

# Course Union Club 2024/2025

## ELECTIONS

### ALL YOU NEED TO KNOW

---

#### WHY?

The Faculty of Community Services Society, the official student society in the Faculty of Community Services, has an umbrella of six course union clubs (CUCs) that put on academic events that better the academic journey of the community within a school in the Faculty of Community Services.

Being a member of CUC means a collective of students to advance the career development of students in your major

Positions require variable skill sets and candidates should be aware of position responsibilities, which can be found within the CUC constitution.

#### HOW IT WORKS

##### NOMINATIONS

**All candidates must read in full the mandatory election rules.**

**Failure to read, and breaking the rules** will result in the CRO/DRO disqualifying the candidate.

## ELECTION PERIOD

**Candidates will be notified by the CRO their eligibility to run.** Any executive acclaimed positions (Singular Candidates) as in section 5.5 of the Election Procedures Policy will go to a vote of confidence (Yes/No) vote unless the roles are not Executive members then no vote will occur. Campaigning will begin on the dates confirmed by the student society and the CRO. **Campaigning before the campaign period will result in disqualification.**

## POSITIONS

Positions are divided by executive committee and general committee for each CUC. A brief overview of all the positions are provided, but further role requirements are detailed more greatly in the CUC's constitution in that all Mayor or President roles must be held by someone previously on the course union for a full term. In addition to this **With the exception of mayor or presidents, and VP Administrative Affairs. All positions are singular and can only be held by one person (i.e not shared).** Candidates may only run for one position. **Red marks the position up for an election.**

### 1. CYCAC EXECUTIVE COMMITTEE

POSITION	OVERVIEW
<b>Mayor</b>	<ul style="list-style-type: none"><li>- Is the Child and Youth Care Director on the Faculty of Community Services Society</li><li>- Acts as the Mayor of the Child and Youth Care Activity Committee</li><li>- Ensures that the committee is operating and putting on professional career driven events.</li></ul>
<b>Councillor of Finance</b>	<ul style="list-style-type: none"><li>- Head of the budget process for the CYCAC with the Mayor of the CYCAC.</li><li>- Must host budget town halls with the Child and Youth Care student body to determine appropriate spending priorities for the term ahead.</li></ul>

	<ul style="list-style-type: none"> <li>- Must ensure events are career development and</li> </ul>
<b>Councillor of Professional Events</b>	<ul style="list-style-type: none"> <li>- Head of planning and executing all professional career focused events for students in the Child and Youth Care program.</li> </ul>
<b>Councillor of Marketing and Graphics</b>	<ul style="list-style-type: none"> <li>- Manage the CYCAC Instagram feed</li> <li>- Creating graphics for the CYCAC</li> <li>- Ensuring all event posts funded by the FCSS include the FCSS logo.</li> </ul>
<b>Ex-officio (Non-voting) FCSS Program Student Director</b>	<ul style="list-style-type: none"> <li>- Helps the CYCAC organize their budget requests for the term</li> <li>- Helps the CYCAC understand the FCSS procedures</li> <li>- Ensures the CYCAC feels supported in the good initiatives that they put on.</li> <li>- Brings the program problems to the Faculty-level to get dealt with swiftly.</li> </ul>

## 2. TMAPS EXECUTIVE COMMITTEE

POSITION	OVERVIEW
<b>President(s)</b>	<ul style="list-style-type: none"> <li>- Responsible for guiding the overall year vision for TMAPS, expected to take a leadership role in planning student events and the chief liaison between TMAPS, the FCSS, and TMSU.</li> <li>- Take part of the FCSS CU Presidents Committee</li> </ul>
<b>Vice President Academics</b>	<ul style="list-style-type: none"> <li>- Responsible for planning academic focused workshops, assisting students through the academic appeal process (can act as support person during panel hearing) and assisting students with getting special project funding for their projects</li> <li>- Responsible for the 4th Year Mentorship Program with TMPAA</li> </ul>

<b>Vice President Administrative Affairs</b>	<ul style="list-style-type: none"> <li>- Have an annual and term plan for how to improve communication, and improve documentation of all TMAPS files, plans, pictures, and materials among all members and TMAPS at large</li> <li>- Responsible for (in collaboration with the president(s)) of chairing council meetings</li> </ul>
<b>Vice President Financial Affairs</b>	<ul style="list-style-type: none"> <li>- Head of all fund-raising initiatives/committees/events. It is their role to establish an annual financial budget, a vision for the equity that TMAPS builds long-term, and a year-end financial report of all expenditures.</li> </ul>
<b>Vice President Social Affairs</b>	<ul style="list-style-type: none"> <li>- To assist in student engagement, social and educational events, and overall vision guiding work-plans, action-plans, and meeting agendas.</li> <li>- Work with the VP Academics to create complete package events</li> </ul>
<b>Vice President Equity Diversity and Inclusion</b>	<ul style="list-style-type: none"> <li>- To act as a TMAPS member that promotes student rights throughout SURP, and address key issues including Ethics, Advocacy and Integrity</li> </ul>
<b>Vice President Communications</b>	<ul style="list-style-type: none"> <li>- To coordinate and manage promotions for TMAPS that may include (but are not limited to): social media strategies, visual communication, internal and external networking and maintenance of TMAPS website</li> <li>- To lead and chair the 'Communications Committee' which will also consist of the Director of Social Media and Marketing, the Director of Design and Visual Identity as well as any other members as selected by the Committee.</li> <li>- Ensuring all event posts funded by the FCSS include the FCSS logo for the Instagram feed or other social media feeds.</li> </ul>
<b>Ex-officio (Non-voting) FCSS Program Student Director</b>	<ul style="list-style-type: none"> <li>- Helps the CUC organize their budget requests for the term</li> <li>- Helps the CUC understand the FCSS procedures</li> <li>- Ensures the CUC feels supported in the good initiatives that they put on.</li> <li>- Brings the program problems to the Faculty-level to get dealt with swiftly.</li> </ul>

**Vice President  
Outreach**

- Responsible for getting sponsors for all TMAPS events
- Responsible for maintaining the TMAPS Sponsorship Package

2. TMAPS GENERAL COMMITTEE

POSITION	OVERVIEW
<b>4th Year Class Ambassador</b>	<ul style="list-style-type: none"><li>- Will act as the primary liaison between each one's respective year and TMAPS members, ensuring communication of TMAPS initiatives both orally and written.</li><li>- Will host roundtables to determine the needs of the student population in a democratic setting</li><li>- Will work closely with VP of Student Affairs to coordinate and plan for all years</li><li>- Will work closely with the VP of Communications to coordinate marketing of TMAPS events</li><li>- Will post TMAPS marketing material in one's respective year Facebook Group</li></ul>
<b>3rd Year Class Ambassador</b>	<ul style="list-style-type: none"><li>- Will act as the primary liaison between each one's respective year and TMAPS members, ensuring communication of TMAPS initiatives both orally and written.</li><li>- Will host roundtables to determine the needs of the student population in a democratic setting</li><li>- Will work closely with VP of Student Affairs to coordinate and plan for all years</li><li>- Will work closely with the VP of Communications to coordinate marketing of TMAPS events</li><li>- Will post TMAPS marketing material in one's respective year Facebook Group</li></ul>
<b>2nd Year Class Ambassador</b>	<ul style="list-style-type: none"><li>- Will act as the primary liaison between each one's respective year and TMAPS members, ensuring communication of TMAPS initiatives both orally and written.</li></ul>

	<ul style="list-style-type: none"> <li>- Will host roundtables to determine the needs of the student population in a democratic setting</li> <li>- Will work closely with VP of Social Affairs to coordinate and plan for all years</li> <li>- Will work closely with the VP of Communications to coordinate marketing of TMAPS events</li> <li>- Will post TMAPS marketing material in one's respective year Facebook Group</li> </ul>
<p><b>First Year Class Ambassador</b></p>	<ul style="list-style-type: none"> <li>- Will act as the primary liaison between each one's respective year and TMAPS members, ensuring communication of TMAPS initiatives both orally and written.</li> <li>- Will host roundtables to determine the needs of the student population in a democratic setting</li> <li>- Will work closely with VP of Social Affairs to coordinate and plan for all years</li> <li>- Will work closely with the VP of Communications to coordinate marketing of TMAPS events</li> <li>- Will post TMAPS marketing material in one's respective year Facebook Group</li> </ul>
<p><b>PLAB/PLAD Class Ambassador</b></p>	<ul style="list-style-type: none"> <li>- Will act as the primary liaison between each one's respective year and TMAPS members, ensuring communication of TMAPS initiatives both orally and written.</li> <li>- Will host roundtables to determine the needs of the student population in a democratic setting</li> <li>- Will work closely with VP of Social Affairs to coordinate and plan for all years</li> <li>- Represent both first year and final year students of PLAB/PLAD</li> <li>- Will work closely with the VP of Communications to coordinate marketing of TMAPS events</li> <li>- Will post TMAPS marketing material in one's respective year Facebook Group</li> </ul>
<p><b>Canadian Institute of Planners (CIP) Undergraduate Representative</b></p>	<ul style="list-style-type: none"> <li>● <i>Attend Monthly Online Meetings (Last Wednesday of the month at 12pm-1pm)</i></li> <li>● <i>Volunteer to help on projects</i></li> <li>● <i>Attend Student Liaison Committee Events (Online or in-person)</i></li> <li>● <i>Participate in 2 in person School Outreach presentations</i></li> <li>● <i>Bring ideas for student action and involvement</i></li> </ul>

<b>International Student Director</b>	<ul style="list-style-type: none"> <li>• Represents the voice of international students on TMAPS</li> <li>• Works closely with the VP Social Affairs and VP Academic to plan social and academic events catered to international students within the Urban and Regional Planning program.</li> <li>• Works closely with the FCSS International Director on Faculty-level initiatives</li> </ul>
<b>Director of Merchandise</b>	<ul style="list-style-type: none"> <li>• Hires a design committee</li> <li>• Works on designs with manufacture</li> <li>• Puts together a website, or pre-sales, or houses it on student society shop</li> <li>• Marketing Campaign etc.</li> <li>• Logistics and gives merch to owners</li> </ul>

## 1. ECS CU EXECUTIVE COMMITTEE

POSITION	OVERVIEW
<b>President</b>	<ul style="list-style-type: none"> <li>- Responsible for guiding the overall year vision for ECS CU, expected to take a leadership role in planning student events and the chief liaison between ECSCU and the Ryerson Student Union</li> <li>- Take part of the FCSS CU Presidents Committee</li> </ul>
<b>Executive Vice President</b>	<ul style="list-style-type: none"> <li>- Managing roles</li> <li>- Host check-ins</li> <li>- Help plan the day to day operations</li> </ul>
<b>Vice President Events</b>	<ul style="list-style-type: none"> <li>- Responsible for planning academic focused workshops, assisting students through the academic appeal process (can act as support person during panel hearing)</li> </ul>
<b>Vice President Marketing</b>	<ul style="list-style-type: none"> <li>- Creating all social media posts, captioning and maintaining Branding</li> <li>- Communicate with year reps</li> <li>- Ensuring all event posts funded by the FCSS include the FCSS logo for</li> </ul>

	the Instagram feed or other social media feeds.
<b>Secretary</b>	<ul style="list-style-type: none"> <li>- Schedule meetings</li> <li>- Create agendas</li> <li>- Write meeting minutes</li> </ul>
<b>Ex-officio (Non-voting) FCSS Program Student Director</b>	<ul style="list-style-type: none"> <li>- Helps the CUC organize their budget requests for the term</li> <li>- Helps the CUC understand the FCSS procedures</li> <li>- Ensures the CUC feels supported in the good initiatives that they put on.</li> <li>- Brings the program problems to the Faculty-level to get dealt with swiftly.</li> </ul>
<b>Advocate</b>	<ul style="list-style-type: none"> <li>- Advocates to the program staff about changing curriculum</li> <li>- Works with the staff to change the curriculum</li> </ul>

## 2. ECS CU GENERAL COMMITTEE

<b>POSITION</b>	<b>OVERVIEW</b>
<b>4th Year Director</b>	<ul style="list-style-type: none"> <li>- Represent the voice of 4th year</li> <li>- Organize town halls</li> <li>- Communicate with year</li> </ul>
<b>3rd Year Director</b>	<ul style="list-style-type: none"> <li>- Represent the voice of third year</li> <li>- Organize town halls</li> <li>- Communicate with year</li> </ul>



<b>2nd Year Director</b>	<ul style="list-style-type: none"> <li>- Represent the voice of second year</li> <li>- Organize town halls</li> <li>- Communicate with year</li> </ul>
<b>1st Year Director</b>	<ul style="list-style-type: none"> <li>- Represent the voice of first year</li> <li>- Organize town halls</li> <li>- Communicate with year</li> </ul>

1. Nursing CU Executive Committee

<b>POSITION</b>	<b>OVERVIEW</b>
<b>Co-Presidents</b>	<ul style="list-style-type: none"> <li>- Responsible for guiding the overall year vision for NCU, expected to take a leadership role in planning student events and the chief liaison between Nursing CU and the Ryerson Student Union</li> <li>- Take part of the FCSS CU Presidents Committee</li> </ul>
<b>Co VP of Administrative Affairs</b>	<ul style="list-style-type: none"> <li>- Managing to make sure each director is doing their roles.</li> <li>- Host check-in meetings</li> <li>- Do meeting minutes</li> </ul>
<b>VP Finance &amp; Treasury</b>	<ul style="list-style-type: none"> <li>- Head of all fund-raising initiatives/committees/events. It is their role to establish an annual financial budget with moral help by the elected FCSS CNP, and PDN directors, a vision for the list of events to allocate budgets to, and a year-end financial report of all expenditures.</li> </ul>
<b>Director of Sponsorship and Outreach (Blind Hiring Process)</b>	<ul style="list-style-type: none"> <li>- Getting sponsorships/partners for events</li> </ul>
<b>Director of Social Media</b>	<ul style="list-style-type: none"> <li>- Ensuring all event posts funded by the FCSS include the FCSS logo for</li> </ul>

<b>and Marketing (Blind Hiring Process)</b>	<p>the Instagram feed or other social media feeds.</p> <ul style="list-style-type: none"> <li>- Creating all social media posts, captioning and maintaining Branding</li> </ul>
<b>Co-Director of Education &amp; Advocacy (Blind Hiring Process)</b>	<ul style="list-style-type: none"> <li>- Creating series of posts, with informative resources, advocacy for program change through town halls with the year advocacy directors, and a Nursing Staff member</li> <li>- Relay information to Year representatives</li> </ul>
<b>Director of Equity, Diversity, and Community Inclusion (Blind Hiring Process)</b>	<ul style="list-style-type: none"> <li>- Maintaining a fair equitable council during meetings and at events.</li> <li>- Ensuring events/initiatives are accessible</li> </ul>
<b>Ex-officio (Non-voting) FCSS Program Student Director</b>	<ul style="list-style-type: none"> <li>- Helps the CUC organize their budget requests for the term</li> <li>- Helps the CUC understand the FCSS procedures</li> <li>- Ensures the CUC feels supported in the good initiatives that they put on.</li> <li>- Brings the program problems to the Faculty-level to get dealt with swiftly.</li> </ul>

## 2. Nursing CU GENERAL COMMITTEE

<b>POSITION</b>	<b>OVERVIEW</b>
<b>4th Year Director</b>	<ul style="list-style-type: none"> <li>- Represent the voice of 4th year</li> <li>- Organize town halls</li> <li>- Communicate with year</li> </ul>
<b>3rd Year Director</b>	<ul style="list-style-type: none"> <li>- Represent the voice of third year</li> </ul>

	<ul style="list-style-type: none"> <li>- Organize town halls</li> <li>- Communicate with year</li> </ul>
<b>2nd Year Director</b>	<ul style="list-style-type: none"> <li>- Represent the voice of second year</li> <li>- Organize town halls</li> <li>- Communicate with year</li> </ul>
<b>1st Year Director (Election)</b>	<ul style="list-style-type: none"> <li>- Represent the voice of first year</li> <li>- Organize town halls</li> <li>- Communicate with year</li> </ul>
<b>Post Diploma Nursing Director</b>	<ul style="list-style-type: none"> <li>- Represent all PDN students</li> <li>- Organize town halls</li> <li>- Communicate with year</li> </ul>
<b>Indigenous Student Representative</b>	<ul style="list-style-type: none"> <li>- Advocacy for indigenous students</li> </ul>

1. SOPHe CUC Committee

<b>POSITION</b>	<b>OVERVIEW</b>
<b>Public Health President (1) Occupational Health and Safety President (1)</b>	<ul style="list-style-type: none"> <li>- Responsible for guiding the overall year vision for NCU, expected to take a leadership role in planning student events and the chief liaison between Nutrition CU and the Ryerson Student Union</li> <li>- Take part of the FCSS CU Presidents Committee</li> </ul>
<b>(PH) Vice President Fast Track (1) (OHS) Vice President Fast Track (1) (PH) Vice President four</b>	<ul style="list-style-type: none"> <li>- Hold check-in</li> <li>- Schedule meetings</li> <li>- Creating agendas</li> <li>- Write Meeting minutes</li> </ul>

<b>years (1)</b> <b>(OHS) Vice President four</b> <b>years (1)</b>	
<b>Finance and Special</b> <b>Funding Coordinator</b> <b>(PH) (1)</b> <b>(OHS) (1)</b>	<ul style="list-style-type: none"> <li>- Maintaining budget</li> <li>- Expenditures</li> </ul>
<b>Events Coordinator</b> <b>(PH) (1)</b> <b>(OHS) (1)</b>	<ul style="list-style-type: none"> <li>- Organize academic based events, workshops, and panels</li> <li>- Organize career development opportunities</li> </ul>
<b>Marketing Coordinator</b> <b>(PH) (1)</b> <b>(OHS) (1)</b>	<ul style="list-style-type: none"> <li>- Maintaining social media</li> <li>- Create captions</li> <li>- Ensuring all event posts funded by the FCSS include the FCSS logo for the Instagram feed or other social media feeds.</li> </ul>
<b>Graphic Design</b> <b>Coordinator</b> <b>(PH) (1)</b> <b>(OHS) (1)</b>	<ul style="list-style-type: none"> <li>- Keep branding</li> <li>- Create graphics</li> <li>- Ensuring all event posts funded by the FCSS include the FCSS logo for the Instagram feed or other social media feeds.</li> </ul>
<b>Outreach and</b> <b>Sponsorship Coordinator</b> <b>(PH) (1)</b> <b>(OHS) (1)</b>	<ul style="list-style-type: none"> <li>- Act as a liaison between SOPHe CU</li> <li>- Keep Communications with CIPHI, TMSU, and other organizations</li> <li>- Shall attend events and executive meetings.</li> </ul>
<b>Internal Communications</b> <b>Coordinator</b> <b>(PH) (1)</b> <b>(OHS) (1)</b>	<ul style="list-style-type: none"> <li>- Keep minutes of the executive meetings and make it available upon request to the membership</li> <li>- Shall attend events and all Executive meetings</li> <li>- Shall answer emails with permission form Presidents/VPs</li> </ul>

**Ex-officio (Non-voting)  
FCSS Program Student  
Director**

- Helps the CUC organize their budget requests for the term
- Helps the CUC understand the FCSS procedures
- Ensures the CUC feels supported in the good initiatives that they put on.
- Brings the program problems to the Faculty-level to get dealt with swiftly.

- Midwifery Course Union
  - (Please note due to the nature of the MEP program with placement rotations each semester in 2nd-4th year, the first year entirely makes up the MCU for MEP).

POSITION	OVERVIEW
Chair / Co-chairs	One or (2) Co-Chairs that will liaison with TMSU and the FCSS, when needed. Co-chairs to be responsible for main communication with faculty, and will be responsible for responding to concerns raised by the student body.
Treasurer	A Treasurer who is accountable to TMSU and members of the organization for all monies allocated to the organization by TMSU and by the MEP administration; maintains financial records for the organization.
Chief Justice	Chief Justice who shall act as a neutral party within the executive. They are responsible for acting as the chair in all meetings, ensuring that election procedures are followed, as well as addressing any concerns or conflicts that may arise internally from the executive members.
Social Committee Executive	A Social Committee Executive who will work in collaboration with the Social Committee to plan, and execute social and

	<p>academic events for the student body (this role may be divided further to include a social committee executive who is responsible for the organizing of academic events, and an executive who is responsible for organizing social events for the student body);</p> <ul style="list-style-type: none"> <li>- Ensuring all event posts funded by the FCSS include the FCSS logo for the Instagram feed or other social media feeds.</li> </ul>
Events Executive	<p>A Events Executive that is further divided if needed by the Social Committee Executive. Read above to know.</p> <ul style="list-style-type: none"> <li>- Ensuring all event posts funded by the FCSS include the FCSS logo for the Instagram feed or other social media feeds.</li> </ul>
Student Advocacy Executive	<p>A Student Advocacy Executive who works in collaboration with student representatives of the various MEP committees to ensure that student concerns are being heard and addressed;</p>
BIPOC Executive	<p>A BIPOC Executive who will liaison between the MCU executive and the BIPOC Collective, allowing the BIPOC Collective to operate as independently as possible from the MCU while remaining in contact with the MCU.</p> <ul style="list-style-type: none"> <li>- Ensuring all event posts funded by the FCSS include the FCSS logo for the Instagram feed or other social media feeds.</li> </ul>
<b>Ex-officio (Non-voting) FCSS Program Student Director</b>	<ul style="list-style-type: none"> <li>- Helps the CUC organize their budget requests for the term</li> <li>- Helps the CUC understand the FCSS procedures</li> <li>- Ensures the CUC feels supported in the good initiatives that they put on.</li> </ul>

- |  |   |
|--|---|
|  | <ul style="list-style-type: none"><li>- Brings the program problems to the Faculty-level to get dealt with swiftly.</li></ul> |
|--|---|

## QUESTIONS?

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

**Please note all Nomination forms need to go to [fcssociety@torontomu.ca](mailto:fcssociety@torontomu.ca)**

## LINKS

**Note please make your own copy of the nomination form to send to the DRO at [fcssociety@torontomu.ca](mailto:fcssociety@torontomu.ca)**

[FCSS Student Group Policy](#)

[Campaigning in SLC](#)

## FCSS Election Procedures for By-Election Campaign Rules

**All graphics, posters, videos, and class talks need to be approved by the CRO/DRO.**

### ***Postering Regulations:***

1. Poster size shall not exceed 11" x 17" (tabloid size)
2. 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
3. REFER to the FCS Postering Policy for rules. All posters need to be signed by the FCSS during FCSS Office Hours.
4. Posters can not be placed on glass or on divisions between glass that are less than 6 inches (153mm) in the shortest dimension
5. 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
6. Candidates poster may not overlap another candidates' poster
7. Each candidate may not poster within 6 inches (153mm) of another one of their own posters
8. Campaign material CANNOT:
  - a. be placed on or in offices of the FCSS, FCSS Services, TMSU, its service centers or Equity Service Groups
  - 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 metres of a polling station on election days

### ***Class Talks***

Candidates must submit a list of class talks to the CRO. With the speech being given.

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.

### ***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 Election Procedures, “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 policy 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, WhatsApp, and Discord in group chats. 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 following hashtags per each CUC #TMAPSVOTES2024 #NCUVOTES2024 #SOPHECUVOTES2024 #ECSCUVOTES2024 #CYCACVOTES2024
- *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 Clubs Policy, and Election Procedures 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. Emailing 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@torontomu.ca](mailto:slchelp@torontomu.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@torontomu.ca](mailto:slchelp@torontomu.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 8ft 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](http://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.

