be away from a job;

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WHEREAS in order for education to be viewed as affordable and accessible the costs of living and the costs of education must be addressed as separate burdens;

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WHEREAS the current student loan system affects students disproportionately by penalizing those who work to pay their way, the diverse costs of living must be recognized;

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WHEREAS the debt load of students has increased dramatically over the past ten years, with the rising cost of tuition eating away the living allowance.

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BE IT RESOLVED THAT the University of Alberta Students' Union advocate for a financial aid system that:

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- a.) includes a greater proportion of non-repayable assistance, including but not limited to grants and bursaries;
- b.) is accessible to all Albertan students attending not-for-profit post-secondary institutions and addresses the real financial need;
- c.) recognizes the complete overhead costs of education to the learner including, but not limited to: rent and utility costs, textbook costs, transportation costs, food, personal care, internet and computer costs;
- d.) includes adjustments to all forms of financial assistance to reflect changes in market realities as they affect students;

BE IT FURTHER RESOLVED THAT the University of Alberta Students' Union advocate to make immediate changes to the student loan system to include:

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- a.) the complete exemption of part-time earnings;
- b.) the enhancement of scholarship exemptions and spousal working exemptions;
- c.) the removal of the parental contribution requirement;
- d.) to improve the remission program to become more transparent, consistent and accessible;

Policy History:
Reference/Vote
Create 2006-12

Board/Committee
EPC

Date of Council Approval
November 28,2006/ SC 06-15/5a(i)

e.) to lower interest rates on the Alberta portion of all new and outstanding student loans;

f.) the removal of accommodation requirements.

g.) adjust monthly living allowance to more accurately reflect costs of living determined by a market-basket method

Policy History:
Reference/Vote
Create 2006-12

Board/Committee
EPC

Date of Council Approval
November 28,2006/ SC 06-15/5a(i)

THE STUDENTS' UNION OF THE UNIVERSITY OF ALBERTA

POLITICAL POLICY STATEMENT

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| <i>Policy Number:</i> 19 | <i>Effective Date:</i> | <i>Page</i> 1 <i>of</i> 2 |
| | <i>Expiration Date:</i> April 30,2009 | |
| <i>Responsibility for Policy:</i> | External Policy Committee | |
| <i>Subject Matter</i> | - <i>Category:</i> POLITICAL POLICY (GENERAL) | |
| | - <i>Specific:</i> Tuition Policy | |
| | - <i>Topic:</i> | |

WHEREAS the Government of Alberta has shown an increased awareness of the importance of post-secondary education in our province;

WHEREAS the Government of Alberta has the duty to fund the cost of a post-secondary education system that has the capacity for all eligible individuals to participate given the increased importance of an educated populace and the growing demands of an emerging knowledge economy;

WHEREAS the current tuition levels and costs of obtaining a post-secondary education are contrary to the values of a public post-secondary education system;

WHEREAS it is essential that the Government of Alberta craft a policy recognizing the need to alleviate the financial burdens borne by Alberta's students and families in accessing the post-secondary education system;

BE IT RESOLVED THAT the University of Alberta Students' Union advocate for a legislated tuition policy that:

- a.) Provides long-term, sustained base operating funding for our universities that will be protected from negative changes in our government's financial situation;
- b.) Ensures tuition levels are stable and predictable;
- c.) Has as its primary indicator of affordability the ability of students to pay without having to accrue the burden of debt;
- d.) Provides for the fact that tuition is only one of the costs of pursuing a post-secondary education;
- e.) Ensures that no student will ever be denied the opportunity to pursue post-secondary education because of their inability to pay;

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BE IT FURTHER RESOLVED THAT the University of Alberta Students' Union advocate that the Government of Alberta legislate a policy on tuition fees that:

Policy History:

| Reference/Vote | Board/Committee | Date of Council Approval |
|-----------------------|------------------------|---------------------------------|
| Created 2006-24/4/0/0 | EPC | April 10,2007/SC06-25/5e(i) |

- a.) Provides strict guidance to an institution's ability to set tuition, including annual limits on the maximum amount of tuition fees that can be levied on students;
- b.) Requires post-secondary institutions to provide to the Board of Governors of the institution, the Auditor General of Alberta and the Minister of Advanced Education & Technology a detailed and verifiably transparent public plan on how additional tuition revenues will be spent.

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Policy History:

Reference/Vote

Created 2006-24/4/0/0

Board/Committee

EPC

Date of Council Approval

April 10,2007/SC06-25/5e(i)

THE STUDENTS' UNION OF THE UNIVERSITY OF ALBERTA

POLITICAL POLICY STATEMENT

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| <i>Policy Number:</i> | <i>Effective Date:</i> January 11, 2005 | <i>Page</i> 1 of 1 |
| | <i>Expiration Date:</i> April 30, 2008 | |
| <i>Responsibility for Policy:</i> | External Policy Committee | |
| <i>Subject Matter</i> | POLITICAL POLICY (GENERAL) | |
| - <i>Category:</i> | | |
| - <i>Specific:</i> | | |
| - <i>Topic:</i> | Post-Secondary Learning Act | |

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WHEREAS the Students' Union of the University of Alberta is a corporation organized and existing under the Post-Secondary Learning Act;

WHEREAS the fulfillment of the mandate of the Students' Union of the University of Alberta requires financial and political independence from the Government of Alberta;

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WHEREAS the ability of the Students' Union of the University of Alberta to fulfill its mandate may be seriously compromised as a result of provisions of the Post-Secondary Learning Act relating to the intervention of the Minister of Learning in cases of financial irregularity;

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WHEREAS the assets of the Students' Union of the University of Alberta rightfully belong to its members;

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BE IT RESOLVED THAT:

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The Students' Union of the University of Alberta opposes the authority of the Minister of Learning to intervene in the management of its business and other affairs, as set out in the Post-Secondary Learning Act;

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BE IT FURTHER RESOLVED THAT:

The Students' Union of the University of Alberta believes that the ability of the Minister of Learning to suspend and terminate the office of members of Students' Council breaches the political independence of the Students' Union; and

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BE IT FURTHER RESOLVED THAT:

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Policy History:

| | Reference/Vote | Board/Committee | Date of Council Approval |
|---------|-----------------------|------------------------|---------------------------------|
| Created | 2004-19/9a | External Affairs Board | January 11, 2005 |

The Students' Union of the University of Alberta most strongly opposes the authority of the Minister of Learning to dissolve the Students' Union under section 102(5) of the Act in the absence of a dissolution agreement between the Students' Union and the Government of Alberta as to the disposition of assets and liabilities of the Students' Union.

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Policy History:

| | Reference/Vote | Board/Committee | Date of Council Approval |
|---------|-----------------------|------------------------|---------------------------------|
| Created | 2004-19/9a | External Affairs Board | January 11, 2005 |

THE STUDENTS' UNION OF THE UNIVERSITY OF ALBERTA

POLITICAL POLICY STATEMENT

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|-----------------------------------|---|---------------------------|
| <i>Policy Number:</i> 8 | <i>Effective Date:</i> November 28, 2006 | <i>Page</i> 1 <i>of</i> 1 |
| | <i>Expiration Date:</i> April 30, 2010 | |
| <i>Responsibility for Policy:</i> | External Policy Committee | |
| <i>Subject Matter</i> | POLITICAL POLICY (GENERAL) | |
| - <i>Category:</i> | POLITICAL POLICY (GENERAL) | |
| - <i>Specific:</i> | Income-Contingent Student Loans | |
| - <i>Topic:</i> | | |

WHEREAS the Alberta Student Loan Program is intended to ensure no financial barriers exist to Albertans receiving a post-secondary education;

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WHEREAS income contingent loan repayment schemes are a method of shifting the cost of post-secondary education away from the government and on to students;

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WHEREAS income contingent loan repayment schemes result in those with lower incomes paying substantially more for the cost of their education;

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WHEREAS jurisdictions such as New Zealand, Australia and the United Kingdom that have income contingent loan repayment schemes have seen a corresponding and dramatic increase in tuition fees and other education costs;

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BE IT RESOLVED THAT the University of Alberta Students' Union oppose the introduction of an income contingent loan repayment scheme for the Alberta Student Loan Program, and oppose any income contingent loan repayment scheme that:

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- a.) will directly result in further increases of tuition at Alberta universities;
- b.) through the use of annual interest rates ensures that lower-income Albertans will pay more for their education than higher-income Albertans;
- c.) erodes the commitment of government to funding public post-secondary education or transfer the responsibility for funding from government to students and their families.

Policy History:
Reference/Vote
Created 2006-12

Board/Committee
EPC

Date of Council Approval
November 28,2006/SC 06-15/5a(ii)

Bylaw Committee

Summary of Proceedings

Hello Council,

Three of the APIRG members came to our meeting on Tuesday, November 27th. At the meeting they voiced several concerns they had about the impact Bill 6 may have on their organization. While the Bylaw Committee is ultimately responsible for making sure that any and all changes made to Councils' Bylaws reflect the principles of this Bill, we recognize that this is a sensitive matter and will be maintaining open communications with APIRG and any other DFU should they so desire.

In the New Year, Bylaw Committee will be finishing the Bylaw Review that we started during the summer and looking at possible changes to our Standing Orders. We will be deciding on our meeting schedule at the first meeting we have in January.

If you have any questions, concerns, or comments please send them to me at beastham@ualberta.ca. Have a great holiday break, everyone!

~Beverly Eastham

List of all Motions

No substantive motions were made during this meeting

Documents Appendix

None

Bylaw 2000
A Bylaw Respecting the Elections, Plebiscites and Referenda of the
Students' Union

1. Short Title

This Bylaw may be referred to as the "Elections, Plebiscites and Referenda Bylaw"

2. Definitions

In this bylaw

- a. "member" shall be anyone who is an undergraduate student currently enrolled in at least one course for credit at the University of Alberta;
- b. "C.R.O." shall be the Chief Returning Officer of the Students' Union, as set out in the Chief Returning Officer and Elections Staff Bylaw;
- c. "D.R.O." shall be a Deputy Returning Officer of the Students' Union, as set out in the Chief Returning Officer and Elections Staff Bylaw;
- d. "D.I.E. Board" shall be the Discipline, Interpretation, and Enforcement Board of the Students' Union, as set out in Judiciary of the Students Union Bylaw;
- e. "faculty" shall be any entity defined by the University of Alberta General Faculties Council as either a faculty or a school and in which members are registered and shall include Open Studies;
- f. "faculty association" shall be any organization recognized as a faculty association under the Faculty Association Bylaw;
- g. "council" shall be either be Students' Council or General Faculties Council (GFC) as the context requires;
- h. "general election" shall be the General Election of the Executive Committee and the Undergraduate Board of Governors or the General Election of Faculty Councillors;
- i. "plebiscite" shall be a vote, open to all members except the C.R.O, held on a given question but that is not binding;
- j. "referendum" shall be a vote, open to all members except the C.R.O, held on a given question and whose result is legally binding upon the Students' Union;
- k. "side" shall be any person or group of people who have their registration as a plebiscite or referendum side accepted under this bylaw;

- l. "campaign manager" shall be a person registered as part of a plebiscite or referendum side who has been selected by those members of that side to serve as campaign manager for the purposes of this bylaw;
- m. "candidate" shall be any member whose nomination is accepted under this bylaw;
- n. "joke candidate" shall be any candidate running either individually or as a member of a slate, who chooses not to use his/her given name or a reasonable derivative of his/her given name when appearing on the ballot;
- o. "slate" shall be any two (2) or more candidates each running for a different position who choose to run under the guidelines for slates as opposed to the guidelines for individual candidates;
- p. "campaign" shall be the period of time during which campaign activities are permitted;
- q. "campaign activity" shall be any act, planned or organized by or on behalf of any candidate, slate or side, that is calculated to convince members to vote in a given way;
- r. "volunteer" shall be any individual who assists in campaign activities;
- s. "campaign expense" shall be any and all expenditures incurred in engaging in campaign activities;
- t. "campaign materials" shall be any physical or electronic media produced or distributed as part of campaign activities;
- u. "banner" shall be any campaign material composed of paper, cloth, or similar material of a total area greater than four (4) square feet;
- v. "poster" shall be any campaign material composed of paper, cloth, or similar material, of a total area of under four (4) square feet that is designed to be posted on a wall or similar place;
- w. "voter" shall be any member who exercises his/her entitlement to vote;
- x. "forum" shall be any event organized by an entity other than the Students' Union, a candidate, side, or a volunteer acting on behalf of a candidate or side at which campaign activities are facilitated;
- y. "University" shall be the University of Alberta;

- z. “academic year” shall be from May 1st to the following April 31st;
- aa. “working hours” shall be any and all hours occurring between 0900 and 1700;
- bb. “student newspaper” refers to *The Gateway*.

3. Mandate

This bylaw shall govern the conduct of all elections, plebiscites and referenda conducted by the Students’ Union.

Elections Staff Composition

The elections staff shall consist of:

- a. the Chief Returning Officer; and
- b. one (1) or more Deputy Returning Officers, at the discretion of the Chief Returning Officer and as permitted by budgeted availability of funds.

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Hiring Process

- (1) The Chief Returning Officer shall be appointed by Students’ Council after a recommendation is issued by a committee composed of:
 - a. the Chief Returning Officer, as chair, voting only in the event of a tie; and
 - b. two (2) members of the D.I.E. Board

- (2) The Deputy Returning Officer(s) shall be appointed by the Council Administration Committee after a recommendation is issued by a committee composed of:
 - a. the Chief Returning Officer, as chair, voting only in the event of a tie; and
 - b. two (2) members of the D.I.E. Board

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Elections Staff Eligibility Requirements

The Chief Returning Officer and Deputy Returning Officers shall be required to remain members for the Fall and Winter academic terms of their term in office and shall not concurrently hold any position of Students’ Council or any of its boards and committees, the D.I.E. Board, or the Students’ Union’s paid staff.

Terms of Office

The Chief Returning Officer and Deputy Returning Officer(s) shall serve from May 31 to June 1 of the following year.

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Duties of the Elections Staff

- (1) The duties of the Chief Returning Officer shall include:
 - a. overseeing the implementation of Bylaw 2000;
 - b. such duties as may be required of the Chief Returning Officer under Bylaw 2000; and
 - c. the submission to Students’ Council of a written report of activities and recommendations prior to May 31.

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- (2) The duties of the Deputy Returning Officer(s) shall include:
 - a. such duties as may be required of the Deputy Returning Officer(s) under Bylaw 2000; and

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b. such assistance as required by the Chief Returning Officer in the discharge of his/her duties, as set out in Section 10.

Reporting and Dismissal

(1) The Chief Returning Officer shall report directly to Students' Council, and shall be dismissed only by a two thirds (2/3) majority vote of Students' Council on two consecutive meetings, to be held not less than one (1) week apart.

(2) The Deputy Returning Officer(s) shall report directly to the Chief Returning Officer, and shall be dismissed only by a simply majority vote of the permanent members of the Council Administration Committee.

4. Election Dates - Executive Committee and Board of Governors

(1) The election shall be held annually on the Wednesday and Thursday during the second week following the Winter Term Reading Week.

(2) An Executive Committee and Board of Governors by-election shall not occur during the months of May, June, July, and August.

5. Election Dates - General Faculties Council and Students' Union Council

(1) The election shall occur fifteen (15) days after the General Election of the Executive Committee and the Undergraduate Board of Governors Representative as set out in Section 4.

a. Notwithstanding, the C.R.O. may establish one alternate date designated for the election to occur, where the faculty can prove that the above date is unsuitable for their electorate.

(2) A General Faculties Council or Students' Union Council election or by-election shall not occur during the months of May, June, July and August.

6. Dates - Plebiscites and Referenda

Where the C.R.O. receives a valid petition or where Students' Council initiates a plebiscite or referendum, then the plebiscite or referendum in question shall be held on the dates of the next general election not occurring within thirty (30) days of receipt of the valid petition or initiation by Students' Council of the plebiscite or referendum in question.

7. Plebiscite and Referendum Initiation

(1) Where a member wishes to initiate plebiscite or referendum via petition, that member shall submit to the C.R.O

- a. the intent of the question;
- b. whether the question is a plebiscite or a referendum;
- c. the name, faculty, and student identification of that member;
- d. a twenty-five dollar (\$25.00) deposit in the form of cash or a certified cheque or money order payable to the Students' Union.

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- (2) Upon receipt of a submission meeting the requirements set out in Section 7(1), the C.R.O. shall immediately forward the intent of the question to the Bylaw Committee.
- (3) The Bylaw Committee shall approve within fourteen (14) days from receiving the intent of the question from the C.R.O., a petition question which:
 - a. fully reflects the intent submitted by the member;
 - b. if carried and acted upon, would not violate any Students' Union bylaws or any federal or provincial law;
 - c. where the plebiscite or referendum is to approve the collection of a University non-academic fee, provides for the formation of a permanent committee to oversee and direct the expenditure of this fee, such committee to have Students' Union members in voting positions proportional to the contribution of Students' Union members;
 - d. where the plebiscite or referendum is to approve the collection of a fee for a University facility or service, provides access by any Students' Union member to that facility or service.
- (4) Students' Council shall, at the meeting following the drafting of the petition question by the Bylaw Committee as set out in Section 7(3), approve a question which meets the criteria set out in Section 7(3) unless the question would cause Students' Council to breach its fiduciary responsibility to the Students' Union.
- (5) Sections 7(2) and 7(3) notwithstanding, where it is not possible for the Bylaw Committee or Students' Council to approve a petition question which meets the criteria set out in Section 7(4), neither the Bylaw Committee or Students' Council shall approve such a question.
- (6) Students' Council shall have the authority to call a plebiscite or referendum without a petition.

(7) Prior to being approved by Council all plebiscite and referendum questions must be drafted by the Bylaw Committee.

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8. Acceptance of Plebiscite and Referenda Petitions

- (1) Where a valid petition bearing the names, signatures, and student identification numbers of at least five percent (5%) of the total membership of the Students' Union as of February 1 of that academic year requesting a plebiscite on a given Students' Council-approved question is submitted to the C.R.O., then a plebiscite shall be held on that question as set out in Section 7, provided that the names, signatures, and student identification numbers were all collected within ninety (90) days of submission of the petition.

- (2) Where a valid petition bearing the names, signatures, and student identification numbers of at least fifteen percent (15%) of the total membership of the Students' Union as of February 1 of that academic year requesting a referendum on a given Students' Council-approved question is submitted to the C.R.O., then a referendum shall be held on that question as set out in Section 7, provided that the names, signatures, and student identification numbers were all collected within ninety (90) days of submission of the petition.
- (3) Where a valid petition is submitted to the C.R.O., that member's deposit shall be refunded.

9. Plebiscite and Referendum Campaign Side Selection

- (1) At least twenty-eight (28) days in advance of the plebiscite or referendum, the C.R.O. shall
 - a. schedule, announce, and advertise via every available edition of the student newspaper, a meeting for the registration of sides, such meeting to take place not more than twenty-one (21) and not fewer than fourteen (14) days in advance of the plebiscite or referendum in conjunction with the candidates meeting;
 - b. publish in every available edition of the student newspaper the wording of the question.
- (2) For each plebiscite or referendum, there shall be
 - a. a "yes" side;
 - b. a "no" side.
 - c. no other official sides.
- (3) Members wishing to register themselves as part of a side shall attend the meeting for registering sides, as set out in Section 9(1) (a).
- (4) A member's registration for a side shall be accepted when the member
 - a. attends the meeting for registering sides;
 - b. announces his/her intention to register for a side;
 - c. provides the C.R.O. with his/her name, student identification number, and contact information; and
 - d. the C.R.O. is satisfied that that member does not aim to falsely represent that side by registering for it.
- (5) Section 9(4) notwithstanding, no member shall register for more than one (1) side for any plebiscite or referendum.
- (6) Each side shall select, from among the members registered to it, one (1) campaign manager.

10. Candidate Nomination Deadlines

The C.R.O. shall determine and announce the deadlines for the nominations of candidates prior to the end of November each year, to occur not fewer than

- a. thirteen (13) days before the date of the Executive Committee and Board of Governors Election; or
- b. nine (9) days before the date of the Faculty Councillor Election.

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11. Candidate Nomination Packages

(1) The C.R.O. shall make available to every member nomination packages not fewer than twenty (20) days before the nomination deadline as set out in Section 10, and shall advertise the availability of these in not fewer than three (3) editions of the student newspaper before the nomination deadline.

(2) The C.R.O shall produce nomination packages which shall contain, at minimum

- a. complete and current copies of this bylaw, the Chief Returning Officer and Elections Staff Bylaw, and the Judiciary of the Students' Union Bylaw;
 - i. nomination papers soliciting the name, contact information, and student identification number of the proposed nominee, and the position the nominee wishes to contest and for Executive and Board of Governors elections, nominations papers soliciting the names, faculties, years, signatures, and student identification numbers of at least fifty (50) and at most one hundred (100) members as nominators, or
 - ii. for General Faculties Councillor and Students' Union Councillor nominations papers soliciting the names, faculties, years, signatures, and student identification numbers of at least ten (10) and at most twenty (20) members registered in the same faculty as the nominee as nominators;
- b. contact information for the C.R.O. and D.R.O.s;
- c. the time, date, and location for the candidates meeting.

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(3) Valid nomination packages shall contain

- a. a signed acceptance of the nomination by the proposed nominee;
- b. a signed letter from the proposed nominee's faculty confirming that he/she is in good academic standing under University regulations;
- c. a statement, signed by the proposed nominee, identifying the name under which he/she wishes to appear on the ballot and
 - i. for Executive and Board of Governors nominees, papers soliciting the names, faculties, years, signatures, and student identification numbers of at least fifty (50) members identifying themselves as nominators as well as a fifty dollar (\$50.00) deposit in the form of cash or a certified cheque or money order payable to the Students' Union,
 - ii. for General Faculties Councillor and Students' Union Councillor nominees, papers soliciting the names, faculties, years, signatures, and student identification numbers of at least ten (10) members registered in the same faculty as the nominee as nominators;

(4) Candidates who are registered in Open Studies are exempt from 11(3) (c) (ii).

12. Restrictions on Candidate Nominees

- (1) No member shall be nominated for more than one (1) of the positions contested in each election.
- (2) Notwithstanding Section 12(1), members may be nominated for both Students' Council and General Faculties Council within the same election.
- (3) Members of Students' Council and its standing committees must take a leave of absence from those duties for the period beginning with the nomination deadline and ceasing with the conclusion of voting of the election in which they are contesting a position, in order for their nomination papers to be valid.
- (4) Where a member contravenes Section 12(3), all of the member's nominations shall be declared null and void.

13. Acceptance of Candidate Nominations

Where a member submits valid nomination papers, as set out in Sections 11(3) and 12 and prior to the nomination deadline as set out in Section 10, that member's nomination shall be accepted by the C.R.O. within twenty-four (24) hours of the nomination deadline.

14. No Candidate Nomination, or Plebiscite/Referendum Registration Received

- (1) Where no valid candidate or side for a given position, plebiscite, or referendum has been received by the deadline, the C.R.O. shall extend the deadline for that position or side by up to two (2) days.
- (2) Where the only nomination received for a given position is that of a joke candidate, the CRO shall extend the deadline for that position by up to two (2) days.

15. Candidate and Plebiscite/Referendum Registration Meeting

- (1) The C.R.O. shall hold a meeting for all candidates, referenda and plebiscite sides following the nomination deadline but prior to the commencement of the campaign.
- (2) All candidates and campaign managers shall either attend the candidates meeting in its entirety or designate, in writing, an agent who will do so.
- (3) Where a candidate or campaign manager contravenes Section 15(2), that candidate or campaign manager shall be disqualified.
- (4) The C.R.O. may, at his/her discretion, grant exemptions to Section 15(3) to candidates, but shall do so only where
 - a. the candidate requesting the exemption does so in writing at least forty-eight (48) hours prior to the commencement of the candidates meeting; or

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- b. the candidate informs and provides satisfactory evidence to the C.R.O. of an emergency for which no notice could be given.

16. Content of the Candidate and Registration Meeting

At the candidate and registration meeting, the C.R.O. shall, at minimum

- a. review all relevant bylaws, rules, and regulations, including this bylaw, and respond to questions about same;
- b. announce the time and date of any forums scheduled;
- c. conduct a random draw to determine the order of appearance of candidates' names on the ballot;
- d. determine and announce which candidates are joke candidates as set out in Section 2 (n);
- e. where two (2) or more candidates have asked to appear on the ballot under names that are either identical or so similar as to be effectively indistinguishable, determine and announce under what names each of the two (2) or more candidates shall appear on the ballot;
- f. announce any methods that will be regularly used to communicate with candidates;
- g. take attendance for the purpose of verifying compliance with Section 15;
- h. For the Executive Committee and Board of Governors and Plebiscite/Referendum campaign
 - i. announce the times, dates, and locations of daily meetings,
 - ii. create a register listing the members registered for each plebiscite and referendum side as well as the campaign manager for each.

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17. Commencement of Campaign Activities

The C.R.O. shall determine and announce the time and date of the commencement of campaign activities, to occur no fewer than seven (7) days before the date of any vote prior to the end of November each year.

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18. Myer Horowitz Forum

(1) The C.R.O. shall determine and announce the date and location of the Myer Horowitz Forum, to occur after the commencement of Executive Committee and Board of Governors and Plebiscite/Referendum campaign activities, prior to the end of November of each year.

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(2) The C.R.O. shall chair the Myer Horowitz Forum and shall enforce the following rules

- a. each candidate and side shall be afforded an opportunity to speak that is equal to the opportunity afforded to each candidate or side in his/her race;
- b. no objects shall be thrown;
- c. no heckling shall occur;
- d. no campaign materials shall be distributed during the Myer Horowitz Forum in the room in which the Myer Horowitz Forum is held.

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- (3) Where an individual contravenes Section 18(2), the C.R.O. shall remove that individual from the Myer Horowitz Forum.
- (4) Where a candidate or side contravenes Section 18(2), the C.R.O., in addition to the remedies prescribed under Section 60, shall have the authority to enforce further disciplinary action, as prescribed under Section 60.

19. Requirement for Forums

No candidate or side shall participate in any forum unless each candidate or side in his/her race has received at least twenty-four (24) hours notification of the forum and will be afforded an equal chance to speak at it.

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20. Requirement to Report Keys

(1) All candidates and campaign managers shall, within twenty-four (24) hours of the nomination deadline, report to the C.R.O. any keys, cards, and other means of access to any building or room on the University of Alberta campus.

(2) The C.R.O. shall confiscate, until the commencement of voting, any keys, cards, and other means of access to any building or room on the University of Alberta campus where

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- a. the key, card, or other means of access in question would provide an unfair advantage to the candidate or campaign manager; and
- b. the candidate or campaign manager is not academically, occupationally, or otherwise required to retain the key, card, or other means of access in question for the duration of the campaign.

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(3) Where a candidate or campaign manager contravenes Section 20(1), he/she shall be disqualified.

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21. Storage Space

The C.R.O. shall make arrangements for space to be available on the University campus to all candidates and campaign managers for the purpose of the storage of campaign materials.

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22. Prohibition on Pre-campaigning

No campaign manager, volunteer, or candidate shall engage in campaign activities between the nomination deadline or Students' Council initiation of a plebiscite/referenda and the commencement of the campaign.

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23. Formation of Candidate Slates

(1) Candidates wishing to run as a slate shall notify the C.R.O. in writing of their desire within twenty-four (24) hours of the nomination deadline.

(2) Candidates providing written notification to the C.R.O under Section 23(1) shall include a slate name, which shall not be the same as or a reasonable derivation of the name of any registered federal or provincial political party or referenda/plebiscite side.

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(3) Where candidates requesting to run as a slate are in compliance with Sections 23(1) and 23(2), the C.R.O. shall grant their request.

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24. Joke Candidates

(1) Where a candidate has been designated as a joke candidate, as set out in Section 1(n), and that candidate does not wish to be a joke candidate, that candidate may provide to the C.R.O. a new signed statement indicating the name under which he/she wishes to appear on the ballot, within 36 hours of being designated as a joke candidate.

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(2) Where a candidate who has been designated a joke candidate exercises his/her right, as set out in Section 24(1), to submit a new name under which he/she wishes to appear on the ballot, and where the new name is, at the discretion of the C.R.O., a reasonable derivative of that candidate's legal name, that candidate's designation as a joke candidate shall be reversed.

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25. Candidates with Same or Similar Names

Where two (2) or more candidates or slates submit names that are either identical or so similar as to be effectively indistinguishable, the C.R.O. shall determine and announce within forty-eight (48) hours of the nomination deadline what name each of the two (2) or more candidates or slates shall use.

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26. C.R.O. Shall List Candidates

Within thirty-six (36) hours of nomination deadline, the C.R.O. shall post

- a. the legal name of each of the candidates;
- b. the name under which each shall appear on the ballot ;
- c. the name of each slate, and the abbreviation of each slate as it will appear on the ballot; and
- d. shall publish the same in the next available issue of the student newspaper.

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27. Daily Meetings

(1) On every weekday during the Executive Committee and Board of Governor campaign and Plebiscite/Referendum campaign, the C.R.O. shall hold a daily meeting, at which he/she shall review complaints, rulings, regulations, procedures, and announcements.

(2) Each candidate and campaign manager shall either attend each daily meeting himself/herself or designate, in writing, a representative who will attend.

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(3) Where a candidate or campaign manager contravenes Section 27(2), he/she shall be fined ten dollars (\$10.00) for each meeting at which he/she is in contravention, and he/she shall not be assessed any further penalty.

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28. Requirements of All Candidates and Plebiscite/Referendum Sides

Each candidate, campaign manager and slate shall act reasonably and in good faith, and specifically shall

- a. ensure that each volunteer engaging in campaign activities on his/her/its behalf is aware of all bylaws, rules, regulations, and orders;
- b. ensure that each volunteer is in compliance with all bylaws, rules, regulations, and orders while engaging in campaign activities on his/her/its behalf; and
- c. report any contravention of a bylaw, rule, regulation, or order to the C.R.O. immediately.

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29. No-Use of Non-Universal Resources

No candidate, side or slate shall make use of any resource that is not

- a. available to all candidates, sides and slates;
- b. general volunteer labour or expertise; or
- c. accounted for as part of that candidate's, side's or slate's campaign expenses.

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30. No Joint Use of Resources

(1) No two (2) or more candidates, sides or slates shall jointly use any resources, including tables, posters, banners, and budgets but excluding volunteers, except that a candidate may jointly use tables with a slate of which he/she is a member.

(2) No candidate shall

- a. act as a volunteer for another candidate; or
- b. endorse another candidate within his or her own race.

(3) Any member with the exception of the C.R.O, the D.R.Os, candidates, and incumbent members of the Executive Committee shall be free to act as volunteers for or endorse any candidate, or slate.

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31. Restrictions on Campaign Activities

No candidate or side shall, without the permission of the C.R.O. engage in any campaign activity

- a. in any business or service operated by the Students' Union;
- b. in a University library;
- c. in a classroom during a class unless he/she first obtains the permission of the professor responsible for that class;
- d. in any residence; or
- e. in any building or on any land not owned or operated by the University or the Students' Union.

32. Campaign Materials

(1) All campaign materials shall be approved in form, content, and cost by the C.R.O. before they may be used in campaign activities.

- (2) Candidates, sides and slates wishing to have campaign materials approved shall provide the C.R.O. with
- a written estimate of the cost of the proposed campaign material, including the source of that cost; and
 - the complete contents of the proposed campaign material, including text, images and layout.
- (3) The C.R.O. shall provide in confidence a written approval or refusal of campaign materials within eight (8) working hours of receiving a request as set out in Section 32(2).

33. Forbidden Campaign Materials

- (1) The C.R.O. shall not approve campaign materials that
- have more than a nominal value when distributed;
 - cannot be removed at the end of the Campaign; or
 - are likely to permanently damage or alter property.
- (2) Where a candidate, side or slate contravenes Section 32(1), the offending campaign materials shall be destroyed and the C.R.O. may assess an additional penalty to that candidate, side or slate, as set out in Section 60.

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34. Media

All candidates and sides are free to pursue campus-based media as determined by the C.R.O; however, are restricted from contacting external media sources. All external media must be directed through the C.R.O office.

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35. Banners

- (1) No candidate, side or slate shall have more than one (1) banner on display in any given building at any given time.
- (2) Where a candidate side or slate contravenes Section 35(1), the offending banners shall be destroyed and the C.R.O. may assess an additional penalty to that candidate, side or slate as set out in Section 60.

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36. Posters

- (1) No poster shall be displayed in such a way as to obscure another candidate, side or slate's campaign materials.
- (2) In any given building, at any given time
- no Executive or Board of Governors Candidate shall have more than ten (10) posters;
 - no Plebiscite or Referendum side shall have more than ten (10) posters;
 - no General Faculties Council or Students' Council candidate shall have more than sixteen (16) posters.

Jan. 9/07

Dec 5/06

- (3) Where a candidate, side or slate contravenes Sections 36(1) and 36(2), the offending posters shall be destroyed, and the C.R.O. may assess an additional penalty to that candidate, side or slate as set out in Section 60.

37. Designated Printer

- (1) All printed campaign materials shall be purchased at official list price costs from one (1) or more of the printing companies designated by the C.R.O.
- (2) The C.R.O. shall designate at least five (5) printers from which candidates and sides may purchase materials to be in compliance with Section 37(1).
- (3) Where a candidate or side demonstrates that a desired campaign material could not be produced by any of the five (5) or more printers designated by the C.R.O. as set out in Section 37(2), the C.R.O. shall grant a limited exemption from Section 37(2) to that candidate or side.
- (4) Where campaign materials can be produced by a Students' Union operated business, candidates and sides shall purchase those campaign materials from that business.
- (5) Where a candidate or side contravenes Section 37(1) or Section 37(4), the offending campaign materials shall be destroyed, and the C.R.O. may assess an additional penalty to that candidate or side, as set out in Section 60.

38. Recycled Materials

Where a candidate, side, or slate chooses to print campaign materials on recycled paper containing one hundred per cent (100%) post consumer content, and where that candidate, side or slate demonstrates, to the satisfaction of the C.R.O., that this choice resulted in an increased cost being incurred to it, then the amount of this increased cost shall not count against the limits set out in Sections 41 through 43.

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39. Destruction of Campaign Materials

No candidate, campaign manager, or volunteer shall damage or destroy any other candidate's or side's campaign materials unless specifically authorized to do so by the C.R.O.

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40. Campaign Material Removal

All campaign materials shall be removed by 21h00 the day before the commencement of voting.

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41. Campaign Expense Limits – Executive Committee and Board of Governor Candidates

- (1) No candidate for the Executive Committee or Board of Governors shall accrue more than five hundred and fifty dollars (\$550.00) in campaign expenses, all of which shall be paid by the Students' Union.

(2) Slate and slate candidates shall determine the distribution of campaign funds between the slate and slate candidates and must report the distribution to the C.R.O. prior to the start of campaigning.

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(3) At least 10% of campaign expenses must be spent on both slate and slate candidate campaigns.

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(4) No slate or slate candidate's campaign budget shall accrue more than five hundred and fifty dollars (\$550) in expenses, including both slate and slate campaign expenses, all of which shall be paid by the Students' Union.

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(5) No joke candidate shall accrue more than two thirds (2/3) of the expenses set out in Sections 41(1) through 41(3).

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42. Campaign Expense Limits – GFC and Students' Council Candidates

(1) No candidate for General Faculties Council or Students' Council shall accrue more than thirty dollars (\$30.00), plus six dollars (\$6.00) for every one thousand (1,000) students' in his or her faculty beyond three thousand (3,000) in campaign expenses, all of which shall be paid by the Students' Union.

(2) Slate and slate candidates shall determine the distribution of campaign funds between the slate and slate candidates and must report the distribution to the C.R.O. prior to the start of campaigning.

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(3) At least 10% of campaign expenses must be spend on both slate and slate candidate campaigns.

(4) No slate or slate candidate's budget shall accrue more than thirty dollars (\$30.00), plus six dollars (\$6.00) for every one thousand (1,000) students' in his or her faculty beyond three thousand (3,000) in campaign expenses, including both slate and slate campaign expenses, all of which shall be paid by the Students' Union.

(5) Where the number of students in a faculty beyond three thousand (3,000) is not a multiple of one thousand (1,000), the amount of money in excess of the base amount as set out in Section 42(1) through 42(3), shall be prorated and rounded to the nearest cent.

(6) No joke candidate shall accrue more than two thirds (2/3) of the expenses set out in Sections 42(1) through 42(4).

43. Campaign Expense Limits – Referenda and Plebiscite Sides

(1) No Referenda or Plebiscite Side shall accrue more than one thousand dollars (\$1000.00) in campaign expenses, all of which shall be paid by the Students' Union.

(2) No joke candidates will be allowed as specified under Section 9 2 (c).

44. Expense Reporting

(1) Each candidate, side and slate shall keep an up to date and accurate record of all campaign expenses he/she/it incurs, and shall be responsible to the C.R.O. for all such campaign expenses.

(2) Each candidate, side and slate shall submit to the C.R.O. the record, as set out in Section 44(1), no less than twelve (12) working hours prior to the commencement of voting.

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(3) No candidate, side or slate shall incur any campaign expenses within twelve (12) working hours of the commencement of voting, except where those campaign expenses have been reported in the record submitted to the C.R.O. as set out in Section 44(2).

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(4) Where the C.R.O. determines that a candidate, side or slate has exceeded or falsified its campaign expense limit

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- a. the candidate, campaign manager for the side, or the slate shall be disqualified;
- b. that candidate, side, or slate shall be prohibited from engaging in further campaign activities;
- c. notice of this shall be posted with the campaign expense records;
- d. the violation will be communicated directly to the candidate, the side's campaign manager or the slate in question;
- e. the C.R.O. may recommend to the D.I.E. Board that further action be taken against that the candidate, the side's campaign manager, the side's members, and/or any volunteers.

(5) The C.R.O. shall review all campaign expense records, and shall post summaries of same more than eight (8) working hours prior to the commencement of voting.

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45. Fair Market Value

(1) Where a product or service has been provided to a candidate, side or slate for no consideration or for consideration that is less than the official list price of the service provider, that candidate, side or slate shall be considered to have incurred a campaign expense at the fair market value of that product or service, as determined by the C.R.O.

(2) Where a candidate, side or slate receives a product or service for consideration that is greater than the fair market value, then that candidate, side or slate shall be considered to have incurred a campaign expense equal to the actual consideration.

(3) The fair market value shall be determined by the C.R.O. using the price that any other candidate, side or slate would have to pay for a comparable product or service as a guideline.

(4) Candidates, sides and slates shall have the right, but not the obligation, to receive an assessment of a product or service's fair market value in advance.

Jan. 9/07
Dec 5/06

- (5) A candidate, side or slate wishing to receive a fair market value assessment in advance shall make a written request to the C.R.O, which shall include
- a. a full and accurate description of the product or service;
 - b. the supplier of the service, along with contact information for the same; and
 - c. the candidate, side or slate's estimation of the product or service's fair market value, and a rationale for same.
- (6) Where a complete request under Section 45(5), has been submitted to the C.R.O., the C.R.O. shall respond with a decision within eight (8) working hours.

46. General Labour

For purposes of Section 45, general labour and any expertise had by a significant portion of the population, including, but not limited to, poster design, web page design, and web page programming, shall be considered to have a fair market value of zero.

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47. Right to Vote

(1) Each member shall be entitled to cast one (1) ballot, except the C.R.O. who shall be entitled to cast a ballot only under the circumstances set out in Section 54(2).

(2) Where a member is found to have a cast more than one (1) ballot, only one ballot shall be counted.

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48. Voting Days

(1) Voting shall be conducted at times determined and advertised by the C.R.O.

(2) No voting, other than a maximum of one (1) advance poll, shall be conducted prior to the D.I.E. Board ruling on all appeals covered by Section 62.

49. Voting

(1) The C.R.O. shall conduct balloting by any means that provide precise, accurate results, and may use multiple methods in any combination.

(2) At each physical polling station, there shall be at least two (2) poll clerks, hired by the Students' Union for that purpose, at all times.

(3) Where there are fewer than two (2) poll clerks at any given polling station at any given time, polling at that polling station shall cease until such time as there are at least two (2) poll clerks at that polling station.

(4) At each physical polling station, there shall be a notice to voters that candidates are elected individually to each position, which shall also explain the balloting procedures.

(5) On each ballot, there shall be an explanation of the balloting procedures, which shall include, at minimum, the following

- a. that "None of the Above" shall be considered a candidate;
- b. that voters shall rank each candidate according to their preferences;
- c. that a portion of the ballot shall be considered spoiled where any of the conditions set out in Section 88 are met; and
- d. that voters shall be permitted to rank as many as all or as few as zero of the candidates for each position.

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50. Limitations During Voting

- (1) During voting, candidates, campaign managers, members of sides and volunteers shall not encourage members to vote or engage in any campaign activities.
- (2) During voting, candidates, campaign managers, and registered members of sides shall not be within twenty (20) feet of any polling station except to vote themselves.

51. Ballots

- (1) Ballots shall list each candidate running for each position, followed by, in each position, the voting selection "None of the Above."
- (2) For the purposes of Section 49(5) (b) "None of the Above" Shall be considered a candidate.
- (3) Where a referenda or plebiscite question(s) is/are on the ballot the ballot shall list "yes" followed by "no" for each referendum or plebiscite question.
- (4) Were a voter's intention is clear, that voter's ballot shall be counted.

52. Balloting and Counting– Executive, Board of Governors and Councillor Elections

- (1) Balloting shall be conducted by preferential balloting, in which each voter shall rank his/her choices for each position using natural numbers with one (1) representing the first choice, and increasing numbers representing less desirable choices.
- (2) A candidate shall require a majority of voters to indicate him/her as their first choice in order to be elected.
- (3) Voters shall be entitled to mark as few as zero candidates for any given position or as many as all of them.
- (4) A section of a voter's ballot shall be considered spoiled where
 - a. that voter has indicated the same number for more than one (1) candidate;
 - b. that voter has not included the number one (1) next to any candidate;
 - c. that voter has indicated more than one (1) number next to the same candidate; or
 - d. that voter has used non-consecutive numbers.

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- (5) In the event that no candidate receives a majority of first place votes in a given race, the candidate with the fewest first place votes shall be eliminated.
- (6) Any voter who has indicated an eliminated candidate with a number shall have the candidate marked with the next highest number following the number by which the eliminated candidate has been indicated take the place of the eliminated candidate, and so on, in such a way that all candidates indicated by that voter as less desirable than the eliminated candidate are registered as being one (1) step more desirable than originally indicated.
- (7) Where a ballot is left with no first place vote for a given race, the section of that ballot in question shall be considered spoiled.
- (8) Where all remaining candidates have an equal number of first place votes, or where the remaining candidate with the fewest first place votes is tied with another remaining candidate, the candidate that had the fewest first place votes on the first count in which a differential existed shall be eliminated.
- (9) Where all remaining candidates have an equal number of first places votes, or where the remaining candidate with the fewest first place votes is tied with another remaining candidate, and where this tie has existed on every count, and the C.R.O is a Students' Union member eligible to vote in that race, then the C.R.O. shall cast a ballot.
- (10) Where all remaining candidates have an equal number of first places votes, or where the remaining candidate with the fewest first place votes is tied with another remaining candidate, and where this tie has existed on every count, and the C.R.O is a not a Students' Union member eligible to vote in that race, then the candidate to be eliminated shall be selected from those candidates with the fewest first place votes by a random or quasi-random method selected by the C.R.O.
- (11) The process set out in Section 52 shall continue for each position until such a time as a candidate receives a majority of first place votes for that position at which point that candidate shall be declared the victorious and removed from the ballot, and the process repeated with the remaining candidates not yet declared victorious.
- (12) The process set out in Section 52 shall continue for each position until such time as all the candidates are preferentially declared victorious.
- (13) Candidates shall be allocated seats as specified in Bylaw 100.
- (14) Where "None of the Above" is declared victorious, no further candidates shall be declared victorious.
- (15) Where a joke candidate is declared victorious, the seat to which that joke candidate has been elected shall be considered vacant.

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Jan. 9/07
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53. Requirements to Receive a Deposit

- (1) Where a candidate receives, on the first count, a number of first place votes totaling at least five percent (5%) of the total votes cast for his/her position, that candidate's deposit shall be refunded.
- (2) Where a candidate withdraws from contention more than forty-eight (48) hours after the nomination deadline, that candidate's deposit shall not be refunded.
- (3) Where a candidate has been disqualified from running for office, that candidate's deposit shall not be refunded.

54. Balloting and Counting– Plebiscites and referenda

- (1) The side that receives the greater number of votes shall be declared victorious.
- (2) Where both sides receive an equal number of votes the C.R.O shall cast a ballot.

55. Secure Handling of Ballots

The C.R.O. shall provide for the secure handling of ballots, and shall ensure that at all times ballots are either under the direct supervision of the C.R.O. or in a secure location.

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56. Right to a Scrutineer

(1) Each candidate and side shall be permitted to have one (1) person, designated in writing by the candidate or campaign manager, acting as scrutineer and being present at the counting of ballots.

(2) Notwithstanding Section 56(1), the scrutineer may not be a candidate or campaign manager

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57. Requirements of the C.R.O

The C.R.O. or at least one (1) D.R.O. shall

- a. supervise the counting of ballots;
- b. post final results within twenty four (24) working hours of all complaints and appeals being resolved;
- c. notify the Speaker of Students' Council and the President of the Students' Union of the final results in writing
 - i. Additionally for General Faculties Council Elections, notify the Vice President (Academic) of the Students' Union and the Secretary of the General Faculties Council of the final results in writing;
- d. post unofficial results at any time, including during counting;
- e. advertise final results in the first available edition of the student newspaper after the posting of final results as set out in Section 57(1) (b); and
- f. store the ballots in a secure location for at least two (2) weeks after the last recount has been completed.

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58. Recounts

- (1) A request for a recount shall be granted by the C.R.O. where
- the request is in writing and signed by a member;
 - the request is submitted to the C.R.O. within forty-eight (48) hours of the posting of Election results as set out in Section 57(1) (b); and
 - the difference between the votes of the victor and those of the second place candidate or side on the final count is less than two percent (2%) of the total votes cast.
- (2) The C.R.O. may initiate a recount independently for any reason.
- (3) The C.R.O. shall post the results of any recount within twenty-four (24) working hours of the recount being completed.

59. Complaints

- (1) The C.R.O. shall prepare and provide a complaint form which shall require complaints to indicate
- their names and student identification numbers;
 - the specific bylaw and section, rule, or regulation that has allegedly been contravened;
 - the specific individual or group that is alleged to be in contravention;
 - the specific facts which constitute the alleged contravention; and
 - the evidence for these facts.
- (2) Where a complaint is received within twelve (12) working hours of the alleged contravention, and where the original complaint form is provided to the C.R.O., the C.R.O. shall rule on that complaint.
- (3) The C.R.O. shall provide a copy of the complaint form, with the complainant's student identification number blacked out, to each respondent.
- (4) Where a complaint is received and is found to be complete as set out in Section 59(1), the C.R.O. shall rule on the complaint within twelve (12) working hours of receiving the complaint.
- (5) The C.R.O. shall post all of his/her rulings, including
- a summary of the complaint;
 - a list of parties to the complaint;
 - where the C.R.O. fails to possess jurisdiction as set out in Section 120, a summary of the reasons for this finding;
 - a listing of all bylaws, rules, and regulations that apply;
 - a finding regarding the facts;
 - a ruling regarding the alleged contravention;
 - the penalty assigned, if any;
 - the time the ruling was posted; and

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Jan. 9/07
Dec 5/06

- i. the time limit for appeal.

60. Penalties Available

- (1) Where a candidate, campaign manager or volunteer has contravened a bylaw, rule, or regulation, regardless of the cause or the intent of the parties involved, and that contravention has provided an unfair advantage to a candidate, the C.R.O. shall assign a penalty that
 - a. fully counter-balances any advantage gained; and
 - b. where the contravention was intentional, penalizes the candidate or campaign manager who was or whose volunteer was guilty of the contravention.
- (2) Penalties available to the C.R.O. shall include
 - a. a fine, to be counted against the candidate's campaign expenses;
 - b. the confiscation or destruction of campaign materials;
 - c. limits, restrictions, and prohibitions on any type of campaign activities for any period of time up to the commencement of voting; and
 - d. disqualification of the candidate or campaign manager.

61. Disqualification

- (1) A candidate or slate shall be disqualified where he/she/it is guilty of a contravention that
 - a. cannot be counter-balanced by a lesser penalty;
 - b. is malicious or substantially prejudicial to another candidate or slate; or
 - e. involves tampering with ballots, voting procedures, or counting procedures.
- (2) Where a slate is disqualified, all candidates running as a part of that slate shall also be disqualified.
- (3) Where the advantage gained by the "yes" side of a referendum or plebiscite due to a contravention cannot be fully counterbalanced by the penalties available to the C.R.O. as set out in Section 60, the C.R.O. shall cancel the referendum or plebiscite.
- (4) Where the advantage gained by the "no" side of a referendum or plebiscite due to a contravention cannot be fully counterbalanced by the penalties available to the C.R.O. as set out in Section 60, the C.R.O. shall counterbalance the advantage to the maximum extent possible, and may recommend to the D.I.E. Board that further disciplinary action be taken against the members guilty of the contravention under the Discipline, Interpretation, and Enforcement Board Bylaw.
- (5) Where a side's campaign manager is disqualified, that side shall select a new campaign manager.
- (6) The C.R.O. shall be empowered to investigate and rule upon every contravention of this bylaw or any other bylaw, rule, or regulation related to the election, plebiscite or referenda.

Jan. 9/07
Dec 5/06

62. D.I.E. Board

- (1) Where a member is guilty of a serious contravention, the C.R.O. may recommend to the D.I.E. Board that further penalties be brought under the Students' Union Judiciary Bylaw.
- (2) Any member shall be entitled to appeal a ruling of the C.R.O. to the D.I.E. Board.
- (3) All appeals of the C.R.O.'s rulings, with the exception of those arising out of voting and Election results, shall be heard and ruled upon by the D.I.E. Board prior to the commencement of voting.
- (4) No appeal shall be considered by the D.I.E. Board unless it is received within twelve (12) working hours of the C.R.O.'s ruling being posted.
- (5) Where a complete appeal is received, the D.I.E. Board shall convene a hearing within twelve (12) working hours of the appeal being submitted.
- (6) The D.I.E. Board shall, at the meetings set out in Section 62, either
 - a. rule on all appeals; or
 - b. order a delay to the Election, Referenda or Plebiscite.
- (7) No appeal shall exist from a ruling of the D.I.E. Board on an appeal of a ruling by the C.R.O.

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63. Faculty Associations

- (1) Faculty associations shall have the right to use Councillor Election polling stations for the purposes of
 - a. electing such positions as may be required by that faculty association; and
 - b. holding plebiscites and referenda.

64. Multiple Coinciding Elections

- (1) The Election shall be divided into as many parts as there are councils for which elections are occurring.
- (2) All rules concerning nominations, campaign activities, campaign expenses, balloting, and penalties apply to a candidate per contested part of the Election and not to the candidate between multiple parts of the Election;
- (3) A slate may encompass candidates contesting multiple parts of the election.

65. By-Election - Executive Committee and Board of Governors

- (1) Where another Election is required by virtue of Section 52(14) or Section 52(15), the new Election shall be governed by this bylaw with the exception of Sections 4 through 6, 10, and Sections 17 through 19, which shall not apply.

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- (2) The Campaign for the new Election shall begin a minimum of seven (7) days prior to the commencement of voting as set out in Section 65(4).
- (3) The nomination deadline for the new Election shall occur a minimum of thirteen (13) days prior to the commencement of voting as set out in Section 65(4).
- (4) The voting for the new Election shall occur on two (2) consecutive weekdays to be determined and announced by the C.R.O. at least twenty-one (21) days in advance.

66. By-Election – General Faculties Council and Students’ Council

- (1) Where vacancies exist in positions filled under this bylaw on August 15 of any year, the C.R.O. shall call a by-election to take place in September or October of that year for all those positions vacant on August 15.
- (2) Where the total voting membership of Students’ Council falls below thirty, the C.R.O. shall call a by-election to occur
 - a. not more than one month past the date that the voting membership of Students’ Council fell below thirty; or
 - b. where Students’ Council’s voting membership falls below thirty during the months of May, June, July, or August, in September.
- (3) Except as otherwise stipulated in this bylaw, there shall be no by-elections to fill positions filled under this bylaw.
- (4) The deadline for the nomination of candidates in any by-election shall be determined and announced by the C.R.O. at the same time as the date of the by-election is announced, such deadline occurring not less than nine (9) days prior to the Election.
- (5) The commencement of the Campaign for any by-election shall be determined and announced by the C.R.O. at the same time as the date of the by-election is announced, such commencement occurring not less than seven (7) days prior to the Election.
- (6) Except as otherwise stipulated in this bylaw, any by-election shall be conducted in accordance with the rules governing the Election.

Bill #4 – Annual Electoral Bylaw Review

Bylaw 2000 Revisions

1. All Plebiscites and Referenda must be drafted by the Bylaw committee prior to final approval by Students' Council.
2. Where only joke candidate nominations are received for a position the CRO shall extend the nomination deadline by up to 2 days.
3. Campaign Managers, NOT all members of sides, must attend the Candidate and Plebiscite/Referendum Registration Meeting in its entirety or designate in writing an agent who will do so.
4. The CRO shall provide space on campus for campaign managers, NOT sides, to store campaign materials.
5. Candidates and volunteers shall not engage in pre-campaigning between nomination deadline and the initiation of the campaign.
6. Ballot counting shall occur for all elected positions until all candidates are preferentially declared victorious.
7. Candidates shall be allocated seats as outlined in Bylaw 100
8. Eliminate references to the CRO calling a by-election from s.52 (13, 14)

Combination of Bylaws 2000 and 2500

1. The Chief Returning Officer and Elections Staff Bylaw (2500) shall be rescinded.
2. The content of Bylaw 2500 shall be moved to Bylaw 2000 with the following revisions;
 - a. The CRO shall appointed by Students' Council after a recommendation is issued by a committee comprising of the current CRO, as chair, voting only in the event of a tie, and two members of the DIE Board
 - b. The DRO shall be appointed by the Council Administration Committee after a recommendation is issued by a committee comprising of the current CRO, as chair, voting only in the event of a tie, and two members of the DIE Board
3. The CRO and DRO terms of office shall extend from May 31 to the following June 1.
4. The CRO final report will be due by May 31
5. The duties of the Deputy Returning Officers shall include those that may be required by the Chief Returning Officer in the discharge of his/her duties.
6. The DRO shall report directly to the CRO
7. A DRO shall be dismissed by a simply majority of the Council Administration Committee.

VPX Report to Council
November 27, 2007

1. CASA Report – In theory, you will have a report in front of you later this week. Janz and I will be presenting on the issue at the Dec. 3 council to try and clear up some of the misconceptions that have been floating around. Council will have the Christmas season to assess their options, and Gamble and Bill will be gathering more accurate financial projections. I have been working with the crew in Ottawa to try and get the Millennium government relations team in front of the Finance Committee, and it appears to have worked.
2. Campaigns Planning and Action Committee (CPAC) – We are planning a large campaign for the third week of January leading up to the Board of Governors meeting. If you are interested in getting involved, please email Pam at avpex@su.ualberta.ca. The campaign will be kicked off by a large residence increase related stunt, and will include buttons, banners, and some sort of planned action for the board meeting itself.
3. Student Finance Board – I was out of the office last week for a Student Finance Board meeting. We had very productive discussions, but the recommendations are not public until Minister Horner has an attempt to respond.
4. Senate – There will be a plenary meeting on November 30, where I will be distributing our lobby document. In addition, it is at Agri-food discovery place which I didn't even know existed. It should be an adventure.
5. Textbooks – We are working on our Government Relations strategy alongside several CASA members and are looking to utilize two helpful MPs. I will be working to put Bobby's findings at NART into a government relations strategy.
6. Policy Document – You should all have one. We are launching the document to the media next Wednesday.
7. Rural Tour – Janz, Henderson, and I will be heading out to northeast Alberta to meet with community leaders from those communities. The tour will take place December 10 – 13.

Have a great meeting.
-VPX

December 4, 2007
Vice President Academic
Bobby Samuel

Hey Council, I hope the last two weeks were as awesome for you as it was for me, here's what I've been up to.

GOALS:

Enhance Technology – more to come.

Improve Teaching – Still preparing documents on revising USRIs and ensuring Teaching & Learning is weighted equally with research.

Increase Bursaries – We are still in the process of gathering data on this endeavor, as well it will come in the form of a political policy later on in council so as to provide direction.

Reward Involvement – CSL presented to CoFA, many FAs were interested and will bring this to their Deans. You should follow up with them.

Reduce Textbook Costs – Read the report, this is the most important thing I have accomplished during my year as VP Academic and was certainly worth going to Toronto. Currently, we are developing the working group and determining strategies.

EMERGING ISSUES:

Exam Registry – Wow, we ended up getting a lot of submissions after the letter was sent. Statistics are still being compiled.

Online Fees – Same story as before, TELL ME ABOUT THEM!!!

General Faculties Council (GFC) – GFC was held at which the AFHE name change occurred (it is now ALES). As well, the practicum intervention policy was tabled until student concerns were addressed.

Faculty Associations (FAs) – CoFA was held where CSL presented. In addition, I'm been visiting all of the FAs to see how they're doing through the year.

Professor of the Week – Congratulations to the recent winners, remember to submit nominations to Brittney at avpa@su.ualberta.ca!!!!!!

Bear Scat/Tracks – Negotiations are pretty much at an end. We're wrapping up some final details and the contract will be coming to Students' Council at the December 4 meeting. I tried to get it in for November 20, but there were some concerns still brought up. Hopefully it will be completed by then but it will most likely show up on Late Additions, if not, then we will do it for January.

Keith Gerein – We met the PSE reporter for the Edmonton Journal, he was a nice guy and we told him about NART (which, if you haven't yeat heard, was AWESOME).

EXECUTIVE SUMMARY:

From November 21-23, student leaders from across the country came to Toronto to begin working with Book Stores and the publishers on addressing one another's' issues. Its primary purpose was to establish a working group that identifies specific outcomes. We also identified various things we would work on, the main ones being:

- 1) Make Instructors aware of their role in increasing textbook costs.

Publishers identified the increased bundling as necessary to get instructors to assign their textbooks.

- 2) Follow up on Access Copyright, such as where the head tax on undergraduates go and work towards a reduction in charges.

- 3) Have Student Associations meet regularly with their Book Stores to ensure that they are in tune with one another's issues

- 4) Ensure the working group identifies specific outcomes and strategies to deliver academic materials that are affordable and of good quality

THE BEGINNING

In 1995, the University of Alberta Students' Union conducted an academic survey to find out the largest academic issue. Nearly 90% of undergraduates were either dissatisfied or very dissatisfied with those costs. From there began our history with the Book Store as we limited textbook margins and worked to increase the affordability of academic materials. Locally, we have done as much as we can, but this year the University of Alberta needed to go nationally.

Costs for academic materials have increased at a rate around 2-4x higher than CPI. As an example, the Stewart Calculus, the most widely utilized textbook, was \$50 in 1996 when we conducted our original price survey. Using CPI, this textbook should only be \$78. However, it is now \$150. In addition, Access Copyright, the fee students pay on course packs, has increased from \$0.03 to \$0.10. This has caused course packs, once an affordable alternative, to now cost undergraduates upwards of \$100 in certain cases.

From November 21-23, I attended the National Academic Round Table (NART) on Academic Materials in Toronto. In attendance were executives of the major students' unions¹, the bookstores², and the Big Six Publishers³. We conducted this conference for the following reasons:

- 1) To embrace the Stakeholder Model we utilized at the University of Alberta through the Bookstore Advisory Group (BSAG). Todd Anderson was quick to point out that the success of this group should be attributed to students. The promotion of this model was (and is) the first priority, because by working with other stakeholders, students can influence the issue and have something done about academic materials as well as gather data and gain a greater understanding of the issue from other perspectives.
- 2) To enhance students' understanding of this issue. When we went to Halifax earlier in the summer, our words were heard, but not taken too seriously. NART was a wake up call for all student leaders; we have been asleep on this issue nationally and it's about time we did something about it.
- 3) To get students and their bookstores in regular discussions. Student Associations *need* to regularly meet with their bookstore to ensure we're lobbying for key improvements and that we know exactly what is going on with the publishers. Bookstores are the

¹ UBC, Saskatchewan, McMaster, Western, Brock, Dalhousie, Waterloo, and Saint Mary's sent VPAs; UVic sent a Director, Calgary sent their VP External, Toronto sent their Scarborough President, and Queens sent a student from their Board of Directors.

² McMaster, Western, Brock, Dalhousie, Waterloo, St. Mary's, and Wilfried Laurier

³ McGraw, Pearson, Nelson, Oxford, Thomson, and Wiley

hidden link for us; they are sympathetic to students as they deal with them, and they know the publishers from constantly ordering from them.

4) To learn more about the publishing industry and its inner workings. The United States' Government Accountability Office (GAO) wrote much about the textbook industry, but differences always exist between the US and Canada. Our objective here was to learn about strategies and tactics publishers employ, along with finding out their perspectives on this issue.

5) To determine where external advocacy would occur. This conference was meant to explain a lot of the issues and figure out where the academic/external divide would be located.

Although the reasons above were our main objectives, we had a large list of issues that we wanted to address with publishers and bookstores specifically. Issues ranged from changing editions, Access COPYRight, the increasing price of academic materials, the disconnect between publishers and their real customers, piracy, bundling, Book Importation Regulation, alternative distribution, and possible solutions. The following are a few of the most important clusters of knowledge I obtained as a result of the conference.

1) Access CopyRight is FACKED.

I wish I could use better language, but this is the best way to describe it. For those who don't know, Access Copyright is a group mandated under the Copyright Act of Canada that is meant to license use of various copyright materials through administering royalties or other fees. 8 representatives from the publishers and 8 authors govern it. Due to its governing body, it does not take into account the interests of the user, especially in regards to students and course packs. Although Access Copyright is a legislated body meant to fight for the interests of the user, its actual "strength" is unknown.

Access Copyright promotes the purchasing of their products, as an example look up "Captain Copyright" on Google. It was a cartoon started in the early-2000s to educate people about proper copyright use. Interestingly enough, Captain Copyright never discussed proper photocopying procedures nor the exceptions made in the Copyright Act for actual photocopying.

Under the Copyright Act is a provision known as Fair Dealing. It's meant for educational institutions to teach and is common in jurisdictions around the world (the United States has Fair Use). Under Fair Dealing, **photocopying of academic materials is permitted if it is for private**

study and/or research. It should be noted the Fair Dealing provision also calls for "reasonable use", thus you cannot photocopy an entire textbook but you can photocopy various pages for the aforementioned reasons.

Access Copyright signs contracts with nearly all of the universities in Canada. These contracts include various provisions including a "gag clause" where faculty members and librarians are not allowed to discuss Access Copyright. In addition, these contracts outline the procedures for photocopying in libraries (basically the signs you see above all photocopy machines) and contain a "head tax" on undergraduates. I have no idea how much this head tax would be. Universities could say, "fudge it, we're not going to do Access COPYRight" and there would be a legal case to be made: due to Fair Dealing, it could be argued that course packs are used for study and/or private use). Universities do not do this because they would be stuck in lawsuit after lawsuit against Access COPYRight.

As for the price increases, we are still at a loss to explain it. The revenues go towards Access COPYRight to be distributed to the authors and publishers, but as to why it increased no reason was given.

2) Bundling is much worse than we originally thought.

I thought it was bad with students buying textbooks along with the study guide and CD-ROM. When the publishers started their presentation, they had on display what I thought to be a variety of textbooks. What I did not know was that it was **15 DIFFERENT SUPPLEMENTS for one single textbook: the 9th edition of Campbell's Biology**. These supplements are not targeted towards students either, they are targeted towards the publisher's true customer: the overworked professor.

These supplements are teaching guides (i.e. how do you teach to the textbook). They offer pedagogical strategies along with guides to using all of the study material (so there's a book on how to use Media for that particular textbook). According to the publishers, the reason why they utilize these techniques is because the market requires it. Instructors told publishers year after year that they require more information, that students require more tools in order to understand the textbook and become better oriented towards University. There are two things at play here: one is that instructors feel students come to University unprepared and require more supports, the other being that instructors are now more willing to teach "to the textbook" as it saves them time. As an example, the supplements provided included pre-packaged notes, exam questions, online help, CD-ROMs, media guide, etc. As I said before, bundling is exploding.

Tom, from Queens, had the best analogy for this because publishers are not aware, nor were they willing (key emphasis on the past tense), to acknowledge that students are the end users of the product. As said by

Tom,

“In normal markets, competition will drive the price down. In the textbook industry, competition drives it up.”

The single professor decision has such a profound impact on the costs of the academic material and the factors that he/she utilizes could play a profound role enhancing the affordability of undergraduate education. The publishers have simply taken advantage of that as they spend money on increasing their market share, but pass those costs onto undergraduates who are essentially hit twice for the same thing: once for tuition, which is meant to cover the **academic** costs of the institution, and again for the academic material that are now used as a crutch for overworked instructors.

3) We need Faculty at the next Round Table

As the discussion progressed, it became apparent that Faculty was needed at that table, partly to defend academic freedom and partly to explain more fully why they select academic materials. Librarians would also need to be included as the Copyright Act and its provisions directly affect them.

The other reason is that, as the previous section indicated, bundling is exploding and driving the price of academic materials up. Although we initially thought bundling targets students, it now more and more targets instructors. When we asked the publishers if they make this clear to instructors, they declined and indicated that they were under the assumption that instructors either knew it explicitly or subconsciously. Some may not know that the bundled materials they receive for free are driving up the costs of academic materials for students. Thus, instructor representation would not only add to the discussion, but they could disseminate this information to their own members as well.

WHERE DO WE GO FROM HERE?

At the conclusion of the National Round Table, everyone was interested in a working group, one that involves students, class instructors, bookstores, librarians, and publishers to discuss academic materials. It would be spearheaded once again by the University of Alberta and the University of Alberta Students' Union. Nonetheless, each student association realized they could do so much more at their respective institutions. Included here are some of the directions we decided to take:

1) Make Faculty aware of their Role in Textbook Costs

Academic freedom is incredibly important to our institution, but

freedom must have its restrictions when it hurts others. Thus, each of the student associations agreed to make their faculty aware of the burden textbooks place on undergraduates and their role in driving those costs up by requesting additional teaching supplements.

2) Obtain the Access Copyright Contracts

These contracts play an incredible role into how our University proceeds with photocopying on campus. We are unsure of how much our University pays to Access Copyright, but gathering information on this amount, as well as where the fees for course pack Access Copyright are derived from is beneficial, if not important for students to understand and give their input on.

3) Student Associations should meet regularly with their bookstore

The reason why this is important is that bookstores are the link between students and publishers. Thus, for students to find out more about the publishers they should seek the bookstore directors. In addition, students should also work with the bookstore so as to streamline its operation and help develop operating policies on textbook margins. Todd Anderson vouched that students provide an important voice and you should listen to them.

4) Develop a Working Group on Academic Materials

The working group has certain challenges it faces, including:

- A representative from Faculty and libraries to discuss this issue. CAUT may be problematic, but perhaps representatives from the individual associations would be beneficial
- Drafting Terms of Reference for the group to include principles that dictate its direction along with its membership composition
- Planning for the next National Academic Round Table on Academic Materials to occur in July or August rather than November
- Drafting specific outcomes that the working group will move on.
- Defining the role of academic materials in Post-Secondary Education.

There is a great opportunity here to work on an issue that many student leaders were unaware of. Although students are divided nationally, it is imperative that we come together to work on this. It is something that affects all students, and our job as student representatives is to advocate for the student interest. This is one of those issues where no matter what side of the political divide you are in, all students agree that academic materials must become affordable for all of us.