

2021 Elections Package

Trent Durham Student Association



TRENT DURHAM
STUDENT ASSOCIATION

Nominee Name	
Position	

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Fall 2021 Election Timeline

Nomination Period:

---- Nomination Opens: Thursday September 16th at 10am ----

---- Nomination Closes: Monday September 20th at 6pm ----

Candidate Information Sessions:

---- Appointment Bookings Available September 16th to 20th during Office Hours----

Campaign Period:

---- Campaigning Opens: Tuesday September 21st ----

---- Campaigning Closes: Tuesday September 28th ----

TDSA Candidate Debate:

--- To occur asynchronously on Instagram ---

Voting Period:

---- Voting Opens: Sunday September 26th ----

---- Voting Closes: Tuesday September 28th at 3pm ----

Unratified Election Results Announcement:

---- Wednesday September 29th ----

Board Election Ratification Vote:

---- Thursday September 30th ----

Election 101

Step 1: Read the package contents and applicable TDSA policies which can be found on our website at <http://www.mytdsa.ca/by-laws-and-policies.html>

Step 2: Obtain twenty signatures from Trent University Durham students.

Step 3: Submit the completed Applicant Information & Eligibility Contract, Nomination Form, Proof of Validation Form, and Campaign Agreement to a member of the Elections Committee, or drop in the TDSA office (Room 118.1) or email to elections@mytdsa.ca

Step 4: Elections Committee Member receiving the applicable documents, signs, and returns the Proof of Validation Form to the prospective candidate.

Step 5: The Chief Electoral Officer reviews the application and ensures the validation requirements have been met, and that the nomination form has been successfully completed (if incomplete, the Chief Electoral Officer shall notify the prospective candidate and request resubmission).

Step 6: Attend a Candidate Information Session. Appointments will be conducted online via Zoom and all candidates will receive a link to book their appointment following successful package approval.

** Applicants must complete an information session before campaigning.

Step 7: Submit Campaign Platform, Promotional Materials, and any additional documentation to the Chief Electoral Officer before commencement of the Campaign Period.

Step 8: Commence responsible campaigning during the span of the election.

Required Documents

The following documents shall be submitted to the Chief Electoral Officer before the nomination period expiration date:

Applicant Information & Eligibility Contract

General Eligibility Contract

Campaign Platform Outline

Candidate Good Faith Agreement

Nomination Form

Available Position

1 Board of Director (volunteer positions):

Candidates running for a Director position are expected to volunteer a minimum of ten (10) hours a month, attend monthly Board meetings, and Chair their respective committee. For more information about the available positions and responsibilities, please review the job descriptions and TDSA bylaws.

Poster and Advertisement Policy

a) A candidate may submit an advertisement or poster to the Trent Durham Student Association to be reviewed.

b) The Chief Electoral Officer shall review the advertisement(s) and poster(s) and submit a response to the individual requesting approval no later than two (2) business days.

c) An advertisement shall be permitted if consistent with this policy, with the applicable University policy or protocol, and has been approved. The Trent Durham Student Association possesses the right to remove or deny any advertisement or poster that is incompatible with the following guidelines:

1. The following shall not receive approval or be allowed to be posted anywhere on campus. Materials to be posted may not:

- display trademarks and/or reference to illegal drugs;
- contain material that would be in violation of the TDSA-Operating Policy;
 - contain material that is obscene, pornographic, vulgar, libellous, racist, homophobic, transphobic or sexist;
- contain material directed to incite violations of the Student Code of Conduct;
- contain commercial and/or promotional material sponsored by non- Trent entities;
- general solicitation without the appropriate approval.

2. An advertisement or poster may be printed in any language provided it contains a literal, legible, and reasonably sized English translation on the same advertisement. The name of the sponsoring organization must appear in English on all advertisements.

3. No advertisement or poster is permitted to obstruct the plain view of any other advertisement/poster.

4. The University reserves the right to remove advertisements or posters posted pursuant to this policy, which materially disrupt or interfere with the normal activities of the University.

5. Postings by external agencies and organizations will not be authorized unless the event is sponsored by a recognized student organization or a University department and

has been properly approved by the Trent administration and/or Trent Durham Student Association.

6. Posting on bulletin boards must display a Trent Durham Student Association stamp. Any postings without a stamp will be removed and discarded.

7. Solicitations of any type are not permitted on the university campus, with the exception of organizations having made contractual arrangements with either a University department and/or Trent Durham Student Association.

8. Candidates running for a Board of Director position shall be provided a maximum of \$25 for campaign materials

Applicant Information & Eligibility Contract

Any Trent University Durham student wishing to submit their candidacy for a TDSA Executive or TDSA Board of Director position must complete the following form and submit it to the TDSA office during the Nomination Period of the respective election.

Applicant Information

Candidate's Name	
TDSA Position	
Email	
Address	
Student Number	
Signature	

General Eligibility Contract

Signing the contract herein indicates agreement to the following requirements and obligations of the position outlined below:

1. If elected, the employee shall be employed by the Trent Durham Student Association for a term commencing on October 1st and terminating on April 30th;
2. The employee shall be a current student at the time of the election;
3. During the Employee's employment they will devote such time and effort as may be reasonably required to perform the duties outlined in the job descriptions and/or in accordance with the bylaws and policies assigned by the Board of Directors;
4. The employee agrees that during the term of employment by the Trent Durham Student Association and for a period of one year after termination of such employment, they will not act as an employee, agent, broker, or shareholder;
5. The employee's employment shall terminate upon death or inability or failure to perform the duties required by the contract herein; or with written notice of resignation given to the Board of Directors;
6. The employee shall be truthful in obtaining twenty (20) current students' names and signatures as outlined in the nomination package;
7. The employee additionally agrees to the job-specific requirement of their desired position as stated in the Job Descriptions and Employment Policy at the time of the election.
8. Candidates agree that the job descriptions may change before the term of office commences.

I, _____, have read and agree to the terms of requirements and obligations outlined in the General Eligibility Contract.

Signature

Date

Campaign Platform Outline

Candidates are asked to submit a Campaign Platform prior to the Campaign Period. The Campaign Platform will outline the principle goals the candidate will be campaigning upon leading up to the election. The submitted Campaign Platform will act as a formal declaration of each candidate's principle goals and may be used by the candidate or the Board of Directors during the candidate's term of office to support or deny projects or initiatives that fall within or outside (respectively) the scope of the platform the candidate was elected upon.

Candidate Good Faith Agreement

I _____ hereby agree that I have read and understood the policies, bylaws, agreements and restrictions of reasonable and appropriate campaigning.

I agree that my campaign shall be conducted in a manner consistent with the highest standards of respect, transparency, honesty, and ethical behaviour, and will take all reasonable steps to ensure my campaign is conducted as such.

I agree that all those appointed to represent my campaign including myself and those that meet the definition of the “non-arms length” party, shall abide by the rules and regulations stipulated in election policy and the bylaws of the Trent Durham Student Association and Trent University. I agree that the responsibility of educating those representing my campaign of the policies and bylaws governing the election shall be mine.

In signing I agree that I am running with the best intention of students at heart and will represent them to the best of my ability, provide honest and truthful answers to any question posed during the election period. In agreeing to the above article I also agree that the Chief Electoral Officer and Elections committee have the right to request a meeting and make reasonable requests to ensure that this agreement is being followed to its fullest extent.

*Non-Arm's Length Parties are defined as an individual or group that can be shown to have publicly campaigned with a Candidate, campaigned using a Candidates approved physical materials, performed Campaign-related tasks that are not Campaigning on behalf of the Candidate, had their actions which are deemed in violation of the agreement defended by the candidate, in the context of an election, had their online content shared or substantively endorsed by a candidate or by another Non-arm's length party.

Candidate's Name	
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Chief Electoral Officer	
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Proof of Validation Form

By providing my signature, I hereby acknowledge that the candidate listed below has submitted the:

- 1) Applicant Information & Eligibility Contract
- 2) The Campaign Platform Outline
- 3) The Nomination Form

I hereby agree to submit the above forms to the Chief Electoral Officer and to return this form, the Proof of Validation Form to the prospective candidate for safekeeping.

Nominee Name	
Position	
Chief Electoral Officer Signature	
Date	