

UWSA GENERAL ELECTION 2023

# CANDIDATE GUIDE

A GUIDE TO THE UWSA GENERAL ELECTION PROCESS,  
AVAILABLE POSITIONS, AND KEY DATES.

MAKE A DIFFERENCE!

[theuwsa.ca/elections](https://theuwsa.ca/elections) | [@theuwsa](https://twitter.com/theuwsa) | [t.hanan@theuwsa.ca](mailto:t.hanan@theuwsa.ca)



UWSA THE UNIVERSITY OF WINNIPEG  
STUDENTS' ASSOCIATION

# MAKE A DIFFERENCE!

As a UWSA Director, **you can create positive change** for students at University of Winnipeg.

- 🔔 Indigenous Course Requirement
- 🔔 Affordable Healthcare
- 🔔 UWSA Daycare
- 🔔 U-Pass
- 🔔 Fall Reading Week
- 🔔 BikeLab
- 🔔 Microwaves
- 🔔 UWSA Discord Server
- 🔔 Accessible Door Openers

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

## NOMINATE YOURSELF NOW!

YOUR  VOICE CAN MAKE A CHANGE

# UWSA ELECTIONS CANDIDATE CALENDAR

UWSA Elections, as per Section 5 of our Bylaws, run on a six-week cycle:

Weeks 1 & 2: Candidate Nominations

Week 3 & 4: All Candidates Training and Campaign Preparation Week

Week 5: Campaign Week

Week 6: Voting and Campaign Week

MON, FEB 6	TUE, FEB 7	WED, FEB 8	THU, FEB 9	FRI, FEB 10
<b>NOMINATIONS OPEN</b>				
Download a Nomination form at <a href="http://theuwsa.ca/elections">theuwsa.ca/elections</a>	Nomination forms must be submitted to the CEC directly, via email to the CEC's UWSA email, <a href="mailto:cec@theuwsa.ca">cec@theuwsa.ca</a>			
MON, FEB 13	TUE, FEB 14	WED, FEB 15	THU, FEB 16	FRI, FEB 17
<b>NOMINATIONS OPEN</b>				UWSA announces Training and Prep Week Schedule
			Nominations close at 6:00pm	
MON, FEB 20	TUE, FEB 21	WED, FEB 22	THU, FEB 23	FRI, FEB 24
Louis Riel Day UWSA is closed	10:00am – 4:00pm Mandatory Headshot	10:00am – 4:00pm Mandatory Headshot	10:00am – 4:00pm Mandatory Headshot  4:00pm Deadline to request for the UWSA Communications team for campaign material assistance  4:00pm Deadline to register as a slate. Must notify the CEC and General Manager	4:00pm Deadline to register as co-directorship or change positions you are running.
SUN, FEB 26	MON, FEB 27			
9:00am – 5:00pm Mandatory Election Training Day (all candidates MUST attend)	4:00pm Candidate Bios Due			
MON, MAR 6	TUE, MAR 7	WED, MAR 8	THU, MAR 9	FRI, MAR 10
<b>CAMPAIGN WEEK</b>				
Candidates may start campaigning on Monday, Mar 6 at 9:00am. Any time before may result in disqualification.				
MON, MAR 13	TUE, MAR 14	WED, MAR 15		
<b>VOTING OPEN</b>				
Voting opens at 9:00am		Voting closes at 6:00pm		

# UNDERSTANDING ELECTIONS

## POSITION REQUIREMENTS

The UWSA General Election is a six-week period in February-March where students can run for an Executive Team position (President, Vice-President Student Affairs), Emerging Leader Director, a Board of Director position, a UWSA Senator position, or a Board of Regents seat.

UWSA Elections may be a bit different than the elections you're used to. As a students' union, the UWSA is invested in helping students reach their individual and collective potential. This means providing an electoral experience that fosters collaboration and meets the UWSA's values of accessibility, anti-oppressive leadership, authentic representation, outreach & engagement, organizational integrity, empathy, and continual reflection.

It is the goal of the UWSA Election Management Team to support all candidates. Even if you've never run a campaign before, you can participate in the UWSA Elections and get the help you need to thrive!

## ELECTION PERIODS

Elections are divided into four periods: nominations, all candidates training and campaign preparation, campaigning, and voting. Nomination Period is when students nominate themselves as a candidate. All Candidates Training and Campaign preparation period is when candidates learn how to campaign and are trained by UWSA Election Staff. Campaign period is when candidates can campaign and encourage students to vote for them. Voting period is when students vote for their preferred candidates. Candidates can continue to campaign until the end of the voting period. The results are announced at the end of the voting period and the newly elected leaders start on May 1, 2023.

## 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 DO I RUN?

To run, candidates will need to fill out a nomination form and submit it to the Chief Elections Commissioner (CEC) before the end of the nomination period. The CEC and General Manager act on behalf of the UWSA students, ensuring that UWSA Elections, By- Elections, and Referenda are conducted with integrity, honesty, and transparency. Once your nomination is verified, you will receive an email with all the information about mandatory training, photo days, campaigning and voting! Visit [theuwsa.ca/elections](http://theuwsa.ca/elections) or email us at [cec@theuwsa.ca](mailto:cec@theuwsa.ca).

## SLATES

Two or more executive candidates who are running for different positions may choose to run as a slate/single campaign. You must register and notify the CEC and General Manager via email or in writing before 4PM on Thursday of Week 3. Please note that candidates in slates will still be individually voted on, and only candidates running for Executive positions can run as part of a slate.

## SHARING POWER

Candidates can choose to change their position prior to the commencement of the campaign period. This means that once you've learned more about how the board works, you can choose to run for a position more aligned with your goals. Or, if you'd prefer to run for an uncontested position, you can do so.

Prior to the commencement of the campaign period, candidates can also choose to collaborate with the competition and run together as co-directors. Co-directors share a single seat and vote on the UWSA Board.

## CAMPAIGN TRAINING

Candidates are provided campaign training. You will be taught what it means to be a director on a non-profit board, how internal governance works at the UWSA, conflict mediation and resolution skills, and learn about collaborative governance. You'll additionally be instructed on UWinnipeg campus campaign strategies and best practices.

## COLLABORATION

All campaign planning (even between contesting candidates) is done collaboratively. Election candidates share collective goals alongside their individual goal of being elected.

**Collective goals for all candidates include:**

- Building meaningful engagement with students,
- Nurturing broad understanding of the key electoral issues among the membership
- Achieving a high voter turnout.

## KEY ISSUES

Candidates work together to establish the key electoral issues. Key electoral issues are the important issues facing students that each candidate will have their own perspective on. Once the key issues are established collaboratively, each candidate articulates their personal position on the issues.

## CAMPAIGN MATERIALS

Campaign materials are designed and created individually by the candidates. The UWSA Communications Team are available upon request for assistance on the campaign materials. You must contact them before 4PM on Thursday of Week 3.

## CAMPAIGN EXPENSES BUDGET:

All candidates shall receive a set budget for any campaign expenses. Uncontested, non-executive directorship shall receive a budget of \$50. Contested, non-executive directorship shall receive a budget of \$100. Executive directorship shall receive a budget of \$100. Referenda sides shall receive a budget of \$150.

## CAMPAIGN OPPORTUNITIES

During training week, all candidates plan outreach strategies together, including scheduling meetings with student groups, classroom presentations, and any appearance targeting ten (10) or more students. These engagements are known as “campaign opportunities”. Planning campaign opportunities collectively allows for a strategic campus outreach that boosts student engagement and voter turn-out. Once campaigning begins, candidates only need to share any additional campaign opportunities they schedule with contesting candidates. Sharing campaign opportunities evens the playing field between experienced campaigners and those who are newer to campaigning. This means students are voting for candidates that represent their interests rather than just voting for the candidate they’ve heard of.

## CONFLICT RESOLUTION

In UWSA Elections, candidates are empowered to take leadership in resolving any conflicts they may have with other candidates. The complaints and anti-harassment policies allow for independent and/or supported mediation. If the conflict cannot be resolved through mediation, it then moves to an independent board for review and resolution.

**Questions?** Visit [theuwsa.ca/elections](http://theuwsa.ca/elections) or contact [t.hanan@theuwsa.ca](mailto:t.hanan@theuwsa.ca) or [cec@theuwsa.ca](mailto:cec@theuwsa.ca)

# UWSA ELECTIONS AVAILABLE ROLES

## EXECUTIVES

UWSA Executive Directors are full-time, salaried officers (\$40,000 per year) of the student union. They are the official legal representatives of University of Winnipeg students. Each executive portfolio covers different 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 Student Affairs:** 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.

## 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.

## COMMUNITY DIRECTORS:

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

- 📌 **Accessibility Director:** The Accessibility Director represents interests particular to students disabled by barriers and works with the UWSA Board of Directors and Executives to represent these interests to the community, university, and government. The Accessibility Director acts as a liaison between students and the Accessibility Services, the UWSA Access Lounge, and other campus and UWSA services and community groups that challenge ableist oppression.
- 📌 **Community Liaison Director:** The Community Liaison Director assists the UWSA Executives in building community relationships and partnerships and implementing political campaigns relevant to the campus and downtown community. The Community Liaison Director assists UWSA student groups with charity events, liaises with the University of Winnipeg chapter of the World University Service of Canada (WUSC) and volunteers with the UWSA Foodbank.
- 📌 **Environmental Ethics Director:** The Environmental Ethics Director represents environmental issues to the Board of Directors and works with the UWSA Executives to address these issues with the community, university, and government. The Environmental Ethics Director acts as a liaison between students and environmental student groups.
- 📌 **International Students' Director:** The International Students' Director represents interests particular to international students to the UWSA Board of Directors and works with the UWSA Executives to represent these interests to the community, university, and government. The International Students' Director acts as liaison with student groups and associations relevant to international students, including the University of Winnipeg chapter of the World University Service of Canada (WUSC).
- 📌 **Two-Spirit, Lesbian, Gay, Bisexual, Transgender, Queer and \* Students' (2SLGBTQ\*) Director:** The 2SLGBTQ\* Students' Director represents interests particular to 2SLGBTQ\* students to the UWSA Board of Directors and works with the UWSA Executives to represent these interests to the community, university, and government. The 2SLGBTQ\* Director acts as a liaison between students and the Rainbow Lounge and community groups that challenge sexuality and gender oppression.



- 📣 **Part-Time/Mature Students' Director:** The Part-Time/Mature Students' Director represents interests particular to Part-Time and/or Mature students to the UWSA Board of Directors and works with the UWSA Executives to represent these interests to the community, university, and government.
- 📣 **Racialized Students' Director:** The Racialized Students' Director represents interests particular to Black People, Indigenous People, and People of Colour to the UWSA Board of Directors and works with the UWSA Executives to represent these interests to the community, university, and government. The Racialized Students' Director acts as liaison between students and the BIPoC Lounge and community groups that challenge racism.
- 📣 **Recreation and Athletics Director:** The Recreation and Athletics Director assists UWSA staff and Executives in planning, coordinating, and promoting recreational and athletic activities on campus, and works with relevant student groups to support campus intramurals. The Recreation and Athletics Director acts as a liaison between students and the Duckworth Centre and RecPlex administrators.
- 📣 **Student Living Director:** The Student Living Director represents issues surrounding cost of living and university education to the Board of Directors and works with the UWSA Executives to address these issues with the community, university, and government. The Student Living Director acts as a liaison between students and the University of Winnipeg Residents Association and the Department of Housing and Student Life.
- 📣 **Women, Trans, and Non-Binary Students' (WTNB) Director:** The WTNB Director represents interests particular to Women, Trans, and/or non-Binary students to the UWSA Board of Directors and works with the UWSA Executives to represent these interests to the community, university, and government. The WTNB Director acts as a liaison between students and the Women-Trans Spectrum Centre and community groups that challenge gender oppression.

## **FACULTY DIRECTORS:**

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

- 🔔 **Arts Director:** The Arts Director represents the interests of Arts students to the UWSA Board of Directors and works with the UWSA Executives to represent these interests to the community, university, and government. The Arts Director acts as liaison with student groups and associations relevant to Arts students.
- 🔔 **Business and Economics Director:** The Business and Economics Director represents interests particular to Business and Economics students to the UWSA Board of Directors and works with the UWSA Executives to represent these interests to the community, university, and government. The Business and Economics Director acts as a liaison with student groups and associations relevant to Business and Economics students.
- 🔔 **Education Director:** The Education Director represents interests particular to Education students and works with the UWSA Executives to represent these interests to the community, university, and government. The Education Director acts as liaison with student groups and associations relevant to Education students.
- 🔔 **Graduate Students' Director:** The Graduate Students' Director represents interests particular to Graduate students to the UWSA Board of Directors and works with the UWSA Executives to represent these interests to the community, university, and government. The Graduate Students' Director acts as liaison with student groups and associations relevant to Graduate students.
- 🔔 **Professional, Applied, and Continuing Education (PACE) Students' Director:** The PACE Director represents interests particular to PACE students to the UWSA Board of Directors and works with the UWSA Executives to represent these interests to the community, university, and government. The PACE Director represents students at the university Senate.
- 🔔 **Science Director:** The Science Director represents interests particular to science students to the UWSA Board of Directors and works with the UWSA Executives to represent these interests to the community, university, and government. The Science Director acts as a liaison with student groups and associations relevant to science students.

## OTHER POSITIONS:

- 🔔 **Emerging leader directors (2-year term):** The Arts Director represents the interests of Arts students to the UWSA Board of Directors and works with the UWSA Executives to represent these interests to the community, university, and government. The Arts Director acts as liaison with student groups and associations relevant to Arts students.
- 🔔 **UWSA Regent:** 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 monthly.
- 🔔 **UWSA Senator:** 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.

# FAQS

## IS IT A PAID POSITION?

Directors elected in the Election receive a \$500 honourarium at the end of their term. Executive Directors are salaried positions that receive \$40,000 per year.

## WHAT ARE THE DUTIES AND TIME COMMITMENTS OF A DIRECTOR?

All UWSA directors MUST 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. If you are unable to attend three Board of Director meetings in a row you may be stripped of your title as director.

## WHAT ARE THE BOARD OF DIRECTOR MEETINGS FOR 2023-24?

Board of Director meetings will be happening on Wednesdays at 5:30PM in hybrid form. In-person and virtually. Board of Directors are expected to attend all meetings.

- May 31
- June 28
- July 26
- August 30
- September 27
- November 8
- December 6
- January 31
- March 13
- April 24

## WHEN ARE THE ORIENTATION DAYS IF I AM ELECTED?

Board Orientation will be April 24 – 26. Executive Orientation will be the first weeks of May.

## 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. You will also receive exclusive access to the UWSA Lounge.

## HOW LONG IS A TERM?

The term begins on May 1 and expires on April 30, except for the Emerging Leader Director which is two-year terms. Candidates can run for the same position or a different position in the next General Election.

## CAN I RUN WITH A PARTNER?

Two or more people holding one position is called a co-directorship. Students may choose to run with another election campaign participant during the All-Candidates Training and Campaign Preparation Week. Co-directors split a single vote and honourarium. The number of Co-Directors permissible per Directorship is two in all cases.

## DO I NEED ANY EXPERIENCE TO RUN?

Any student enrolled in at least 3 credit hours during the current academic year is a member of the 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 at the University of Winnipeg.
- Cannot hold the status of bankruptcy.
- Executive Directors: Must have completed 30 credit hours at the UofW, OR have attended the UofW for at least four full University terms over a period of minimum two full calendar years.

## HOW DO I RUN?

To run, you can fill a nomination form online ([theuwsa.ca/elections](http://theuwsa.ca/elections)) and submit it to [cec@theuwsa.ca](mailto:cec@theuwsa.ca).

## 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 General Manager at [t.hanan@theuwsa.ca](mailto:t.hanan@theuwsa.ca) or the CEC at [cec@theuwsa.ca](mailto:cec@theuwsa.ca).

# NOMINATE YOURSELF!

**Nominations Open:** Monday, February 6

**Nominations Close:** 6:00pm, Thursday, February 16

## DO I QUALIFY?

Any student enrolled in at least 3 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 Executive Director must be a current UWSA member and must either:**

- Have completed at least 30 credit hours at the University of Winnipeg, 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 they are registered in classes during their term.

## WHY SHOULD I RUN?

Joining the UWSA Board of Directors is a great way to get involved in your university! You'll learn about issues at the university and in the community and you 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, receive a recommendation for future jobs, and take leadership on projects that you care about.

## HOW DO I NOMINATE MYSELF?

Download a nomination package online at [theuwsa.ca/elections](http://theuwsa.ca/elections). Email in your nomination package to [t.hanan@theuwsa.ca](mailto:t.hanan@theuwsa.ca) before 6 p.m. on Thursday, February 16.

## HOW DO I KNOW THAT MY NOMINATION IS VALID?

You will receive an email on Friday, February 17 confirming your nomination. In the email it will contain information on the mandatory training day, mandatory photo days, campaigning, and voting.

# UWSA ELECTIONS ALL CANDIDATES' TRAINING AND CAMPAIGN PREPARATION

**Begins:** Tuesday, February 21

**Ends:** Friday, March 3

## WHAT IS THE ALL CANDIDATES' TRAINING AND CAMPAIGN PREPARATION WEEK?

During Week 3 and 4, all qualified candidates must attend the training sessions conducted by the UWSA following by-law section 5.32. The training will be a one-day event on Sunday, February 26 from 9AM – 5PM. Some topics will include but not limited to are:

1. Collaborative governance;
2. The UWSA mission and vision, internal structure and operations, UWSA Ambassadorship, Policies, and election rules;
3. Meeting and collaborating with candidates;
4. How to campaign;
5. Conflict mediation and resolution.

## CONFIRMATION OF POSITION

Candidates can announce the position for which they are running at the beginning of the All Candidates Training and Campaign Preparation Week. Before 4 PM on February 24 candidates may choose to run for a different position (contingent on eligibility), join in a co-directorship campaign with another candidate, or withdraw from candidacy.

## CONFIRMATION OF SLATES

Two or more executive candidates who are running for different positions may choose to run as a slate/single campaign. You must register and notify the CEC and General Manager via email or in writing before 4PM on Thursday, February 23. Please note that candidates in slates will still be individually voted on.

# UWSA ELECTIONS CAMPAIGNING

**Begins:** Monday, March 6

## 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, starting Monday, March 6, until Wednesday, March 15.

## 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!



# UWSA ELECTIONS VOTING

**Begins:** Monday, March 13

**Ends:** 6:00pm, Wednesday, March 15

## WHO CAN VOTE?

Anyone enrolled as a student (full-time or part-time) can vote in the elections. Remember to have your student number on hand when you hit the polls!

## WHERE AND WHEN DO I VOTE?

2023 UWSA General Elections will be conducted by online voting and in-person polling on March 13, 14, and 15. Check [theuwsa.ca/elections](https://theuwsa.ca/elections) for details about the voting.

## WHAT HAPPENS NEXT?

Voting ends at 6 PM on March 15 and are automatically tallied by Simply Voting. Preliminary results are announced via e-mail to all students and posted on [theuwsa.ca](https://theuwsa.ca) on March 16. 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, 2023.

## 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 AND UWSA ELECTIONS APPEALS

## UWSA ELECTIONS COMPLAINTS

The General Manager and Chief Elections Commissioner 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 must be submitted and resolved in accordance with the Elections Complaints Policy to the Acting General Manager at [t.hanan@theuwsa.ca](mailto:t.hanan@theuwsa.ca) and CEC at [cec@theuwsa.ca](mailto:cec@theuwsa.ca).

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

## UWSA ELECTIONS APPEALS

If a candidate disagrees with the General Manager and CEC ruling, they can submit an appeal to the Election Accountability Board (EAB). The EAB oversees and holds accountable the CEC and General Manager. Complaints against an action or decision of the CEC or General Manager can be submitted to the Chair of the EAB at [chair@theuwsa.ca](mailto:chair@theuwsa.ca). Any member of the association can file a complaint against the CEC and General Manager.

# UWSA ELECTIONS BY-LAWS AND POLICY

## ELECTION BY-LAW SECTION SUMMARY

Before deciding to run for election, potential candidates should review By-law 4.2 Term of Office; By-law 4.6 Qualification of Directors for Election and Holding Office; and By-law 6 Board of Directors and the Duties of Directors. Once you are declared an election candidate, you are required to read and understand By-law 5 Elections and Referenda. By-law 5 is broken down as follows:

### SECTION A – DEFINITIONS

This section provides definitions for key concepts covered in the election by-laws. If you're uncertain who or what a particular word or acronym refers to, check back to the definitions section to see if it is covered. For more general terms that apply outside of the election cycle, such as "Board of Directors", check the general by-law definitions section found under By-law 2.

### SECTION B – ELECTION MANAGEMENT TEAM

This section covers the selection, training, powers, and duties of the Chief Elections Commissioner and the General Manager. Reviewing this section of the by-laws will give you an understanding of the different duties of each election manager and give you a sense of the overall structure of the elections; however, reading this section is not mandatory for candidates.

### SECTION C – ELECTION AND REFERENDA GUIDELINES AND PROCEDURES

This section covers most of the rules you'll encounter as a candidate. It includes rules on:

- When the election happens, and which positions are open for election in each cycle.
- What happens during each week of the 6-week election cycle.
- How and when a petition for referendum may be submitted.
- Eligibility for nomination and how a candidate can be nominated.
- All Candidates Training and Campaign Preparation Week.
- Campaigning, campaign guidelines, campaign materials, social media campaigning, and campaign opportunities.
- Voting, the ballot, the ballot count and recounts, polling, polling officers.
- Procedures the General Manager/CEC must follow to implement supplementary rules.

## SECTION D – ELECTION VIOLATIONS, COMPLAINTS, AND ACCOUNTABILITY

This section covers the process to follow when someone violates the election rules. This section must be cross referenced with the policy manual.

## SECTION E – FINAL ELECTION REPORT

This section covers the details of the final election report, which is compiled by the CEC, the General Manager, and the Chair of the Election Accountability Board. You can review this section to understand more about UWSA processes; however, reading this section is not mandatory for candidates.

### ADDITIONAL REQUIRED READING:

As an election candidate, you are responsible to read and abide by all UWSA Ambassadorship policies found in the UWSA Policy Manual, including:

- Section 6.01 Code of Conduct
- Section 6.02 Confidentiality Policy
- Section 6.04 Conflict of Interest Policy
- Section 6.05 Abuse Prevention Policy
- Section 9.01 Positive Space Policy
- Section 10.01 Privacy Policy

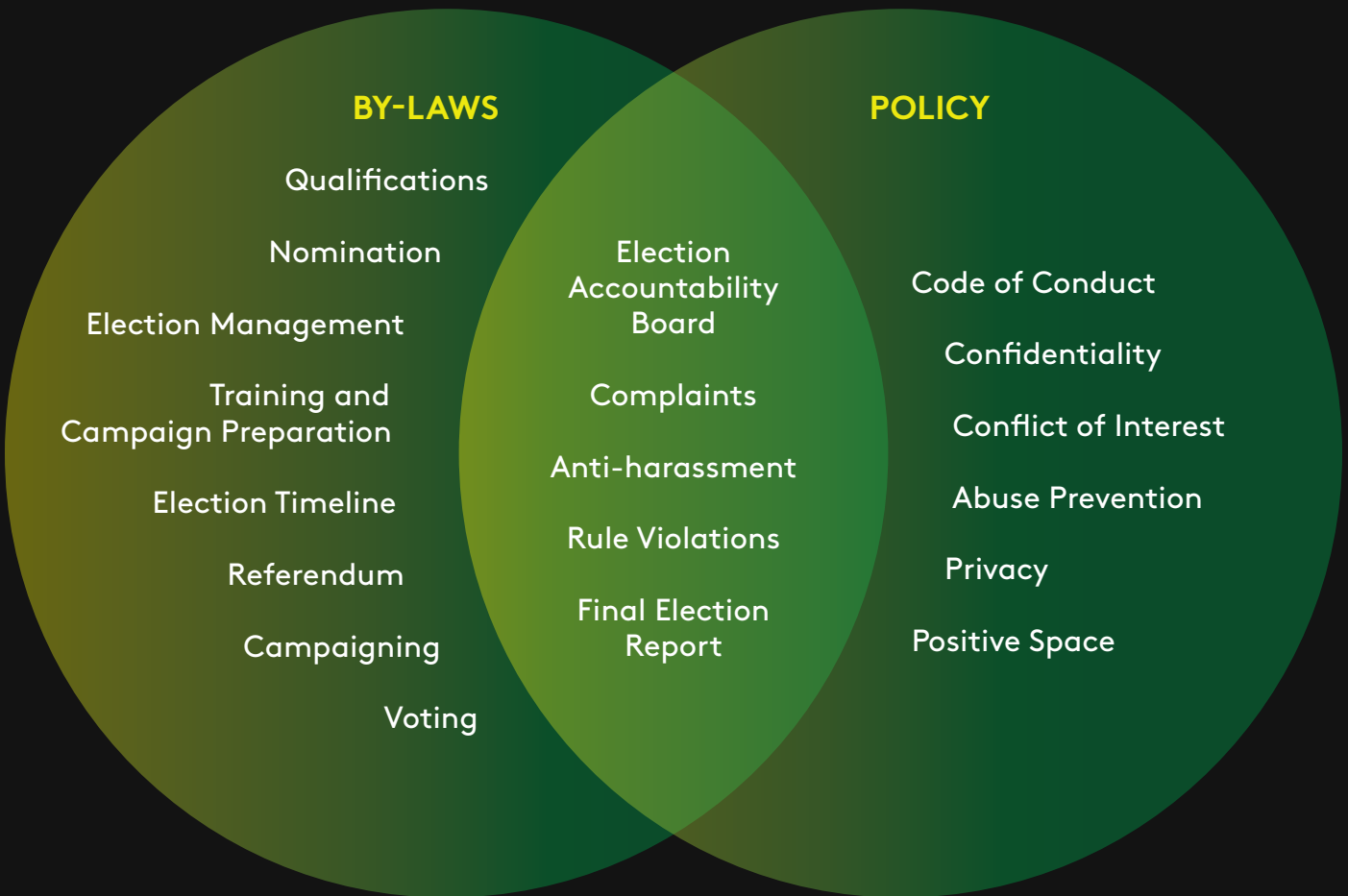
Election candidates are also required to read and abide by Article 14 Elections and Referenda, including:

- Section 14.01 Election Complaint Policy
- Section 14.02 Election Anti-Harassment Policy
- Section 14.03 Election Evaluation and Feedback Policy

# ELECTION RULES OVERVIEW

The UWSA Election Rules are found in the UWSA By-laws and the UWSA Policy Manual. By-laws are organizational in nature, while policies are operational. Both by-laws and policy are mandatory rules. There is occasionally overlap between by-laws and policies, where the organizational rules outlined in the by-laws are expanded upon in the policies.

The diagram below summarizes where certain election rules can be found, and where they'll need to be cross-referenced:



When reviewing by-laws and policies in tandem, it's helpful to read the by-laws first and then cross-reference with applicable policies. By-laws give the base rule while policies give the details.

# CONTACT US

## **ACTING GENERAL MANAGER**

---

Thomas Hanan  
t.hanan@theuwsa.ca

## **CHIEF ELECTIONS COMMISSIONER**

---

Khushneet Kaur  
cec@theuwsa.ca



**UWSA** THE UNIVERSITY OF WINNIPEG  
STUDENTS' ASSOCIATION

GENERAL ELECTIONS 2023