

St. Michael's College Student Union Electoral Bylaw

As amended September 8, 2023



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ARTICLE I: INTERPRETATION

1. Definitions

For the purpose of these Bylaws:

1. **Active Campaigning** refers to the act of campaigning by engaging Members of the Union in-person or via virtual platforms.
2. **Administrative Advisor** refers to the designated Faculty Staff Member who will help facilitate the electoral process.
3. **Appeal** refers to an official letter addressed to the Election Appeals Board, submitted to the CRO, requesting a review of the unofficial election results or of a decision made pertaining to violation(s) and/or disqualification(s)
4. **Appeal Period** refers to the 3-day period after the announcement of the unofficial election results to provide sufficient time for the submission of an appeal.
5. **Arm's-Length Party** refers to any individual or group who is not a "non-arm's-length party".
6. **Banner(s)** refers to printed campaign material that is greater than 11"x17" in size.
7. **Building On Campus** refers to buildings owned or operated by the University of St. Michael's College or any of the federated colleges or universities.
8. **By-Election** refers to an election held at any time to fill a vacancy on the council in the case of resignation or dismissal.
9. **Campaign Material** refers to any item, design, sound, symbol or mark that is created or copied in any form in order to influence at least one voter to cast a ballot or not to cast a ballot, in favor or in opposition to a Candidate. "Electronic Campaign Material" refers to any Campaign Material that is displayed or otherwise presented electronically. "Physical Campaign Material" refers to any Campaign Material that is displayed or otherwise presented non-electronically.
10. **Campaign Period** refers to the period of time during the election schedule set by the Chief Returning Officer during which Campaigning is authorized.
11. **Campaigning** refers to any attempt to solicit votes for or against a candidate. Campaigning can occur even in the absence of Campaign Materials.

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12. **Candidate** refers to any individual who has met the nomination requirements and has been approved by the CRO.
13. **Constituency** refers to the population of voters that are eligible to cast a vote for a particular position.
14. **Conflict of Interest** refers to an instance in which an individual's personal interest conflicts and interferes with the procedure of the electoral process.
15. **Council** refers to the legislative body of the St. Michael's College Student Union composed of elected Councilors.
16. **Councillor** refers to a member of the elected legislative body of the St. Michael's College Student Union
17. **CRO** refers to the Chief Returning Officer.
18. **Election Officers** refers to all individuals who are participating in the administration of the election (CRO, Members of the Electoral Appeals Board, Administrative Advisors, Poll Clerks)
19. **Endorsing/Endorsement** refers to supporting a Candidate, through either verbal or non-verbal communication, through the provision of materials, advertisements or non-financial donations.
20. **Fall By-Election** refers to the election held within the first three (3) weeks of October of a given year for the purpose of electing Members to fill an existing vacancy on council.
21. **Membership** refers to the collective student body of the St. Michael's College Student Union.
22. **Harassment** refers to engaging in inappropriate physical or verbal behavior that is known or ought reasonably to be known to offend or humiliate another individual.
23. **Member** refers to any individual who is a current member of the St. Michael's College Student Union as defined in the Council's Constitution.
24. **Nominee** refers to any individual who obtains a nomination form intending to seek nomination from the membership for a position on the St. Michael's College Student Union.
25. **Nomination Period** refers to the period of time during the election schedule set by the CRO where Members may seek nomination from the Union.
26. **Non-Arm's-Length Party** means an individual or group that can be shown to have: i. publicly campaigned with a Candidate ii. campaigned using a Candidate's approved physical materials iii. performed Campaign-related tasks that are not Campaigning on behalf of the Candidate iv. had their actions which are deemed in violation of the Electoral

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- Bylaws publicly defended by the Candidate This does not apply if the Candidate has publicly stated that they do not desire or condone the party performing such tasks.
27. **Online election** refers to elections that occur online exclusively, following the closure of the University and the cessation of in-person University activities (ex. classes, events etc).
 28. **Passive Campaigning** refers to the use of posters or online advertisements supporting a Candidate's campaign. This specifically refers to Campaign Materials that are sought out by Members of the Union on their own accord, and not presented, verbally or otherwise, by Candidates in an active way.
 29. **Polling Station** means any Union-sanctioned ballot box during the election period.
 30. **Poster** refers to print media to be affixed to a surface, or displayed for viewing.
 31. **Pre-Campaigning** refers to any attempt to solicit votes for or against a candidate before campaign period commences. Campaigning can occur even in the absence of Campaign Materials.
 32. **Presidential Candidates** refers to Candidates for the position of President and Vice-President.
 33. **Public Domain** refers to any place to which Members have a right of access. (account, site blog)
 34. **Public Events** refers to the Union's events that is open to all members, and does not require entry tickets.
 35. **Ratification** refers to the process of rendering the election results official through the approval of a $\frac{2}{3}$ majority of the Council.
 36. **Representative** refers to any individual who is authorized, and has consented, to act on behalf of the Candidate.
 37. **Social Media** refers to online websites and applications that enable users to create and share content or to participate in social networking.
 38. **Spoiled Vote** refers to any ballot cast where only one or no poll clerk initiated the ballot, where too many Candidates were selected on the ballot, where no voter intent was indicated, or where voter intent is not clear.
 39. **Spring Election** refers to the election held before 31 March of a given year and after the first Monday of that March for the purpose of electing Members to fill the positions of the Council for the following academic year.
 40. **Staff** refers to any individual formally employed by the Union.
 41. **Slate** refers to the joint promotion of electing two or more Candidates for office, indicating a team or endorsement of each participating candidate.



42. **University of St Michael's College Residences** refers to areas of residence on SMC campus which are only accessible by key cards.
43. **Union** refers to all members of the St. Michael's College Student Union.
44. **Valid Identification** refers to a valid University of Toronto student identification card.
45. **Valid Vote** refers to any ballot cast that is not a Spoiled Vote.
46. **Violation** refers to an instance in which a rule or regulation of the Electoral By-Laws have not been respected, to the discretion of the CRO.
47. **Voting Period** shall refer to the period of time during the election schedule set by the CRO where Members may cast their vote(s).

2. Interpretation

1. In these Bylaws, unless a contrary intention appears:
 - a. Words importing the singular will include the plural and vice versa.
 - b. All capitalized terms found herein but not defined have the meaning ascribed to them in the St. Michael's College Student's Union Constitution.

ARTICLE II: POWERS OF THE ELECTORAL BYLAWS

1. Jurisdiction of Electoral By-Laws

1. The provisions of these Bylaws shall apply to those elections conducted by the Union, the Candidates within those elections, and any Non-Arm's-Length Parties.
2. Where the Electoral Bylaws are in contradiction of the St. Michael's College Student Union Constitution, the Constitution shall prevail.

2. Administration of Electoral Bylaws

1. It will be the duty of the Chief Returning Officer (CRO) to administer these Bylaws and to uphold its spirit and principles.

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3. Amendments to Electoral Bylaws

1. Council must strike an Electoral Bylaws Review Board (EBRB) on an annual basis to review the Electoral Bylaws. This Committee must be struck at Council's first meeting.
2. The EBRB shall be composed of:
 - a. President
 - b. Vice-President
 - c. Three (3) other Members of Council
 - d. Two (2) non-Council and non-Staff members who belong to the Union's Membership.
3. The EBRB shall meet once during the Fall semester and as needed during the Winter Semester.
4. The EBRB shall present amendments to Council regarding the Electoral Bylaws. The implementation of an amendment must be executed over the course of two Council meetings.
 - a. At the first of such meetings, amendments shall be introduced, discussed and debated.
 - b. At the second of such meetings, amendments shall be voted on.
 - c. Amendments require a two-third ($\frac{2}{3}$) majority vote by Council in order to take effect.
5. Council cannot adopt amendments to the Electoral Bylaws between the commencement of the Nomination Period(s) and the announcement of results of each election period.
6. The Council shall make public any amendments to the Electoral Bylaws.
7. Once amendments have been accepted by the Council, it must be announced and a copy must be made available to all members of the Union.

ARTICLE III: ELECTION OFFICERS

1. Chief Returning Officer

1. The CRO shall:
 - a. ensure that the election is run in a fair and equitable fashion,
 - b. manage administrative duties related to the election, such as the Voting Platform;and,

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- c. shall work alongside SMCSU to promote the election.
2. The CRO shall be hired by the Council at least 2 weeks prior to the beginning of the nomination period.
3. The CRO shall be hired through an application and interview process, overseen by committee composed of:
 - a. The President
 - b. The Vice-President
 - c. At least two (2) other Council members
4. The selected CRO must be appointed by a simple majority of the Council
5. The Chief Returning Officer (CRO) shall:
 - a. Report to the Council and Elections Appeal Board.
 - b. Ensure impartiality in the conduct of the election.
 - c. Report to the Elections Appeal Board in the case of the submission of an appeal.
 - d. Ensure that the Electoral Bylaws set forth in St. Michael's College Student Union Constitution are enforced.
 - e. Authorize all election notices, publicity and Campaign Materials regulated by the Electoral Bylaws.
 - f. Organize and conduct the All-Candidates Meeting. At this meeting, the CRO must communicate to all Candidates - in writing - a list of goods and services pre-approved for Campaign Materials at their current market value. Items not included in this list are subject to the approval of the CRO.
 - g. Organize and establish guidelines for the All-Candidates Forum and Town Hall.
 - h. Record the All-Candidates meeting and make it available for review by candidates.
 - i. Must ensure that Candidates have easy access to the most recent version of the Electoral By-Laws
 - j. Provide an official, final report to the Council.
 - k. In the case of a dispute in regard to the interpretation of a definition or regulation, the CRO shall consult with the Faculty Advisor.

2. Elections Appeal Board

a. Membership

1. The Board shall consist of five (5) members.
2. No one concerned or involved directly with the operation of the elections shall be appointed to the Board. Councilors cannot be appointed to the Board.
3. An Administrative Advisor shall be appointed to serve as a non-voting member of the Board. (Article III, Section 3)

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4. Members of the Board shall accept the responsibility of taking on the role of CRO, in the case that the latter is removed or resigned.
 - a. The Council shall determine the order of succession during the appointment process.

b. Procedure

1. The purpose of the Elections Appeal Board is to receive and make decisions on appeals filed by students concerning matters pertaining to an election for any office.
2. The Council shall appoint members to the Board before the start of the Nomination Period begins.
3. All members must be appointed by a simple majority by the Council
4. The Board shall meet only in the instance that an appeal is submitted by a candidate.
 - a. The Board must meet within 48 hours of an appeal being submitted.
5. The Board must act independently from other Election Officers in their decision regarding an appeal.

3. Administrative Advisor

1. An Administrative Advisor shall be appointed by a simple majority vote of Council before the Nomination Period.
2. The Advisor must be a faculty or staff member employed by St. Michael's College.
3. The Advisor shall be a non-voting member of the Appeals Board.
4. The Advisor may be consulted by the CRO and/or the Electoral Appeals Board on any matters regarding the election.
5. The Advisor does not have authority to dictate the election. This shall be an advisory position exclusively.

4. Poll Clerks

1. Poll clerks shall be appointed by the CRO before the voting period.
2. Poll clerks shall oversee official SMCSU polling stations, during the indicated times, set by the Council.
3. Poll clerks must be members of the Union.
4. Poll clerks shall remain impartial while monitoring polling stations.



5. Grievances

1. In case of a grievance against an election officer regarding their conduct in the election, an official report in the form of a letter must be addressed and submitted to the Council. A report may be submitted by any member of the Union.
2. Grievances must be submitted within 48 hours of the alleged violation or offense.
3. A grievance may be submitted in the following instances:
 - a. Conflict of Interest
 - b. Interference of the Electoral Process
4. All actions and tasks of the election officer concerned in the report must be temporarily suspended until the Council has met to review the grievance.
5. The report must be reviewed by the Council within:
 - a. 48 hours for grievances regarding a Board Member, the Administrative Advisor or Poll Clerk and;
 - b. 24 hours for grievances regarding the CRO.
6. If a complaint is found to be valid, the Council can dismiss the election officer by a two-third (2/3) majority vote of those council members present and voting.
 - a. If the grievance is related to a current Councilor who is running for re-election, this Councilor will not be permitted to vote on the matter of the removal of the election officer.
7. A grievance related to an action by a Member of the Election Appeals Board that occurs during or following a meeting of the Board must be submitted within 48 hours of the end of the meeting.
8. A report received following the ratification of the official election results will not be accepted.

6. Replacement of Election Officers

1. If an Election Officer resigns or is dismissed, the Council must appoint a new officer.
2. In the case that the Administrative Advisor, a member of the Election's Appeals Board or a Poll clerk is dismissed/resigns, a new member shall be appointed by the Council within 24 hours of their departure.
3. If the CRO resigns or is removed

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- a. The Council shall appoint one of the members of the Election's Appeals Board to the role of CRO.
- b. This must occur within 24 hours of the resignation or removal of the previous CRO.

ARTICLE IV: APPEALS

1. An appeal shall involve only alleged violations of the electoral procedures by those involved in the elections as candidates, agents of candidates, election officials or as officials of the Student Union.
 - a. An appeal may be submitted in the following instances:
 - i. A Candidate has been disqualified following the occurrence of two violations.
 - ii. A Candidate believes that the results of the election are invalid for a given reason.
2. A student must file an appeal in writing with the Board no later than 72 hours after the unofficial results of the election have been announced.
3. An appeal must be in the form of a formal letter addressed to the Board and submitted to the CRO.
4. The CRO must present the letter to the members of the Board, along with a report of the details of the violation(s) in question and/or the pertinent results of the elections.
5. The Board shall meet in closed session within forty-eight (48) hours of the appeal being filed and shall hand down its decision on any appeal within three (3) days after receiving the appeal.
6. No member of the Board shall discuss publicly any matter with respect to the appeal.
7. The Board shall interview those involved or cited in the appeal and any other parties as it deems necessary and shall have free access to obtain such documentation, as it requires.
8. The CRO shall not influence the decision of the Elections Appeal Board.

9. The decision of the Elections Appeal Board on any matter is final.

ARTICLE V: NOMINATION PERIOD

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1. Promotion

1. Nominations shall open at least fourteen (14) days prior to the first day of the campaign period and shall close at least seven (7) days prior to the first day of the elections. Any Member of the Union who is a registered St. Michael's College student may participate in the electoral process described therein.
2. One day before the opening of nominations, the Chief Returning Officer (CRO) must physically post, at least, but is not limited to:
 - a. Two (2) posters in Brennan Hall (at base of Canada Room, Coop, Charbonnel Lounge)
 - b. One (1) poster at entry at Loretto
 - c. Two (2) posters per floor of each residence
 - d. Five (5) posters in Brennan Lounge
 - e. Three (3) in Alumni Hall and three (3) in Carr Hall
 - f. Four (4) in Teefy Hall (1st floor)
3. One day before the opening of nominations, the Chief Returning Officer (CRO) must post, at least, but is not limited to one post on each social media platform available to the Council, in advertisement of the election.

2. Nomination Package

1. Nomination packages must be made available to all Members on the day that Nominations open.
2. The nomination package shall include a copy of the official electoral by-laws and SMCSU constitution, as well as the official email address of the CRO.
3. Nomination packages shall include all the dates concerning the election, including, but not limited to, the nomination period, campaigning period, voting period times, and, if the case provides, the date for the all-candidates meeting.
4. Nominations shall be submitted by email to the official CRO email before the end of the nomination period.
5. A valid nomination form for a Council position of the Union shall consist of:
 - a. the legal name of the candidate, their student number their address and phone number, and;



- b. the signature and student numbers of ten (10) students.
6. A valid nomination form for the Executive positions of President and Vice-President shall consist of
 - a. the legal names of the candidates, their student numbers, their addresses and phone numbers, and;
 - b. the signatures and student numbers of at least fifty (50) students of the Membership.
7. All Candidates must have presented a valid student number as part of the nomination form.
8. All current members of the Union are eligible to be on a Nomination Form, unless otherwise specified.
9. A receipt shall be issued by email to each candidate who files a nomination indicating that the form has been received within twenty-four (24) hours of the submission.
10. Nomination forms shall be deemed to be valid when they are reviewed and confirmed by the Chief Returning Officer.
11. No candidate shall be nominated for more than one council position of the Council in the same election.
12. Any person who fails to submit a valid nomination form before the close of the Nomination Period is treated as if they submitted no nomination form.
13. In the event that the number of nominees for a particular office does not exceed the number of specified seats available for such office, nominations shall reopen for an additional forty-eight (48) hours. At such a time, the Chief Returning Officer shall take measures to advertise the remaining positions.
14. Each Candidate may choose a Representative at the beginning of the election. Their name is to be given to the CRO with the Nominee's form that declared their candidacy.
 - a. This Representative, and only this Representative, may fill in for the candidate at any election-related forums/meetings that the candidate is unable to attend. The Representative shall not be a candidate in the election, nor an election officer, nor a member of Council.

ARTICLE VI: REVIEW AND ALL-CANDIDATES MEETING

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1. The date of the All-Candidates meeting shall be set by the CRO before the Nomination Period.
2. The Chief Returning Officer shall ensure that copies of the Election Bylaws are made available to each candidate during the Nomination Period.
3. Within seventy-four (72) hours of the nomination period closing, the Chief Returning Officer must hold an All-Candidate's Meeting with mandatory attendance.
4. The CRO is responsible for ensuring that a detailed report outlining the information shared during the All-Candidates meeting is made available within 48-hours of the end of the meeting to all candidates for review.
 - a. Candidates shall be permitted to send their Representative to this meeting, provided they previously signed and dated the designated section of the Candidate's nomination form. The Representative has the authority to act on the Candidate's behalf for this meeting. Failure for either Representative or Candidate to attend without legitimate reason may result in removal from the ballot.
5. Any and all rules and regulations regarding the election outlined during the All-Candidates meeting that are specific to a particular election are binding.
6. The CRO shall post a list of all the approved candidates on the Council's official account within twenty-four (24) hours of the approval of all the nomination packages.
 - a. This post shall consist of the names of the candidates once all Nomination Packages have been approved.
 - b. Candidates shall be listed in randomized order on the list and on all the ballots.

ARTICLE VII: CAMPAIGN PERIOD

1. Election Rules

1. All Candidates shall not begin Campaigning until the date determined by the CRO. Any Candidate that violates this rule will be deemed to have engaged in Pre-Campaigning, and may face immediate disqualification.
2. All Candidates shall refrain from disrupting the campaigns of any other candidates.
3. All Candidates shall refrain from engaging in slander of other candidates.
4. All Candidates shall not convey a misrepresentation of facts in their respective Campaign Material, nor while Campaigning.

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5. Campaign Materials shall not be affixed to any surfaces in a designated restricted area, as outlined in Article V, Section 3, nor in an area that breaks university, municipal, provincial, and/or federal law/regulation while Campaigning.
6. All Candidates cannot personally Campaign to a Member by any means while the Member is voting online or in-person.
7. All Candidates are permitted to have Non-Arm's-Length Parties campaign on their behalf, but these Parties must abide by the Union's Electoral Bylaws. Failure to comply with any of these Bylaws will result in an infraction on behalf of the Candidate.
8. All Candidates shall not maliciously or intentionally violate the Electoral Bylaws.
9. All Candidates shall not abuse position or status acquired by virtue of office.
10. All Candidates shall not have any clubs, student organizations or external organizations promote their campaign.
11. All Candidates shall not run as a slate.
12. All Candidates shall uphold the spirit and purpose of the election.
13. All Candidates shall refrain from submitting frivolous complaints to the CRO.
14. All Candidates shall not spend, or have spent on their behalf, over the prescribed limit, as per Article V, Section 2A.
15. All Candidates shall be permitted to Campaign during the Union's Public events as long as it is not in the form of one of the following methods:
 - a. Disrupting the event through vocal amplification. These include campaigning with the microphone, megaphone, or loudly. If unsure, consult with the CRO.
16. All Candidates shall be permitted to Campaign during the voting period.
17. No campaigning is allowed within 5 meters of any of the polling stations.

2. Campaign Expenses

1. Candidates may not spend, nor have spent on their behalf:
 - a. more than seventy-five (75) dollars for election to office of the President and Vice-President,
 - b. more than twenty-five (25) dollars for election to office of any non-Executive Councilor positions.
 - c. Goods or services received free shall be included in the Candidate's budget at their full-market value. Any goods or services used for Campaign purposes that were not pre-approved by the CRO may result in the disqualification of a Candidate.

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2. The Union shall grant any Candidate running in the election, twenty-five (25) 8.5” x 11” photocopies at no charge. In this case, the Candidate must submit their poster in PDF format to the CRO no later than forty-eight (48) hours before the end of the Campaign Period for approval.
3. Each Candidate shall submit to the Chief Returning Officer a written statement of their campaign expenditures, including receipts, twenty-four (24) hours before the polls close. Incomplete or inaccurate reports will result in the disqualification of a Candidate.
4. Only white recyclable paper shall be used for campaign purposes.
 - a. Candidates may use both 8.5” x 11” and 11” x 17” posters.
 - b. 8.5” x 11” posters will be valued at \$0.25.
 - c. 11” x 17” posters will be valued at \$0.50.
 - d. Presidential Candidates are limited to four (4) block posters.
 - e. All other Candidates shall be limited to two (2) block-style posters. The value of block posters are pursuant to the sum total of individual sheets used.
 - f. Posters and/or Campaign Material smaller than 8.5” x 11” sheets will be valued at \$0.25.
 - g. Posters and/or Campaign Materials that are not explicitly stated in these Bylaws must be approved by the CRO, who will decide on the market-value of the good or service.

3. Restricted Areas

1. Absolutely no Campaign Materials shall be affixed to any trees, doors, glass, mirrors, lockers, windows, bathrooms, or vending machines.
2. No Campaign Material shall be visible within five (5) meters of the polling stations, if applicable.
3. No Campaign Material shall be within proximity to the Basilian Houses of Windle House and Phelan House.
4. No Campaign Material shall be affixed to any surfaces designated as University of St. Michael’s College Residences, including those listed on this non-exhaustive list:
 - a. Elmsley Hall
 - b. Sam Sorbara Residence
 - c. Fisher House
 - d. More House

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- e. The Historic Houses including McCorkell House (HH2), O'Sullivan House (HH96), and Maritain and Gilson House (HH6&8)
 - f. Teefy Hall, excluding Basement, 1st, and 2nd floor
 - g. Loretto College
 - h. Canada Room
 - i. Upper Brennan
5. Absolutely no Candidate shall Campaign in-person in Campus Buildings designated as University of St. Michael's College Residences.

4. Campaign Material

1. No Campaign Material may indicate or imply a Slate.
2. No Candidate's Poster may overlap another Candidate's Poster.
3. No Candidate may post one of their Posters within 30.5 cm (1 foot) of another one of their own Posters. All signs violating this bylaw shall be removed by the CRO.
4. Chalking is permitted, but is strictly forbidden from any walls, steps, or any area in the proximity of the Basilian houses.
5. All Candidates shall be permitted to use various Internet resources including, but not limited to:
 - a. Blogs,
 - b. Social Networking Websites
 - c. The use of alternate internet resources are subject to the approval of the CRO.
6. All Candidates must submit a written request to the CRO for the approval of such Campaign Material, prior to the publication of the Campaign Material to the Public Domain. The CRO must be allowed access into these resources during the Campaign Period.
7. All Candidates are prohibited from using endorsements of any kind in their Campaign Material or while Campaigning.
8. No Campaigning Materials shall be disseminated (i.e., delivered or received) after the end of the voting period.

5. Removal of Campaign Material

1. All Web and Social Media pages must be removed within forty-eight (48) hours after the close of the Voting Period. For any Social Media that takes more than forty-eight (48) hours to remove, Candidates must submit proof of request for removal.

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2. All printed Campaign Materials must be removed within forty-eight (48) hours after the closing of the Voting Period.

6. Online elections

1. In the case that in-person activities on campus are suspended, the election will occur online exclusively.
2. In promoting equal accessibility for all candidates, no physical Campaign Materials shall be posted on St. Michael's College campus during online elections.
3. Link to all accounts involved in the election must be posted on the SMCSU website.
4. All other by-laws apply normally, unless otherwise stated by the CRO during the All-Candidates meeting for the purpose of a particular election period.

7. Procedure for Violation of Bylaws

1. Violations of Election Bylaws occurring during the nomination period and campaign period must be reported within forty-eight (48) hours from time of discovery to the CRO.
2. Any candidate who violates the regulations set forth in these Electoral Bylaws shall be given one written warning by the CRO. Upon a second infraction of the Electoral Bylaws, the Candidate shall be disqualified from the elections. An appeal of the CRO's decision may be made to the Elections Appeal Board.
3. The CRO shall publish the details of the violation and their ruling in a designated elections space in the Union office and on the Union's Social Media within forty-eight (48) hours of receiving it. The CRO shall also inform the Elections Appeal Board of the same. The CRO shall inform candidates via phone or e-mail of any decision that directly concerns them.
4. Any violations occurring during the voting period may result in immediate disqualification.
5. Instances of harassment may result in immediate disqualification at any time.

ARTICLE VIII: VOTING PERIOD

1. Voting Procedure

1. Elections shall be decided by electronic secret ballot.

This Constitution of the St. Michael's College Student Union was amended with the consent of those parties present, acting on behalf of all members of this Union, on the 13th day of January in the year of 2023. Toronto, Canada



2. Campaigning is permitted during the voting period. A violation committed by a candidate during the voting period is grounds for immediate disqualification, without a first offense warning.
3. The electronic ballots shall include the name of each candidate as well as their statement, in a randomized order.

2. Polling Stations

1. Polling stations may be set up at Brennan Hall and Kelly Library. In cases where polling stations are used, a computer shall be made available on which members of the union are able to log into the electronic voting system and cast their ballot.
 - a. Additional locations for Polling stations is possible with the approval of the CRO.
2. The polling stations at Brennan Hall shall remain open from 10:00 a.m. to 7:00 p.m, unless otherwise stated by the CRO.
3. The polling stations at Kelly Library shall remain open from 10:00 a.m. to 4:00 p.m. during the voting period, unless otherwise stated by the CRO.
4. Each polling station shall be supervised by a polling clerk appointed by the CRO.
 - a. Council Members may be appointed as polling clerks, unless they are a candidate in the current election, or a representative for a candidate in the election.
5. The polling clerks shall not interfere with the process of voting.
6. Members of the union who wish to vote through the polling stations shall be given the space to vote privately at the table.

ARTICLE IX: ELECTION RESULTS

1. Vote Count

1. The candidate receiving the highest number of votes for each position shall be declared elected.
2. In the event of a tie, the winner(s) are decided in a run-off election commencing within two weeks of the release of unofficial results.



2. Unofficial Results

1. Unofficial results shall be announced publicly within forty-eight (48) hours of the end of the count.
2. The CRO is responsible for assembling a public notice of election results, which outlines the unofficial results of the election and the vote count. This document must be made available to candidates and all students.
3. The complete results of each election shall be kept on file in the St. Michael's College Student Union office for a minimum of four (4) years.

3. Ratification

1. As per the Bylaws of the Union, Candidates will not be deemed officially elected until they have:
 - a. Been ratified by the Council at the subsequent meeting following the end of the appeals period. Or within forty eight (48) hours of the end of the Appeals period, which ever comes first. Ratification of the election results should be delayed in the event that there is an ongoing appeal after the 48 hours after the end of the appeals period.
 - i. Elections will be ratified by a $\frac{2}{3}$ majority of the Council present at the meeting.

4. Official Results

1. Once Election Results have been ratified by the council, they are deemed official.
2. Official election results must be posted on all St. Michael's College Student Union Social Media platforms (Instagram, Website etc) and made available in the student union office.