

## BYLAW VI

# ELECTION OF BOARD OF DIRECTORS MEMBERS

### 1. Electoral Committee

The Students' Union shall maintain an Electoral Committee at all times which shall be responsible for the administration of all elections to fill Board of Directors positions.

- a. The Electoral Committee shall be comprised of:
  - i. Three (3) members of the Students' Union, at least one of whom is a member of the Board of Directors not seeking re-election; and
  - ii. One (1) member of the staff of the Students' Union.
- b. The Electoral Committee shall ensure that all elections occur in the manner prescribed by this bylaw and the policy of the Students' Union.
- c. The Electoral Committee shall determine the eligibility of all nominated candidates.
- d. The Electoral Committee may disqualify a candidate, or rule an election invalid for any violation of these Bylaws.
- e. The Electoral Committee shall decide the form of the ballot, provided that the nominees for each office be listed in alphabetical order by surname.
- f. The Electoral Committee shall make, in the event of a strike, circumstance beyond human control, or other event that may delay the electoral procedure, a decision as to how and when the electoral procedure may best be completed.
- g. The Electoral Committee shall submit a report on the conduct and results of all elections to the Board of Directors for ratification.
- h. The Electoral Committee shall establish a zone around the balloting area inside which no campaigning shall take place.

### 2. Schedule of Elections

- a. Notwithstanding that elections may be delayed in the event of a lockout, strike, natural disaster or other such occurrence, elections for vacant and expiring positions shall be held:
  - i. before October 31 in the Fall semester and before March 31 in the Winter semester.
  - ii. at such other times as deemed necessary by the Board of Directors or the Electoral Committee, or in the event that the number of Board of Directors members falls below three (3).
- b. The schedule of elections shall include:
  - i. a minimum one (1) week period for the submission of nomination forms to the Electoral Committee;
  - ii. a minimum one (1) week period between the close of nominations and the commencement of polling; and
  - iii. an All Candidates' Forum not less than two (2) days prior to the commencement of polling; and

- iv. not less than 30 hours of polling over a period of not less than 5 days.
- c. The schedule of elections for the Board of Directors shall be set, in compliance with Bylaw VI, Section 2a, by:
  - i. the Board of Directors; or
  - ii. the Electoral Committee, in the event that the number of Board of Directors members falls below three (3).

### **3. Notice of Elections**

Sufficient notice shall be deemed to have been given by:

- a. The posting of not less than eight (8) visible notices on or about the New Westminster Campus and not less than eight (8) visible notices on or about the Coquitlam Campus, not less than eleven by seventeen inches (11"x17"), not less than three (3) days prior to the opening of the nomination period, stating:
  - i. the positions vacant or expiring;
  - ii. the opening and closing date and time of the period for the submission of nominations;
  - iii. the location at which nomination forms may be obtained;
  - iv. the location to which completed nomination forms are to be submitted;
  - v. the period of time allotted to nominees for campaigning; and,
  - vi. the days on which polling will take place.
- b. The posting, on or about each campus of Douglas College, not more than three (3) days after the closing of the nomination period, of not less than eight (8) visible notice at the New Westminster Campus and not less than eight (8) visible notices on or about the satellite campuses, not less than eleven by seventeen inches (11"x17") in size, stating:
  - i. the members nominated for vacant positions on the Board of Directors;
  - ii. the date, time and location of polling stations; and
  - iii. the date, time and location of the All Candidates' Forum.

### **4. Eligibility**

- a. All nominees for positions on the Board of Directors must be members of the Students' Union.
- b. In order to seek election to the Board of Directors, members must be nominated by not less than ten (10) other members of the Students' Union.
- c. In order to seek election to the Board of Directors, members must sign an acknowledgement of the roles and responsibilities as an elected director of the Douglas Students' Union as set out in the following:
  - i. Douglas Students' Union Constitution and Bylaws;
  - ii. Douglas Students' Union Administrative Policy;
  - iii. Society Act of British Columbia; and
  - iv. College and Institute Act of British Columbia.

- d. Members of the Students' Union shall not hold or seek election to more than one (1) Executive Officer position on the Board of Directors at any one time.
- e. Nominees may not be contract or unionized employee of Douglas College. This shall not include Work Study Employees nor Student Employees.
- f. **Indigenous Students' Representative**  
Only those members who identify as being Indigenous shall be eligible to run for the Indigenous Students' Representative.
- g. **Accessibility Representative**  
Only those members who identify as having accessibility needs shall be eligible to run for the Accessibility Representative.
- h. **Pride Representative**  
Only those members who identify as being LGBTQ2IA2S+ shall be eligible to run for the Pride Representative.
- i. **Women Students' Representative**  
Only those members who identify as being a woman shall be eligible to run for the Women's Student Representative.
- j. **Director of Membership Development**  
Only members taking a minimum of one (1) course per academic year, once elected, at the Coquitlam Campus shall be eligible to seek election for this position.
- k. **Campus Representatives**  
All members of the Students' Union that fulfill eligibility requirement Bylaw 7, Section 4. a) b) c) d) and e) may run for these positions provided they are taking at least one (1) course per semester at the campus they seek to represent.

## **5. Conduct of Nominees**

- a. Nominees for all positions shall not commence campaigning until after the close of nominations.
- b. Nominees shall ensure that all their campaign information is removed from public display by midnight the last day of polling.
- c. Nominees' campaign expenses shall not exceed the limit established by the Board of Directors.
- d. Nominees shall abide by all other regulations established by the Electoral Committee.

## **6. Voting**

- a. Members of the Society may vote only once for each position in an election.
- b. The Board of Directors members shall be elected by secret ballot of the members. Voting may be conducted through secure electronic voting and by in-person paper ballots.

- c. If only one (1) nomination is received for a particular office, members shall be asked on the ballot to approve or disapprove of the nominee. The nominee must receive the approval of the majority of the ballots cast to be declared duly elected.
- d. Sealed ballot boxes are to be returned to a secured area as decided upon by the Electoral Committee immediately upon completion of voting. The ballots will be counted by the Electoral Committee and staff of the Students' Union as designated by and under the supervision of the Electoral Committee. Where positions are contested, the nominees receiving a majority of votes cast shall be declared duly elected.
- e. Each nominee may appoint a scrutineer to oversee the counting of ballots.
- f. The Board of Directors may entertain a motion to destroy the ballots no sooner than fifteen (15) days following the Electoral Committee announcement of election results.
- g. Ballots shall not be destroyed without the consent of a majority of the Board of Directors.

## **7. Recounts and Appeals**

- a. A nominee may request a recount of votes cast, provided such request is made in writing to the Electoral Committee within seventy-two (72) hours following the Electoral Committee's announcement of election results.
- b. A nominee may appeal any decision of the Electoral Committee to a meeting of the Board of Directors or a General Meeting of the Students' Union.