Vacancy Petition Package

Students’ Council

This package is also available online at https://www.su.ualberta.ca/elections/
University of Alberta Students’ Union Vacancy Petition

Section A: Introduction

This petition package is to fill vacant seats on Students’ Council. Please ensure that your copy is complete and read the following pages carefully. Contents include:

A. Introduction
B. Petition Instructions
C. List of Vacant Positions
D. Nomination Form, including:
   i. Candidate information and declaration
   ii. Letter of academic eligibility
   iii. List of nominators
E. Bylaw 100 Section 20

It is solely your responsibility to submit complete and correct petitions. Incomplete petitions will not be returned, and there will be no extensions granted. If you encounter any problems, please bring them to the attention of Discover Governance or the Elections Office immediately so they can be resolved in a timely manner.

If you would like more information about Students’ Council, please contact:

Saadiq Sumar
Speaker, Students’ Council
Email: speaker@su.ualberta.ca
In order for your nomination to be accepted, you must complete and submit the Nomination Form (Section D), which includes:

i. Candidate Information and Declaration
ii. Letter of Academic Eligibility
   • This must be signed by your faculty office
iii. List of Nominators
   • The names, student ID numbers, faculties, years, and signatures of nominators from your own faculty.
   • The number of signatures required for your faculty will be listed in Section C: List of Vacant Positions.

Note: Students wishing to petition for an Open Studies seat do not require nominators.

You must return the completed Nomination Form to room 6-24, Students’ Union Building at the time specified on the website.
https://www.su.ualberta.ca/elections/

Note: if 6-24 SUB is closed when you come to return your nomination package, please feel free to drop this off at the main Students’ Union office in 2-900 SUB, ATTN: Discover Governance Manager.

Discover Governance Manager
6-24 Students’ Union Building
Rebecca Taylor
E-mail: governance@su.ualberta.ca
Phone: (780) 492-6675
## University of Alberta Students’ Union Vacancy Petition

### Section C: List of Vacant Positions

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<tr>
<th>Faculty</th>
<th>Vacant Seats</th>
<th>Number of Required Signatures</th>
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<tbody>
<tr>
<td>ALES</td>
<td>1</td>
<td>100</td>
</tr>
<tr>
<td>Education</td>
<td>1</td>
<td>147</td>
</tr>
<tr>
<td>Physical Education and Recreation</td>
<td>1</td>
<td>62</td>
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</tbody>
</table>
## 1) CANDIDATE INFORMATION

<table>
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<tr>
<th>Full Name:</th>
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<tbody>
<tr>
<td>Student ID Number:</td>
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<td>Phone:</td>
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<td>University E-mail:</td>
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<tr>
<td>Faculty:</td>
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## 2) NOTICE

Students’ Council vacancy petitions are governed by Students’ Union Bylaw. Bylaw 100 Section 20 is included in the Vacancy Petition Package, and Bylaws 100, 1500, and 2300 are available online at [www.su.ualberta.ca](http://www.su.ualberta.ca). It is each candidate’s responsibility to ensure their Vacancy Petition Package complies with bylaw.

## 3) CANDIDATE DECLARATION

I hereby accept the nomination for the vacant Students’ Council position in the faculty indicated, and declare that to the best of my knowledge I am eligible to hold office.

<table>
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<tr>
<th>Candidate Signature:</th>
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<tr>
<td>Date and Time of Submission:</td>
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University of Alberta Students’ Union Vacancy Petition
Section D(ii): Letter of Academic Eligibility

Discover Governance Manager
6-24 Students’ Union Building
University of Alberta
Edmonton, AB T6G 2J7

This letter confirms that ________________________, ID#: ____________________
is a registered student taking at least one course for credit in the Faculty of
__________________________, and at the last Faculty academic assessment was
eligible to continue in a course of studies as defined in the Academic Standing
regulations of the applicable Faculty sections of the Calendar.

________________________________________
Name

________________________________________
Position

________________________________________
Signature

________________________________________
Date

Students’ Position Contested: ______________________________________
(Example: Arts Councillor)
University of Alberta Students’ Union Vacancy Petition
Section D(iii): List of Nominators

We, the undersigned members of the Students’ Union, nominate ____________________
for the position of ____________________.

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<th>Student ID</th>
<th>Faculty</th>
<th>Year</th>
<th>Signature</th>
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Vacancy Petitions

1. Immediately following the by-election period for Students’ Council, as outlined in Bylaw 2400, the office of Discover Governance, with the assistance of the Chief Returning Officer, shall create a Vacancy Petition form for all faculties with vacancies and disseminate the form broadly, including to the Faculty Association in which the vacancy is held.

2. The Vacancy Petition form, to be filled out by the candidate, shall include:
   a. the name, e-mail, faculty, and ID number of the candidate seeking to fill the vacancy; and
   b. a signed acceptance of the petition by the candidate; and
   c. a signed letter for the candidate from their faculty confirming that they are in good academic standing under University regulations; and
   d. a list of nominators including the names, faculties, years, signatures, and student identification numbers; and
   e. a copy of Bylaw 100(20); and
   f. a link to the Vacancy Petition webpage.

3. In order for the petition to be declared valid, the candidate must collect a greater number of signatures from nominators than either 3(a) or 3(b), whichever is lower:
   a. the voter turnout percentage in their vacant faculty during the last general Students’ Council election in which a candidate ran; or
   b. the mean voter turnout percentage for the last three (3) general Students’ Council elections.

4. The Vacancy Petition form for Open Studies students shall include all requirements mentioned in (2) with the exception of collecting nominators’ signatures.

5. The completed Vacancy Petition shall be submitted to the Office of Discover Governance upon its completion for validation of nominators, if applicable.

6. The first valid Vacancy Petition submitted for a given faculty will trigger a seven (7) day period after which no other petitions will be received per vacant seat.

7. If no other valid Vacancy Petitions are received within the seven (7) day period, the successful candidate shall be declared a Councillor for the vacant seat for the remainder of that term.

8. If two or more candidates submit valid Vacancy Petitions for the same seat during the seven (7) day period outlined in (6), the candidate with the most signatures at the end of this period shall be the winner.
   a. Any candidate shall be allowed to retrieve their petition during the seven (7) day waiting period to collect more signatures, so long as the final petition is re-submitted by 5:00pm on the last business day prior to the deadline.
   b. In the event of a tie in the number of signatures, the Chief Returning Officer shall determine the winner by flipping a coin or other random-chance tie-breaking method in the presence of the Deputy Returning Officer or a member of the Office of Discover Governance.
University of Alberta Students’ Union Vacancy Petition
Section E: Bylaw 100

9. Individuals that are ineligible to submit Vacancy Petitions include:
   a. any member of Students’ Council; or
   b. the Speaker of Students’ Council; or
   c. the Chief Returning Officer or Deputy Returning Officer; or
   d. any student who ran during the previous general election or by-election and lost to none of the above; or
   e. any student who has previously used this mechanism in the last 365 days.

10. The period for Vacancy Petitions to be submitted shall be from:
    a. the first business day following the fall by-election; to
    b. February 1 of the subsequent year.

11. The Office of Discover Governance, with the assistance of the Chief Returning Officer, shall create and maintain a Vacancy Petition webpage to list the current status of all vacant Students’ Council seats:
    a. the link to this webpage shall be included in the Vacancy Petition package; and
    b. this webpage shall be maintained with regular updates, deadlines and other relevant information; and
    c. at a minimum, the number of packages submitted in each faculty shall be updated daily during the seven (7) day deadline period.