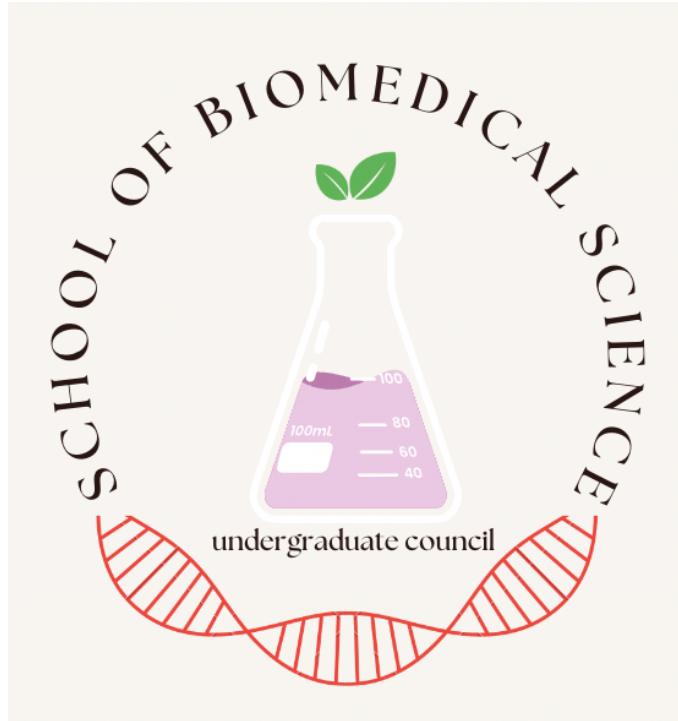




McGill School of Biomedical Sciences Undergraduate Council (SBMS UC) Election Package: Winter 2026

SBMS UC (known as SBMS) is looking for new and enthusiastic members! Members are asked to dedicate time during the school semester to organize the activities outlined by their position, as well as be present and assist in other events. In addition to the responsibilities intrinsic to each position, each member is responsible for participating in hour-long council meetings each week.

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Positions

Chair: Responsible for maintaining all affairs of SBMS UC. Provide a multitude of resources and activities for the Biomedical Sciences student body and those interested in the Biomedical Sciences. Act as liaison between other members of the departments and the students as well as the School of Biomedical Sciences. Must have one year previous council experience. Term duration is one year, starting May 1, 2026.

VP Finance: In charge of creating, maintaining, and updating a budget and managing the finances allocated to SBMS, as well as their proper use in maintenance of SBMS activities. Responsible for overseeing expenses through ensuring receipts are collected and that council members complete reimbursements properly. Must have one year previous council experience. Term duration is one year, starting May 1, 2026.

VP Internal and Communications: Responsible for communication around social events with the Events Committee. In charge of taking minutes at meetings, making promotional material, and updating and maintaining SBMS UC social media presence, including but not limited to Instagram. Working knowledge of media communication and promotional development is essential. Term duration is one year, starting May 1, 2026.

VP External: Responsible for maintaining the SBMS UC contacts outside the SBMS Undergraduate community. If necessary, facilitates fundraising initiatives and community volunteering opportunities. Act as the main form of communication between SBMS UC and the School of Biomedical Sciences. Term duration is one year, starting May 1, 2026.

VP Events and Graduate Liaison: Responsible for maintaining the SBMS UC contacts with the SBMS Graduate Council, ensuring that events are planned between both Councils and that there is a necessary form of clean communication between SBMS Undergraduates, Graduates, and Staff. Responsible for collaborating with SBMS representatives to organize both academic and recreational events throughout the school year. Term duration is one year, starting May 1, 2026.

If you are interested in running for a position on the SBMS Undergraduate Council you must fill out the Council Election Registration form (<https://forms.gle/xM2FevqXFRoyPCuP8>) and are encouraged to reach out to sbmsmcgill@gmail.com to ask any and all questions you may have about the different positions.

Election Rules

Please follow the rules listed when running for any SBMS UC positions, **SBMS UC reserves the right to disqualify candidates for any inappropriate conduct.**

1. All interested candidates must ensure that they have read the most recent version of the SBMS Constitution ( SBMS Constitution.pdf). Candidates must be enrolled in one of the five (5) School of Biomedical Sciences Undergraduate Departments, this includes Anatomy and Cell Biology, Biochemistry, Microbiology and Immunology, Pharmacology, and Physiology.
2. **All candidates must fill out the Registration Form (<https://forms.gle/xM2FevqXFRoyPCuP8>) in order to be given access to, and considered for, the Campaign Period.** To be considered, you must receive a confirmation email from sbmsmcgill@gmail.com in order to campaign. The Registration period will close at **11:59 PM EST on March 20.**
3. Please provide SBMS Chair (kenda.oribhabor@mail.mcgill.ca) with any and ALL campaign material being used for approval before **11:59 PM EST on March 23.** Your campaign will be reviewed and recommended changes provided.
4. Any individual running for SBMS Chair or VP Finance requires one year of experience on SBMS council prior to running for these positions.
5. No endorsement of other candidates is allowed i.e. you are not allowed to run with another candidate. This means no advertisements or promotion with another candidate. Ex. “Vote

candidate A for VP Internal and Communication and candidate B for VP External” is not allowed.

6. Campaign period will take place from **12:00 AM EST Monday March 30 to 11:59 PM EST Friday April 3**. By **11:59 PM EST on April 3**, all campaign material must be removed or deleted i.e. any Facebook posts must be deleted. It is the candidate’s responsibility to ensure that all material is taken down by themselves, and any other students that may have been aiding in their campaign. **NO ADVERTISEMENT OF CANDIDATES OUTSIDE OF THIS PERIOD IS ALLOWED, PARTICULARLY WHEN VOTING**. Campaigning via social media platforms is encouraged.
7. No slanderous or inappropriate campaigning will be tolerated.
8. **YOU MAY NOT:** post on discussion boards, send emails to an entire class list (listservs), post on professor’s powerpoints and/or advertise in Facebook or Instagram groups/class group-chats.
9. **YOU MAY:** Make a Facebook and Instagram page and post material on it, share the campaign on your Facebook timeline and Instagram stories or have someone share the campaign on their timeline or story on your behalf (be warned that they need to remove your material before the end of the campaign period).

Election Timeline

Registration	March 9 - March 20, 2026
Campaign Material Deadline	March 23, 2026
Campaign Period	March 30 - April 3, 2026
Election Period	April 6 - 10, 2026

These are general guidelines, if at any time during the campaigning period you receive a message from the SBMS UC regarding a facet of your campaign, please follow the instructions.

Any questions can be submitted to sbmsmcgill@gmail.com.