



SBSS

Sprott Business Students' Society

Election Policies

Last revised by Will Anderson, President

December 20th, 2023

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This document aims to outline the policies for annual elections of a new executive team for the Sprott Business Student Society (SBSS).

Presidential Proceedings

Candidate recruitment

- Announcement of Presidential hiring must be posted online, on social media and be in at least one edition of Sprott off the Press
- Recruitment can be done through Word of Mouth (WOM), but once campaigns start, all involved bodies must abide by election rules

President Eligibility Requirements

- Must be a CURRENT full-time or part-time Sprott student enrolled in the Bachelor of Commerce or Bachelor of International Business degree programs and continuing to be a full-time or part-time student at the Sprott School of Business for the full term they are running for
- Must be in 3rd or 4th year academic standing in the year of their elected term.
 - 1st years interested in applying must present to the current Executive team requesting permission to participate
 - The majority of the current Executive team must vote to give permission for candidate to run for office (4)
- Must have served in a leadership role at Sprott or Carleton for a minimum of one year before applying

Considerations

- If applying to SBSS President the individual can apply for other VP Executive positions on council. However, they must submit separate applications through the Executive hiring process.
- Students who are on exchange should not apply to be President or VP Internal due to the heavy workload requirement at the beginning of the term
- SBSS Executives cannot be Executives on other Sprott clubs during their appointment, but are welcome to participate in other capacities
- SBSS Executives should not be on Co-op during their appointed fall and winter terms
- Individuals can apply for more than one VP Executive position but must have separate applications with separate signatures

Candidate Withdrawal

- A candidate may withdraw their application at any time before voting day by providing a written notice to the Elections Officer (EO) of their decision.

Presidential Elections

Elections Officer

- An Elections Officer (EO) must be appointed by the time Presidential campaigning commences
- An Elections Officer must be a full-time or part-time Sprott student enrolled in BComm or BIB at the Sprott School of Business (SSOB)
- The Elections Officer shall not be on the SBSS Council
- Current council members may not occupy the role of Elections Officer
- The Elections Officer may contribute to the election, but must follow the official documents released by council to all candidates.
- The objective of the appointed Elections Officer is to oversee all elections activities of presidential candidates and ensure fairness through the presidential campaigning period.
- The Elections Officer will be available to answer any questions regarding rules and regulations of the election to the candidates

Eligible Voters

- Sprott levy paying students
- Includes full-time or part-time Sprott students enrolled in BComm or BIB at the Sprott School of Business
- Includes Sprott students on exchange and on Co-op
- Does not include:
 - Minor in business students
 - Alumni from Sprott or Carleton University degree programs
 - Current full or part time students in any degree program outside of the Sprott School of Business

Campaigning Rules & Regulations

- All candidates must campaign, opposed or acclaimed
- All content in campaign material must adhere to Carleton University's policies and guidelines.
- All campaigning tools and materials must be appropriate and tasteful. The inclusion of any of the following will be grounds for disqualification: race, sex, or prejudice towards sexual orientation, class, age, disability, as well as the use of offensive language or images
- Campaign materials that will permanently deface Carleton University property or building are prohibited.
- The EO must approve any and all campaign material before it is uploaded

- NO campaigning can begin prior to 12:00am EST of the initial campaign day
- Candidates cannot give incentives to voters
 - Interpretation: Candidates cannot give out free gifts to voters
- Candidates cannot run as slates, or publicly state their support for another candidate
 - Interpretation: Cannot invite people to other candidates Facebook page/events
 - Interpretation: Cannot attend other candidate's pages or events (leave alone)
 - Interpretation: Cannot "Share", "Like", "Post" another candidates' posting
 - Interpretation: No interaction or connection with other candidates' campaigns
 - Interpretation: Grievances must be about campaign materials
 - Interpretation: Grievances must have evidence
- Class announcements are permitted however they cannot be done without permission from the Professor beforehand or without notifying the EO

Social Media Guidelines

- Candidates can use social media to campaign (i.e. Instagram, Facebook, Twitter, TikTok, LinkedIn etc.)
 - Candidates may use their personal social media accounts, or create a separate account for the purpose of campaigning
 - The EO must be invited to join all social media networks so as to maintain transparency in the campaigning process
 - It is to the discretion of the EO which social media platforms are permitted

Election Violations

- Grievances can be submitted to the EO, via email any time before 8:30am EST of the last day of voting. This may require supporting documentation
- Disqualifications and violations to campaign procedures will be reviewed by the EO, the Faculty advisor, and Associate Dean of Undergraduate Affairs and will be decided upon by 4:30pm EST of the day after voting is over. Candidates may continue campaigning (if during the campaign period) if a grievance is in the process of being decided upon

Current Executive Involvement During Campaigning

- Current Executives must abide by the same rules as the Presidential candidates during the campaign period