



Arts Student Body Council

As assented by the Arts Student
Body Council
24/02/2020

The Election Manual Of
The Arts Student Body Council

1. The Arts Student Body must elect all voting members of the Arts Student Body Council (ASBC) excepting a vacancy that presents itself after January 1st.
2. The following members shall be elected in accordance with the election procedure:
 - a. President,
 - b. Vice-President,
 - c. Director of Academic Programming,
 - d. Director of Social Programming,
 - e. Arts Lounge Director,
 - f. Senators,
 - g. UMSU Directors,
 - h. Womyn's Representative,
 - i. Indigenous Students' Representative,
 - j. International Students' Representative,
 - k. LGBTTQ* Representative,
 - l. Accessibility Representative.
3. All elections shall contain a Nomination Period, Campaign Period, and Voting Period.
 - a. The Nomination Period shall last a maximum of 7 days and end with the All-Candidates Meeting.
 - b. The Campaign Period shall include at least three regular school days of campaigning during which voting does not occur.
 - c. The Voting Period shall include two regular school days of voting during which campaigning may still occur.
 - d. Each Period shall begin immediately with the closing of the previous.

Chief Returning Officer

4. The Chief Returning Officer (CRO) shall be elected by majority vote of the current serving Council.
 - a. The Selections Committee shall be responsible for recommending to Council a CRO candidate who is not seeking election for a position listed in Clause 2.
5. The honourarium for the CRO shall be negotiated per election and approved by Council.
6. The CRO shall have 202 Fletcher Argue as their office for the duration of the election.
7. CRO candidates shall have the following qualifications:
 - a. Familiarity with ASBC, its bylaws, and policies;
 - b. Familiarity with the policies and procedures of the University that affect the conduct of the election; and
 - c. Experience with the electoral process and its procedures.

Nomination Period

8. Nominations for elected positions shall be opened any time after Reading Week, but before March 14 of that year, and close at 4:30 pm two weeks from the date of commencement.
9. Candidates for the following must self-identify as a member of the group they wish to represent:
 - a. Womyn's Representative,
 - b. Indigenous Students' Representative,
 - c. International Students' Representative,
 - d. LGBTTQ* Representative,
 - e. Accessibility Representative.
10. The CRO shall provide a nomination form circulated in an e-mail to the Arts Student Body.
 - a. Nomination forms shall be those contained in Appendix I and require 20 nominating signatures from students registered in the Faculty of Arts.
 - b. Nomination forms must be received prior to the start of the All-Candidates Meeting.

11. The CRO shall be responsible for receiving and validating nomination forms.
12. There shall be no campaigning prior to the closing of nominations.

All-Candidates Meeting

13. A mandatory meeting for all candidates shall be held on the final day of the Nomination Period.
14. All candidates in the election must be present or seek prior permission from the CRO to be absent.
15. During this meeting, the CRO shall:
 - a. Provide all candidates with copies of the ASBC Bylaws and Election Manual, and
 - b. Inform all candidates of their right to appeal decisions of the CRO regarding elections to the ASBC Appeals Committee.

Campaign Period

16. On-the-floor campaigning shall be restricted to 8:00 a.m. to 4:00 p.m. on regular school days.
 - a. All volunteers on the floor must be students at the University of Manitoba.
17. Once the Campaign Period begins, candidates may utilize social media to campaign.
 - a. All content shall be moderated by the CRO and must adhere to the Election Manual.
 - b. Endorsements must be from students at the University of Manitoba.

Campaign Materials

18. Physical campaign materials are restricted to posters, handbills, and banners within the Arts Complex.
 - a. The Arts Complex consists of Tier Building, Isbister Building, Fletcher Argue Building, University College, and the access corridors leading to Elizabeth Dafoe Library.
 - b. Campaign materials must remain within the indoor boundaries of the Arts Complex.
19. There shall be a limit of 25 posters per candidate: a maximum of five posters per candidate, per building in the Arts Complex.
 - a. Posters must be a maximum of 12x18 inches.
 - b. Posters must be approved, in advance of their posting, by the CRO.
20. Banner space must be approved by the CRO before the campaigning period begins.
 - a. One 72x96 inch banner shall be permitted per slate or independent candidate.
 - b. If more than one slate or independent candidate request the same banner location, a lottery shall be held to ensure fairness.
21. All physical campaign materials shall be subject to all fire code regulations set by the University.
22. Professionally-produced videos are not permitted.

Campaign Expenses

23. Total campaign expenditures for the following positions shall not exceed \$100:
 - a. President,
 - b. Vice President,
 - c. Director of Academic Programming,
 - d. Director of Social Programming,
 - e. Arts Lounge Director,
 - f. Senators,
 - g. UMSU Directors.
24. Total campaign expenditures for the following positions shall not exceed \$100:
 - a. LGBTTQ* Representative,
 - b. Accessibility Representative
 - c. Womyn's Representative,
 - d. Indigenous Students' Representative,
 - e. International Students' Representative.

25. Candidate reimbursement shall be provided to all ASBC candidates after the election by the CRO upon presentation of election receipts.
26. All commissioned services must be charged at fair market value, determined by at least three quotes.
 - a. The value of services without a set fair market value shall be determined by the CRO.
 - b. The CRO reserves the right to seek out additional, independent quotes.
 - c. Commissioned individuals must be University of Manitoba students.

Election Process

27. During the election, the CRO shall enforce all ASBC election rules and procedures.
28. The CRO shall provide opportunity for a candidate forum.
29. It is the responsibility of candidates to notify the CRO of the time and date of any candidate speaking engagements at least 36 hours in advance, excluding class talks.
30. The CRO must provide a list of all confirmed engagements to other candidates.

Complaints/Appeals

31. The CRO is empowered to investigate and rule upon any breach of the Election Manual, whether submitted to the CRO in a complaint or initiated by the CRO.
 - a. Complaints are defined as allegations of a breach of the Election Manual by a candidate, submitted to the CRO for ruling.
 - b. The CRO shall prepare and provide a complaint form with the following criteria to be indicated:
 - i. Name and student identification number of the complainant,
 - ii. Specific clause(s) of the Election Manual that are alleged to have been breached,
 - iii. Specific campaign or individual that is alleged to be in breach, and
 - iv. Evidence of the breach.
 - c. If a candidate submits a complaint before the final day of voting commences, the candidate shall not be removed from the ballot.
 - i. If the candidate in question should win the election and have their disqualification upheld, the candidate shall be deemed to have lost the election. The candidate with the second-greatest number of votes shall be deemed to have won the election.
32. A candidate who believes that the CRO has breached the Election Manual may submit an appeal.
 - a. Examples of breaches include:
 - i. A misapplication of the Election Manual to a complaint, or
 - ii. Any other action by the CRO during the election that contravenes the Election Manual.
 - b. The CRO shall prepare and provide an appeal form with the following criteria to be indicated:
 - i. Name and student identification number of the appellant;
 - ii. The ruling being appealed;
 - iii. Reason for the appeal, including specifically any errors in interpretation or application found in the ruling; and
 - iv. The ruling sought from the Appeals Committee.
 - c. A ruling of the Appeals Committee shall be final and binding on the parties involved in the Appeal.
 - d. The Appeals Committee shall meet within 24 hours of an appeal to render a decision.
 - e. The Appeals Committee must provide written reasons for its decision to the appellant and to Council.

Voting Period

33. Any position with exactly the amount of candidates or fewer running shall be conducted as a “Yes” or “No” vote.
34. All UMSU Director ballots shall state, “Vote for up to 4 UMSU Directors.”
35. All Senator ballots shall state, “Vote for up to 3 Senators.”

Ballot Count

- 36. At the conclusion of the Voting Period, the counting of ballots shall commence.
- 37. Independent candidates may appoint a scrutineer to be present during the ballot count.
- 38. Candidates running as a slate of three or more may appoint a single scrutineer to represent them.
- 39. The candidate(s) receiving the greatest number of votes shall be deemed the winner(s).
- 40. The results of all elections shall be reported to the appropriate bodies by the CRO as soon as possible.

Ties/Recounts

- 41. In the event of a tie, there shall be a run-off election between the two parties.
 - a. Should one or neither candidate wish to have their name stand in the run-off election, nomination shall be re-opened and a by-election shall be held in compliance with the Election Manual.

By-Elections

- 42. By-elections shall be held for any vacant voting position if the position becomes vacant prior to January 1st.
 - a. If a position becomes vacant after January 1st, Council may seek to fill the position by the procedure outlined in *Bylaw 2*.
- 43. In any by-election, no elected member of the ASBC shall be eligible to stand for nomination or run for election unless the member resign from Council.

Demerit System

- 44. Any candidate reaching 30 demerits shall be disqualified.
- 45. If a candidate reaches 20 demerits, their reimbursement shall be cut in half.

Failure to attend All-Candidates Meeting without CRO approval	DQ
Failure to attend other meetings called by CRO	5-DQ
Non-UMSU member volunteering	15-DQ
On the floor campaigning on voting days	5-DQ
Direct interaction with an individual voting	20-DQ
Campaigning in prohibited location	10
On-the-floor campaigning on voting days	15-DQ
Damage to UMSU or University property	10-DQ
Over campaign expense limits	DQ
Slandorous campaigning	10-DQ
Any other infractions of the election rules at the CRO's discretion	5-DQ