



## **McMASTER SOCIAL SCIENCES SOCIETY EXECUTIVE ELECTION BYLAWS**

### **1. ELECTIONS**

- 1.1. Elections will be held every March for the McMaster Social Sciences Society (herein referred to as the MSSS) Executive team;
- 1.2. The elected positions include:
  - 1.2.1. Vice-President Administration
  - 1.2.2. Vice-President Academic
  - 1.2.3. Vice-President External Communications
  - 1.2.4. Vice-President Finance
  - 1.2.5. Vice-President Programming
  - 1.2.6. Spirit Leader
  - 1.2.7. Administrative Assistant

### **2. ELIGIBILITY**

- 2.1. All nominees must have the following credentials:
  - 2.1.1. Is a full-time undergraduate student registered in the Faculty of Social Sciences, Or have paid the membership fee if they are a part time undergraduate Social Sciences Student, or in a combined program , in which one of the programs is a Social Sciences discipline
  - 2.1.2. Must have to be nominated by at least 15 full-time students currently registered in the faculty of Social Sciences, and appear on current student lists.
  - 2.1.3. Must hand in a completed nomination form on time.

### **3. NOMINATIONS**

- 3.1. All nomination periods will be advertised on the MSSS website [www.themsss.com](http://www.themsss.com)
- 3.2. Nomination forms will be made available from the MSSS office and on the MSSS Website: [www.themsss.com](http://www.themsss.com).
- 3.3. The MSSS Chief Elections and Policy Officer must approve nomination forms upon completion, and will ensure to have the Faculty Office review student numbers of all nominees to ensure they are eligible to be nominated.
- 3.4. A list of candidates will be posted on the MSSS Website: [www.themsss.com](http://www.themsss.com) within 48 hours of the end of the nomination period.

### **4. CAMPAIGNING**

- 4.1. Campaigning will begin on a date set by the Chief Elections and Policy Officer.
- 4.2. Campaigning is defined as, but not necessarily limited to:
  - 4.2.1. Distribution of campaign materials
  - 4.2.2. Production of media advertisements



- 4.2.3. Speaking to classes, student groups, or individuals for the purpose of identification as a candidate and/or presentation of a platform
- 4.3. All campaign material must be of good taste and appearance. Candidate shall not publish material promoting prejudice, racism, sexism, ageism or homophobia;
- 4.4. A copy of all the candidate's campaign material(s) must be submitted to the Chief elections and policy officer in the MSSS office in Commons B104/A or via email at [cepo@themsss.com](mailto:cepo@themsss.com) for approval prior to distribution.
- 4.5. Candidates may not spend more than \$100 on campaign materials.
- 4.6. Under no circumstances shall campaign material be posted on clocks, doors, ceilings, glass surfaces, bulletin boards, exterior of buildings or anywhere outside.
- 4.7. All campaigning is limited to the confines of the McMaster University campus, with the exception of CFMU transmissions, online campaigning, and distribution of existing campus-based publications.
- 4.8. Any postings within the McMaster University Student Centre is to strictly follow the guidelines as are outlined by the Student Representative Assembly and the MSU Operating Policy which can be found online at [www.msumcmaster.com](http://www.msumcmaster.com).
- 4.9. Campaign material may not be posted or publicly visible in McMaster University residence buildings.
- 4.10. Candidates must get permission of a lecturer to speak to a class.
- 4.11. All campaign material must be removed within a forty-eight (48) hour period of the election results being released.
- 4.12. Any violation of campaign rules will result in immediate disqualification.
- 4.13. Candidates must follow all campaign rules as set out by the McMaster Students Union

## **5. VOTING**

- 5.1. Voting will occur online via the MSU voting services, as set up by the Chief Elections and Policy Officer.
- 5.2. The Chief Elections for ensuring the MSU Chief Returning Officer is given all information for online voting, and ensuring that permission is given for full time Social Sciences students to vote.

## **6. PERSONNEL**

- 6.1. Elections shall be organized primarily by:
  - 6.1.1. The Chief Elections and Policy Officer
  - 6.1.2. The Vice-President Administration

## **7. DUTIES OF THE CHIEF ELECTIONS AND POLICY OFFICER**

- 7.1. **The Chief Elections and Policy Officer shall:**
  - 7.1.1. Be the chief electoral officer of the MSSS, and report directly to the Vice-President Administration
  - 7.1.2. Shall not be a voting member of the MSSS, and shall not seek office in an election, support any candidate, or endorse a position in a referendum



- administered by the MSSS during her/her term of office
- 7.1.3. Shall report to the Vice-President Administration, the procedure and timetable before each election/referendum, and the results of each electoral period, be responsible for the submission and administration of the electoral budget, and be responsible for consulting the Vice-President Administration if clarification is needed for job duties, approved by the MSSS executive board
  - 7.1.4. Shall be in charge of all promotion of elections/referenda
  - 7.1.5. The Chief Elections and Policy Officer shall also manage all other aspects of elections including:
    - 7.1.5.1. Poll Clerking
    - 7.1.5.2. Referenda
    - 7.1.5.3. Proclamation
    - 7.1.5.4. Nominations
    - 7.1.5.5. Eligibility
    - 7.1.5.6. Notice of Poll
    - 7.1.5.7. Withdrawal of Candidate
    - 7.1.5.8. Ballots
    - 7.1.5.9. Ballot Boxes
    - 7.1.5.10. Campaigning
    - 7.1.5.11. Procedure at the Poll
    - 7.1.5.12. Poll Closing
    - 7.1.5.13. Counting
    - 7.1.5.14. Tie Vote

## **8. FINANCES**

- 8.1. The Chief Elections and Policy Officer, under the guidance of the Vice-President Administration, shall be responsible for contacting the appropriate sources for soliciting accurate quotes on space and submitting all financial information to the Vice-President Finance for approval;
- 8.2. The Chief Elections and Policy Officer shall develop a budget with accurate quotes for elections and the promotion of elections
- 8.3. The MSSS is responsible for providing any reimbursement cheques for the Chief Elections and Policy Officer within fourteen (14) days of approval.

## **9. BREACH OF BY-LAW**

- 9.1. Failure to meet these terms will result in consequences to be determined by the MSSS Executive.