

2020 Victoria College Fall Elections Package

Nomination Information and Forms

VUSAC Positions

Equity Commissioner (1)

Councillors (8)

(3 reserved for first year, 3 reserved for upper year)

International Councillor (1)

Please note that all of the times listed in the package are in EDT.

*Nominations are due **Friday September 18th at 12:00 pm** via email to cro@vusac.ca. Voting begins at 12:01 am on Saturday, September 26th, 2020 and ends at 11:59 pm on Tuesday, September 29th, 2020. Elected candidates will be notified as soon as results are available. After a 48 hour appeals period, in which candidates must keep all results confidential, results will be publicly announced on Friday, October 2nd, 2020. Questions may be directed to the Chief Returning Officer (CRO), Vibhuti Kacholia, by email at cro@vusac.ca.*

Read through the ENTIRE elections package carefully!

1. The following positions are open for election. You may only run for one position.
 - **Equity Commissioner**
 - **Councillor**
 - **International Councillor**
2. Submit the last page of this nomination package via email to cro@vusac.ca with a digitized signature of a nominator no later than **September 18th at 12:00 pm. Late submissions will not be accepted.**
3. Candidates may wish to attend the VUSAC meeting before the elections (though it is not mandatory). Meetings generally occur every other Friday on Zoom and are always open to all students. There will be one meeting before the election, on September 18th at 5:30 pm, the Zoom link for the meeting will be found at vusac.ca prior to the meeting.
4. Candidates may **NOT** change the terms of their candidacy after the nomination package has been submitted. Candidates **MUST** contact the CRO as soon as possible if they choose to end their campaign. Candidates are not to publicly announce the end of their candidacy prior to telling the CRO.

No previous experience is required. Best of luck!

Vibhuti Kacholia
Chief Returning Officer

2020 VUSAC Fall Elections

Position Descriptions

Victoria University Students' Administrative Council (VUSAC)

VUSAC serves and represents the undergraduate students at Victoria College to ensure the best possible undergraduate experience. If elected, you will be expected to attend VUSAC meetings regularly. The Council consists of 20 elected students: 11 elected in March (the President and 3 Vice-Presidents, making up the Executive, and the Academic, Arts & Culture, Commuter, Equity, Mental Wellness, Scarlet & Gold, and Sustainability Commissioners), 8 Councillors (3 whom are first year students) and the International Councillor elected in September. Vacant Executive and Commissioner Positions must be filled in the following Fall elections. In addition, five Staff members and four advocacy Co-Chairs are hired to facilitate the council's day-to-day functions. The current available positions are listed below, all will serve as voting members of VUSAC and be responsible for general duties such as assistance with event running, and representing general student interests:

Equity Commissioner (1 Position)

The Equity Commissioner's mandate is to represent students' equity-based concerns at the colleges and advise council and Vic student organizations on inclusivity and accessibility. The Equity Commissioner, in conjunction with their Co-Chair hired during the summer, is responsible for coordinating equity training to council and the executives of clubs and levies. Together, the Equity Commissioner and Co-Chair lead the Equity Commission. Additionally, the Equity Commissioner facilitates educational programming, services, and events. The Equity Commissioner also serves as a voting member of a number of planning and hiring committees to ensure equitable practices. See the Constitution for a full list of duties.

Councillor (8 Positions- 3 reserved for First Years and 3 reserved for Upper Years)

The Councillors have the most diverse role on Council. They have the opportunity to interact with all positions on Council and assist in the planning and execution of many different events and responsibilities. Councillors also serve as voting members on VUSAC. It provides a great introductory position to VUSAC. Please note the responsibilities are the same for first year and upper year councillors, though the positions are elected separately. VUSAC operates in accordance with a Constitution and a Council Policies document; the full role of Councillors is made clear there. Please see vusac.ca/docs to access these and refer to Chapter VI, Article 8 and Chapter IX of the Constitution as well as Chapter 7 of the Council Policies document for a more robust explanation of Councillorship.

International Councillor (1 Position)

The International Councillor is a new role on VUSAC this year focusing on advocacy for international students on campus. To be eligible to run for this role, you **must be paying international student fees**. The International Councillor works under the Vice President External's portfolio. The main duties for this role will be liaising with international student

groups, putting on programming and initiatives for international students, and advocating for international students on VUSAC. See the Constitution for full details.

For more detailed information, please refer to VUSAC's governing documents in their entirety at vusac.ca/docs, email Vibhuti at cro@vusac.ca, or attend one of the three information sessions scheduled for Tuesday September 8th at 2 PM EDT, Friday September 11th at 5 PM or Wednesday, September 16th at 12 PM EDT, all will be held under this Zoom link: <https://utoronto.zoom.us/j/99282219891>. We'd love for you to run in this election and hope you'll ask any questions you might have!

You can find our full Elections and Referenda Code here!



2020 VUSAC Fall Election Important Dates

Thursday September 3rd, 2020	Nominations open
Tuesday September 8th, 2020	Elections Information Session, 2-4pm https://utoronto.zoom.us/j/99282219891
Friday September 11th, 2020	Elections Information Session, 5-7pm https://utoronto.zoom.us/j/99282219891
Wednesday September 16th, 2020	Elections Information Session, 12-2pm https://utoronto.zoom.us/j/99282219891
Friday September 18th, 2020	Nominations close at 12pm
Friday September 18th, 2020	All-Candidates Meeting, 8-9:30pm Link emailed after nomination period ends
	Campaigning begins at 12:01am
Saturday September 19th to Friday September 25th, 2020	Campaigning Period
Thursday September 24, 2020	Candidate Statements due, 10:00 pm
Friday September 25th, 2020	Candidates Budgets Due, 2:00pm Town Hall, 6 pm Online: Link with FB event
Saturday September 26, 2020	Voting begins online, 12:01 am
Tuesday September 29, 2020	Voting ends, 11:59 pm
Wednesday September 30th, 2020	Results announced to candidates, 12:00am Appeals period begins, results are secret
Thursday October 1st, 2020	Appeals period ends, 11:59 pm
Friday October 2nd, 2020	Results posted online

2020 VUSAC Fall Elections

Campaign Rules

Please note many of the rules here are pulled directly from the Elections and Referenda Code (ERC). All additional rules fall in line with the ERC. Both candidates and members of the electorate are **HIGHLY** encouraged to read the ERC in its entirety in order to best ensure they are not violating the rules of VUSAC elections. You can find it at vusac.ca/elections. A failure to understand or be aware of the election rules is not a valid excuse for not following them.

It is important to understand because of the COVID-19 pandemic, all election events and campaigning are moved online. Any in-person campaigning of any manner will lead to disqualification.

COMMUNICATION: Candidates and the electorate are to communicate with the CRO first **through email**. Attempting contact through a different channel does not guarantee an answer. Candidates and the electorate are not to contact the CRO on their personal email, social media, or cellphone. The CRO is expected to reply within 24 hours. Should the CRO be unresponsive, candidates are welcome to reach out to the chair of the Elections and Appeals Committee, VUSAC President Michelle Zhao, at elections@vusac.ca.

Candidates are not to use an email affiliated with VUSAC, a club or levy, or any student group otherwise affiliated with Victoria College or the University of Toronto. Candidates ARE able to use their utoronto email, however.

PENALTIES: Penalization is operated on a tiered three strikes policy. Two ‘warnings’ are equivalent to one ‘strike’ and three ‘strikes’ result in immediate disqualification. A warning is to be issued for a minor offence, such as having a neutral party react to a candidate’s post but having them remove it within 2 hours. A strike is to be issued for more serious offences, such as failure to attend Town Hall without reason. Immediate disqualification can be issued as a penalty for very serious offences, such as slandering an opponent. All penalties will be officially issued via email.

Only candidates can receive penalties and therefore candidates may receive penalties if a non-candidate is breaking rules to their benefit.

APPEALS PROCESS: Appeals regarding warnings, strikes, or disqualifications may be made **up to 48 hours** after the candidate in question is notified of the warning, strike, or disqualification. Any appeals received more than 48 hours after this notification will be disregarded. Only candidates in the election have the right to appeal decisions of the CRO.

All appeals will be submitted to the Elections and Appeals Committee (EAC) Chair. Appellants are to submit a completed appeal form (**included on page 12 and to be emailed to candidates following the All Candidates Meeting**) to elections@vusac.ca, the Chair will then alert the CRO of the appeal and they will complete the same form justifying their decision. The EAC shall be sent both forms and will evaluate each equally. Both the appellant and the CRO will then be notified of the results and any subsequent action will be taken. If a candidate is appealing a penalty that would result in disqualification, they may keep campaigning until the appeal is completed.

PRE-CAMPAIGNING: Candidates are not to engage in campaigning outside of the official period, this includes pre-campaigning. Campaigning includes, but is not limited to: hanging posters, handing out campaign literature, posting on social media, verbal promotion of oneself or another candidate, publicly announcing one's candidacy, and soliciting endorsements.

Pre-campaigning can result in disqualification, depending on the degree and persistence. In less severe instances of pre-campaigning, other penalties still apply. It is the job of the candidate to prevent other members of the electorate from pre-campaigning on their behalf. Pre-campaigning by non-candidates on behalf of a candidate can still result in penalty.

ALL CANDIDATES MEETING: The purpose of the meeting is to be a comprehensive overview of the elections rules and to provide an opportunity for candidates to ask questions in person. Should a candidate be unable to attend, **they must send a proxy**. A proxy is a person who attends on their behalf. They must also provide a brief (2-3 sentence) written explanation of the absence, the name of their proxy, and the proxy's email address to the CRO via email **prior to the end of the nomination period**. **The proxy may not be another candidate in the election**. Failure to attend the All Candidates Meeting or to send a proxy will **result in disqualification** barring circumstances deemed extraordinary by the CRO, should such circumstances arise do not hesitate to email the CRO at cro@vusac.ca.

CAMPAIGN MATERIALS: There will be no in person campaign materials for this election. Any candidate using printed materials will be disqualified.

POSTERING IN RESIDENCES: There will be no poster or campaigning in residence. Any candidate campaigning in residence will be disqualified.

ONLINE CAMPAIGNING is to be done following the rules below:

SOCIAL MEDIA AND WEB PAGES: All candidates are **permitted to submit one (1) social media or web page to be advertised** on the VUSAC website, in the VUSAC elections forum, and on the ballot. Social media pages used for campaigning can be personal pages or pages made exclusively for the elections. Personal pages however cannot be advertised on the VUSAC website, in the VUSAC elections forum, and on the ballot. **ONLY social media platforms described below may be used**. These **must be submitted to the CRO by Monday September 21st at 10pm**. Candidates are able to create more than one social media or web page for campaigning but only one will be advertised by the VUSAC.

FACEBOOK: All Facebook posts must be tagged with #VUSACElections and **tag CRO Facebook account**. Posts or stories cannot include any additional “mentions” or “tags”. This is true for **both** candidate’s posts and any endorsements from non-candidates. All candidates **must add the CRO Facebook** as a “friend”. The CRO Facebook is to only have current candidates in the election on their friend list.

Neutral parties are allowed to “like” posts, but “comments,” “shares,” **and “reacts”** will be interpreted as an endorsement and may result in penalties for the candidate endorsed. While candidates are not wholly responsible for the actions of third parties, they are expected to routinely monitor their Facebook pages and appropriately address neutral parties’ endorsements within a reasonable timeline. This includes responding to CRO requests to delete rule breaking endorsements and/or to address other misdemeanours.

Only the CRO Facebook profile and the official VUSAC page are allowed to post in any Facebook “groups” **to promote the elections**; any candidate who does so will be issued a strike and be required to delete the post. Candidates are **NOT to create events for the purpose of campaigning**, doing so will result in a strike and the candidate will be required to delete the event.

TWITTER: All campaign-related tweets must be tagged with #VUSACElections and must not include “mentions”.

INSTAGRAM: All campaign-related posts must be tagged with #VUSACElections and **tag the CRO account**. All posts and stories must not include any additional “tags” or mentions. **Accounts must be identified by the candidate to CRO if they will use it during the campaigning period. The account in question must be followed by CRO account. The CRO account must only follow current candidates.**

SNAPCHAT: Candidates are permitted to purchase Snapchat filters but the design must be approved by the CRO prior to posting and the cost of purchase must be included in the budget. Candidates are permitted to post “stories” so long as they do not break any other campaigning rules in doing so.

FACEBOOK AND GOOGLE ADS: Facebook Ads and Google AdSense are permitted, but the wording must be approved by the CRO in advance and the cost of the ad must be included alongside the list of other campaign expenses.

Campaigning through any listservs affiliated with the University of Toronto or Victoria University is also **prohibited**, this includes course mailing lists.

PERSONAL WEBSITES: Personal websites are permitted, but they cannot be linked to any Victoria University affiliated club, levy, or organization. Hosting costs (if any) must be included in a candidate’s campaign spending submitted to the CRO.

Any form of slanderous social media posts by a candidate will result in their immediate disqualification. **Any campaigning on a social media platform not listed above is forbidden and will result in a strike.**

ENDORSEMENTS: Candidates are not permitted to seek out endorsements from or actively campaign with current VUSAC members, Dons, Ex-Officio Members to VUSAC (including Levy Heads and Orientation Co-Chairs), Building Presidents, UTSU Directors, **members of the EAC**, or full-time staff members. None of the above people may appear in campaign literature, posters, or other promotional material. Any candidate found in violation of this rule will be severely penalized, including the possibility of disqualification. 'Levy Heads' here refers to not only a current Levy Head, but also any person who has held the position of a Levy Head within the academic year of the elections.

SLATES: Candidates are **not allowed to campaign in a slate** or as a team. This includes in-person campaigning with other candidates, as well as appearing in any promotional material, campaign literature, or videos for another candidate.

SLANDER: Slanderous campaigning by a candidate will result in **immediate disqualification**. Slander is defined as attacks on a person's character, appearance, marginalized identity, or intentionally damaging one's reputation based on false information. Slander does not include having respectful discourse on one's platform points, or previous experience in student politics as long as it is rooted in truth.

CANDIDATE STATEMENTS: Candidate statements are to be submitted to the CRO by email by **10:00pm on Thursday September 24th**. Statements are not to exceed 100 words in length. The CRO has the right to edit the statement for length, however they must alert the candidates of any edits made and ideally do so with enough time for the candidate to approve said edits before the statement is posted. Candidates should link the same media that they submitted to be advertised on the VUSAC website and Facebook election forum to their candidate statement. Personal accounts cannot be linked in candidate statements. Linked media can be a candidate Facebook page, Instagram page, or website. An external document may also be linked, such as a PDF or Google document.

Statements submitted on time will be posted on the voting ballot, the VUSAC website, and the elections Facebook forum. There is no penalty for failing to submit a candidate statement but it is strongly advised that candidate's complete one in order to successfully participate in the campaigning process.

TOWN HALL: Town Hall will take place **Friday September 25th at 6 pm online**. **Town Hall typically lasts 1-3 hours and is mandatory** for all candidates outside of extraordinary circumstances. If the candidate can not attend they must alert the CRO immediately in order to discuss next steps. Failure to attend the entirety of Town Hall, excluding with the permission of the CRO, will result in a strike. It is also stressed that not attending Town Hall can negatively impact a candidate's campaign.

The purpose of Town Hall is to allow candidates to introduce themselves and their platform via a short speech. All candidates except presidential candidates are allocated a **one-minute** speech and thirty second responses for all candidates. It is also to allow the VCU to ask questions of their candidates.

VOTING PERIOD: The voting period will last from **Saturday, September 26th at 12:01am until Tuesday September 29th at 11:59pm. Verbal and in-person campaigning during the voting period is strictly forbidden**, it can result in a strike or disqualification. Candidates are allowed to encourage people to vote in the election but are not allowed to make reference to their own campaigns during the voting period.

A candidate encouraging someone to vote on their personal laptop or other electronic device will be immediately disqualified. Rather, they are to direct the voter to the correct voting website.

RESULTS: Candidates shall be contacted by the CRO with results as soon as they are available. A reasonable attempt will be made to notify each candidate via email as to their outcome in the election before the results are made public. Candidates and the CRO are to keep the results secret until they are made public by the CRO. Appeals regarding election results may be made up to 48 hours after voting closes. Candidates are to keep the results **absolutely secret** during the appeals period. Results are final after 48 hours, except when an appeal filed within this appeals period is under review. The appeals process is the same as outlined above with regards to penalties.

In the event of a tie, the candidates shall be placed in a second subsequent election only for those positions which are tied. The format and execution of these elections must be decided by the CRO in consultation with the EAC as a whole, as well as any non-candidate VUSAC Executives.

Following the 48 hour appeals period the CRO will arrange that results are posted on the VUSAC website, outside the VUSAC office, and on both the VUSAC Facebook page and the current elections forum Facebook group.

If a candidate is unsure of whether or not something may violate the campaign rules, and/or requires further clarification, contact the CRO BEFORE acting, otherwise penalties may result.

Sample Budget

Candidate Name: Molly Simpson

Position Sought: President

of Receipts Attached: 1

Online Items		
Item	Cost (including tax)	Notes
Facebook Advertisement	\$10.00	Receipt attached
TOTAL	\$10.00	

Total Budget	Cost
Online Items	\$10.00
TOTAL:	\$10.00

(total budgets must not exceed \$15)

VUSAC Spring Elections 2020 Appeals Form

Name: _____ Date & Time Submitted: _____

Phone #: _____ Contact Email: _____

Infraction Being Appealed (bold one):

Warning

Strike

Disqualification

Other

Reason for Appeal & Evidence: (Information included should be factual and descriptive in nature. Personal or emotional appeals will not be successful. Appellants are welcome to attach evidence they feel is relevant.)

[illegible]

This form is to be submitted to the Elections and Appeals Committee at elections@vusac.ca no later than 48 hours after the penalty is issued.

Neutral Parties

The following individuals are considered neutral parties in the elections, that means they are in now way allowed to endorse any candidates in the elections. Should a candidate be endorsed by any of these individuals there may be severe penalty. These individuals have been informed by the CRO of their neutral status. Should you have any questions please email the CRO.

VUSAC Members

Michelle Zhao	Rheannon Demeter	Zoe Lazaris
Tran Thai	Aya Ragheai	Holly Johnstone
Mehr Mukhtar	Sooyeon Lee	Ralph Sayegh
Jay Muoio	Dorian DiTommaso	Veronica Chiang
Nerija Gray	Fatima Rana	Vibhuti Kacholia
Cathy Guan	Leila Tjiang	
Jenny Zhang	Jerico Raguindin	

Dons (Residence and Commuter)

Sarah Cavaliere	Conner Lowes	Mollie Sheptenko
Tara Costello	Hailey Marleau	Victoria Silva
James Hannay	Michael Mejia	Nicholas Stevenson
Melinda Hector	Sepi Mortazavi	Hasaan Sobaan
Sukhmani Khaira	Abera Rajendran	Alisha Talpur
Massoma Kisob	Aliana Razac	William Kuk
Anya Kogan	Maeve Redmond	
Madeleine Leach Jarrett	Paolo Rosselli	
Miranda Li	Kristen Ericka San Diego	
Victoria Lock	Renee Schryer	

Levy Heads

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Aloysius Wong

Victoria College Council

Nerija Gray
Katherine Haberl
Catherine Yang
Ananta Ferryanto
Mehr Mukhtar
Taylor Thiele
Soo Yeon Lee
Will Gotlib
William Dobias
Aloysius Wong

Nomination Form

Victoria College Fall Elections 2020

Name of Candidate: _____

Student Number: _____ Year of Study: _____

Position Sought: _____

Phone: _____ Email Address: _____

Candidate Signature: _____

Nominator Name: _____

Nominator Signature: _____

Nominator Student Number: _____

The Nominator MUST be a Victoria College Union (VCU) member and a candidate cannot nominate themselves. This includes all students of Victoria College, as well as students who live in residence at Vic or choose to pay their VCU fees. Signatures can come from **any** member of the VCU, including neutral parties, other than the CRO. Signatures must be either electronically transferred onto the form using Adobe/Preview/online website, scanned to PDF, or pictures of the signature must be attached to the form.

Please email this COMPLETED page as a PDF to cro@vusac.ca by 12:00 (noon) EDT on September 18th, 2020 to confirm your candidacy.