

Faculty of Community Services Society (FCSS) 2023/2024 ELECTIONS

ALL YOU NEED TO KNOW

WHY?

The Faculty of Community Services Society (FCSS) is the only elected body of students that represents all 9,000+ undergraduate Faculty of Community Services students. All FCSS undergraduate members pay into the student society a \$60.00 fee. The FCSS is solely responsible for putting on major unifying events such as the FCSS Annual Frosh Week, Fright Week, TMU Fright Night, DCCLIVE!, Week of Welcomes, Formals, and Graduation Galas. The FCSS is also responsible for putting on mental health events such as yoga, massage therapy, and commuter events. Furthermore FCSS is responsible for putting on Faculty-wide professional development events and opportunities such as How to get a job with the Government of Canada, Ontario Health Sciences Games, and the Faculty of Community Services Conference.

Being a board member means being on a collective force to advance the unity, professional development, recognition, mental health, and academic advocacy of our entire student body. It's an opportunity to do good, and make a difference.

What you want to see in your community. Positions require skill sets and candidates should be aware of position on responsibilities, which can be found within the FCSS By-laws, FCSS Constitution, and FCSS Election Procedures Policy, in addition to below. Candidates should also familiarize themselves with FCSS initiatives, such as Hive Packs, Hive Co., Marketing, FYAC, and Unity Card to name a few which can be found on our website at www.fcssociety.ca

HOW IT WORKS

NOMINATIONS

- **Note; if you are running for an executive position, you can run in a slate, just have to identify the slate, and identify the candidates you are running with.**
 - **Note; if you are running as a program Director or Community At-Large you cannot run in slates. Only Executive Board member candidates can.**
 - **If you apply for the Election Procedures Committee, you are NOT ELIGIBLE TO RUN FOR ANY GIVEN ROLE AS A CANDIDATE ON THE FCSS.**
1. All candidates must attend a Mandatory all-candidates meeting on September 26th, 2023.
 2. Read in full the mandatory **election rules as stated in the Election Procedures Policy**
 3. Failure to read, and breaking the rules could/will result in the CRO disqualifying the candidate.

ELECTION PERIOD

Application Nomination Period

Nominations are due September 22nd | 11:59 PM EST | send to fcssociety@torontomu.ca

All-Candidates Meeting

Tuesday September 26th | 6:30-7:30pm (in-person) DCC 705 Tentatively

Campaign Period

September 27th to October 4th

Voting Days:

Friday September 29th, to Thursday October 4th.

Voting is being conducted on Qualtrics which is the university voting system.

POSITIONS

Positions are divided by Executive Board, Program Directors Board, Community At-Large Directors Board . A brief overview of all the positions are provided, but further role requirements are detailed more greatly in the FCSS By-laws, Constitution, EDI Policy, and Election Procedures Policy.

Some positions require a hiring committee to overview an application. These roles include, The Executive Director, ED Administration and Operations, ED Finance and Corporate Relations, and ED Events. For the ED Administration and Operations, and ED Finance and Corporate Relations members must have at least one full term year on the Board of Directors of the Faculty of Community Services Society to be a candidate for these positions. For the Executive Director role you must have one full term year in either ED Administration and Operations, or ED Finance and Corporate Relations to be a candidate for this role. For ED Events, in order to be a candidate, you'll need to have experience planning events, or being in a student club, student association, affiliated club, Senate, Board of Governors, or Course Union clubs.

For the following roles you'll need to submit your CV in order to be considered during the hiring process.

- The Executive Director
- **ED Administration and Operations**
- ED Finance and Corporate Relations

- ED Events

From the FCSS Constitution:

8.2.5 No Executive Officer of FCSS may simultaneously hold an executive position in a Course Union, the Toronto Metropolitan Students' Union (TMSU), the Continuing Education Students Association of X (CESAX) or the TMU Residence Council.

8.2.5.1 The Board of Directors of FCSS may not simultaneously hold an executive position on the Toronto Metropolitan Students' Union (TMSU), the Continuing Education Students Association of X (CESAX), or the TMU Residence Council.

8.2.6 All elected Executive Officers and Board of Directors shall be students enrolled in a Faculty of Community Services full-time undergraduate degree program and who have paid the FCSS levy. They are required to have either a clear academic standing with a cumulative Grade Point Average greater than or equal to 2.0 at the beginning of their elected/appointed term. The academic standing of the Directors shall be reviewed by the FCSS Society Manager, who will inform the Directors that they are removed from the position if that Director fails to meet these requirements.

8.2.6.1 The only exception is for the School of Disability Studies Program Director, students in the Disability Studies part-time degree program are eligible to run for this Board Position

8.2.6.2 FCSS wants all undergraduate programs in the Faculty of Community Services to be represented on the Board of Directors and the School of Disability Studies Program Director will be exempted from paying any levy fee into the society since no part-time degree students pay into the student's society.

Candidates may only run for one position. Red marks the position up for an election.

1. Faculty of Community Services Society (FCSS) Executive Board

POSITION	OVERVIEW
The Executive Director	<ul style="list-style-type: none">- Acts as a signing officer and has signing authority for all financial accounts for the FCSS- 2.1.2 The ED is the Chief Executive Officer of the FCSS- 2.1.3 The ED will have the role of official spokesperson on behalf of the ED- 2.1.4 The ED will act in the interests of the ED according to the direction of the Board of Directors- 2.1.5 The ED shall be an ex-officio member of all committees of the ED- 2.1.6 The ED shall ensure good relations between ED and good relations with internal and external stakeholders.- 2.1.7 The ED will verify that funding has been approved by the board, which includes purchases for events/programming that is permitted by the board.- 2.1.8 Shall be a point of contact alongside the Society Manager and Executive Director of Finance & Corporate Relations in public relations of FCSS.- 2.1.9 Attend all mandatory meetings- 2.1.10 The ED may only be elected from candidates with at least one full year experience as ED Finance & Corporate Relations, and or ED of Administration & Operations.- 2.1.11 In circumstances where no one as ED Finance & Corporate Relations, the ED, and or ED of Administration & Operations wants to run as the ED then it opens up to the rest of the Executive Director board.- 2.1.12 During rare circumstance, if no candidate contains one year experience as being a former executive officer (i.e. ED of Finance & Corporate Relations, ED of Administration & Operations, ED of Communications & Marketing, ED of Events, ED of Culture & Wellness, or ED of Academics), then a voting Board Member with one year experience may be put forth to be ED.

	<ul style="list-style-type: none"> - 2.1.13 Having candidates running from the general membership shall be used as a last resort if no former executive officer or board member is a candidate for the ED position - 2.1.14 Chair of the Special Projects Committee - 2.1.15 Co-Chair of the First Year Activity Council alongside the Executive Director, Events - 2.1.16 Shall oversee the selection process for recommending a Equity & Community Inclusion Commissioner for the Board of Directors to appoint - 2.1.17 Shall oversee the work of the Equity & Community Inclusion Commissioner - 2.1.18 Shall appoint the Frosh, Orientation and Spirit Committee Chair - 2.1.19 Shall oversee, each board member works throughout the term.
ED Administration and Operations	<ul style="list-style-type: none"> - 2.3.1 Keeps Student Society Services Operational - 2.3.2 Prepares meeting agendas and takes meeting minutes for Executive Committee meetings and Board of Directors meetings - 2.3.3 Works closely with the Society Manager on the Student Society Services - 2.3.4 Manages the day-to-day operations of FCSS which includes board meeting room booking, office booking, event items tracking, emails, course unions/student group requests and other matters relevant to the day-to-day operations. - 2.3.5 Handles student group inquiries with the Executive Director - 2.3.6 CChair of the Students Groups Committee - 2.3.7 Help student groups and course unions with advertising events - 2.3.8 Liaison between student groups and course unions and FCSS - 2.3.9 Is a representative of course unions and student groups in FCSS - 2.3.10 Is in charge of managing all course unions and student groups through the use of the Student Group's Policy - 2.3.11 During election time, this position shall be open to candidates that have one year experience as a FCSS executive officer, FCSS board member, FCS course union executive or FCS student that was a previous student group executive - 2.3.12 Shall oversee the selection process for recommending a Sustainability

	<p>Commissioner for the Board of Directors to appoint</p> <ul style="list-style-type: none"> - 2.3.13 Shall oversee the work of the Sustainability Commissioner - 2.3.14 Attend all mandatory meetings. - 3.4.1. It is the role of the Executive Director, Administration & Operations to schedule meetings; - 3.4.2. Preparing a Doodle and sending it out to FCSS members to fill out; - 3.4.3. It is duty of the Executive Director, Administration & Operations to plan meetings will to the best of their ability schedule meetings where all board members are available; - 3.4.4. All members shall receive an agenda prior to a meeting and meeting minutes after a meeting; - 3.4.5. All agendas and meeting minutes must be posted to the FCSS's Google Drive and the FCSS website to ensure a record of all meeting materials. - 3.4.6. Meeting dates must be published at least five (5) days in advance for Executive meetings and Board meetings.
ED Finance and Corporate Relations	<ul style="list-style-type: none"> - 2.2.1 Act as a signing officer - 2.2.2 Main responsibility is developing and managing the budget with the Society Manager and the ED - 2.2.3 Bookkeeping of expenses that occur from events permitted by the Board and regularly communicating all operational/event expenses to the Society Manager and ED - 2.2.4 Attend all mandatory meetings - 2.2.5 Chair of the Finance Committee - 2.2.6 In addition with managing the budget and finance, the Executive Director, Finance & Corporate Relations will be in charge of maintaining the FCSS sponsorship package - 2.2.7 Manage sponsor relationships - 2.2.8 May recruit associates to help with reaching out to sponsors - 2.2.9 During election time, must be a former Board Member or Executive Officer with one

	<ul style="list-style-type: none"> - year experience to hold this position
ED Academics	<ul style="list-style-type: none"> - 2.7.1. Helps educate students on the academic appeal process through workshops - 2.7.2. Plans workshops and events to uplift students and improve their academic skills - 2.7.3. Plan career development events and workshops - 2.7.4. Ensuring all aspects of FCSS such as events, programs, workshops, and services adhere to Ryerson University's Discrimination and Harassment Prevention Policy - 2.7.5. Attend all mandatory meetings - 2.7.6. Chair of the Academic & Advocacy Committee - 2.7.7. During election time, this position shall be open to candidates from the entire general membership.
ED Communications and Marketing	<ul style="list-style-type: none"> - 2.4.1 In charge of marketing and graphic design of all opportunities - 2.4.2 Shall manage FCSS Social Media Platforms - 2.4.3 Shall manage the day-to-day operations of the FCSS Online Store - 2.4.4 Shall design and develop a FCSS merchandise line - 2.4.5 Chair of the Marketing & Communications Committee - 2.4.6 May hire associates for graphic design, photography, videography and for managing social media accounts - 2.4.7 Attend all mandatory meetings - 2.4.8 Executes and updates communication strategy - 2.4.9 During election time, this position shall be open to candidates from the entire general membership
ED Culture and Wellness	<ul style="list-style-type: none"> - 2.6.1 Plans cultural events that are important to the diverse Faculty of Community Services student population such as including but not limited to Black History Month, Pride 5 Month, Asian Heritage Month, Jewish Heritage

	<p>Month, International Women's Day, and events that recognize Indigenous culture</p> <ul style="list-style-type: none"> - 2.6.2 Plans wellness events that caters to student wellbeing - 2.6.3 Develop initiatives that address the needs of equity seeking groups - 2.6.4 Develop initiatives that creates holistic wellness spaces for students - 2.6.5 Ensuring all aspects of FCSS such as events, programs, workshops, and services adhere to Toronto Metropolitan University's Discrimination and Harassment Prevention Policy - 2.6.6 Attend all mandatory meetings - 2.6.7 Works closely with Society Manager and ED around the development of new ideas - 2.6.8 Chair of the Culture & Student Wellbeing Committee - 2.6.9 During election time, this position shall be open to candidates from the entire general membership
ED Events	<ul style="list-style-type: none"> - 2.7.1. Helps educate students on the academic appeal process through workshops - 2.7.2. Plans workshops and events to uplift students and improve their academic skills - 2.7.3. Plan career development events and workshops - 2.7.4. Ensuring all aspects of FCSS such as events, programs, workshops, and services adhere to Ryerson University's Discrimination and Harassment Prevention Policy - 2.7.5. Attend all mandatory meetings - 2.7.6. Chair of the Academic & Advocacy Committee - 2.7.7. During election time, this position shall be open to candidates from the entire general membership

2. Faculty of Community Services Society (FCSS) School Directors

POSITION	OVERVIEW
Child and Youth Care Director	<ul style="list-style-type: none">- Shall proactively bridging the gap between students, professors, and faculty about decisions made within the Faculty of Community Services.- Shall represent their student population on implementing changes and determining the future progress of our faculty.- Shall help lead in the development of the 30 student organizations under the society's umbrella- This shall consist of their Liaison Responsibilities that will be assigned to them once they have transitioned into their role. (minimum of 2). Not limited to CU Clubs, Interest Clubs, and Affiliated Clubs.- Facilitating the allocation of resources to student-organized initiatives- Shall organize events for their retrospective students- Shall sit on a minimum 2 internal committees while serving their term length.
Collaborative Nursing Director	<ul style="list-style-type: none">- Shall proactively bridging the gap between students, professors, and faculty about decisions made within the Faculty of Community Services.- Shall represent their student population on implementing changes and determining the future progress of our faculty.- Shall help lead in the development of the 30 student organizations under the society's umbrella- This shall consist of their Liaison Responsibilities that will be assigned to them once they have transitioned into their role. (minimum of 2). Not limited to CU Clubs, Interest Clubs, and Affiliated Clubs.- Facilitating the allocation of resources to student-organized initiatives- Shall organize events for their retrospective students- Shall sit on a minimum 2 internal committees while serving their term length.

Disability Studies Director	<ul style="list-style-type: none"> - Shall proactively bridging the gap between students, professors, and faculty about decisions made within the Faculty of Community Services. - Shall represent their student population on implementing changes and determining the future progress of our faculty. - Shall help lead in the development of the 30 student organizations under the society's umbrella - This shall consist of their Liaison Responsibilities that will be assigned to them once they have transitioned into their role. (minimum of 2). Not limited to CU Clubs, Interest Clubs, and Affiliated Clubs. - Facilitating the allocation of resources to student-organized initiatives - Shall organize events for their retrospective students - Shall sit on a minimum 2 internal committees while serving their term length.
Early Childhood Studies Director	<ul style="list-style-type: none"> - Shall proactively bridging the gap between students, professors, and faculty about decisions made within the Faculty of Community Services. - Shall represent their student population on implementing changes and determining the future progress of our faculty. - Shall help lead in the development of the 30 student organizations under the society's umbrella - This shall consist of their Liaison Responsibilities that will be assigned to them once they have transitioned into their role. (minimum of 2). Not limited to CU Clubs, Interest Clubs, and Affiliated Clubs. - Facilitating the allocation of resources to student-organized initiatives - Shall organize events for their retrospective students - Shall sit on a minimum 2 internal committees while serving their term length.
Midwifery Director	<ul style="list-style-type: none"> - Shall proactively bridging the gap between students, professors, and faculty about decisions made within the Faculty of Community Services. - Shall represent their student population on implementing changes and determining the future progress of our faculty. - Shall help lead in the development of the 30 student organizations under the society's umbrella - This shall consist of their Liaison Responsibilities that will be assigned to them once they have transitioned into their role. (minimum of 2). Not limited to CU Clubs, Interest Clubs, and Affiliated Clubs. - Facilitating the allocation of resources to student-organized initiatives - Shall organize events for their retrospective students

	<ul style="list-style-type: none"> - Shall sit on a minimum 2 internal committees while serving their term length.
Nutrition and Food Director	<ul style="list-style-type: none"> - Shall proactively bridging the gap between students, professors, and faculty about decisions made within the Faculty of Community Services. - Shall represent their student population on implementing changes and determining the future progress of our faculty. - Shall help lead in the development of the 30 student organizations under the society's umbrella - This shall consist of their Liaison Responsibilities that will be assigned to them once they have transitioned into their role. (minimum of 2). Not limited to CU Clubs, Interest Clubs, and Affiliated Clubs. - Facilitating the allocation of resources to student-organized initiatives - Shall organize events for their retrospective students - Shall sit on a minimum 2 internal committees while serving their term length.
Occupational and Public Health Director	<ul style="list-style-type: none"> - Shall proactively bridging the gap between students, professors, and faculty about decisions made within the Faculty of Community Services. - Shall represent their student population on implementing changes and determining the future progress of our faculty. - Shall help lead in the development of the 30 student organizations under the society's umbrella - This shall consist of their Liaison Responsibilities that will be assigned to them once they have transitioned into their role. (minimum of 2). Not limited to CU Clubs, Interest Clubs, and Affiliated Clubs. - Facilitating the allocation of resources to student-organized initiatives - Shall organize events for their retrospective students - Shall sit on a minimum 2 internal committees while serving their term length.
Social Work Director	<ul style="list-style-type: none"> - Shall proactively bridging the gap between students, professors, and faculty about decisions made within the Faculty of Community Services. - Shall represent their student population on implementing changes and determining the future progress of our faculty. - Shall help lead in the development of the 30 student organizations under the society's umbrella - This shall consist of their Liaison Responsibilities that will be assigned to them once they have transitioned into their role. (minimum of 2). Not limited to CU Clubs, Interest Clubs, and Affiliated Clubs. - Facilitating the allocation of resources to student-organized initiatives

	<ul style="list-style-type: none"> - Shall organize events for their retrospective students - Shall sit on a minimum 2 internal committees while serving their term length.
Urban and Regional Planning Director	<ul style="list-style-type: none"> - Shall proactively bridging the gap between students, professors, and faculty about decisions made within the Faculty of Community Services. - Shall represent their student population on implementing changes and determining the future progress of our faculty. - Shall help lead in the development of the 30 student organizations under the society's umbrella - This shall consist of their Liaison Responsibilities that will be assigned to them once they have transitioned into their role. (minimum of 2). Not limited to CU Clubs, Interest Clubs, and Affiliated Clubs. - Facilitating the allocation of resources to student-organized initiatives - Shall organize events for their retrospective students - Shall sit on a minimum 2 internal committees while serving their term length.

3. Faculty of Community Services Society (FCSS) Community At-Large Directors

POSITION	OVERVIEW
International At-Large Director	<ul style="list-style-type: none"> - Shall proactively bridging the gap between students, professors, and faculty about decisions made within the Faculty of Community Services. - Shall represent their student population on implementing changes and determining the future progress of our faculty. - Shall help lead in the development of the 30 student organizations under the society's umbrella - This shall consist of their Liaison Responsibilities that will be assigned to them once they have transitioned into their role. (minimum of 2). Not limited to CU Clubs, Interest Clubs, and Affiliated Clubs. - Facilitating the allocation of resources to student-organized initiatives - Shall organize events for their retrospective students

	<ul style="list-style-type: none"> - Shall sit on a minimum 2 internal committees while serving their term length.
Indigenous At-Large Director	<ul style="list-style-type: none"> - Shall proactively bridging the gap between students, professors, and faculty about decisions made within the Faculty of Community Services. - Shall represent their student population on implementing changes and determining the future progress of our faculty. - Shall help lead in the development of the 30 student organizations under the society's umbrella - This shall consist of their Liaison Responsibilities that will be assigned to them once they have transitioned into their role. (minimum of 2). Not limited to CU Clubs, Interest Clubs, and Affiliated Clubs. - Facilitating the allocation of resources to student-organized initiatives - Shall organize events for their retrospective students - Shall sit on a minimum 2 internal committees while serving their term length.
Placement and Co-op At-Large Director	<ul style="list-style-type: none"> - Shall proactively bridging the gap between students, professors, and faculty about decisions made within the Faculty of Community Services. - Shall represent their student population on implementing changes and determining the future progress of our faculty. - Shall help lead in the development of the 30 student organizations under the society's umbrella - This shall consist of their Liaison Responsibilities that will be assigned to them once they have transitioned into their role. (minimum of 2). Not limited to CU Clubs, Interest Clubs, and Affiliated Clubs. - Facilitating the allocation of resources to student-organized initiatives - Shall organize events for their retrospective students - Shall sit on a minimum 2 internal committees while serving their term length.
First Year At-Large Director	<ul style="list-style-type: none"> - Shall proactively bridging the gap between students, professors, and faculty about decisions made within the Faculty of Community Services. - Shall represent their student population on implementing changes and determining the future progress of our faculty. - Shall help lead in the development of the 30 student organizations under the society's umbrella

	<ul style="list-style-type: none"> - This shall consist of their Liaison Responsibilities that will be assigned to them once they have transitioned into their role. (minimum of 2). Not limited to CU Clubs, Interest Clubs, and Affiliated Clubs. - Facilitating the allocation of resources to student-organized initiatives - Shall organize events for their retrospective students - Shall sit on the First Year Activity Council, and one additional internal committee while serving their term length.
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QUESTIONS?

All questions regarding positions, nomination criteria or the election process should be directed toward the Chief Returning Officer, Jacob, who can be reached via email at fcssociety@torontomu.ca

LINKS

Note please make **your own** copy of the nomination form to send to the CRO

[Nomination Form](#)

[Faculty of Community Services Society \(FCSS\) Constitution \(fcssociety.ca\)](#)

[Faculty of Community Services Society \(FCSS\) By-Laws \(fcssociety.ca\)](#)

[Faculty of Community Services Society \(Election & Campaign\) Procedures.docx \(fcssociety.ca\)](#)

FCSS Election Procedures for By-Election Campaign Rules

Postering Regulations:

1. Poster size shall not exceed 11" x 17" (tabloid size)
2. Posters shall NOT include the FCSS Branding (logos, honeycombs, bee logos, etc.)
3. Candidates for Executive Positions will be allowed no more than three (3) banners not to exceed 3ft (0.92) x 9ft (2.75m), and all other positions one such banner
4. ONLY masking tape or tacks must be used to affix posters
5. Posters can not be placed on glass or on divisions between glass that are less than 6 inches (153mm) in the shortest dimension
6. All text in other languages on campaign materials must have an accurate English translation of readable size (as determined by the CRO) that appears on the poster
7. Candidates poster may not overlap another candidates' poster
8. Each candidate may not poster within 6 inches (153mm) of another one of their own posters
9. Campaign material CANNOT:
 - a. be placed on or in offices of the FCSS, TMSU, DCC, FCS offices, TMU Offices/Services of any kind.
 - b. overlap or be attached to campaigning materials already affixed to other objects or surfaces
 - c. be affixed to surfaces in classrooms, seminar rooms, in the library, in computer labs or other university-designated non-postering areas, especially where they might obstruct view on a doorway
 - d. be removed from any posted location
 - e. be within 8 meters of a polling station on election days

Class Talks

Campaigning within a classroom is forbidden without the express permission of its presiding faculty member(s). To campaign in a classroom, a candidate must obtain consent from the professor/lecturer before the start of the class. **Candidates must submit a list of class talks to the CRO.**

Video/Audio taping and Photos

Candidates, media and community members can all play a role in ensuring that an electoral process is carried out in a transparent and democratic fashion. Increasingly, media devices such as cameras are being used to document the campaign process. Community members, elections officials and candidates also have the right (upheld both in law, Toronto Metropolitan University Regulations and the FCSS Student Groups Policy) to feel safe and to participate in the electoral process free of harassment.

To balance these interests, the use of cameras (video or photo) and other recording devices (phone, video, digital camera etc.) **must first be registered with the CRO**. All requests will be granted as long as participants agree to comply with the regulations outlined for filming, taking of photos and seeking consent. All candidates, by virtue of their participation in the electoral process, give their consent to any such documentation that complies with the regulations.

Electronic Media

Electronic media may be used for campaigning in accordance with the FCSS By-Laws, “6.69 *Candidates are explicitly forbidden from campaigning via any form of electronic mail*”. The spirit of this article is to ensure that mass, unwanted communications are not received by those who

may not want to receive this information. More explicitly, this by-law will be interpreted in the following way:

- *Email: Campaigning via email is not permitted.* “Email” extends to any form of written electronic communication and thus includes direct messages sent via Facebook Messenger and WhatsApp. Candidates are not permitted to send unsolicited emails to prospective voters. Candidates are not permitted to request email addresses via websites or any forms of social media.
- *Websites:* Candidates will be allowed to set up a campaign website whose content must be approved by the CRO prior to becoming publicly visible. Candidates are responsible for any and all dynamic material posted on the site and will be held responsible should the material contravene any of these procedures.
- *Social Media:* Candidates are permitted to use all social media platforms to campaign. Candidates must disclose all campaigning platforms to the CRO. The CRO has the right to follow any and all accounts used for the purposes of campaigning in this election. All posts should contain the hashtag #FCSSVOTES2023
- *Facebook:* Candidates will be allowed to set up Facebook groups whose content must be approved by the CRO prior to becoming publicly visible. The CRO Facebook account must also be added to each Facebook group created by candidates and aimed at the electorate. Candidates are responsible for any and all dynamic material posted on these groups and will be held responsible should the material contravene any of these procedures. Messages sent to members of the group are considered a violation of the electronic media bylaw.
- *Twitter:* Twitter messages do not constitute electronic mail as “followers” choose to follow your posts.

- *Instagram:* Candidates are not allowed to campaign using Instagram accounts that are private. Candidates may use their own personal Instagram accounts for campaigning purposes if the account is public, or they may create a public account specifically for campaigning purposes. The CRO has the right to follow any and all accounts used for the purposes of campaigning in this election. Candidates are responsible for any and all Instagram posts aimed at the electorate and will be held responsible should the content contravene any of the By-Laws or election procedures.

Campaigning and Elections Complaints

It is within the rights of all candidates and community members to lodge complaints for perceived violations to elections by-laws and these guidelines.

All election related complaints regarding the conduct of another candidate or the person acting on behalf of a candidate must be filed formally, in written format to the Chief Returning Officer (CRO). Once received, the CRO will conduct an investigation and make a ruling regarding the matter. Decisions impacting all candidates will be posted publicly, while decisions only impacting the individual making an inquiry will not.

If a candidate is unsatisfied with a formal decision involving disqualification, this can be appealed to the FCSS student clubs/policy committee.

Grounds for Disqualification

The CRO reserves the right to make rulings on issues and events not otherwise covered in the Student Groups Policy, this Elections Procedure Code, or to add in such rulings to supplement existing sections.

The CRO may issue rulings of violations of campaign rules (disqualifications/etc) at the CRO's initiative.

All candidates and their representatives are strongly cautioned against committing any of the following as these will result in disqualification:

1. *Harassment of candidates, volunteers, community members or FCSS staff*

It is the responsibility of all involved in the election process to ensure civil conduct and to not participate in actions that are deemed as threatening and possibly unlawful. Candidates and their representatives are expected to show respect to all candidates, volunteers, community members and FCSS staff.

Alleged misconduct should not and cannot be dealt with by the candidate or representative.

Instead, complaints should be immediately directed to the Chief Returning Officer or, depending on the misconduct, to Campus Security or Police.

2. *Racist, Sexist, Homophobic or Offensive Language*

As stated in the FCSS Student Group Policy, any campaigning by candidates, their representatives or any third parties (whether through verbal or written communication) deemed to be racist, sexist, homophobic or offensive is explicitly prohibited and will be dealt with severely up to and including the involvement of Toronto Metropolitan University officials and Police.

3. Libel, Slander and Gross Misrepresentation

Candidates, their representatives and third parties are explicitly barred from libel, slander or gross misrepresentation of a candidate or their representative. This does not bar a candidate from voicing an opinion on a matter, however matters represented as substantive or factual must have a basis in fact and must be in accordance with the general spirit of the code of conduct.

What decisions can be brought before the FCSS Student Clubs/Policy Committee?

- Only formal decisions involving disqualification to candidates can be appealed to the Election Appeals Committee by a candidate in the election.

How are appeals considered?

- Prompted by a formal, written appeal to the CRO requesting an appeal of the decision made by the CRO, a meeting of the Election Appeals Committee will be called. Candidates may **NOT** attempt to contact members of the Election Appeals Committee directly.
- At the invitation of the CRO or the Election Appeals Committee, anyone with relevant information can make a presentation.
- Election Appeals Committee members and invited parties will be given 24hrs notice unless waived by those parties.
- Any party invited or accepted to speak before the Election Appeals Committee will have up to 5 minutes to present.
- Where there are opposing sides to a matter, each side will present their side of the matter separately.
- If a party fails to appear before the committee, they forfeit their right to appear before the committee again on that matter.

- At the end of each meeting, the Election Appeals Committee will discuss the matter and vote.

How does the FCSS Student Clubs/Policy Committee make and communicate a decision?

- The motion before the Committee will be to overturn the CRO's decision, on which members will vote either yes (to overturn) or no (to uphold the decision).
- The Election Appeals Committee cannot amend the penalty as made by the CRO, they can only accept or overturn the decision.
- The CRO is then responsible for communicating the results of the decision to all affected candidates at the end of the meeting.

Appendix A

Permissible and Non-Permissible Campaigning Practices

Permissible	Not Permissible
Speaking to students	Interrupting other candidates while they are speaking to students. E-mailing students regarding election issues.
Asking questions to FCSS staff or election staff	Disrespecting or mistreating FCSS or election staff

Documenting (videotaping, photos etc.) of yourself, your candidates or anything within the regulations specified upon registration with the CRO	Taking photos, video, audio of anyone without their consent or in non-compliance with the regulations
Removing, modifying or replacing your own approved election materials	Removing, modifying or replacing another candidate's approved election materials
Making editorial comments or giving opinions about issues and events, positions and actions of other candidates	Accusing candidates of actions or views that are not proven; maligning the character of other candidates, FCSS or election staff
Beginning to campaign immediately upon the start of the campaign period	Campaigning prior to the commencement of the campaign period
Persuading members for their vote	Remunerating someone for their vote
Creative campaigning	Spending more than the permitted amount or involving alcohol in your campaign

Responding to emails sent regarding your campaign	Sending out unsolicited emails or electronic messages of any type or through any medium
Asserting your rights as a candidate and file complaints as necessary	Repeated and frivolous complaints against another candidate
Campaigning during voting	Campaigning or displaying campaign materials within 8m of polling stations, or in campus libraries
Speaking to media about your campaign	Bringing unverified election complaints to media

Appendix B

SLC Campaign Guidelines

The SLC Student Engagement and Leadership (SEAL) Team is excited to extend opportunities to students participating in the RSU elections to engage with their fellow students during campus wide elections.

These opportunities and guidelines were drafted by students and are set in place to ensure candidates are able to effectively engage with their peers, that all candidates are given equal opportunity and to ensure our #1 principle of respecting the needs of students is met. If you have any questions about this information do not hesitate to contact slchelp@ryerson.ca

Campaigning Opportunities:

Tabling

To help candidates engage with the student body, the SLC SEAL (Student Engagement and Leadership) Team is extending the maximum amount of tabling time per week. During voting days the SLC Amphitheatre has been booked off specifically for campaigning by candidates and represents the best opportunity to engage with your peers in a high traffic area.

During each election voting day candidates are invited to table in the SLC Amphitheatre from 10am - 7pm. To book time please email slchelp@ryerson.ca to let us know the dates, time and duration you would like to table for. If you are a member of a slate, please indicate this in your email.

Campaigning in SLC

Candidates are encouraged to campaign in the SLC Amphitheatre (1st floor) and 6th floor. Students found campaigning in any other areas of the building will be asked to relocate to the 1st or 6th floor.

To ensure students are not overwhelmed during elections, independent candidates and slates are asked to have a maximum of 5 individuals campaigning for them in the building at any given time. This includes individuals at the Tabling. Up to 5 campaign badges per slate or independent candidate will be available for sign out at the SLC Welcome Desk. Any student found campaigning without a badge will be asked to visit the Welcome Desk to sign out a badge and the CRO will be informed of this infraction.

For safety reasons campaigning is not not allowed within 8 ft of elevators, exits / stairwells and accessible ramps.

Guidelines: Campaign Badges

- To allow candidates to have a presence in the SLC without overwhelming students studying here, all independent candidates or slates will be permitted a maximum of five individual campaigners in the SLC at any given time during the campaign and voting period.
- All individuals campaigning in the building will be required to wear a campaign badge, available at the Welcome Desk in exchange for a OneCard. This campaign badge will show SLC guests that you have been approved to be there and act as a way to monitor the total number of individuals campaigning in the building.
- To sign out a campaign badge, candidates will need to check in with an SLC Specialist at the Welcome Desk, exchange their OneCard for a campaign badge and fill out the campaigner sign in sheet. Once they are finished campaigning in the SLC or would like to pass the badge off to another campaign member, they can retrieve their OneCard at the Welcome Desk and sign out / in on the campaigner sign in sheet.

- If our staff finds individuals campaigning in the SLC without a badge, they will ask the individual to visit the Welcome Desk to sign one out.
- SLC staff will keep a record of incidents in the building and where requested, provide this information to the appropriate Chief Returning Officer.

Exclusion Zones

- Campaigning is permitted on the 1st floor and the 6th floor with restrictions marked on the attached floor plan (8ft from the elevators, not blocking the accessibility ramps or in front of stairwell fire exits).
- Campaigning is not permitted in all other areas of the SLC including the 2nd floor seating area between the first and second level.

Tabling

- During Election Voting days the SLC has booked off the Amphitheatre for independent candidates and slates to Table should they desire the use of the space. This activity follows our tabling hours of 10am - 7pm and will be managed by the SEAL Team.
- Tabling Activities in the Amphitheatre on non-voting days will follow the same guidelines (www.ryerson.ca/SLC) as usual and require a booking request to be submitted no more than 2 weeks prior to the requested tabling times. Each independent candidate or slate can have a maximum of two Tabling Activities per week for a maximum of 4 hours per day. Tabling requests during the campaign, non-voting times will be based on our calendar availability and the guidelines mentioned above.

Postering

- The SLC has a no postering policy that slates/candidates must adhere to.

