

# 2020 By-Election Candidates Guide

[theuwsa.ca/elections](http://theuwsa.ca/elections)  
[cec@theuwsa.ca](mailto:cec@theuwsa.ca)

## UWSA By-Elections

2020

# UWSA BY-ELECTIONS

# CANDIDATE CALENDAR

**UWSA Elections, as per Section 5 of our By-Laws, run on a four-week cycle.**

Weeks 1 and 2: Candidate Nominations and Referendum Submissions.

Week 3: Campaigning.

Week 4: Campaigning and Voting.

Mon, Sept. 28	Tue, Sept. 29	Wed, Sept. 30	Thu, Oct. 1	Fri, Oct. 2
8 AM: Nominations open. Download a Nomination form at <a href="http://theuwsa.ca">theuwsa.ca</a>	<b>NOMINATIONS OPEN</b> Complete nomination packages can be emailed to <a href="mailto:cec@theuwsa.ca">cec@theuwsa.ca</a>			
Mon, Oct. 5	Tue, Oct. 6	Wed, Oct. 7	Thu, Oct. 8	Fri, Oct. 9
<b>NOMINATIONS OPEN</b>				12 PM: All-Candidates meeting. 4 PM: Deadline for slate registration
			6 PM: Nominations Close	
Mon, Oct. 12	Tue, Oct. 13	Wed, Oct. 14	Thu, Oct. 15	Fri, Oct. 16
	5 PM: Candidate bios and pictures due	<b>READING WEEK</b> Reading Week is part of the pre-campaign period. Campaigning is prohibited.		
Mon, Oct. 19	Tue, Oct. 20	Wed, Oct. 21	Thu, Oct. 22	Fri, Oct. 23
8 AM: Campaigning begins 12: 30 PM: Candidate Speeches	9 AM: Deadline to submit Acknowledgment of Responsibility Form	12: 30 PM: Candidate Speeches		
Mon, Oct. 26	Tue, Oct. 27	Wed, Oct. 28	Thu, Oct. 29	Fri, Oct. 30
Online Voting Opens at 9 AM	Online Voting Open	Online Voting Open. Voting ends at 6 PM. Results are tabulated.	9 AM: Preliminary Election results are announced.	9 AM: Deadline for submission of complaints 4 PM: Deadline to submit campaign expenses and removal of campaign banners and posters.

# UNDERSTANDING UWSA ELECTIONS

## An Intro

The UWSA By-Election is where students can run for vacant positions that were not filled during the General Election or otherwise vacated. The By-Election takes place over a four-week period from September-October in the Winter Semester every year.

## Election Periods

Elections are divided into three periods: nominations, campaigning and voting. Nomination Period is when students can nominate themselves as a candidate. Campaign period is when candidates campaign and encourage students to vote for them. Voting period is when students vote for their preferred candidates. Preliminary results are announced the day after the voting period and the elected leaders start their term on **November 4, 2020**.

## Your Elections, Your Leaders

Student Unions and Associations represent students' voices on campus. To ensure that your student leaders represent your interests, Executives and board members are elected democratically through annual elections.

## How to Run in Elections

To run, candidates need to fill out a nomination form and submit it to the Chief Elections Commissioner before the end of the nomination period. Once your nomination is verified, you will be invited to the All-Candidates meeting where you will get information about campaigning and voting!

## Questions?

The Chief Elections Commissioner acts on the students' behalf, ensuring that UWSA Elections and Referenda are conducted with integrity, honesty, and transparency. Have a question about the election process? Visit [theuwsa.ca/elections](https://theuwsa.ca/elections) or e-mail us at [cec@theuwsa.ca](mailto:cec@theuwsa.ca)

# AVAILABLE ROLES

## EXECUTIVE DIRECTORS

UWSA Executive Directors are full-time, salaried officers of the student union. They are the official legal representatives of University of Winnipeg students. Each executive portfolio covers particular aspects of the operations of the association, but all of them are charged with bringing business to, and carrying out the decisions of, the UWSA committees and the Board of Directors.

**President:** The President is the Chief Executive Officer and Chief Spokesperson of the UWSA. The President sits on the University of Winnipeg Senate and Board of Regents, Chairs the Executive Committee, and oversees all Vice-Presidential portfolios and all business of the union.

**Vice-President External Affairs:** The Vice-President External Affairs (VPEA) coordinates the external activities of the UWSA, building external partnerships and representing University of Winnipeg students to all levels of government. The VPEA is the primary liaison between the UWSA and the Canadian Federation of Students, coordinates all campaigns of the union, and chairs the Campaigns and External Relations Committee.

## UWSA REGENTS

UWSA Regents represent all UW students to the University of Winnipeg Board of Regents. The Board of Regents rules on financial matters, big-picture goals, and the strategic development of the university. The Board of Regents is the highest governing authority of the university. The Board of Regents and Regent Committees meet bi-monthly.

## BOARD OF DIRECTORS

UWSA directors represent constituencies of students (such as Arts students, or 2SLGBTQ\* students) to UWSA committees and the Board of Directors. Directors help the union make decisions at every level, including managing finances, setting governance rules, and planning events and political campaigns. The Board of Directors meets monthly and UWSA Committees meet bi-weekly to monthly, depending on the committee.

### What Does a Director do?

UWSA directors attend monthly board meetings and are expected to sit on at least one committee of the board. Directors represent their constituencies and the student body by bringing forward new ideas, offering feedback on UWSA operations, holding staff and the executive accountable, and voting on business. The term begins Nov 1 and expires on April 30. Candidates can run for the same or a different position next year.

## Faculty Directors

Faculty Directors represents interests particular to students of their faculty to the UWSA Board of Directors, and works with the UWSA Executive to represent these interests to the community, university, and government. They act as liaison with relevant student groups and associations.

**Education Director:** The Education Director represents interest particular to Education students, and works with the UWSA Executive to represent these interest to the community, university, and government. The Education Director acts as liaison with student groups and associations relevant to Education students.

# AVAILABLE ROLES

**Part-Time/Mature Students' Director:** The Part-Time/Mature Students' Director represents interests particular to Part-Time and/or Mature students, and works with the UWSA Executive to represent these interests to the community, university, and government.

**Professional, Applied, and Continuing Education (PACE) Director :** The Professional, Applied, and Continuing Education (PACE) Director represents interests particular to PACE students to the UWSA Board of Directors, and works with the UWSA Executive to represent these interests to the community, university, and government.

**Recreation and Athletics Director:** The Recreation and Athletics Director represent interest particular interest to the Recreation and Athletics students, and works with the UWSA Executive to represent their interests to the community, university, and government.

**Science Director:** The Science Director represents interest particular to the Science students, and works with the UWSA Executives to represent these interests to the community, university, and government.

## Community Directors

Community Directors represent interests particular to students from their community to the UWSA Board of Directors, and works with the UWSA Executive to represent these interests to the community, university, and government. They act as a liaison between students, service centres and community groups.

**Environmental Ethics Director:** The Environmental Ethics Director represent interest particular interest to the Environmental Ethics students, and works with the UWSA Executive to represent their interests to the community, univeristy, and government.

**Women and Non-Binary (WNB) Students' Director:** The WNB Students' Director represents interests particular to Women, and/or Non-Binary students. They work with the UWSA Executives to represent these interest to the community, university and government. The WNB Students' Director acts as liaison between students and the Women-Trans Spectrum Centre and community groups that challenge gender oppression.

**Student Living Director:** The Director of Student Living represents issues surrounding cost of living and university education, and works with the UWSA Executive to address these issues with the community, university, and government. The Director of Student Living acts as liaison between students and the University of Winnipeg Residents Association and the Department of Housing and Student Life.

**Looking for a detailed description of the duties of Executives and Directors of the board?**  
[Visit the UWSA Bylaw VI on our website here.](#)

# FAQS

## **What are the duties of a director? How much time am I expected to commit to?**

UWSA directors attend monthly board meetings and are expected to sit on at least one committee of the board. Directors represent their constituencies and the student body by bringing forward new ideas, offering feedback on UWSA operations, holding staff and the executive accountable, and voting on business.

## **Is it a paid position?**

Directors elected in the By-Election receive a \$250 honourarium at the end of their term. Executive Director positions are full-time, salaried term positions of approximately twenty thousand dollars (\$20,000) for November - April.

## **What are the benefits of being a director?**

Directors gain experience as a member of a non-profit board; have the opportunity to connect with student communities and voice their needs; make decisions that impact students and the university; and learn more about the student union, university governance, and lobbying government.

## **How long is a term?**

The term begins once you are elected and expires on April 30. Candidates can run for the same or a different position next year.

## **Can I run with a partner?**

Two or more people holding one position is called a co-directorship. Co-directors split a single vote and share one honourarium. Candidates can also run for different positions as a slate. Slates may have no more than four candidates and must be approved by the CEC.

## **Do I need any experience to run?**

Any student enrolled in at least three credit hours during the current academic year is a member of this UWSA and is qualified to run as a director of the board. Candidates for election:

- Must be at least 18 years old.
- Must be a student of the University of Winnipeg.
- Cannot hold the status of bankrupt

Executive Director candidates must also have met either of the two following criteria at the time of nominations for election or appointment:

- Must have completed 30 credit hours at the University of Winnipeg; or
- Must have attended the University of Winnipeg for at least four full University terms over a period of at least two full calendar years prior to commencing the term in office.

## **How do I run? Do I have a budget?**

To run, you can fill a nomination form online ([theuwsa.ca](http://theuwsa.ca)) and submit it to [cec@theuwsa.ca](mailto:cec@theuwsa.ca). You'll get a budget to help with your campaign expenses. Your budget amount will be announced at the All Candidates Meeting.

## **I have more questions. Who can I talk to?**

You can check out our website at [theuwsa.ca/elections](http://theuwsa.ca/elections), talk to a current Board of Director ([theuwsa.ca/board-of-directors](http://theuwsa.ca/board-of-directors)), attend a Board meeting, or e-mail the CEC at [cec@theuwsa.ca](mailto:cec@theuwsa.ca).

# UWSA ELECTIONS **NOMINATIONS**

## Nominate Yourself!

Nominations Open  
8 AM | Monday, September 28

Nominations Close:  
6 PM | Thursday, October 8



### Do I Qualify?

Any student enrolled in at least three credit hours during the current academic year is a member of this UWSA and is qualified to run as a director of the board. Candidates for election:

- Must be at least 18 years old.
- Must be a student of the University of Winnipeg.
- Cannot hold the status of bankrupt.

Additionally, Executive Director candidates must also have must also have completed 30 credit hours at the University of Winnipeg; or, attended the University for at least four terms over a period of two years.

### Why should I run?

Joining the UWSA Board of Directors is a great way to get involved in current affairs! You'll learn about issues at the university and in the community, and will help guide the association's response to those issues. You'll get experience sitting on a not-for-profit board, connect with other students, and lead projects that are important to you.

### How do I nominate myself?

Pick up a nomination package online. You'll need to collect 1 signature of a student pledging to nominate you. You'll also want to assign a scrutineer. Scrutineers are like your partner in a campaign, they can attend meetings on your behalf and volunteer for you. Turn in your nomination package before 6 p.m. on Thursday, October 8. Drop off information will be listed in the nomination package.

### What are co-directorships?

If the workload seems like it might be too much, consider running as co-directors. Co-directors split the duties, vote, and honorarium of one director position. Contact the CEC to find out more!

### How do I know that my nomination is valid?

At 12:30 p.m. on Friday, October 15, all verified nominations will be announced. Anyone who is nominated is strongly encouraged to attend this meeting. You'll meet other candidates and get important information about campaigning, budgeting, and voting!

# UWSA ELECTIONS

# CAMPAIGNING

## October 21 - October 25

### Candidate Speeches

Monday, Oct 19 | 12.30 PM

Wednesday, Oct 21 | 12.30 PM

(To be confirmed)



### What is a campaign?

A campaign is a series of actions done by or on behalf of a candidate to gain support for the vote. The CEC will inform candidates of the guidelines and rules of campaigning during the All-Candidates Meeting on the day after nominations close.

### How to build a campaign

- 1** Identify your audience. Each position has a slightly different audience (arts students, 2SLGBTQ students, the whole student body, etc). Keep in mind that although many positions represent specific communities, all voters are able to cast votes for all positions.
- 2** Identify the priorities of your audience and build a platform that meets those priorities. For example, Arts students might have different priorities than Science students. 2SLGBTQ\* students might have a set of priorities that are consistent regardless of faculty, or might have priorities based on where they spend time on campus.
- 3** Think critically about the issues and how you'll engage with them — this will become your platform!
- 4** Create campaign materials that communicate your platform clearly and concisely. You have a budget provided by the UWSA to cover the cost of your campaign materials.
- 5** Talk to students, distribute your campaign materials, and remind people to vote! Some candidates choose to do classroom speeches—if you do, make sure you get permission from the professor beforehand! All candidates will have the opportunity to give a speech during the Candidate Speeches.

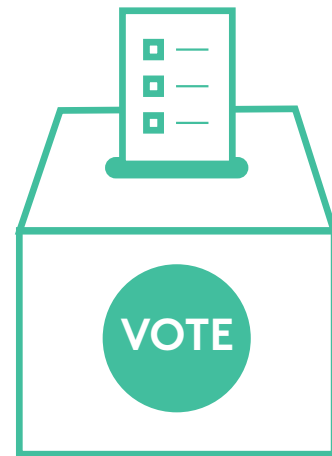


# UWSA ELECTIONS

# VOTING

October 26 - October 28

Preliminary Results by October 29



## Who can vote?

Anyone enrolled as a student (full-time or part-time) can vote in the elections. This year, voting is online. Voting details will be sent to your UWinnipeg Webmail so log on to that during voting days.

## Where and when do I vote?

2020 UWSA By-Elections will be conducted by online voting on October 26, 27, and 28. An elector ID, password, and voting link will be sent to your UWinnipeg Webmail. Just log in on voting days to cast your vote!

Accessibility accommodations will also be made for students who can't access voting online. Check [theuwsa.ca/elections](https://theuwsa.ca/elections) for details about the online voting.

## What happens next?

Votes are counted immediately after voting ends at 6 PM on October 28. Preliminary results are announced via e-mail to the candidates and the UWSA Board, and at [theuwsa.ca](https://theuwsa.ca), no later than 9 AM on October 29. You can also log on to your Simply Voting account to check the results.

The results are ratified during the next UWSA Board meeting and declared official. Candidates must submit campaign expenses and remove all campaign banners and posters on campus by 4 PM on November 2.

The newly elected Board members start their term on November 4, 2020 after results are ratified by UWSA membership at the Special General Meeting.

## Complaints and ballot recount

All complaints and requests are submitted to the CEC. The deadline for a complaint is 9 AM on October 30.

# UWSA ELECTIONS

## COMPLAINTS

The Chief Elections Commissioner is responsible for ensuring a fair and unbiased election, and managing all complaints, disputes, and violations of the By-Laws. Any member of the association can file a complaint against a campaign. Complaints against a campaign must be submitted in writing directly to the CEC at [cec@theuwsa.ca](mailto:cec@theuwsa.ca).

Have a complaint?

Fill out a complaint form and submit it to the CEC by 9 a.m., two business days following the alleged infraction.

On receiving validly submitted complaints

The CEC will send a copy of the complaint to all parties named in the complaint and begin their investigation. The party accused of infraction will be asked to submit a written response to the complaint.

Within 24 hours

The CEC will rule on the complaint, send a copy of the ruling to all parties, post it publicly, and put in motion any assigned penalties.

The CEC's decision may be appealed to the REBLITE Board

Complaints submitted invalidly may be dismissed by the CEC

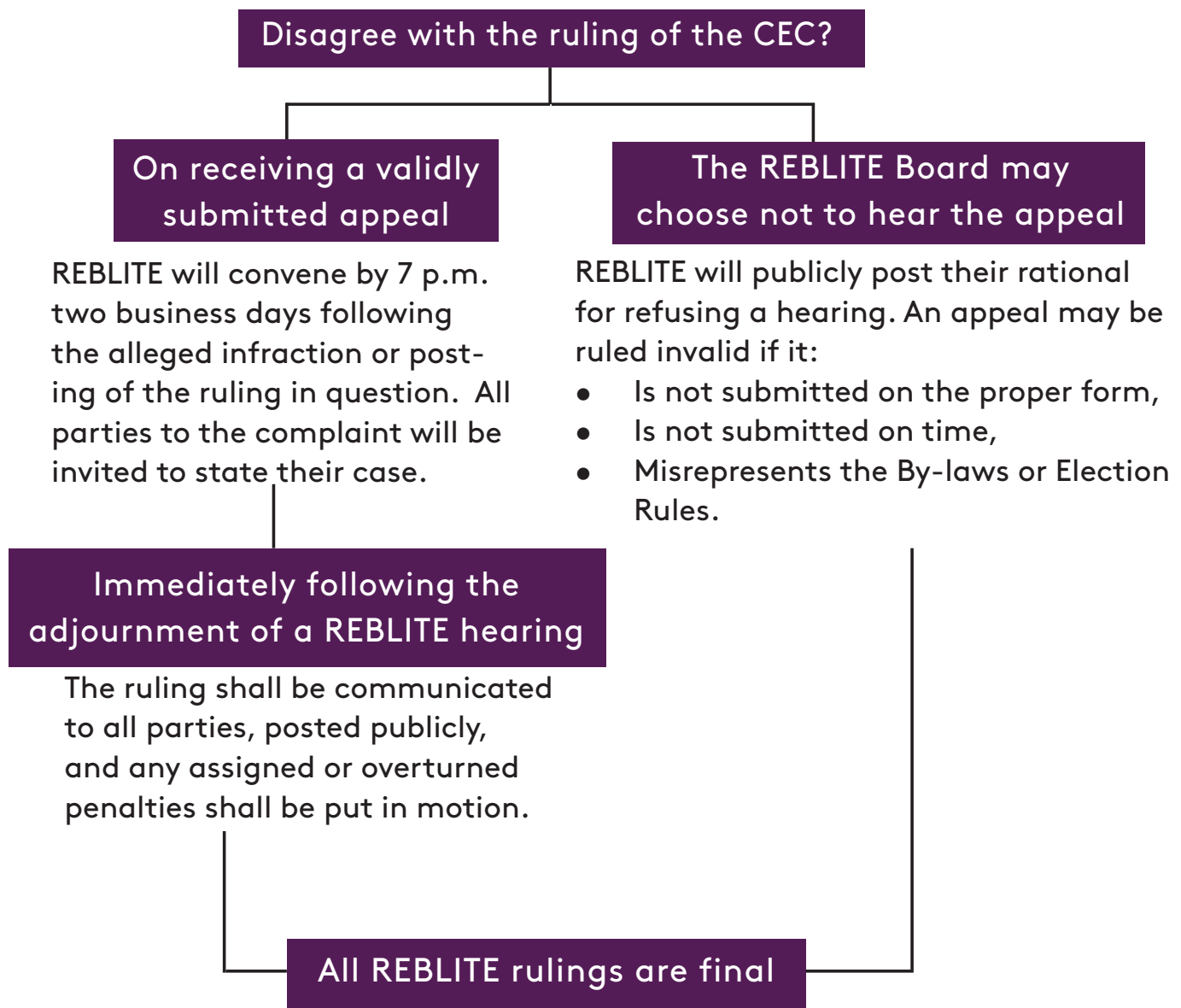
The complainant will be contacted directly with this ruling. In some cases, the complaint may be resubmitted. The CEC will list what is needed for the complaint to be ruled valid. A complaint may be ruled invalid if it:

- Is not submitted on the official form,
- Is not submitted on time,
- Misrepresents the By-laws or Election Rules.

# UWSA ELECTIONS

## APPEALS

The REBLITE Board is the check and balance for the CEC. Complaints against an action or decision of the CEC are appeals and can be submitted to the Chair of REBLITE at [chair@theuwsa.ca](mailto:chair@theuwsa.ca). Any member of the association can file a complaint against the CEC but only those party to the original complaint can appeal a ruling of the CEC.



This document is not a stand in for the UWSA By-laws. All Candidates for Election are expected to familiarize themselves with the By-laws. This info sheet is not a governing document of the UWSA and may not be referenced in any election complaint or appeal.

# Contact

Shenal Fernando

Chief Elections Commissioner

204-786-9052

[cec@theuwsa.ca](mailto:cec@theuwsa.ca)

[theuwsa.ca/elections](http://theuwsa.ca/elections)

