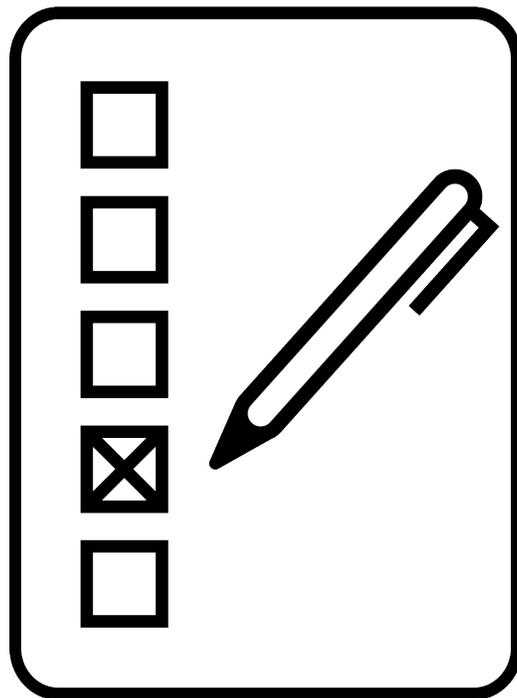


CANDIDATE GUIDE

2021-2022



A guide to the UWSA General Election process,
available positions, and key dates.

MAKE A DIFFERENCE

Indigenous Credit Requirement.
Affordable healthcare. UWSA Daycare.
Microwaves. U-Pass.

Did you know that big campus
developments were started by
students like you?

As a UWSA Director, you can
create a positive change for
students at UWinnipeg.

NOMINATE
YOURSELF

UWSA ELECTIONS CANDIDATE CALENDAR

UWSA Elections, as per Section 5 of our By-laws, run on a five-week cycle.

Weeks 1 and 2: Candidate Nominations

Week 3: All Candidates Training and Campaign Preparation Week

Week 4: Campaign Week

Week 5: Voting

Mon, Mar. 1	Tue, Mar. 2	Wed, Mar. 3	Thu, Mar. 4	Fri, Mar. 5
8 AM: Nominations open. Download Nomination form at theuwsa.ca/elections	NOMINATIONS OPEN Complete nomination packages can be emailed to the Chief Election Commissioner's office at cec@theuwsa.ca			
Mon, Mar. 8	Tue, Mar. 9	Wed, Mar. 10	Thu, Mar. 11	Fri, Mar. 12
NOMINATIONS OPEN				12.30 PM: Virtual All-Candidates meeting
				6 PM: Nominations Close
Mon, Mar. 15	Tue, Mar. 16	Wed, Mar. 17	Thu, Mar. 18	Fri, Mar. 19
	5 PM: Candidate bios and photos due	All Candidates Training and Campaign Preparation Week Campaigning is prohibited.		
Mon, Mar. 22	Tue, Mar. 23	Wed, Mar. 24	Thu, Mar. 25	Fri, Mar. 26
8 AM: Campaigning begins	9 AM: Deadline to submit Acknowledgment of Responsibility Form			
Mon, Mar 29	Tue, Mar 30	Wed, Mar 31	Thu, April 1	Fri, April 2
Online Voting Open	Online Voting Open	9 AM - 6 PM: Online Voting Open	9 AM: Preliminary Election results are announced. 12 PM: Deadline to request a ballot recount.	

UNDERSTANDING UWSA ELECTIONS

An Intro

The UWSA General Election is where students can run for an Executive Team position (President, Vice-President External Affairs, Vice-President Student Affairs) a Board of Director position, an Emerging Leader position, a Senate position or a Board of Regents seat. This year, Elections take place over a five-week period from March 1 - April 1, 2021.

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

Election Periods

Elections are divided into four periods: nominations, candidate training and preparation, campaigning and voting. Nomination Period is when students can nominate themselves as a candidate. Candidate Training and Preparation Week is when candidates collaborate with the Election Campaign Facilitator on promotion and learn how to campaign. 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 will be announced on April 1 and the elected leaders start their term on May 1.

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 **by 6 PM on March 11**. Once your nomination is verified, you will be invited to the All-Candidates meeting where you will get information on campaigning and voting!

UWSA ELECTIONS AVAILABLE ROLES

EXECUTIVE DIRECTORS

UWSA Executive Directors are full-time, salaried officers of the student union. They are 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, UWSA committees and the Board of Directors.

President (One year term position):

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 (One year term position):

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 represents students at the university senate. 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. They are primary liaison for UWSA student groups and student associations.

Vice-President Student Affairs (Two year term position):

The Vice-President Student Affairs (VPSA) advises and represents students who need assistance with academic appeals, sexual harassment cases, student housing issues, and other student advocacy. The VPSA represents students at the university Senate. The VPSA chairs the Student Life Committee.

Questions?

The Chief Elections Commissioner acts on the students' behalf, ensuring that UWSA Elections and Referenda are conducted with integrity, honesty, and transparency. Contact them by e-mail at cec@theuwsa.ca.

UWSA ELECTIONS

AVAILABLE ROLES

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.

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.

- Arts Director
- Business and Economics Director
- Education Director
- Graduate Student Director
- Professional, Applied, and Continuing Education Director
- Science Director

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.

- Accessibility Director
- Community Liaison Director
- Director of Student Living
- Environmental Ethics Director
- International Students' Director
- Part-Time/Mature Students' Director
- Racialized Students' Director
- Recreation and Athletics Director
- Two-spirit, Lesbian, Gay, Bisexual, Transgender, and * Students' Director
- Women, Trans, and Non-Binary Students' Director

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 May 1 and expires on April 30. Candidates can run for the same or a different position next year.

Emerging Leaders Directors

UWSA Emerging Leader Directors duties include general membership engagement; promotion of UWSA events, board meetings, and general meetings; and assisting the Vice-Presidents in board mentorship and transition year-to-year. Emerging Leader Directors hold a seat on the UWSA Board that meets monthly and UWSA Committees that meet bi-weekly to monthly, depending on the committee. **Two of the Emerging Leaders will be elected for a 2-year term and the other two will be a 1-year term for the 2021 General Election.**

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.

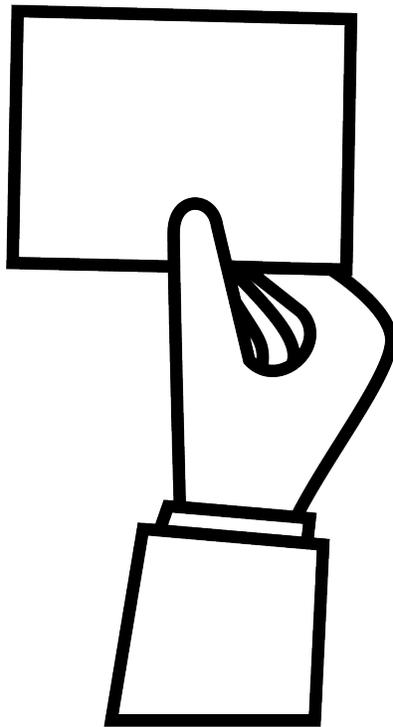
UWSA SENATORS

UWSA Senators represent all UW students to the University of Winnipeg Senate and Senate Committees. The Senate makes decisions on all academic matters of the university, including curriculum development, student academic appeals, and the setting of academic standards. Senate meets monthly and Senate Committees meet bi-weekly to monthly, depending on the committee.

Want to know who's on the board right now and what happens at board meetings? Check out theuwsa.ca/board-of-directors.

To learn more about the duties of each director, please review Bylaw VI (Page 34 - 49) of [the UWSA Bylaws](#).

UWSA ELECTIONS NOMINATIONS



Nominations Open: 9 AM | Monday, March 1
Nominations Close: 6 PM | Thursday, March 11

NOMINATE
YOURSELF

Do I qualify?

Any student enrolled in at least three credit hours during the current academic year is a member of this UWSA and can run as a director of the board.

Candidates for Executive Director must be a current UWSA member and must either:

- Have completed at least 30 credit hours at UWinnipeg, OR
- Have been enrolled in at least four full terms over at least two full calendar years.

Current executive directors are UWSA members regardless of whether or not they are registered in classes during their term.

Why should I run?

Joining the UWSA Board is a great way to get involved in the university!

As a UWSA Director, you will:

- Create change on campus and in your community.
- Receive an honourarium (Board of Director) or a full-time salary (Executive Director).
- Experience what it's like to work on a non-profit board.
- Represent your community or faculty at monthly board and committee meetings.
- Receive a recommendation for future jobs.
- Plan events and campaigns you care about.

How do I nominate myself?

Download a nomination package online at theuwsa.ca/elections. Once you learn more about the positions at the All Candidates Meeting, you will be able to switch the position you're running for before the Campaign Preparation and Training Week begins.

How do I know that my nomination is valid?

At 12:30 p.m. on March 12, all verified nominations will be announced. All nominees must attend this meeting. You'll meet other candidates and get important information about campaigning, budgeting, and voting!

UWSA ELECTIONS

All Candidates Training & Campaign Preparation

March 15 - 19



All Candidates' Meeting

Friday, March 12 | 12.30 PM | Virtual Meeting

What is the All Candidates Training, and Campaign Preparation Week

From March 15-19, all qualified candidates must attend the training sessions conducted by the Election Campaign Facilitator. The candidates will collaborate with the ECFs to develop a joint UWSA election campaign that gives all the participants an equal opportunity to share their vision and goals with students.

The schedule for the training sessions will be available at the All Candidates' Meeting. Sessions will include but not limited to:

- Collaborative governance;
- The UWSA mission and vision, internal structure and operations, UWSA Ambassadorship, Policies, and election rules;
- Non-profit board regulations, duties and privileges;
- How to campaign and;
- Conflict mediation and resolution.

All Candidates' Meeting

The All Candidates' Meeting will take place at 12:30 p.m. on March 12, 2021. Candidates must attend the meeting as it is a chance to meet the ECFs and the other candidates. Candidates will also learn about important dates for the training sessions and be briefed on election rules and regulations.

Confirmation of the position you are running

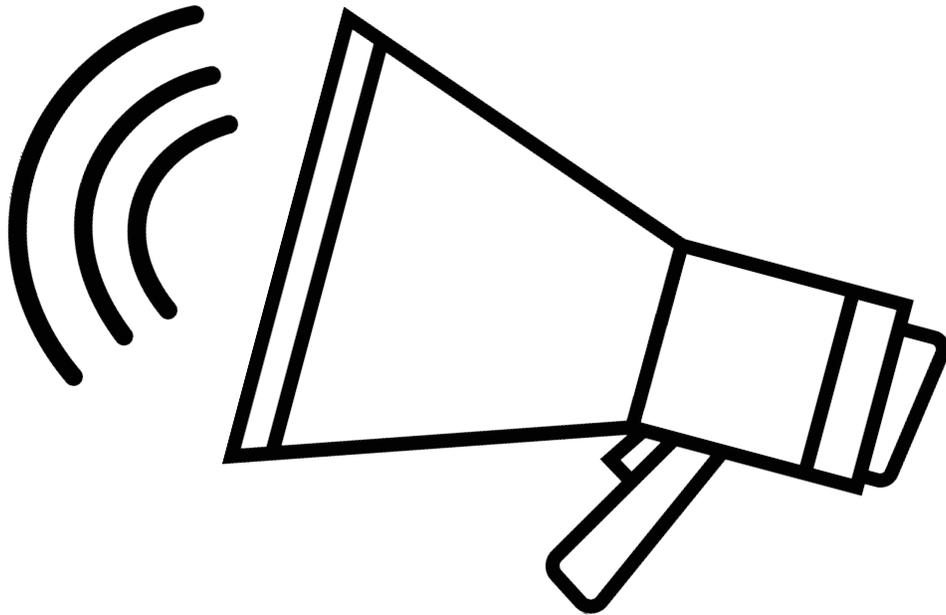
Candidates can announce the position they are running at the beginning of the UWSA General Election Campaign Week. Additionally, candidates may choose to change the position they were initially going to run as to another, depending on eligibility. They may also join a co-directorship with another election campaign participant, or withdraw from candidacy, until 9 a.m. on Friday, March 19.

Who is the Election Campaign Facilitator (ECF)

The ECF creates and delivers training sessions during the All Candidates' Meeting, Training, and Campaign Preparation Week. The training sessions may include campaign building, collaborative governance, and conflict resolution. The ECF oversees the UWSA Election Campaign week and ensure fair and transparent election processes. If you have any concerns during weeks 3 and 4, you can contact the ECF for assistance at u.khan@theuwsa.ca.

UWSA ELECTIONS CAMPAIGNING

March 22 - onward



Candidate Speeches

(To be confirmed during Candidate Training and Preparation Week)

What is a campaign?

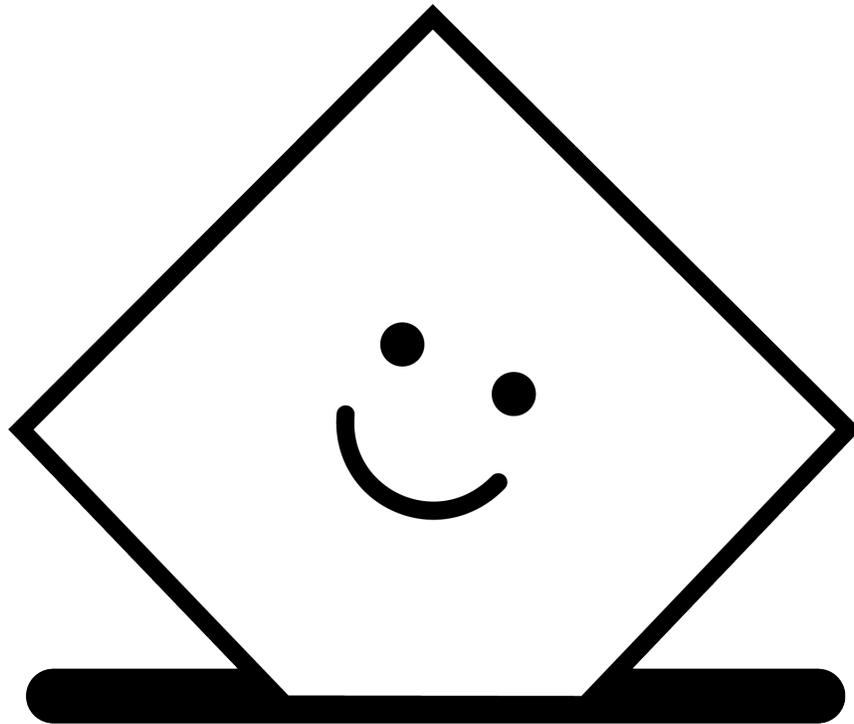
A campaign is a series of actions done by or on behalf of a candidate to gain support for the vote. **You can campaign during campaign week and voting week from March 22 - 31.** The CEC will inform candidates of the guidelines and rules of campaigning during the All-Candidates Meeting on the day after 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.** Talk to students, distribute campaign materials, and remind people to vote! Some candidates choose to do classroom speeches — if you do, speak to the Election Campaign Facilitator!
- 5.** Use the UWSA Spotlight to help promote yourself on social media!

All candidates will have the opportunity to give a speech during the virtual Candidate Speeches.

UWSA ELECTIONS VOTING



March 29 - March 31 at 6PM

Preliminary Results on April 1 at theuwsa.ca

Who can vote?

Anyone enrolled as a student (full-time or part-time) can vote in the elections. Remember to bring your student card with you when you hit the polls! (A government issued photo ID, along with your student number, works too).

Where and when do I vote?

2021 UWSA General Elections will be conducted by online voting on March 29, 30, and 31.

Check theuwsa.ca/elections for details about the online voting.

What happens next?

The ballot count begins immediately after voting ends at 6 PM on March 31. Preliminary results are announced via e-mail to the candidates and the UWSA Board, and at theuwsa.ca on April 1.

The results are ratified and declared official during the next UWSA Board meeting.

Newly elected Executives and Board members start their term on May 1, 2021.

Complaints

All complaints about polling and voting must be submitted to the CEC and resolved in accordance with the Elections Complaints Policy. If a candidate disagrees with the CEC's ruling, they can submit an appeal to the Election Accountability Board.

How to vote?

1. Check your Webmail to receive your unique Elector ID, password, and voting link
2. Click on the voting link and enter your Elector ID and password to login and go to the voting page.
3. Go through every candidate and vote yes, no, or leave it blank to abstain.
4. Click "continue" when you reach the bottom of the voting page.
5. Review your ballot. If you need to change a vote, click "change".
6. Click confirm when you are satisfied with your answers. Your ballot will be submitted. You can view your voting receipt on the page.

UWSA ELECTIONS COMPLAINTS

The Chief Elections Commissioner and Election Campaign Facilitators are 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 about nominations and polling may be reported to the CEC at cec@theuwsa.ca. Conduct complaints, including disputes between election campaign participants, may be reported to the ECF at u.khan@theuwsa.ca. Complaints regarding the conduct of the CEC or the ECFs may be reported directly to the chair of the EAB at chair@theuwsa.ca.

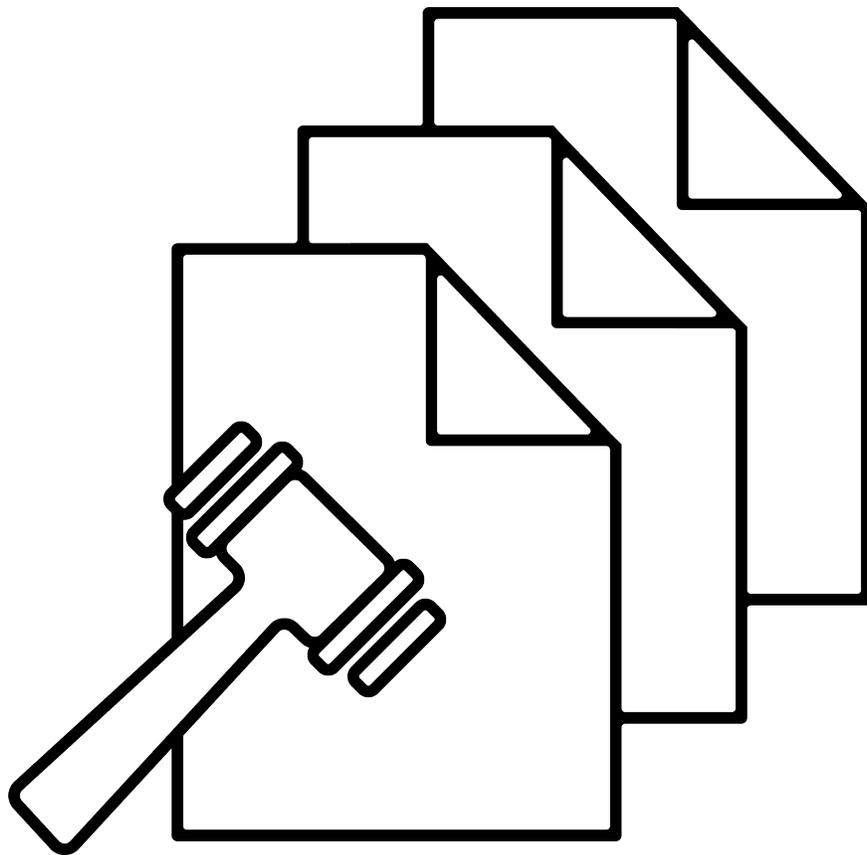
UWSA ELECTIONS APPEALS

The Election Accountability Board (EAB) 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 EAB at 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.

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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 guide is not a governing document of the UWSA and may not be referenced in any election complaint or appeal.

UWSA ELECTIONS BY-LAWS



All Candidates are required to review the UWSA Election By-Laws and Policies.

[UWSA Election Bylaws](#): Bylaw IV and V (Page 10 - 33)

[UWSA Election Policies](#): Article X1V (Page 38 - 46)

UWSA REFORMS

2020-21

Following the 2020 UWSA General Elections, former executives shared publicly shared experiences of harassment and discrimination that highlighted how harmful our established systems were. Over the last few months, the UWSA went through a significant learning experience that led us to re-evaluate the way we work with and support students and address the need to restructure the organization.

The UWSA Board recognized that it needed to address the issue at a deeper, organizational level and hired an external consultant - Catalyst Research and Communications - to engage in a process which allowed the UWSA to examine its strengths and weaknesses.

To review the recommendations made by the consultant and the resulting reforms implemented by the UWSA, please click here: [UWSA Reforms Report to the Membership](#)

CONTACT

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