



**King's University College Students' Council
BY-LAW #2**

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**KING'S UNIVERSITY COLLEGE STUDENTS' COUNCIL
THE PROCEDURES, POLICIES AND ADMINISTRATION OF
GENERAL ELECTIONS, ELECTIONS, BY-ELECTIONS,
PLEBISCITES AND REFERENDUMS OF THE KUCSC**

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RELATED DOCUMENTS: By-Law #1



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PREAMBLE TO BY-LAW #2

The King's University College Students' Council is a student-led and organized body, intended to further the democratic representation of the Student Body At-Large of King's University College.

It is the intent of the Corporation to uphold the principles of democracy, through the enactment, compliance and enforcement of democratic operations and electoral rules and procedures.

Purpose

The Corporation exists to further the democratic interests of constituents; the Student Body. Furthermore, the Corporation is interested in the recruitment, development and experiential education of its constituents through the democratic process.

Mission

This By-Law establishes the jurisdictional independence of the Governance Associate and the Elections Committee. These two institutions and their independence are essential to the democratic process. These Officers are accountable to and shall regularly report to the Council of Student Representatives, the main representative and legislative branch of the Corporation.

Vision

For the purpose of the maximization of opportunity for its constituents and students involved, as candidates, voters informed persons and leaders.



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The management and administration of all elections, internal and external of the Corporation, in accordance with this By-Law.

Ensuring such elections are free and fair.

To promote conditions conducive to free and fair elections and increase knowledge of the democratic electoral process.

The certification and declaration of election results.

To further debate and discussion on issues of relevance to students.

To promote the reputation of the Corporation, in the realm of advocacy, leadership and representation.

The Spirit of this By-Law

The Spirit of this By-Law (“the Spirit”) shall refer to the meaning and intention of this By-Law and the intention of the Corporation, even if the way it is written does not express this.

In general, the Spirit is;

To serve the Constituents; the Students of King’s, through means of ensuring the Corporation is welcoming, engaging, empowering, education, developing, honouring and prioritizing them.

The Corporation’s responsibility is that which respects the mandate derived from the Students to serve as their advocates and representatives.

To understand, be accessible and transparent.



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In specific, the Spirit is;

Every election held shall be in a manner of friendly competition.

Every candidate is personally responsible for their entire campaign, including those representing or campaigning for them.



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1. INVALIDITY OR UNENFORCEABILITY

1. If any provision or any provisions of this By-Law shall for any reason become to any extent invalid or unenforceable, the remaining provisions of the By-Law shall remain in full force and effect.

2. DEFINITIONS AND INTERPRETATIONS

1. The definitions and interpretations of By-Law #1 shall apply to this By-Law, and in this By-Law and resolutions of the Committee.
 - (a) **“Candidate”** or **“Eligible Candidate”** means any person who may run in any election of the Corporation;
 - (b) **“Election Cycle”** means any of; the Spring Election, the External Vice-Presidential Election, the Internal Officers Election, or the Fall Election;
 - (c) **“Election Year”** means four consecutive election cycles commencing with the Spring Election and concluding with the Fall Election; 4. **“Indiscriminate”** means done at random, or without distinction or differentiation;
 - (d) **“Party Contesting an Election”** or **“Election Contestant”** means any person who is contesting in any election of the Corporation;
 - (e) **“Person”** means any individual at the Western University;
 - (f) **“Precedent”** means the historical decisions of the Elections' Committee;
 - (g) **“Registered Interest Party”** means any party registered to contest or otherwise represent any side of a referendum or plebiscite campaign.
 - (h) **“the Committee”** or **“Committee”** means the Elections' Committee;



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(i) **“University”** means the King’s University College;

2. Other definitions

(a) The terms are defined in the context in which they appear and shall have the meanings therein indicated.

3. Headings

(a) The headings used throughout the By-Laws are inserted for reference purposes only and are not to be considered in construing the terms, and provisions or to be deemed in any way to clarify, modify, or explain the effect of such terms or provisions.

4. Time Determination

- (a) The term “days prior to” shall exclude the date of the event being described but shall include all other days.
- (b) The term “consist of a minimum or maximum of days” shall exclude the date of the event being described but shall include all other days.

5. Tables

(a) The tables used throughout this By-Law are inserted for reference purposes only and not to be considered in construing the terms, and provisions or to be deemed in any way to clarify, modify or explain the effect of such terms or provisions.

6. Interpretation

- (a) Words, terms, phrases, or sentences written in singular form include the plural;
- (b) Words, terms, phrases, or sentences written in the masculine include the feminine;
- (c) Wherever the terms “include, “includes”, or “including” are written in the By-Laws, the Policies or Procedures, they shall be deemed to be followed by the words: “without limitation”.



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3. AMENDMENTS TO BY-LAW #2

1. Any amendment or modification to By-Law #2 shall be in compliance with the provisions and procedure of By-Law #1.

4. JURISDICTION

1. Jurisdiction of this By-Law shall extend to include all students registered at the University.
2. The provisions of this By-Law shall extend to include the on-campus and off-campus actions of any or all candidates and campaign members, within the scope of general elections, by-elections, plebiscites, and referenda conducted by the Corporation.
3. The provisions of this By-Law shall apply to those general elections, elections, by-elections, plebiscites, and referenda conducted by the KUCSC.
4. No elections, plebiscites, or referenda conducted outside the jurisdiction of this By-Law concerning the Corporation shall be recognized by the Corporation.

5. THE ADMINISTRATION OF BY-LAW #2

1. The administration of this By-Law shall be to uphold its Spirit, letter, vision and purpose.
2. The Governance Associate and the Elections Committee shall have the sole authority over the enforcement of this section of this By-Law.

6. THE GOVERNANCE ASSOCIATE AND ELECTIONS COMMITTEE

1. The Governance Associate shall;
 - (a) Exercise general direction and supervision over the conduct of elections;



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- (b) Ensure that all members of the Elections Committee act with fairness and impartiality and in compliance with this By-Law;
- (c) Issue to the members of the Elections Committee the instructions that the Governance Associate considers necessary for the administration of this By-Law;
- (d) Exercise the powers and perform the duties and functions that are necessary for the administration of this By-Law, and;
- (e) Remove any Member of the Elections Committee for cause.

2. The Elections' Committee shall be composed of;

- (a) The Governance Associate, ex-officio, as Chair, voting; and,
- (b) A minimum of five (5) and a maximum of (9), students of King's University College, voting that shall;
 - (i) Be students enrolled in any undergraduate faculty or department of the College;
 - (ii) Have no direct or indirect interest in the outcome of any election, plebiscite or referendum;
 - (iii) Have no shared interest in the outcome of any election, plebiscite or referendum with any candidate, registered interest party or otherwise;
 - (iv) Have only an arm's length relationship and no conflicts of interest, that is an existing close relationship or shared interest, with any candidate in any election;
 - (v) Not be a candidate in any election, endorse any party to an election or support any candidate;
 - (vi) Act in accordance with the principle of fairness and impartiality and in compliance with this By-Law;
 - (vii) Sign or otherwise affirm the Confidentiality Agreement of the King's University College, and;
 - (viii) Abide by the Corporation's Conflict of Interest Policy.

3. The Elections Committee shall;



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- (a) Exercise specific direction and supervision over the conduct of the election, including;
 - (i) Regulations providing the interpretation of any provision in this By-Law,
 - (ii) Procedures providing the application of any provision in this By-Law,
 - (b) Issue, on the request of any candidate, or upon their own volition; a guideline or interpretation note on the application of a provision in this By-Law.
 - (c) Develop, maintain, amend or otherwise manage any criteria or consideration, relating to the decision making of the Committee, for the purposes of;
 - (i) Ensuring that each independent candidate is treated equally by and under this By-Law and that all candidates are subject to the same due process in any proceeding.
4. The Precedent of the Elections Committee includes any regulation, procedure, guideline, interpretation or other precedents of the Elections Committee, and shall have the same binding authority and force of law as any provision in this By-Law, with the following exceptions;
- (a) The precedent is inconsistent with the By-Laws;
 - (b) The precedent is not openly or readily available to candidates prior to the date of the commencement of the nomination period of any election cycle;
 - (c) The precedent is not available, as amendments to any By-Law, to the Agenda and Council Operations Committee, following the commencement of the election and before the commencement of the Annual General Meeting.
5. Any precedent of the Elections Committee, that in the same fiscal year in which the election was decided is not available to the Agenda and Council Operations Committee, shall cease to be binding.



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7. ANNUAL ELECTIONS

1. The Annual Elections of the KUCSC, which shall be held in four (4) cycles, includes;
 - (a) The first (1st) cycle; the Spring Election, consisting of the election of;
 - (i) The President, and;
 - (ii) The Vice President of Student Affairs (VPSA), and;
 - (iii) The Vice President of Student Events (VPSE).
 - (b) The second (2nd) cycle; the Representative Election, consisting of the election of;
 - (i) All Student Representatives of the Council, excluding the;
 - (A) First Year Off-Campus Representatives, and;
 - (B) First-Year Residence Student Representatives.
 - (c) The third (3rd) cycle, the Internal Officers Election, consisting of the election of;
 - (i) The Chief Communications Officer (CCO), and;
 - (ii) The Chief Finance Officer (CFO);will take place internally at the KUCSC Annual General Meeting.
 - (d) The fourth (4th) cycle; the Fall Elections, consisting of the election of;
 - (i) The First Year Off-Campus Student Representatives;
 - (ii) The First Year Residence Student Representatives, and;
 - (iii) Any position remaining vacant from the first (1st) or second (2nd) election cycles of the same election year of the Corporation.
2. Council may reopen nominations for any unfilled position in a subsequent election cycle by a Resolution of Council.



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8. THE TIMETABLE OF THE ANNUAL ELECTIONS

1. The Timetable for the first (1st) cycle; the Spring Election:

- (a) The Election Period for the first (1st) cycle;
 - (i) Shall span from the first day of the Nomination Period until the final day of the Voting Period.
- (b) the Nomination Period of the Election Period shall;
 - (i) Commence no later than the final day of the month of January;
 - (ii) Last for ten (10) consecutive business days, and;
 - (iii) Conclude five (5) business days prior to the first day of the Campaign Period. In this time period, the All Candidates Meeting shall take place and candidates shall be deemed eligible or ineligible to run for office
- (c) The Campaign Period of the Election Period shall;
 - (i) Commence five (5) days after the day of the conclusion of the Nomination Period;
 - (ii) Consist of a minimum of nine (9) and a maximum of fifteen (15) consecutive days;
 - (iii) Conclude simultaneously with the Voting Period, and;
- (d) The Voting Period of the Election Period shall;
 - (i) Commence on the second last day of the Campaign Period;
 - (ii) Consist of two (2) consecutive days, in which;
 - (A) The ballot shall open on the eighth (8th) hour of the first day, and;
 - (B) The ballot shall close on the twentieth (20th) hour of the second day.
 - (iii) Conclude on the day of the close of balloting

2. The Timetable for the second (2nd) cycle of the Annual Elections, the Representative Election, shall follow the same timeline as the first (1st) cycle outlined above.

3. The Timetable for the third (3rd) cycle; the Internal Officers Election:



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- (a) The Election Period for the 3rd cycle;
 - (i) Shall span from the first day of the Nomination Period until the final day of the Voting Period.
- (b) The Nomination Period of the Election Period shall;
 - (i) Commence no earlier than twenty-one (21) days, and no later than fourteen (14) days prior to the date of the Annual General Meeting, and;
 - (ii) Consist of a minimum of six (6) and a maximum of nine (9) consecutive days.
- (c) The Campaign Period of the Election Period shall;
 - (i) Commence no earlier than two (2) days following the day of the conclusion of the Nomination Period;
 - (ii) Concludes on or prior to the date of the Annual General Meeting, and;
 - (iii) Consist of a minimum of six (6) and a maximum of ten (10) consecutive days.
- (d) The Voting Period of the Election Period shall;
 - (i) Commence following the Call to Order of the Annual General Meeting, and;
 - (ii) Conclude prior to the adjournment of the Annual General Meeting.

4. The Timetable for the fourth (4th) cycle of the Annual Elections, the Fall Election, shall follow the same timeline as the first (1st) cycle outlined above, with the exception that;

- (a) The cycle shall start no later than the last day of the month of September.

9. CANDIDATE ELIGIBILITY

For the purposes of Section 9.0 of this By-Law, "person" means any student at Western University. "Candidate" means any person who contests for a position in an election.



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1. An eligible candidate for any position in any election shall be, at the time of the registration of their candidacy, and for the following academic year, any of the following;
 - (a) A full-time undergraduate student at King's University College, or;
 - (b) A part-time undergraduate student at King's University College.
2. In the case of a candidate for a Faculty Representative position, an eligible candidate shall be, at the time of the registration of their candidacy, and for the following academic year, any of the following;
 - (a) A full-time undergraduate student at King's University College enrolled in the Honours Specialization degree in the faculty or department they seek to represent, or;
 - (b) A full-time undergraduate student at King's University College, enrolled in the Honours Double Major degree in the faculty or department they seek to represent, or;
 - (c) A part-time undergraduate student at King's University College, enrolled in the Honour's Specialization or Honours Double Major degree in the faculty or department they seek to represent.

9. CANDIDATE INELIGIBILITY

1. Any person shall be deemed ineligible to be a candidate if any of the following statements apply;
 - (a) Their academic grade average is below seventy (70%) per cent, either cumulatively or in the previous academic year, whichever is higher, in the case of candidates for Student Department Representatives or Executive positions.
 - (b) Their academic grade average is below sixty-five (65%) per cent, either cumulatively or in the previous academic year, whichever is higher, in the case of candidates for all other positions.



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- (c) They have any outstanding fines issued by the Elections Committee, unless the fine is paid prior to the conclusion of the nomination period of the election in which they wish to contest;
- (d) They have been disqualified from candidacy in any election, in which case the ineligibility of the candidate shall extend to;
 - (i) The election in which they were disqualified and three subsequent election periods.
 - (ii) Following the completion of four consecutive election periods, the person may become an eligible candidate for any position in any election;
 - (A) A candidate may run sooner than this if their eligibility has been sanctioned by a two-thirds (2/3) resolution by the Council, at the General Meeting preceding the nomination period of the election they wish to contest.
- (e) They are unable to provide verified proof of their enrolment or academic grade average;
- (f) The candidate fails to attend the All-Candidates Meeting.

10. THE NOMINATION FORM

1. Candidates for any position in any election shall complete a valid nomination form. A valid nomination form is one which;
 - (a) Has all the required information provided;
 - (b) Has been submitted prior to the conclusion of the nomination period of any election the candidate wishes to contest, and;
 - (c) Contains the specified number of nominating signatures from King's Students;
 - (i) Those running for the position of President shall collect seventy five (75) signatures.
 - (ii) Those running for the position of Vice President of Student Affairs or Vice President of Student Events shall collect fifty (50) signatures.



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- (iii) Those running for a Faculty Representative position must collect ten (10) signatures from individuals enrolled in any module within that faculty.
- 2. No candidate shall submit more than one (1) valid nomination form any election.
- 3. The Elections' Committee has the jurisdiction to hear and overturn any appeals regarding the rejection of a candidate due to invalidity of the nomination form.
- 4. Any appeal shall be;
 - (a) Submitted in writing to the Governance Associate for the attention of the Committee no later than twenty-four (24) hours following the conclusion of the nomination period of the election the candidate wishes to contest.

11. VOTER ELIGIBILITY

- 1. An eligible voter for any election, shall;
 - (a) Possess, have access to, and be able to login to a unique Western University email account.
 - (b) Be a student at King's University College.
- 2. An eligible voter for any specific Student Department Representative election, shall;
 - (a) Be a registered member of the corresponding department in which they wish to vote.

12. THE ADMINISTRATION OF ELECTIONS

- 1. All elections sponsored or otherwise sanctioned by the Corporation under the jurisdiction of this By-Law, shall be conducted and supervised by the Elections Committee, subject to any provisions in this By-Law.
- 2. The Chief Communications Officer, or designate, shall on the request of the Governance Associate publicize or disseminate the following;



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- (a) The call for nominations;
- (b) The announcement of the registered candidates;
- (c) The announcement of the time and date of the Voting Period, and;
- (d) The official election results

13. THE BALLOT

1. The Ballots of the Fall and Spring Elections shall include;
 - (a) The list of all registered candidates contesting the election.
2. The Layout of the ballot shall include;
 - (b) The list of candidates contesting each position, listed alphabetically by surname of the legal last name of the candidate, or reasonable derivations thereof, as approved by the Governance Associate.
3. The correctness of the ballot shall be ensured by the following ways;
 - (a) The Governance Associate shall inspect and approve the ballot.
 - (b) The Governance Associate shall provide each candidate with the ballot for their inspection, no later than seventy-two (72) hours prior to the commencement of the Voting Period.
 - (i) Any candidate may, byways of a written request to the Governance Associate for consideration of the Elections Committee, no later than forty-eight (48) hours prior to the commencement of the Voting Period, request amendments to the ballot.
4. All balloting shall be conducted by secure online or electronic means, and shall;
 - (a) Require the verification of the eligibility of a voter, by requiring login to their unique Western University email account.
5. Voting Booths or Polling Places are permitted by this By-Law, however, are subject to the following conditions;
 - (a) They shall be operated by members of the Election Committee, selected at the discretion of the Governance Associate, and;
 - (b) Votes shall be cast by secure electronic means on an electronic computing device, selected at the discretion of the Governance Associate.



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6. The Governance Associate shall ensure the general dissemination and advertisement of information regarding the ballot and the Voting Period.
7. The Chief Communications Officer, or designate, shall on the request of the Governance Associate disseminate and advertise information regarding the ballot and the Voting Period.

14. ELECTION RESULTS

1. In each constituency in each election the candidate with either the plurality or majority of the votes cast shall be declared the winner.
2. In the case of an election with multiple roles for the same position available, (e.g. the election of the two (2) First Year Off-Campus Representatives) they shall be filled by the candidate(s) who received the next highest number of votes cast.
3. In the event of a tie for the highest number of votes, a re-election shall take place and shall include only the candidates who were tied. The winner of this re-election shall be declared the winner of the election.

15. SPECIAL RULES FOR INTERNAL OFFICER ELECTIONS

1. No campaigning shall be allowed during the Voting Period of Election.
2. Balloting for the Internal Officers Election shall occur during the second half of the Annual General Meeting of the Corporation, and;
 - (a) Voting shall be conducted by secret ballot;
 - (b) Each Voting Member shall be entitled to one (1) ballot;
 - (c) The candidate with either the plurality or majority of the votes cast shall be declared the winner.
 - (i) In the event of a tie for the highest number of votes, the tied candidates shall undergo an interview process. The stronger candidate shall be determined through this interview process and be declared the winner.



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16. APPEALS OF GOVERNANCE ASSOCIATE AND COMMITTEE DECISIONS OR ELECTION RESULTS

1. Appeals from a Governance Associate decision shall be appealed to the Elections' Committee.
2. An appellant can appeal the decision of the Governance Associate by providing in writing, to the Governance Associate and the Speaker of the Council for the attention of the Committee, an application to appeal a decision.
3. If the Governance Associate is alleged to have been in violation of any policy or procedure of the Corporation, in the making of their decision, they may reconsider the decision before the appeal is heard by the Committee.
4. Appeals from a Committee decision shall be heard by the HBK Appeals Board ("the Appeals Board").
 - (a) The Appeals Board shall be governed by the Appeals Board Terms of Reference.
5. A candidate may appeal the results of an election, byways of submitting a written request to the Governance Associate containing their name, contact, rationale and evidence for their appeal, no later than two (2) business days after elections results are announced.
 - (a) The Elections' Committee shall have the jurisdiction to hear an Appeal of Election Result.

17. RULES FOR ELECTIONS, PLEBISCITES, AND REFERENDA

1. All candidates in any election shall be knowledgeable, and act in compliance of the Rules for Elections, Plebiscite and Referenda, and shall ensure the education and compliance of the candidate's campaign team with the provisions of this By-Law.
2. *Rules for Compliance with the Spirit of the By-Law*



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- (a) Candidates and campaigns shall ensure that all activities related to the campaign are in compliance with the Spirit of the By-Law, which is;
 - (i) Every election shall be held in a fair and responsible manner;
 - (ii) All candidates and campaigns shall be treated in a dignified and respectful manner;
 - (iii) No candidate shall bring the legitimacy of the election disrepute;
 - (iv) No candidate or campaign shall undermine, circumvent or manipulate any rule or provision in this By-Law, and;
 - (v) No candidate or campaign shall disturb, interfere, interrupt, bribe, coerce, intimidate, or otherwise unfairly influence any individual's right to vote for the candidate of their choosing.

3. Rules for Compliance of the Laws

- (a) Candidates shall ensure that all campaign plans, material, and activities comply with;
 - (i) All policies and regulations of the Physical Plant Department;
 - (ii) All policies and regulations of the Dean of Students;
 - (iii) All policies and regulations of the Residence Manager, and;
 - (iv) All policies, procedures, guidelines, regulations, and By-Laws of the Corporation;

4. Rules for the Neutrality of the Corporation;

- (a) No candidate may, for the purposes of campaigning, solicit the aid or endorsement of any Member, Employee or Agent of the Corporation. This includes one-on-one consultations for the purpose of the creation or development of a platform.

5. Rules for Slate Campaigning

- (a) Slate campaigning shall be strictly prohibited. Each candidate shall maintain separate finances, produce unique campaign materials and present campaign platforms distinct from other candidates.

6. Rules for Benefit or Service Not Available to Others

- (a) Candidates and members of the campaign teams shall not be entitled to use in their campaign, any service or tangible benefit, either digital or physical, not available to other candidates, conferred onto them by virtue of their holding any position in any organization. This includes but is not



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limited to: mailing lists, poster and advertising supplies, merchandise, etc.

7. *Rules for the Organization of a Campaign*

- (a) The candidate shall be responsible for their entire campaign organization, including their campaign team.

8. *Rules for the Campaign Team*

- (a) Each candidate may assemble a campaign team to assist them in the elections process. Once a candidate is deemed eligible to run for office, they must submit a list of campaign team members before the commencement of the campaign period.
- (b) The Campaign Team shall;
 - (i) Have a maximum of ten (10) persons, excluding the candidate, all of whom are students at King's University College;
 - (ii) Be composed of members who shall each hold a specific and defined purpose, role, and responsibilities as members of the campaign team;
 - (iii) Be submitted by the candidate in the form of a list, detailing the name, position and contact information of each of the campaign team members, prior to the commencement of the campaign period of any election period, and;
 - (iv) Be subject to and in compliance with the same rules and provisions that govern the candidate and campaign.
- (c) The violation of the Campaign Team, which shall;
 - (i) Be applied to the candidate as if the candidate committed the violation, and
 - (ii) Be considered to have been under either the; direction, knowledge or control of the candidate.

9. *Expulsion of Member of the Campaign Team*

- (a) The candidate may expel any member of the campaign team at any time, and shall;
 - (i) Provide immediate written notice of the expulsion of the member, and the circumstance or situation of the expulsion, to the Governance Associate.



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10. *Limitation to Candidate's Responsibility of Actions of Members of the Campaign Team*

- (a) The candidate, in their defence, to any charge of any violation against the candidate committed by a member of the campaign team, may rely on;
 - (i) The written notice of expulsion of a member of the campaign team, or;
 - (ii) Evidence proving the candidate did not direct, have knowledge of or have control of the violation.

11. *Rule for Limit of Total Expenditures*

- (a) The limit of total expenditures of any candidate or campaign, shall be;
 - (i) Two hundred (\$200) Canadian Dollars for the Presidential and Vice-Presidential Elections, and;
 - (ii) One hundred (\$100) Canadian Dollars for all other elections.
- (b) Candidates may not accept donations of any type as part of their campaign.
 - (i) An exception may be made to this policy at the discretion of the Governance Associate, however a market value may be assigned to the donation and shall be deducted from the candidate's expenditure allowance.

12. *Rule for the Projected Budget*

- (a) The projected budget of expenditure of the campaign shall be;
 - (i) Submitted to the Governance Associate, no later than one (1) day prior to the date of the commencement of the campaign period.

13. *Rule for the Statement of All Expenditures or no Expenditures Incurred*

- (a) The statement of all campaign expenditures, or statement of no campaign expenditures incurred, shall be;
 - (i) Submitted to the Governance Associate, no later than two (2) days following the day of the commencement of the voting period.

14. *Rule for the Reimbursement of Expenditure*

- (a) The reimbursement of total campaign expenditures incurred by the candidate or campaign, and paid by the Corporation, is subject to;



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- (i) The request by the Governance Associate of a statement of all expenditures of the campaign, within the mandated time period;
- (ii) The verification and validation of any proof of campaign expenditure by the Governance Associate;
- (iii) The Governance Associate determining the appropriateness of any campaign expenditure, wherein any expenditure deemed inappropriate shall be excluded from the reimbursement, and;
- (iv) No expenditure being reasonably available at a lower price than that report in the statement of all expenditures of the campaign.

15. Rules for the Campaign Election Period

- (a) The Election Period shall consist of the;
 - (i) Nomination period;
 - (ii) Campaign period, and;
 - (iii) Voting period.
- (b) The period before the campaign period includes the;
 - (i) Nomination period, and;
 - (ii) Election period (“the pre-campaign election period”).

16. Rules for the Pre-Campaign Period

- (a) During the pre-campaign election period, candidates and campaigns;
 - (i) Shall not in any way, method or form influence voters or otherwise campaign, including;
 - (A) Any effort to influence the decision making of any voter;
 - (B) Any announcement of the candidate’s candidacy or the campaign;
 - (C) Addressing any meeting of the Corporation or the College.
- (b) May conduct the following activities;
 - (i) Platform creation or development;
 - (ii) One-on-one consultations with any individual student;
 - (iii) One-on-one consultations with any member of the Corporation;
 - (iv) One-on-one consultations with any member of the College.

17. Rules for Campaigning in the Prohibited Places



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- (a) No campaigning in any way, method or form, including the hanging or posting of any posters or campaign material shall occur in the prohibited places of:
 - (i) The Office of the Corporation;
 - (ii) The Cardinal Carter Library;
 - (iii) The vicinity of any Polling Places, and;
 - (iv) The classrooms, seminar-rooms, or any other instructional space of the College, with the following exception:
 - (A) Candidates may campaign in the instructional space, byways of addressing a class of students and distributing campaign material if granted prior approval by the professor or lecturer.

18. *Rules for Campaign Materials*

- (a) Candidates may campaign and distribute campaign material, either digital or physical at their discretion, subject to the rules and provisions of this By-Law.

19. *Rule for the Approval of Campaign Materials*

- (a) All campaign signs, posters and printed materials shall be approved by the Governance Officer in advance of their hanging or posting.

20. *Rule for Prohibited Items in Campaign Materials*

- (a) Candidates shall not use, in their campaign material, the following:
 - (i) Any illegal, immoral, improper, or inappropriate material or matter;
 - (ii) The logos of the Corporation or the University, and;
 - (iii) The colours purple or green.

21. *Rule for Indiscriminate Distribution of Campaign Materials*

- (a) Candidates may not distribute campaign material to any individuals indiscriminately, which includes without limitation to the following:
 - (i) Digital Communications byways of blind carbon copy, automated or mass message;
 - (ii) Distribution in mailboxes, mail-slots or under doors;
 - (iii) Distribution by mailing list or e-mailing list.

22. *Rule for Campaign Signs and Posted Material*



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- (a) No posting of campaign signs and materials shall occur in the prohibited places of;
 - (i) The Office of the Corporation;
 - (ii) The Cardinal Carter Library;
 - (iii) The Polling Places, and;
 - (iv) The classrooms, seminar-rooms, or any other instructional space of the College.

23. Rule for Hanging or Posting of Campaign Signs and Posted Materials

- (a) Campaign Signs and Materials, shall not;
 - (i) Attach to, overlap or impede another campaign sign;
 - (ii) Be removed prior to the close of the Voting Period, by anyone other than the respective candidate or their campaign team members;
 - (iii) Be posted on any property, plant or equipment owned or leased by the Corporation or the College.
- (b) Campaign Signs and Materials, shall;
 - (i) Be removed by the respective candidates, or a designate, no later than three (3) days after election results have been announced.
 - (A) Failure to do so will result in the holding of reimbursement monies.

24. Rule for the Posting of Outdoor Signs

- (a) A candidate may, upon the approval of the Governance Associate and the Office of the Dean of Students, place one (1) 32" x 48" a-frame board or outdoor sign on the College's Campus.

25. Rule for the Posting of Posters

- (a) A candidate may, upon the approval of the Governance Associate, may hang or otherwise post a maximum of fifty (50) 8.5" x 11.5" posters.
 - (i) The maximum number shall include any posters, hung or posted, in any residence.

26. Rules for Campaigning in Residences

- (a) Any candidate may campaign in any student residence, subject to the following provisions;
 - (i) *The Rule for Authorization of Candidate:* The candidate shall, prior to campaigning in any residence, obtain the express, written



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- authorization from the Residence Manager of a residence and provide it without delay to the Governance Associate;
- (ii) *The Rule for Registration of Candidate:* The candidate shall sign the register or logbook of visitors of the residence upon arrival and departure;
 - (iii) *The Rule for Designated Times to Campaign:* The candidate shall campaign only within the designated times which are;
 - (A) Between 4:30 p.m. and 10:00 p.m. Monday through Friday, and;
 - (B) Between 2:00 p.m. and 4:00 p.m. on Saturday
- (b) *The Rule for Campaigning in Private Rooms:* The candidate shall not campaign in a private room of a resident, except when provided prior invitation by the resident during the designated times specified above;
- (c) *The Rule for Addressing any Residence Meeting:* The candidate shall not address any meeting of the residence, except when provided prior invitation by the Chair of the meeting;
- (d) *The Rule for Booking of Space for Campaign:* The candidate upon the approval of the Residence Manager, may book any space to distribute campaign material;
- (e) *The Rule for Door-to-Door Campaigning:* The candidate may campaign door-to-door, so long as;
- (i) The candidate is accompanied by a member of residence staff;
 - (ii) The candidate is accompanied by no more than three (3) Campaign Team Members or volunteers, and;
 - (iii) The candidate, accompanying staff, and individuals remain together at all times.
- (f) *The Rule for Hanging or Posting of Campaign Materials or Posters:* A candidate may hang or post a maximum of four (4) posters per residence, subject to the following conditions;
- (i) The poster(s) shall be approved by the Residence Manager;
 - (ii) The poster(s) shall only be hung in a central location designated by the Residence Manager.



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(g) The following is not included in the provisions governing posters in residence;

- (i) Posters hung or posted by residents of the residence in their private rooms or on the door to said room.

27. Rule for Mandatory Removal and Cleanup of Materials

- (a) Any candidate or campaign shall ensure or cause to ensure the removal of all campaign signs, posters and material, either digital or physical, within the control of the candidate and the campaign team, within three (3) days following the announcement of election results. Failure to do so will result in the holding of reimbursement monies.

18. ADMINISTRATION OF CAMPAIGN RULES

1. The Governance Associate and the Committee shall have the sole authority to enforce the provisions of this By-Law, and no other candidate, campaign, person, or student shall attempt to enforce said.
2. Any party who attempts to interfere or otherwise engages in any action that brings disrepute to the electoral process shall be punishable to the full extent of this By-Law, any policies or regulations of the College and any federal, provincial or municipal laws, regulations or by-laws.
3. Any allegations of any violation of any Rules for Election or other provision of this By-Law by any person shall be submitted in writing to the Governance Associate, no later than forty-eight (48) hours following the hour on which the Voting Period concludes.
4. The Governance Associate and the Committee, may lay charges of violations of the campaign rules upon their own volition.
5. The Governance Associate, may;
 - (a) Adjudicate any charge of minor or major violations without the decision of the Committee;
 - (b) Elect to impose any penalty provided in the provisions of this By-Law under any violation of any campaign rule.
6. The Governance Associate, at their discretion, shall consult the Committee for any minor or major offence.



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7. The Committee shall hold a Disqualification Hearing for any candidate or campaign charged with a disqualifiable offence for any violation of the campaign rules.
8. An allegation of any violation shall be considered by the Governance Associate, who may;
 - (a) Dismiss the allegation, or;
 - (b) Charge the candidate under any Types of Violations and Penalties.
9. Any candidate or campaign subject to disqualification shall be entitled to the following rights;
 - (a) To be notified by the Governance Officer, prior to the Hearing, of;
 - (i) Any charge of a disqualifiable violation;
 - (ii) The accumulation of the maximum allowance for penalties.
 - (a) To be confronted by any evidence, facts, or material related to any alleged violation, prior to the Hearing;
 - (b) To be given a Disqualification Hearing, by the Elections Committee, in which the candidate or campaign may present a defence to any violations.
10. Prior to any decision to disqualify a candidate or campaign being rendered, the Elections Committee shall hold a disqualification hearing.
11. After the Disqualification Hearing the Committee may;
 - (a) Render a judgement to disqualify the candidate or campaign, or;
 - (b) Render a judgement to not disqualify the candidate or campaign.
 - (i) In doing so, the Committee may reduce the disqualifiable offence to a minor or major offence.

19. TYPES OF VIOLATIONS AND PENALTIES

This section shall refer to the penalties available to the Governance Associate and the Committee for any Candidate or Campaign's Violation of any Rule for Election, Plebiscite or Referenda.



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1. There are three (3) types of violations of Rules for Election, Plebiscite or Referenda.
 - (a) Minor Violations, which;
 - (i) Are the lesser of all violations, including those which are unlikely to influence the outcome of the election, and;
 - (ii) May be upgraded, with stated reason, to Major violations, at the discretion of the Elections Committee
 - (b) Major Violations, which;
 - (i) Are serious violations, including those which are likely to influence the outcome of the election, and;
 - (ii) May be upgraded, with stated reason, to Disqualifiable violations, at the discretion of the Elections Committee.
 - (c) Disqualifiable Violations, which;
 - (i) Are the most serious violations and show disregard, negligence or contempt of the rules for elections, plebiscite and referenda, or would influence the outcome of the election.
 - (ii) Are subject to a Disqualification Hearing.
2. Types of Punishments Available to the Governance Associate:
 - (a) Warnings
 - (b) Upgradation of any Minor or Major Offence to Disqualifiable Offence, when provided for in the provisions of this By-Law.
3. Type of Punishment Available to the Committee
 - (a) Warnings
 - (b) Upgradation of any Minor or Major Offence to a Disqualifiable Offence, when provided for in the provisions of this By-Law.
 - (c) Disqualification
4. Maximum Allowance for Penalties
 - (a) Any candidate that amasses the following penalties shall be subject to Disqualification Hearing by the Elections Committee;
 - (i) Three (3) minor offences, or;
 - (ii) One (1) major offence.
5. Any candidate or campaign may be subject for disqualification in the following circumstances;



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- (a) The candidate or campaign amasses the maximum allowance for penalties;
 - (b) The candidate or campaign is charged with a disqualifiable violation, or;
 - (c) The candidate or campaign is charged with a repeated major violation that is upgraded to a disqualifiable violation.
6. Any disqualification is subject to the approval of the Committee.

20. VIOLATIONS OF RULES FOR ELECTION, PLEBISCITE, AND REFERENDA

1. Every candidate or campaign that is in violation of *Rules for Compliance with the Spirit of the By-Law* is guilty of;
 - (a) A Minor Violation;
 - (b) A Major Violation; or,
 - (c) A Disqualifiable Violation.
2. Every candidate or campaign that is in violation of any policy or regulation of the Physical Plant Department is guilty of
 - (a) A Minor Violation, or;
 - (b) A Major Violation.
3. Every candidate or campaign that is in violation of any policy or regulation of the Dean of Students is guilty of
 - (a) A Minor Violation;
 - (b) A Major Violation, or;
 - (c) A Disqualifiable Violation.
4. Every candidate or campaign that is in violation of any policy or regulation of the Residence Manager is guilty of;
 - (a) A Minor Violation;
 - (b) A Major Violation, or;
 - (c) A Disqualifiable Violation.



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5. Every candidate or campaign that is in violation of any policy, procedure, guideline, regulation or By-Law of the Corporation, is guilty of;
 - (a) A Minor Violation;
 - (b) A Major Violation, or;
 - (c) A Disqualifiable Violation.

6. Every candidate or campaign that is in violation of any federal, provincial or municipal, law, by-law or regulation, is guilty of;
 - (a) A Major Violation, or;
 - (b) A Disqualifiable Violation.

7. Every candidate or campaign that is in violation of the Rules for the Neutrality of the Corporation, is guilty of;
 - (a) A Minor Violation, or;
 - (b) A Major Violation.

8. Every candidate or campaign that is in violation of the Rules for Slate Campaigning, is guilty of;
 - (a) A Major Violation, or;
 - (b) A Disqualifiable Violation.

9. Every candidate or campaign that is in violation of the Rules for Benefit or Service Not Available to Others, is guilty of;
 - (a) A Major Violation, or;
 - (b) A Disqualifiable Violation.

10. Every candidate or campaign that is in violation of; the Rules for the Campaign Team, is guilty of;
 - (a) A Minor Violation;
 - (b) A Major Violation, or;
 - (c) A Disqualifiable Violation.



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11. Every candidate or campaign that is in violation of; the Rule for Limit of Total Expenditures, is guilty of;
 - (a) A Disqualifiable Violation.

12. Every candidate or campaign that is in violation of; the Rule for the Projected Budget, is guilty of;
 - (a) A Minor Violation, or;
 - (b) A Major Violation.

13. Every candidate or campaign that is in violation of; the Rule for the Statement of All Expenditures or no Expenditures Incurred, is guilty of;
 - (a) A Minor Violation, or;
 - (b) A Major Violation.

14. Every candidate or campaign that is in violation of; the Rules for the Pre-Campaign Period, is guilty of;
 - (a) A Minor Violation;
 - (b) A Major Violation, or;
 - (c) A Disqualifiable Violation.

15. Every candidate or campaign that is in violation of; the Rules of Campaigning in the Prohibited Places, is guilty of;
 - (a) A Major Violation, or;
 - (b) A Disqualifiable Violation.

16. Every candidate or campaign that is in violation of; the Rule for the Approval of Campaign Materials, is guilty of;
 - (a) A Minor Violation;
 - (b) A Major Violation, or;
 - (c) A Disqualifiable Violation.

17. Every candidate or campaign that is in violation of; the Rule of Prohibited Items in Campaign Materials, is guilty of;



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- (a) A Major Violation, or;
 - (b) A Disqualifiable Violation.
18. Every candidate or campaign that is in violation of; the Rule for Indiscriminate Distribution of Campaign Materials, is guilty of;
- (a) A Major Violation, or;
 - (b) A Disqualifiable Violation.
19. Every candidate or campaign that is in violation of; the Rule for Campaign Signs and Posted Materials in the Prohibited Places, is guilty of;
- (a) A Major Violation, or;
 - (b) A Disqualifiable Violation.
20. Every candidate or campaign that is in violation of; the Rule for Hanging or Posting Campaign Signs and Posted Materials, is guilty of;
- (a) A Minor Violation,
 - (b) A Major Violation, or;
 - (c) A Disqualifiable Violation.
21. Every candidate or campaign that is in violation of; the Rule for the Posting of Outdoor Signs, is guilty of;
- (a) A Minor Violation,
 - (b) A Major Violation, or;
 - (c) A Disqualifiable Violation.
22. Every candidate or campaign that is in violation of; the Rule for the Posting of Posters, is guilty of;
- (a) A Minor Violation,
 - (b) A Major Violation, or;
 - (c) A Disqualifiable Violation.
23. Every candidate or campaign that is in violation of; the Rule for Authorization of Candidate, is guilty of;



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- (a) A Major Violation, or;
 - (b) A Disqualifiable Violation.
24. Every candidate or campaign that is in violation of; the Rule for Registration of Candidate, is guilty of;
- (a) A Minor Violation.
25. Every candidate or campaign that is in violation of; the Rule for Designated Times to Campaign, is guilty of;
- (a) A Minor Violation,
 - (b) A Major Violation, or;
 - (c) A Disqualifiable Violation.
26. Every candidate or campaign that is in violation of; the Rule for Campaigning in Private Rooms, is guilty of;
- (a) A Minor Violation,
 - (b) A Major Violation, or;
 - (c) A Disqualifiable Violation.
27. Every candidate or campaign that is in violation of; the Rule for Addressing any Residence Meeting, is guilty of;
- (a) A Minor Violation, or;
 - (b) A Major Violation.
28. Every candidate or campaign that is in violation of; the Rule for Booking of Space for Campaign, is guilty of;
- (a) A Minor Violation,
 - (b) A Major Violation, or;
 - (c) A Disqualifiable Violation.
29. Every candidate or campaign that is in violation of; the Rule for Door-to-Door Campaigning, is guilty of;
- (a) A Minor Violation,



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- (b) A Major Violation, or;
- (c) A Disqualifiable Violation.

30. Every candidate or campaign that is in violation of; the Rule for Hanging or Posting of Campaign Materials or Posters, is guilty of;

- (a) A Minor Violation,
- (b) A Major Violation, or;
- (c) A Disqualifiable Violation.

31. Every candidate or campaign that is in violation of; *the Rule for Mandatory Removal and Cleanup of Materials*, is guilty of;

- (a) A Major Violation, or;
- (b) A Disqualifiable Violation.

21. PART B – REFERENDA OR PLEBISCITES

1. Nothing in this Part of By-Law #2 limits any other section of this By-Law. This part shall cover any referenda or plebiscites conducted by the Corporation.
2. The Governance Associate shall have the sole authority over the enforcement of this section of this By-Law.
3. The results of any referendum shall be binding on the Corporation, unless;
 - (a) The result affects the Letters Patent of the Corporation, or;
 - (b) The implementation of the directive of the referendum would breach the fiduciary obligations of the Corporation.
4. The results of any plebiscites shall not be binding.
5. Any referenda or plebiscites requiring a resolution of the Council shall be posted as required by By-Law #1.
6. For the purpose of this part, the number of students in the student body shall be the number of full-time equivalent students registered at the College.
7. The result of any referenda shall only be binding if a minimum of thirty (30%) percent of the student body cast a ballot in the referenda.



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8. Any referenda or plebiscites may be initiated by, either the Council or by the students at-large.

22. STUDENT-INITIATED REFERENDUM

For the purposes of this section, A “policy issue” means any issue or proposal which is not likely to have any direct financial or legal implications on the Corporation.

1. The Executive Council, in consultation with any relevant individuals and committees, shall determine whether an issue is likely to have any direct financial or legal implications on the Corporation.
2. An issue which results in the imposition of any fee on students is one which has a direct financial implication on the Corporation.
3. Any student interested in initiating a referendum shall contact the Governance Associate prior to beginning the process.
4. Any student may present a petition, requesting a referendum be held on any matter, to the Governance Associate, subject to;
 - (a) The petition shall be submitted to the Governance Associate no later than eleven (11) days prior to the Council meeting prior to the commencement of the Election Period for the election.
5. A valid petition contains;
 - (a) The names, student numbers, contact and signatures of at least ten (10%) of the student body, and;
 - (b) A clear issue or question on which the requested referendum is to be held, which includes;
 - (i) The amount of any fee which would be levied upon students directly for the purpose of implementing the proposal, and;
 - (ii) A statement summarizing the question of the referendum.
6. An invalid petition contains;
 - (a) Ten (10%) percent or greater of the names or signatures of any petition are invalid;
 - (b) Any material misstatement or misrepresentation of any fact or material.



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7. Any student-initiated referendum involving the levying of a student fee requires;
 - (a) A written statement from the Chief Financial Officer of the King's University College stating a willingness to allow such a fee to be collected by the Corporation, and;
 - (b) The Chief Financial Officer of the Corporation and the student shall determine the exact amount of any fee to be levied, by ways of a budget prepared by the student in consultation with the Chief Financial Officer.
8. Should the petition be deemed to be valid, the Governance Associate shall issue a 'Writ of Referendum', in consultation with the Elections' Committee, which shall include;
 - (a) The particulars of the petition, including the name of the petitioner and the number of student signatures on the petition;
 - (b) The Executive Council's decision, and reasons for the decision, about the financial and legal implications of the proposal;
 - (c) The proposed referendum question, and;
 - (d) A budget outlining the projected cost of holding the referendum, any costs associated with the implementation of the policy or proposal, and the revenues from any student fees levied.
9. A valid petition approved by the Governance Associate shall result in the initiation of a referendum and shall not require a resolution of the Council.
10. The Governance Associate shall present the Writ of Referendum to the Council for approval by resolution.
11. A valid petition requesting a referendum be held on an issue or proposal which is likely to have direct legal or financial implication on the Corporation must be approved by a resolution of the Council, before a referendum may be initiated.
12. The Governance Associate shall present the Writ of Referendum and a motion to initiate the referendum to the Council for approval by resolution.

23. COUNCIL-INITIATED REFERENDUM



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1. The Council may imitate a referendum on any issue by resolution of the Council.

24. STUDENT-INITIATED PLEBISCITE

1. A student-initiated plebiscite is subject to the same rules and procedures as a student-initiated referendum, with the following exception;
 - (a) The names, student numbers, contact and signatures of at least five (5%) of the student body, are required.

25. COUNCIL-INITIATED PLEBISCITE

1. The Council may imitate a plebiscite on any issue by resolution of the Council.

26. REGISTERED INTEREST PARTY

1. Any number of registered interest parties are entitled to campaign on behalf of any side in any referendum or plebiscite.
2. Any group may request designation as a registered interest party, subject to;
 - (a) They are a King's University College student group, or other party approved by the Governance Associate, autonomous from the Corporation, that has been in existence for at least six (6) months prior to the Writ, including without limitation to;
 - (i) Ratified clubs, and;
 - (ii) Residence Councils.
 - (b) Providing a written submission detailing the impact of any direct effect of the result of any referendum or plebiscite.
 - (c) The request or application for designation as a registered interest party must be submitted to the Governance Associate within nine (9) days of the resolution of the Council approving the Writ or referenda or plebiscite.



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3. The Governance Associate shall decide on the merit of an application or request for designation as a registered interest party. This decision is subject to appeal, under the jurisdiction of the Committee.
4. A registered interest party shall have an official spokesperson and shall be registered with the Governance Associate upon submission of a request or application.
5. Should there be only one registered interest party, it will constitute the only official side.
6. All registered interest parties, including the Corporation, are deemed to be candidates or campaigns and are bound by the rules for elections, referenda or plebiscite, and the rules and procedures governing referenda and plebiscites.
7. The rules and procedures for referenda and plebiscite include without limitation to;
 - (a) All campaign signs and materials produced by a registered interest party shall indicate that they are authored by that party.
 - (b) In the event of the disqualification of any registered interest party, they shall be prohibited from further campaigning.
 - (c) Any disqualified group may not refer to themselves as a 'registered interest party'.
 - (d) The disqualification of the 'Yes' or 'No' registered interest party of any referendum does not result in the automatic failure of that referendum.
 - (e) The Governance Associate and the Committee shall make a determination as to whether or not the referendum result is valid in the event of the disqualification of the 'Yes' or 'No' party.

27. KUCSC-SPONSORED SIDE

1. The Corporation, where it has an interest in the outcome of a referendum or plebiscite, or in any other circumstance deemed necessary by the Council, may by resolution of the Council, register as registered interest party, or appoint any other agent to represent the Corporation by registering as a registered interest party.



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28. INFORMATION BASED CAMPAIGN

1. Where the Council supports the provisioning of information to the electorate, the Corporation, by a resolution of the Council, may provide financing for an information-based campaign in accordance with rules for finance of plebiscites or referenda.
2. The Governance Associate and Committee shall be responsible for administering information-based campaigns by selecting an Ad-Hoc Committee for this purpose, and;
 - (a) The members of the ad-hoc Committee shall be bound by the same rules and responsibilities pertaining to neutrality and confidentiality that are applicable to the Committee.
3. The Governance Associate and the Committee shall review and approve all information-based campaign materials, to ensure they are neutral and objective, prior to the posting or distribution.

29. FINANCES

1. Registered interest parties may apply to the Governance Associate for the funding available for their official side.
2. Each official side shall be entitled up to three-hundred (\$300) Canadian Dollars in funding, in the event that there is only one official side that party shall be entitled to up to one-hundred and fifty (\$150) Canadian Dollars.
3. An Information-Based Campaign shall be entitled to the following funding;
 - (a) 100% of the Presidential campaign expenditure limit, if there are no registered interest parties;
 - (b) 75% of the Presidential campaign expenditure limit, if there are only interest parties registered on one official side, or;
 - (c) 50% of the Presidential campaign expenditure limit, if there is at least one (1) registered interest party on both official sides.



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30. APPEAL OF REFERENDUM OR PLEBISCITE RESULT

1. Any student may appeal the results of any plebiscite or referenda, byways of submitting a written request to the Governance Associate containing their name, contact, rationale and evidence for their appeal, no later than five (5) days after the date of the commencement of the Voting Period.
2. The Elections' Committee shall have the jurisdiction to hear an Appeal of Referendum or Plebiscite Result.