

Proposed Rector Policy Section – Motion 10/11/11:7

P.X Queen’s University Rector

P.X.1 The Rector

- a. The Rector of the University is one of the students' representatives on the Board of Trustees of the University.
- b. The Rector shall be a non-elected, non-voting member of both AMS Assembly and SGPS Council but shall not be officially affiliated with any faculty or society on campus other than the student body itself as represented by the two student societies, the Alma Mater Society (AMS) and the Society of Graduate and Professional Students (SGPS).
- c. The term for the Rector shall be three years.

P.X.2 Rector Election

- a. Upon the announcement of the incumbent Rector’s intention to resign, an election shall be scheduled that is normally concurrent with the AMS winter term referendum and executive election.
- b. The Rector shall be elected through a campus wide election, which shall be jointly administered by the AMS and SGPS on behalf of their respective societies.
- c. The election shall be conducted before the end of the calendar year in which the nominations were received.
- d. The AMS CEO and the SGPS CRO shall ensure that both elections and the nomination and campaign period adhere to this joint policy on rector election. Where a matter arises that is not explicitly considered by this policy, the SGPS CRO and the AMS CEO shall render a joint decision.
- e. The AMS Elections Team and SGPS Elections Team, as defined by each Society’s policies, shall hereinafter be referred to collectively as the Rector Election Team. The two main authorities of the Rector Election Team shall be the AMS CEO and the SGPS CRO, with duties being distributed to respective Elections Teams based on their individual Policy on Elections and Referenda.

P.X.3 Nominations for Rector

- a. Nomination Packages will be created by the Rector Election Team, and will clearly indicate the logos and names of both Societies. Nomination Packages will be made available at both the AMS and SGPS Front Desks on the opening day of the nomination period, as defined by AMS Fall Referendum dates.
- b. Completed Nomination Packages will include:
 - (1) The candidate's name, student number, program, department and contact information, as well as a signed acceptance of nomination.
 - (2) The requisite amount of signatures that meet the validity requirements as outlined in this policy.
 - (3) Campaign expense form.
 - (4) A statement identifying and providing contact information for the candidate's campaign manager, should the candidate choose to designate a campaign manager.
- c. Nominations for the position of Rector shall normally be received by the Rector Election Team no later than the second meeting of the AMS Assembly after the incumbent has announced an intention to resign.

- d. Nominations may be submitted in person to either the SGPS or AMS Offices during regular business hours.
- e. Nominations shall be deemed valid only if signed by at least four per cent of the entire student body, defined as all eligible AMS and SGPS student electorate (based on enrolment figures from the Registrar's Office).
- f. Nomination signatures may not be collected in campus pubs, cafeterias, AMS or SGPS offices, and AMS or SGPS services.
- g. All collection of signatures in Residence must conform to Residence policies. No room-to-room collection of signatures in Residence shall be permitted.
- h. No form of off-campus collection of signatures shall be permitted.
- i. Each candidate shall, at the time that Nomination Forms are submitted, place \$100.00 on deposit with the Rector Election Team, which shall only be deposited upon instances of fines or penalties as detailed in AMS Elections Policy on Penalties and Disqualifications, which shall apply to Rector Elections.
- j. Candidates shall take an unpaid leave of absence during the campaign period from all extracurricular activities, as well as those holding salaried positions with the AMS or SGPS that, in the judgment of the Rector Election Team convey unfair advantage, or establish or imply a conflict of interest. Notices of Leave shall be provided to the Rector Election Team.
- k. A nominee may withdraw their candidacy at any time before the end of the nomination period, without penalty. Should a candidate or team withdraw during the campaign period, they may lose their deposit, subject to the Rector Election Team's discretion. A notice of withdrawal shall be given in written form to the Rector Election Team.

P.X.4 Campaigning

- a. Campaigning shall not commence until the end of the validation period and the beginning of the campaign period.
- b. All campaign materials and promotions are subject to the approval of the Rector Election Team. A sample of all campaign materials shall be submitted to the Rector Election Team to be kept on file for the duration of the campaign. All posters must be stamped to indicate approval.
- c. Campaign posters shall be no larger than 11 inches by 17 inches. Any signs exceeding this size shall be defined as a banner.
 - (1) There shall be a limit of 250 posters approved per candidate.
 - (2) There shall be a limit of four banners approved per candidate.
- d. All posters must be printed on 100% recyclable paper.
- e. Placement and distribution of Posters and campaign material must adhere to the Elections Policies of both Societies, as well as all university and building policies.
- f. Candidates must book table space for use during the campaign period in the following campus buildings through the Rector Election Team: The Student Life Centre, Macintosh Corry Hall, The Biosciences Complex and any other building specified by the Rector Election Team prior to the campaign period. The allocation of table and banner space will be done through a lottery process.
- g. Any classroom appearance must be cleared through the instructor in advance of the scheduled time. This contact may be made during the nomination period. Arrangements for classroom talks shall be the responsibility of the candidate's election team. All content shall be consistent with all approved material, in accordance with both AMS and SGPS Policy on Elections and Referenda.
- h. No form of off-campus campaigning shall be permitted.

- i. All campaigning in Residence must conform to Residence policies. No room-to-room campaigning in Residence shall be permitted.
- j. No candidate may campaign inside campus pubs or cafeterias. Campaigning shall be permitted in line-ups but shall not occur past the point where patrons are requested to provide identification for entrance. Campaigning in line-ups shall also be subject to any applicable residence or university regulations.
- k. Campaign materials shall not be distributed in campus pubs, cafeterias, AMS offices and AMS services. In addition, no AMS or SGPS employees may display campaign materials while on duty.
- l. All email content shall be consistent with previously approved campaign material and shall be above reproach.
- m. Candidates may request an organization to forward an email to their members using a mass email list. Use of AMS and SGPS mass email lists is prohibited.
- n. Candidates are responsible for the conduct of their campaign organization and its members. Any violation of elections policy by said members shall be regarded as a violation by the candidate. Individuals who are not members of a specific campaign organization and who are found to have violated elections policy may be referred to their respective society's non-academic discipline system.
- o. No candidate shall seek endorsement from any University faculty or staff member.
- p. All candidate websites and other online campaign materials, including content on social networking sites shall be approved by the Rector Election Team.
- q. All campaigning shall cease by 11:59 pm of the day preceding the first day of voting. Each candidate or team of candidates will be required to remove all campaign material produced on their behalf for the purposes of the election by 8:00pm on the day preceding the first day of voting. Websites and other online content may remain available, but may not be altered after the 11.59pm deadline.
- r. No polls or surveys of public opinion regarding Rector elections shall be published or broadcast on the day(s) of voting.
- s. AMS Council Members and Officers, SGPS Executive Members, SGPS Appointees of Council, and SGPS Officers of Council shall remain neutral at all times. They may not publicly support any individual candidacy whether on or off-duty nor shall they be permitted to take a leave of absence to do so. AMS and SGPS offices, email addresses and other office resources shall at no time be used for any purpose relating to an individual campaign. All other AMS and SGPS salaried staff shall be permitted to support an individual candidacy while off-duty but shall not be eligible to take a leave of absence to do so. Off-duty campaigning by AMS or SGPS salaried staff may not occur in the vicinity of any AMS or SGPS service.
- t. A student holding a position within either the AMS or SGPS non-academic discipline system shall be required to take a leave of absence in order to participate in a rector election in any capacity. Any student nominated to sit on the Rector Election Appeal board may not have participated in the rector election in any capacity.
- u. Any student holding a position on the AMS Judicial Committee shall be required to resign their position in order to participate in a rector election in any capacity.
- v. The AMS Assembly and SGPS Council shall be neutral forums. No promotional materials shall be displayed or distributed at these meetings and all questions shall be directed to all candidates.
- w. During the Campaign Period, an All Candidates Debate will be organized by the Rector Election Team for all students to attend.

P.X.5 Elections Expenses

- a. Rector Elections Expenses will follow the Policy of the AMS on Elections Expenses, with the exception that anything stated to be approved by the AMS CEO, is to be approved by the Rector Election Team.
- b. The spending limit in the Rector Elections shall be decided upon by the Rector Election Team and approved by AMS Assembly and SGPS Council.

P.X.6 Conducting the Election

- a. Voting for the Rector Election shall be conducted by each individual society in the manner outlined in their individual Elections Policy.
- b. Voting shall take place concurrently, and both Societies will be afforded the same opportunity, in terms of time, to cast their ballot.
- c. Ballots presented shall contain identical phrasing and identifying of candidates, such that a ballot cast in either election is to be considered identical to one cast in the other election.
- d. Both societies shall review the ballot of the other society to ensure the ballot is constructed in accordance with this policy.

P.X.7 Tabulations, Results, and Announcements

- a. The votes cast in each election shall be combined into one collection of votes cast, so as to avoid a divisiveness of results between societies.
- b. Where there are exactly two candidates, the candidate with the greater number of the total votes, from the combined collection of votes, will be deemed the successful candidate.
- c. Where there are greater than two candidates, preferential balloting will be employed, using the following method:
 - (1) Initially votes shall be counted according to the highest preference expressed on a ballot. If a candidate receives sufficient ballots marked for them with first preferences to achieve a simple majority of fifty percent plus one (50% +1) of the ballots cast, they shall be declared the winner.
 - (2) If no candidate receives sufficient ballots marked for them with first preferences to achieve the fifty percent plus one (50% +1) threshold of ballots cast, then a second round of counting shall occur. The candidate with the fewest number of ballots marked with first preferences for them will be removed from the second round of counting and the ballots marked with first preferences for this candidate shall be redistributed according to the second highest preference expressed on that ballot.
 - (3) If two or more candidates tie for the least number of first preferences in the first round of counting, then they shall both be eliminated and their ballots redistributed according to their second preferences.
 - (4) This same procedure shall be repeated until one candidate receives sufficient votes to achieve a simple majority of fifty percent plus one (50% +1) of the ballots cast, at which point this candidate shall be declared the winner.
 - (5) If only two candidates remain and neither has reached the fifty percent plus one (50% +1) threshold of votes cast, the team with the highest number of votes shall be declared the winner.
 - (6) If there is no second highest preference expressed on the ballot, then the ballot shall be considered spoiled.
 - (7) If there is no first preference expressed then the ballot shall be considered spoiled.

- (8) If, after a first preference is expressed, there follows a set of preferences that are expressed in a nonsequential manner, the preferences after the interruption of the continual sequence shall be discounted.
 - (9) If two or more candidates tie for the lowest number of high preferences being considered in a particular round, other than the first, then the candidate that had the fewest first preferences will be eliminated from contention and those ballots will be redistributed according to those ballots' next highest expressed preferences.
 - (10) If a candidate is disqualified, ballots shall be interpreted as if the disqualified candidate had been removed from contention in the first counting round.
 - (11) Any computer software used by the Rector Election Team shall be available to any member of the society on demand for the purpose of inspecting it and perusing its constituting code.
- d. At no time will any member of the Rector Election Team reveal the split of votes based on the two Societies, and wherever possible knowledge of this information should be avoided altogether.
 - e. The Rector Election Team shall publicly announce the results of the Rector election immediately after the candidates have been notified. Following this, they shall directly notify the AMS and SGPS Executives, and the Secretary of the Board of Trustees, of the results of the Rector Election. Should the candidate not be available the results will be made public no less than two (2) hours after they have been confirmed by the Rector Election Team.
 - f. Any ballot, which is spoilt or rejected, including a blank ballot, shall be considered in the total number of ballots cast.
 - g. Any campaign organization requesting clarification about the election results must do so by submitting a formal written request to the Rector Election Team within 48 hours of the release of the results.

P.X.8 Penalties And Disqualifications

- a. Rector Elections penalties and disqualifications will follow the Policy of the AMS on Elections Policy on Penalties and Disqualifications, with the exception that any decisions shall be made by the Rector Election Team.
- b. In cases of appeal of a decision rendered by the Rector Election Team, a Rector Election Appeal Board shall be struck consisting of four members of the AMS Judicial Committee and two members of the SGPS Judicial Committee. The responsibility to chair shall alternate between the two societies each Rector election or referendum, with the chair to be independently selected from the respective society's non-academic discipline system.

P.X.9 Removal of the Rector

- a. The Rector may only be removed from office following a campus-wide referendum in which a minimum of 20% of the entire student body (based on enrolment figures from the Registrar's Office) vote. In order to remove the Rector, the following referendum question shall be posed: "Shall _____ (name of Rector) continue to hold the office of Rector of Queen's University at Kingston? Yes ____, No ____."
- b. If greater than 50% plus 1 of ballots cast record a "No" vote, the Rector will cease to hold office, effective immediately.

- (1) In the event that less than twenty percent of the electorate have cast ballots, the referendum question shall be subject to the following sliding scale based on total voter turnout:
 - i. 15-19.99% shall require greater than 55% plus 1 of the ballots to record a “No” vote to constitute removal.
 - ii. 10-14.99% shall require greater than 60% plus 1 of the ballots to record a “No” vote to constitute removal.
 - iii. 5-9.99% shall require greater than 65% plus 1 of the ballots to record a “No” vote to constitute removal.
 - iv. 0-4.99% shall require greater than 70% plus 1 of the ballots to record a “No” vote to constitute removal.
- c. The referendum shall be held upon receipt by either the AMS CEO or the SGPS CRO, of a petition to do so which has been signed by at least four percent of the entire student body, being all eligible AMS and SGPS members (based on enrolment figures from the Registrar's Office).
- d. All AMS and SGPS members shall be eligible to vote on this question.
- e. This Referendum will be conducted in accordance with the same procedures for electing the rector, adjusted for a referendum, as opposed to an election.

P.X.10 Rector Policy

- a. This policy is to remain identical in the Bylaws and Policies, Policy Manuals, and Constitutions as applicable to both the AMS and the SGPS.
- b. If at any time a change is to be made by either Society, it must be agreed upon by both Societies before being brought forward for approval.
- c. Changes to this policy are not made effective until approved by both the AMS Assembly, and the SGPS Council.