



**ST. MICHAEL'S COLLEGE  
STUDENT UNION ELECTION  
PACKAGE: Spring 2024**



## Election Timeline:

Nominations	Monday, February 5th, 8:00 am - Friday, February 9th, 11:59 pm
All-Candidates Meeting	Monday, February 12th, 4:30-6:30pm, Zoom <i>Link will be made available to candidates once their nomination package has been approved</i>
Campaign Period	Tuesday, February 13th, 12:00 am – Friday March 1st, 11:59pm
Town Hall	Friday, February 16th, 2-4 pm, COOP
Voting Period	Monday, February 26 <sup>th</sup> , 12:00 am - Friday, March 1st, 11:59pm* <i>Campaigning is permitted during the voting period</i>
Appeals Period	Saturday, March 2 <sup>nd</sup> - Monday, March 4th, 11:59pm

Official Spring 2024 Electoal ByLaws available on the USMC website, at this link:

<https://usmcsu.ca/elections>

## Eligibility

Candidates who wish to serve on SMCSU's Council must:

- Have a minimum cGPA or most recent sGPA (whichever is higher) of 2.5 to run and hold office
- Be enrolled as a University of St. Michael's College student who pays SMCSU levied-fees (includes part-time and full-time students)
- Must be in a minimum of 0.5 FCE's in Fall semester of 2024, and a minimum of 0.5 FCE's in Winter semester of 2025.
- Agree to model good citizenship and to engage in responsible and respectful conduct which reflects positively on USMC students, USMC and the broader community
- Abide by the rules, regulations and policies of USMC
- Be available between May 6 - May 8 2024 to attend the in-person Student Leadership retreat hosted by Dean's Office, placed within the GTA
- Refer to SMCSU Constitution or contact CRO for information on conflict of interest



# Nomination Form

The Nomination form must include the name, student number and UToronto email of the student in order to count as a valid nomination and must be a registered St Michael's College Student. The nomination form is available on our website, at the following link:

<https://usmcsu.ca/elections>

- Candidates for President and Vice President need at least 50 valid nominations from undergraduate students enrolled in the University of St. Michael's College.
- Candidates for all positions other than President and Vice President need at least 10 valid nominations from undergraduate students enrolled in the University of St. Michael's College.

\*Send this package and the Nomination Form to the CRO no later than **February 9th, 2024 at 11:59pm**

Chief Returning Officer: Sun Sur  
Contact: *elections.smcsu@gmail.com*

## Candidate Information

Position of Interest on SMCSU
Candidate's Name* Print AND Signature
Student Number
Address
Phone Number



Email Address

## Representative Information (Optional)

\*Indicate a St Michael's College Student who may serve as your representative during electoral events (All-Candidates Meeting, Town Hall) and speak on your behalf.

Representative's Name\* Print AND Signature

Student Number

Address

Phone Number

Email Address

\*Candidates and/or Representative must present T-Card or photo I.D. at All Candidate Meeting

\*\*Official Representative to the Candidate is optional

## Campaign Materials & Expenditures



	Item (Indicate Physical or Electronic)	Monetary Value	Candidate or Endorsed Expenditure ((Specify or N/A)
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Receipts for all purchased items must be attached to this form and submitted to the CRO at specified date.

- Candidates for President and Vice President may not spend or have more than seventy-five (\$75.00) dollars on their behalf
- Candidates for all other positions may not spend or have more than twenty- five (\$25.00) dollar spend on their behalf
- CRO shall be made aware of and shall have access to all electronic campaign materials failure to comply with this rule will result in a rule violation
- All materials shall be removed by a specified date and time

CRO signature of Validation: \_\_\_\_\_



## Role Descriptions

SMCSU Election 2023 includes all Councilor positions. Roles and responsibilities are as follows:

- € **President:** The President oversees the implementation of its Constitution, By-Laws, and Policies, as well as promoting and ensuring all USMC rules, regulations and policies are upheld. They shall coordinate the development of an annual plan and programs with the Council. As the face of SMCSU, the President serves as the Council's main liaison to all external partners.
- € **Vice President:** The Vice-President ensures that, internally, the Council works effectively by maintaining the calendar of events for the Council, preparing meeting agendas and overseeing meeting procedures. The Vice-President supervises the implementation of and in accordance with Council policies. The Vice-President shall chair the Constitution and Bylaws Review Committee annually and coordinate committee assignments in collaboration with the VPs.
- € **VP Academic Affairs:** This VP Academic Affairs helps to promote academics and professional development matters, including connecting students to ways to improve their learning and careers. They will create programming that assists students in their academic life as well assist the Dean's Office in planning related programming. They will also serve as the liaison between the Council and USMC course unions, the Registrar's Office, the Principal's Office and other offices related to academics.
- € **VP Arts:** The VP Arts is responsible for promoting the visual, literary, and performing arts at St. Mike's. They act as the main liaison between the SMC Troubadours and the SMCSU Council, assisting in the production of the annual musical and sitting on the selection panel and audition panel for the musicals and plays.
- € **VP Athletics:** The VP Athletics is responsible for organizing athletic and physical fitness activities, oversees the registration and participation of St.



Mike's intramural teams in the U of T intramural league. They also facilitate various sporting events that encourage the participation of students from all levels of fitness and skills.

- € **VP Communications:** The VP Communications is responsible for promoting SMCSU events and updating SMCSU communications platforms. They are also responsible for creating new communication vehicles and ensuring that they are implemented effectively.
- € **VP Community Life:** The VP Community Life is responsible for creating programming that builds community at USMC and shall promote collaboration between the Council and other student groups, such as St Michael's College Residence Council, Mentorship, Commuter Dons and clubs. They are responsible for hosting appropriate activities that contribute to the social and cultural life of St. Mike's students and shall organize the USMC Formal and chair its committee.
- € **VP Equity:** The VP Equity shall advocate for equal access on campus on behalf of all students and inform the Council on issues related to equity. They shall promote opportunities for education on equity, diversity, inclusion and accessibility and serve as the primary liaison between the Council and accessibility groups at USMC and UofT. They will advise the Council and administration on maintaining accessibility features and services at USMC and create programming that celebrates diversity on campus, including events surrounding nation and international celebrations.
- € **VP Finance:** The VP Finance is responsible for directing the daily administration of funds, supervising Council expenditures, ensuring that financial records are maintained, preparing a balanced budget and financial statements. The VP Finance shall provide regular financial updates and ensure that SMCSU is as financially transparent as possible. They are responsible for preparing the financial review that will be presented at the SMCSU Annual General Meeting. They are the primary signatory on all SMCSU bank accounts and are directly responsible for signing and



distributing reimbursement funds to Councilors and recognized clubs, and shall ensure that the St. Mike's financial procedures and regulations are properly followed.

- € **VP International Community Outreach:** The VP International Community Outreach is responsible for supporting and advocating for the interests of international students. This Councilor shall promote community involvement by running events catered to international students and inform international students of the various aspects of studying in a foreign country, such as (but not limited to) tuition, housing, and healthcare. This Councilor shall act as a liaison between the Council and the Centre for International Experience, cultural student groups, and student advocacy groups. This Councilor shall advise the President and the Council on affairs related to the international student community.
- € **VP Mental Health:** The VP Mental Health is responsible for informing the student body of the mental health and available on- and off-campus. This Councilor shall facilitate activities and events related to mental health and general wellness. This Councilor is the primary liaison between the Council and any mental health or accessibility groups at USMC and UofT, including student advocacy groups, and wellness councilors. This Councilor shall regularly inform the Council on the affairs of various mental health, as well as relevant actions taken by the University. This Councilor shall advise the President on affairs to be raised to administration and other governing bodies. This Councilor shall advocate for and lead initiatives to improve the available mental health resources at USMC.
- € **VP Spiritual Life:** The Vice-President of Spiritual Life shall facilitate activities and events related to faith, spirituality and service, accessible to and inclusive of all Members. This Councilor shall promote inclusive representation of different religious and spiritual beliefs through programming and advocacy.





€ **VP Student Organizations:** The VP Student Organizations is responsible for empowering student leadership on campus by supporting the development and maintenance of student organizations at USMC and shall act as the liaison between the Council and recognized clubs. They will chair the USMC Club Recognition Board, which recognizes clubs at USMC and shall manage the Fall and Winter USMC clubs fair as well as the Spring Leadership Opportunity fair and other leadership development programming. They will also work with the Dean's Office in planning club training and maintaining CCR (Co Curricular Record) accreditation.