



2026 Winter Elections

Nomination Package

Table of Contents

SU Elections Manual

Introduction	4
What is the Student Union?	4
What is the Student Union Council?	4
Getting involved in SU Elections	4
Student Union Executives	4
Faculty Representatives	5
Other Elected Officials	5
Eligibility	6
SU Elections Staff	6
Appointments	6
Drop-Ins	7
Staying Connected	7
Nominations	7
Nominations Procedures	7
Nomination Period	7
The Fine Print	8
Deposits:	8
Photos:	8
Platform Statements:	9
Videos:	9
Withdrawing your Nomination	9
Campaigning Period	9
Vacancies	10
All Candidates Meeting	10

Your Campaign	10
Declaring Intent and Pre-Campaigning	10
Campaign Period	11
Campaign Approval Process	11
Campaign Materials	11
Printed Materials:	11
Food:	12
Swag (Giveaways):	12
Classroom Visits:	13
Online and Multimedia:	13
Logos:	14
Forums:	14
Campaigning and Rules of Fair Play	14
Campaign Resources and Zones	15
Campaign Team	16
Campaign Volunteers:	16
Scrutineer:	16
Endorsements:	17
Expenses: Funding Your Campaign	17
Campaign Expenses:	17
Unreceipted Expenses:	17
Complaints	18
Infractions	17
Voting	21
Observing the Voting	21
Results	22
Unofficial:	22

Official:	22
Recounts and Appeals	22
<i><u>SU Elected Officials Position Descriptions</u></i>	
Elected Faculty Representatives	23
Responsibilities include:	23
Committees:	23
Other Elected Representatives	24
Senate	25

SU Elections Manual

Introduction

This manual is intended to assist you in your preparations to become a candidate for the next UPEISU Election. It will also walk you through the Elections process and the rules and procedures that all candidates must follow in order to ensure a fair Election. Candidates and their campaign/volunteer team are responsible for understanding all of the material in the Nomination Package, including the Election Policy that appears at the start of the package.

What is the Student Union?

The UPEI Student Union (UPEISU) is a student-governed and student-led organization that is a non-profit democratic representation of students. We are dedicated to fostering pride in the university, the betterment of university life, and enhancing the student experience at UPEI. We value our independence as an organization while maintaining effective relationships with the university and surrounding community.

Whether it's an affordability concern, an accessibility issue or a matter related to the quality of education, the UPEISU advocates on behalf of students to the university and all three levels of government. In addition, we offer a wide range of programs, services and businesses to support you and enhance your quality of life on campus. You are the reason we exist.

What is the Student Union Council?

The Student Union Council is an essential component of student life here at the University of Prince Edward Island. These student members are part of the highest governing body of the UPEISU, and their focus is to enrich the undergraduate experience for over 5,200 students at UPEI. Student Council is made up of the Executive (President and four Vice-Presidents), 9 Faculty Representatives, and 12 other elected officials. The Executive sets the direction for the SU each year, and together the Student Council approves this direction and keeps the organization accountable to it.

Getting involved in UPEISU Elections

Every March, the UPEISU holds a General Election to fill the positions on the Student Council. If any positions are vacant, a By-Election is held the following October. The positions are as follows:

Student Union Executives

President (1)

Vice-President Academic (1)

Vice-President External (1)

Vice-President Student Life (1) (Hired)

Vice-President Finance and Administration (1) (Hired)

Faculty Representatives

Arts Representative

Science Representative

Business Representative

Nursing Representative

Math and Computational Sciences Representative

Engineering Representative

Veterinary Medicine Representative

Education Representative

Graduate Student Representative

Other Elected Officials

Senate Representative (3)

Graduate Senate Representative (1)

International Senate Representative (1)

Equity, Diversity and Inclusion Representative (1)

Residence Representative (1)

International Student Representative (1)

2SLGBTQIA+ Representative (1)

Ombudsperson (1)

UPEISU Executives work full-time during the summer and must be on PEI to be able to hold the position. During the academic year, the President works 25 hours per week, and the Vice-Presidents work 20 hours per week. Also, during the academic year, the President can **only take 3 courses per semester**. It is recommended that Vice-Presidents take three courses per semester as well.

If you are interested in becoming a student representative, it is a good idea to get in touch with one of the current Executive members or your Faculty Representative to learn more about what the position entails. You can also attend Student Council meetings on Sundays at 6:00 pm, Room 328 in the Don & Marion McDougall building, to see the team in action as they discuss important issues and make policy decisions for the UPEISU. Meetings are every second week, and a full schedule is posted on the SU website.

The Chief Returning Officer is also available by appointment for questions leading up to the Elections cro@upeisu.ca.

Eligibility

Full-time students registered in an undergraduate or graduate program at UPEI are eligible to run in UPEISU Elections. **You must be a student both during the Election Period and, if elected, for the duration of your term.**

UPEISU Elections Staff

The UPEISU designates a team of people who work together to ensure that full-time students can participate in a fair Election process. The Chief Returning Officer (CRO), Noah Mannholland and the Election Committee head up the team, which includes individuals who assist with Election promotion, administrative work, and running the polling stations.

The best way to contact the CRO, Noah, or the Elections Committee is by email (cro@upeisu.ca), or you can stop by the SU office or call us at 902-566-0530. Your inquiry will be handled by the first available Election staff member or the designated individual, depending on the issue.

Note! Any communication sent to Election staff via personal numbers or social media accounts will not receive a response. It must be through the cro@upeisu.ca email.

Appointments

The CRO is available during this time for appointments to assist you with any questions or concerns.

Appointments can be made by contacting the CRO via email or speaking to the UPEISU front desk staff. Election staff will provide a written confirmation of the appointment date and time if the request was made by email.

Please note that appointments are given on a first-come, first-served basis and may not always occur on the same day as requested. To allow the CRO to support all candidates equally, appointments cannot go over 30 minutes in length. If the appointment time has ended and you have further questions, you will be asked to contact us by email or make another appointment. Please also note the CRO is not a full-time position, but emails to the CRO should be answered within 24 hours.

If you are unable to meet during an available appointment, the CRO may be able to accommodate you in other ways, such as scheduling a phone meeting.

Drop-Ins

Candidates are encouraged to make an appointment in advance if they need to speak with the CRO in person. Most questions can be answered through email or over the phone.

Drop-in appointments may be given at the discretion and availability of the staff during posted office hours. During a drop-in appointment, candidates will be limited to one issue or question.

Staying Connected

The Chief Returning Officer for the 2025 Fall Election can be contacted at cro@upeisu.ca.

We're always adding new information to keep UPEI students updated on the SU Elections. Find us online: www.upeisu.ca

Also, connect with us on Facebook and Instagram for the most recent news by searching @UPEISU.

Nominations

Nominations Procedures

If you've decided to run in an upcoming UPEISU Election, it is important that you understand the process of becoming an official candidate – otherwise known as the "Nomination Period." The Nomination Period kicks off what is known as the "Election Period."

Nomination Period

The opening of the Nomination Period is advertised through UPEISU media channels. The CRO or other designated staff accepts Nomination Packages during this period in the SU Main Office (Murphy Student Centre 201). Nomination packages will be available for pickup during regular office hours or online at any time.

For the 2026 SU Winter General Election, Nomination Days will be held from February 16th to February 27th. Once the Elections Committee receives your completed Nomination Packages, you will receive an email.

February 16th, 2026 - February 27th , 2025, 9 am to 4 pm.

This means no forms are accepted before 9:00 am or after 4:00 pm, but any time in between. Students are served on a first-come, first-served basis.

To become an official candidate in an upcoming UPEISU Election, students must submit all the mandatory items in a digital copy should a student be unable to report to campus in person during Nomination Days. Election staff will **not** accept incomplete or late packages.

Nomination Package Mandatory Items: ☐ Candidate Nomination Form ☐ UPEI Proof of Enrollment (e.g. – transcript, class schedule, etc.) ☐ Candidate Profile Form ☐ USB stick or Email with the following: ☐ Platform Statement (Max. 500 words) ☐ Hi-resolution photo of candidate	Nomination Package Optional Items: ☐ Link to campaign website ☐ Links to social media ☐ Link to YouTube video Other Forms for Reference ☐ Campaign Complaint Form ☐ Campaign Expense Form
---	--

The Fine Print

Photos:

- ✓ You should be the only person in the picture, and the image must be of you. The image will be cropped if necessary. Headshots preferred.
- ✓ Maximum dimensions 3 x 5 inches, Minimum 1.5 x 2 inches.
- ✓ Minimum 400 pixels wide.
- ✓ Acceptable formats: JPEG (not compressed) and TIFF.
- ✓ Please ensure all digital filenames include your surname. (E.g: CampaignPhoto2018_JSmith.jpg.)

Platform Statements:

- ✓ The UPEISU will not edit platform statements nor update the website with formatting changes. Submit your platform with minimal formatting to ensure it appears online as you intend it to.
- ✓ Please ensure all digital filenames include your surname. (E.g. – CampaignPlatform2018_JSmith.doc.)

Videos:

The UPEISU will “favourite” a campaign video link submitted with your Nomination Package on its own YouTube Channel if the video meets the following guidelines:

- ✓ Maximum length of 3 minutes.
- ✓ The campaign video is posted on YouTube after the start of the Campaign Period.
- ✓ The video adheres to the Community Standards established in the UPEISU Elections Rules.

The Student Union reserves the right to not post links to any video it feels is inappropriate or harmful to an individual, group, organization, or the SU Elections and the electoral process.

For more information on YouTube and on posting videos please visit <http://www.google.com/support/youtube>.

Withdrawing your Nomination

Students who decide to withdraw their nomination must do so in writing within 24 hours before the opening of the polls. No names shall be removed from the ballot after this time.

Campaigning Period

During the campaigning period, the CRO or UPEISU Staff will post a Notice of Election in the SU office, on the SU website and through social media. This notice confirms the dates and locations of voting and states which positions are being contested. All full-time students will be able to cast ballots for the President, Vice President Academic, Vice President External, Senate, Equity Diversity & Inclusion, 2SLGBTQIA+, and Ombudsperson positions being contested. Faculty positions can only be voted on by students currently enrolled in that faculty. The International, International Senate, Residence and Graduate Senate Representatives can only be voted on by international, graduate and residence students, respectively.

Vacancies

Any vacancies are filled by a By-Election, as determined by the UPEISU Council.

All Candidates Meeting

All Candidates must attend the All Candidates Meeting before being eligible to run in an SU Election on *February 28th. at 12:30pm via an online platform*. The meeting may change due to unforeseen circumstances (weather), and an alternative date and time will be communicated to all candidates.

Note! *The meeting will take place after nominations close at the discretion of the CRO and will be communicated after your nomination form has been received.*

If a Candidate is unable to attend the meeting, they may send a designate on their behalf, but they must notify the CRO in advance.

Candidates are responsible for ensuring they have read the entire Nomination Package, including the SU Election By-Law, completely before attending the All Candidates Meeting. At the meeting, the CROs will provide a review of the major rules, a reminder of deadlines, any

updated information on the sanction procedures and a place for Candidates to ask general questions about campaigning. Specific questions about your campaign should be directed to the Election staff by requesting a phone or in-person appointment during posted office hours. Candidates are responsible for reading all material. Any candidate found in violation of the stipulations of material are subject to punitive actions via election policy.

Note! *No campaigning of any kind can take place before the end of the Candidates Meeting for the General Election.*

Your Campaign

Declaring Intent and Pre-Campaigning

Many students begin thinking about running in an SU Election long before the Notice of Nomination goes up. It is natural to want to share your thoughts on a possible campaign platform with others or try to garner support early so you can get enough signatures when the time comes. However, Pre-Campaigning is **strictly forbidden** in any SU Election. Campaigning can only occur during the designated Campaign Periods Feb. 28th to March 16th, 2026.

Pre-campaigning is any type of activity that is done **publicly** and indicates your desire or intention to run in an upcoming Election before the designated Campaign Period has begun, such as:

- Making an announcement in a class;
- Posting a public message or status update or creating a public group/page on social media;
- Posting a video;
- Posting posters around campus.

Note! *The CRO will contact any student engaging in Pre-Campaign activities with a warning. These students may be subject to sanctions immediately upon registering on Nomination Days.*

Campaign Period

Each Candidate must have their campaign materials approved before beginning any form of campaigning. Please ensure you understand the section on the Campaign Approval Process below before preparing your campaign strategy.

Once you have received approval, you can begin campaigning.

Campaign Approval Process

All candidates must have their campaign materials approved before they can be used in any campaign. To receive approval:

1. Contact the CRO and set up a time to have your material approved. This includes both electronic and paper.

Quick Tip! On the form, use an email address that you check regularly.

2. If you change your strategy in the middle of your campaign or add items that were not previously included in the approved, you **MUST** contact the CRO to have the material approved. For example, if you want to create a new poster design or decide to hand out chocolate bars halfway through campaign week.

Campaign Materials

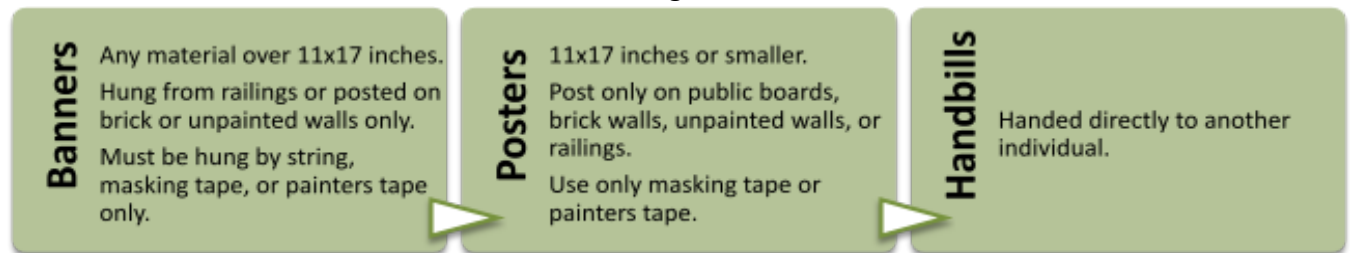
Candidates may use a variety of materials to assist in the promotion of their personality and platform. Be creative and ensure that you get approval early so you can start campaigning at the start of the designated Campaign Period. Take note of the specific guidelines below and ask the CRO if you are unsure because sanctions will be imposed as needed.

Printed Materials:

All printed materials must include:

- ☐ First and Last Name of Candidate
- ☐ Position sought
- ☐ Voting Dates

Printed materials are classified into three main categories:



New poster guidelines as per the UPEISU Elections and Referendum By-Laws.

Candidates are permitted a maximum of two posters or visual media per floor or acceptable campaign building. Candidates may only post their visual media on billboards not otherwise designated for an official purpose by UPEI or its faculties.

Remember! Participation in an SU Election does not give you permission to violate laws or university policies. The SU will not intervene with the police or university if they conduct an investigation of a candidate.

Election staff may remove posters or banners without reason if asked to do so by the UPEI Facilities Management Department or other UPEI Departments. This includes but is not limited

to items obstructing fire lanes or sprinklers, lawn signs or cable ties on university property, items affixed to a door, or any other safety or security concerns. Any cost of damage or cleaning, such as peeling of paint, tape residue, etc., will be charged to the Candidate.

Food:

For health and safety reasons, only **pre-packaged** food and drink will be permitted to be used as campaign material. Buying in bulk from a store and then using your own packaging (such as Ziploc bags) is **not** considered pre-packaged.

In addition, candidates may not hand out any food or drink that is homemade (unless the proper approval has been received from the PEI Department of Health).

Examples:

- Permitted – juice boxes, pop cans, chocolate bars, suckers, vacuum-sealed cookie packages, food or drink if through a licensed food provider or proper approval has been received from the PEI Department of Health etc.
- Not permitted – coffee, hot chocolate, baked goods made at home or from a larger package, etc

Swag (Giveaways):

Some candidates choose to purchase branded materials, such as pens, t-shirts, pins or plastic bracelets. Stickers are permitted but are **not** permitted to be posted on surfaces around campus. However most other swag will be approved as long as it is approved through the CRO.

Please note any form of transaction that influences voter support in an unfair way is not permitted.

Classroom Visits:

Candidates may request to make an announcement in a classroom in advance. Written permission from the instructor of that particular class must be received prior to entering the classroom.

Sufficient notice must be given to instructors whose classes you wish to visit (at least 24 hours). Approaching an instructor as they are setting up for a lecture is **not** considered sufficient notice. Please ensure you respect the instructor's time and classrooms.

Keep a record of all permission slips and communications with instructors, as the CRO may ask for them at any time. For the sake of courtesy, campaign notes on the board must be erased prior to the beginning of the next class.

Online and Multimedia:

Facebook, Twitter, YouTube, Instagram, Snapchat, and personal websites or other social media are very popular methods of campaigning. You may include your social media account names, websites, and video links in the campaign platform you submit with your nomination package.

However, ensure your links, videos, and posts are **not live** until the beginning of the designated Campaign Period. What counts as “live” depends on the type of page you choose to use (read below for more details).

Social Media spot-checks will be done by the CRO throughout the campaign periods. We do not need to approve every single post on social media; however, unique campaign materials (photographs, promotions, videos, etc.) **must** be approved before being posted online.

- If you are using an **existing personal** Facebook, Instagram, etc.:
 - **Do:** Include the active link to an existing page for approval by the CRO.
 - **Do Not:** Change your profile picture, status, cover photo, etc., before your material is approved.
- If you are creating a **campaign-specific** Facebook, Instagram, etc.
 - **Do:** Include the inactive (page not publicly available yet) link for approval **OR**
 - **Do:** Include the active link with little or no content (no likes, followers, posts, profile/cover photos, etc.) for approval.
 - **Do Not:** Invite people to join groups, solicit likes/followers, make campaign-related posts, or update your profile or cover photo before your material is approved.

***Tip!** Remember to give credit where it's due if you've used photographs, music, video clips, etc.!*

Logos:

Candidates may not use or superimpose the UPEISU logo, any UPEI logos (including those of individual faculties or the Panthers), or that of any organization on any of their campaign materials.

Logos that appear in the existing environment and do not require special permissions for use may be permitted at the discretion of the CRO.

Forums:

The most effective method of campaigning is to meet with voters face-to-face and make personal connections. During the Campaign Period, the SU hosts a debate to give you the opportunity to meet more of your constituents.

The debate is normally facilitated by The Cadre, who come prepared with a list of both open and closed-ended questions to allow voters to get to know your personality and more about your Election promises. If time permits, questions from the audience are also taken.

Debates may not be held for every position. Often other groups on campus, such as clubs, also organize forums that are open for all candidates to attend.

Campaigning and Rules of Fair Play

All campaigning must be positive in nature and show respect for other candidates. This means that campaign tactics, actions, or materials that attack, demean, or unfairly target other candidates will not be allowed. A fundamental component of the democratic process is the ability and willingness to tolerate opinions that you may not agree with. By focusing on positive campaigning and respecting the diversity of opinions from all candidates, you help to ensure the Election is both fair and equitable for all those involved.

Candidates must also demonstrate respect for all members of the University community when campaigning. This includes respecting the opinions and actions of University staff and administration, as well as the right of all students, staff, and faculty to continue to study and work during the Election. When campaigning, please keep this respect in mind in terms of noise, use of space, and interactions with other community members. As a candidate, your respect for all active members of the UPEISU, and the University at large demonstrates a commitment to the importance of their interests. This commitment will ultimately help you if you are elected to the SU Council.

Remember! Positive campaigning does not mean that you are restricted from offering constructive criticism. As a candidate, you are encouraged to debate important issues and share your opinions – just remember to do so in a professional manner. Personal attacks will not be tolerated.

Campaign Resources and Zones

Candidates must document all resources used and **keep all original receipts** to submit with their expenses if requested by the CRO.

Using any UPEISU resources is strictly prohibited. This includes the use of technology, supplies, physical space and SU branded attire or materials (i.e. Executive Office, SU Offices, SU Businesses). Candidates who hold a position within the SU may only use the SU office(s) for official SU business.

Non-candidates may not use their SU privileges to support candidates who they may be supporting or volunteering on their campaign teams. Candidates also may not use their current position with the SU on campaign materials or as a means to gather information that is not available to other candidates. The only permitted use of a position or title is to refer to it during verbal campaigning (i.e., forums and face-to-face) as “prior personal experience” or in one’s platform on a website or social media.

You MAY say at a forum or in a face-to-face conversation with a student: “I have gained a lot of communication and administrative skills as an Arts Rep and would like to continue working for students as SU President.”

All UPEISU offices and businesses are declared Campaign Free Zones at the beginning of each Election period. These spaces include the following:

- SU Main Office
- The Fox & Crow (except for the Candidates' debate)
- The Cadre
- The NEXUS Yearbook

Respect the rules set by this manual and the university facilities. Everyone's ability to campaign depends on candidates abiding by these standards. Repeated and willful violations will result in warnings or increased levels of sanctions.

Unattended campaign materials (costumes, photo booths, etc.), if found by and at the discretion of CRO or university facilities, will be confiscated and subject to warnings or increased levels of sanctions.

TIP! *Stick to the following general rules when deciding where to campaign:*

Where **TO** Campaign:

- Face-to-face in common areas such as Murphy Student Centre or hallways;
- Online;
- Poster boards;
- Unpainted surfaces: Walls, railings, brick, concrete;
- Classrooms (with written permission);
- Bulletin boards;
- Meeting with clubs & societies or other groups on campus.

Where **NOT** to Campaign:

- SU office, satellite offices, or businesses;
- Painted surfaces: walls, concrete, railings;
- Bathrooms;
- Glass doors in any building;
- Over other candidate materials;
- Trees, fences, lamp posts, lawn signs, etc.;
- Residence buildings (You are permitted in the meal hall and main entrances).

UPEI Facilities/Operations may designate any area on campus "Campaign Free" at any time. You may be asked to remove your materials if this occurs.

Campaign Team

Running a campaign is hard work. Many candidates enlist the help of classmates or friends to develop a strategy, post and hand out campaign materials, and reach out to voters. There is no

limit on how many people can join your campaign team, but remember to recruit your team privately if you are doing so during any Pre-Campaign periods.

Campaign Team members are volunteers and **may not** receive any type of compensation, such as a gift card or cash.

TIP! *Review all important information in the Elections & Referendum By-Law with your Campaign Team prior to the start of the Election Period. Candidates are responsible for the actions of, and any subsequent violations made by, their Campaign Team members.*

Campaign Volunteers:

Campaign Volunteers may assist any Candidate in a non-official capacity and may not receive any type of honoraria.

Election expenses do not cover volunteer appreciation. Candidates choosing to provide any form of appreciation to their volunteers must do so after the conclusion of the Election (after Official Results are announced) and at their own expense.

Endorsements:

Candidates often request groups or clubs on campus to endorse their campaign in order to reach a larger number of voters. **All endorsements must be verbal or written only.**

Candidates may not receive any monetary, in-kind, or material endorsements from any third parties (individuals or groups) of any kind (including covering the cost of campaign materials, room/table rentals, or other benefits). Any written or verbal endorsement must be authorized by the Executive or leadership of the group or club.

If a UPEISU Club or other group decides to endorse a Candidate through an online platform, the group administrator must send the message on behalf of the Candidate.

SU Elected Officials and SU staff may not utilize SU resources, including their title and any established modes of communicating to students on behalf of the SU, to endorse Candidates.

Expenses: Funding Your Campaign

One way that we ensure fairness amongst candidates is to place a maximum spending limit on campaign-related expenses. Expenses include anything that is used to assist you to market yourself and your ideas during the Election Period, such as poster printing, stationary, giveaways, costumes (rented or purchased), props, table rentals, etc.

All Candidates must keep their receipts in case the CRO requests them to submit a Campaign Expense form.

Candidates must stay within the following spending limits based on the position they are running for:

- **Executive Position: \$250.00**

- **All non-executive positions: \$100.00**

Campaign Expenses:

Please follow the following steps for campaign expenses.

1. Keep track of all your spending and hang on to ALL receipts.
2. If requested by the CRO, fill out the Campaign Expense Form fully (found in the Nomination Package). Staple all receipts to the form. Submit your form and receipts in a sealed envelope, with your name on the front, to the SU office.
3. Receipts will be returned to the candidates after the approval of the election results.

Unreceipted Expenses:

Unreceipted expenses should be kept to a minimum. These are expenses for which a receipt/invoice is not available or for a new purchase where the receipt was lost. We recommend buying new or from reputable suppliers as much as possible to avoid confusion and exceeding expense limits. The maximum value that will be considered for approval is \$5.00. The approval of unreceipted expenses is at the discretion of the Elections staff.

An example of an unreceipted expense would be if you used a previously purchased roll of tape from home and estimated the cost to be \$3.50. This amount would be considered a part of your expenses and would be counted towards your budget. This would mean that your other expenses (with receipts) could not total more than the budget minus \$3.50 (either \$96.50 for Faculty, Board, and Senate Candidates or \$246.50 for Executive Candidates)

If you have any questions about unreceipted expenses or campaign spending limits, please contact the Elections staff.

INFRACTIONS & APPEALS

For information about infractions and appeals please refer to the UPEISU website and the Elections By-Law

Voting

The SU uses an online voting system provided by the UPEI ITSS Department. All eligible voters (Active SU Members in good standing) will be able to enter through MyUPEI using their valid username and password, through the link on UPEISU social media accounts, and through the link in the UPEISU newsletter. This method allows students the opportunity to vote securely at their convenience and from any device connected to the internet. The online ballot is available from 8:00 am AST on the first day of voting until 9:00 pm AST on the last day of voting.

Voting tables will also be set up on campus during voting days. Voting is encouraged at the stations. Voter fraud will **not** be tolerated.

Observing the Voting

Candidates have the right to observe any voting information table. You may be asked to identify yourself by Election staff, who have the right to designate an area where you can observe the table from. Candidates may not interfere with voters when they are voting, especially to ask who they will or have voted for. Candidates are also not permitted to provide a device for voters to use for voting purposes (e.g. a laptop, cell phone, etc.).

Results

SU Election results are announced in two parts:

Unofficial:

Shortly after the close of voting, the CRO will announce the unofficial list of Elected Officials in a public venue. This announcement is made about one to two hours after the closing of polls, usually at The Fox & Crow. The unofficial results will be available through UPEISU online platforms shortly after the announcement.

Official:

The results will become official at the council meeting following the closing of the polls. The results will be voted on for approval.

Recounts and Appeals

Appeals of any decision rendered by the CRO may be made to the UPEISU Council via the Chair as per the Elections & Referenda By-Law.

SU Elected Officials Position Descriptions

Executive Positions please refer to the Executive By-Law

Elected Faculty Representatives

The Faculty Representative is responsible for the representation of the best interests of the students within their faculty.

Positions:

- *Arts Faculty Representative (1)*
- *Business Faculty Representative (1)*
- *Education Faculty Representative (1)*
- *Engineering Faculty Representative (1)*
- *Graduate Student Faculty Representative (1)*
- *Nursing Faculty Representative (1)*
- *Science Faculty Representative (1)*
- *School of Math & Computational Sciences (SMCS) Faculty Representative (1)*
- *Veterinary Medicine Representative (1)*

Responsibilities include:

- Attend UPEISU Council Meetings;
- Sit on at least one (1) UPEISU Council committee and attend committee meetings as required;
- Representing student constituents of their faculty;
- Present reports to council as required;
- Reporting to the VP Academic on matters of academic importance within their faculty;
- Express and support all Student Union (SU) policies and interests when representing the SU in an official capacity.

Committees:

A member of any committee is responsible for attending meetings, reading agenda packages in advance, participating in the meeting to contribute a student perspective and present SU policies and positions (when dealing with University and other committees), and, where appropriate keep The Executive Committee, SU staff and other SU committees and branches current on committee work.

Other Elected Representatives

The other elected representatives are responsible for the representation of the best interests of the students within their specific representation.

Position:

- Equity, Diversity & Inclusion Representative (1)
- First Year Representative (1)
- Indigenous Representative (1)
- Residence Representative (1)
- 2SLGBTQIA+ Representative (1)
- Ombudsperson

Responsibilities include:

- Attend UPEISU Council Meetings;
- Sit on at least one (1) UPEISU Council committee and attend committee meetings as required;
- Representing student constituents of their specific representation;
- Present reports to council as required;
- Express and support all Student Union (SU) policies and interests when representing the SU in an official capacity.

Committees

A member of any committee is responsible for attending meetings, reading agenda packages in advance, participating in the meeting to contribute a student perspective and present SU policies and positions (when dealing with University and other committees), and, where appropriate, keep The Executive Committee, SU staff and other SU committees and branches current on committee work.

Senate

(SU Senate, International Senate Representative & Graduate Senate Representative)

The Senate consists of representation of various members of the campus community. Their main objective is to govern all academic matters of UPEI. The Senate also confers honorary degrees and approves degrees. The SU receives seven seats to appoint to students: one is given to the SU VP Academic, one to the SU President, and the other five are decided through the election of students-at-large, one of which is designated for a graduate student.

Responsibilities include:

- Attending Senate and assigned committee meetings;
- Acting in an ethical manner and complying with university and Student Union's bylaws and policies;
- Reporting to the Student Union on Senate initiatives and activities;
- Report any recommendations that it considers advisable to the Student Union;
- Becoming well acquainted with the university's mission, academic plan, senior personnel, procedures, programs, and services;
- Enhancing the university's and Student Union's position in the community by promoting initiatives and activities, fostering student interests, recognizing excellence, and representing public interest.

Additional information:

Membership in the Senate involves a time commitment of approximately one meeting per month. Regular attendance at meetings is essential. Senate members may also be asked to serve on sub-committees which also meet approximately once per month. As well, the student Senate representatives are required to submit a written or oral report to the SU Council after each meeting.

Along with the SU Senate, International Graduate and Graduate Senate representatives, the VP Academic and the President are the only other full-time student representatives. The function of these student positions is to work together to express opinions that reflect the opinion of the Student Union and students attending UPEI when attending Senate meetings.

All UPEISU Senate Reps are elected to serve a two-year term.