**CALL TO ORDER – 6:00pm, Friday, January 22, 2016**

We would like to recognize that this GSA council meeting is taking place on unceded and unsurrendered Algonquin Territory.

**1. INTRODUCTION OF CHAIR**

a. Announcement of Proxies

**2. ADOPTION OF AGENDA**

**3. APPROVAL OF PREVIOUS MINUTES**

1. E-minutes from December 8, 2015

**Moved:**

**Seconded:**

1. Minutes from December 8, 2015

**Moved:**

**Seconded:**

**4. ORDER OF THE DAY**

a. Presentation by Sexual Assault Outreach Coordinators

**5. EXECUTIVE REPORTS**

1. President (Michael Bueckert)
2. VP Finance (Roxana Barcelo-Singh)
3. VP Operations (Vidushi Gupta)
4. VP Academic (Alannah James)
5. VP External (Taylor Howarth)
6. Questions

**6. OTHER REPORTS**

1. Senate & Senate Committees
2. Graduate Residence Caucus (GRC)
3. Graduate Faculty Board (GFB)
4. Canadian Union of Public Employees 4600 (CUPE 4600)
5. Carleton Post-doctoral Association (CUPA)
6. Board of Governors (BOG)
7. Carleton University Students’ Association (CUSA)
8. Carleton Athletics Board

Questions

**7. DEPARTMENTAL REPORTS**

**8. NEW BUSINESS**

**a**) **Motion 22.01.2016- 01: Motion to Amend the GSA Constitution**

**Moved**: Michael Bueckert (President)

**Seconded**:

Whereas the Chief Electoral Officers for the 2015 GSA General Election made the following two recommendations:

6.1 The CEOs recommend clarifying the rules on unopposed candidacies and the general acclamation process. The next set of rules should include a clear protocol indicating how CEOs shall proceed with the acclamation process. It is of the opinion of the CEOs that such a protocol may deter future complaints regarding the absence of an election or secret ballot for those candidates running unopposed.

6.2 The CEOs recommend that the question of holding a Yes/No vote for all acclaimed positions (including cases wherein all candidates are running unopposed) be brought to GSA Council. It should be noted that the question of holding a Yes/No vote is an internal Council decision that requires an official amendment to the GSA Constitution and Bylaws. Should this recommendation be acted upon, the CEOs would further recommend the development of a clear protocol for instances wherein the graduate student body votes against a candidate who is running unopposed.

Be It Resolved That section 8.3.4 be added to Article 8.3 of the GSA Constitution:

8.3 Elections

8.3.4 ­­­

Be It Further Resolved that Article 9.0 be amended to read:

Article 9.0 By-Elections

9.2 If an Executive member is unable to complete their term of office, or should no candidate come forward to run for an Executive position, or should members vote against electing an unopposed candidate, Council may, at its discretion, appoint a replacement officer for the duration of the term of office, or hold a by-election. Council may choose to appoint an interim officer to hold the position until a permanent replacement is made.

b) **Motion 22.01.2016-02**: **Motion to Amend GSA By-Law #10**

**Moved**: Michael Bueckert (President)

**Seconded:**

Whereas it is important for GSA By-Laws to clearly articulate responsibilities for conducting the GSA General Elections, and;

Whereas Section 2b and 3a contain a contradiction, therefore;

Be It Resolved the GSA Council adopt the following amendments to GSA By-Law #10:

**Section 2: GSA Electoral Board**

a) The GSA Electoral Board shall consist of two representatives from Council (who shall be elected by Council), the Executive Coordinator, one executive member and one external director from the Board of Directors.

b) The GSA Electoral Board shall have the authority to hire CEOs, approve electoral rules established by the CEOs which are not already defined in the GSA Constitution and By- Laws, and address candidate or campaign committee grievances, as per Section 6 of By-Law 10.

c) The GSA Electoral Board shall have the authority to establish the nomination period, the campaign period, and the deadline for any appeals.

d) In the case of an election or by-election, none of the members of the GSA Electoral Board shall be eligible to run for a position to be elected in the election for which they will be selecting CEOs. In the case of a referendum, none of the members of the GSA Electoral Board shall be eligible to serve on a campaign committee for the referendum for which they will be selecting CEOs.

**Section 3: Responsibilities of the CEOs**

a) The Chief Electoral Officers shall be given the authority to ~~strike an election committee~~, call for nominations, receive nomination forms, announce candidates and campaign committees, limit campaign expenditures, publicize the election, announce the results and to undertake any other duties required to carry out the election, by-election and/or referenda in accordance with the GSA Constitution and By-Laws.

b) CEOs shall have the authority to determine campaign and election rules which are not established in the GSA Constitution or By-Laws. These rules are subject to the approval of the GSA Electoral Board and shall be made available to all candidates.

c) CEOs are responsible for informing the Clerk of the Senate of Carleton University of the name of the President-Elect and the Vice-President Academic-Elect of the GSA and the names of the graduate students elected to sit on Senate.

**Section 4: General Elections and By-Elections**

a) GSA General Elections should normally occur, annually, on two consecutive days in March as determined by a motion passed at GSA Council.

b) GSA By-Elections should normally occur on two consecutive days. At least two weeks public notice shall be given for any by-election to be conducted.

c) Elections shall be by a simple majority of those members of the GSA voting.

d) In the case of ties in an election, by-election or referendum a by-election shall be held on one day no later than seven days following the initial election, by-election or referendum. This by-election shall be repeated until the tie(s) is(are) broken.

e) In the event of an empty ballot for the Senate seat allocated for a doctoral representative, a representative from the Faculty of Social Sciences, the Faculty of Business or the Faculty of Public Affairs, or a representative from the Faculty of Science or the Faculty of Engineering and Design, a candidate(s) that does not meet the criteria but receives the next highest number of votes may assume the seat.

c) **Motion 22.01.2016 - 03**: **Motion to Adopt Policy: GSA Electoral Rules**

**Moved:** Vidushi Gupta (VP-Operations)

**Seconded:**

Whereas GSA By-Law #10, Section 3b, authorizes the Chief Electoral Officer(s) and the Electoral Board to establish additional election rules to supplement rules in the GSA Constitution or By-Laws, and;

Whereas previous Chief Electoral Officer(s) and Electoral Boards have implemented similar rules for several years, and;

Whereas institutionalizing these rules in the GSA Policy Manual will further ensure consistency and their accessibility to members irrespective of the time of year, therefore;

BIRT the GSA Council adopt the following GSA Electoral Rules as a policy of the GSA:

Preamble

The following rules for GSA General Elections and Referendums supplement existing rules as established in the GSA Constitution and By-Laws. The Chief Electoral Officer(s) (CEO(s)) and the Electoral Board will annually endeavor to compile and make available in a single document all election rules established under the GSA Constitution, GSA By-Laws, GSA Policy, and any additional rules established by the CEO(s) and the Electoral Board.

1. Referendums

1.1. Referendum Committees

All committees must have a Chairperson who registers the Committee on the approved Referendum Committee Registration Form. There shall only be one committee campaigning in favour or against any specific referendum question. Committees shall register themselves with the CEO(s) by the candidate nomination deadline. All committee chairpersons are expected to attend All-Candidates Meetings.

1.2. General Referendum rules

All referendum committees are bound by all election rules and shall be treated as a candidate in the interpretation of these rules.

2. Affiliation

Affiliation is defined as one or more candidates that share a common brand (e.g. colour, slate name, team photograph), and share campaign resources.

2.1. Candidates running for executive positions (President, Vice-President Operations, Vice- President External, Vice-President Finance, and Vice-President Academic) are permitted to choose to affiliate with other candidates.

2.2. Pooling of Resources

a) Candidates are permitted to pool resources, however each candidate is responsible for submitting an individual budget that reflects the spending cap of $80.00/candidate.

b) A candidate may only pool resources for materials that feature that candidate, not for materials that solely promote an affiliate. The costs of any material featuring more than one candidate must be equally shared by the candidates featured.

c) Affiliated candidates are permitted to share physical materials and online material.

2.3. Volunteers may campaign for affiliates.

2.4. Candidate affiliations shall appear on the ballot.

2.5. Candidates running for positions on the Graduate Faculty Board or the Senate, or the Board of Governors and their volunteers may endorse, volunteer, or campaign for any other candidate, including executive candidates, but may not affiliate with an executive candidate.

2.6. Executive candidates must declare any affiliations to the CEO(s) prior to the start date of the campaign period. Affiliated candidates must submit a list of names and signatures of affiliated candidates on the Candidate Affiliation Declaration Form by the nomination deadline.

3. Violations

3.1. Serious Offenses

The following violations are considered “serious offenses” and may result in the automatic disqualification of a candidate. If the serious offense is, at the discretion of the CEO(s), deemed to directly impact the outcome of the elections, the CEO(s) may declare the results of an election or referendum void. The candidate will not receive reimbursement for their campaign expenses.

a) Spending above the $80.00 campaign expense limit

b) Committing electoral fraud. The existence of fraud will be determined by effective Canadian laws and/or at the discretion of the Electoral Board.

Committing three violations considered “non-serious offenses.”

3.2. Non-Serious Offenses

a) If the CEO(s) finds that a candidate has violated a policy outlined in the Electoral Rules, the GSA By-laws, or Constitution, the CEO(s) will issue a violation. In addition to issuing a violation, the CEO(s) may, at their discretion, issue a penalty involving the removal and/or prohibition up to 50% of the candidate’s physical campaign materials, in proportion to the gravity of the offense. In addition or as an alternative to requiring the removal and/or prohibition of up to 50% of the candidate’s physical campaign materials, the CEO(s) may demand the removal of online material for the same or a subsequent offense.

3.3 Offenses Impacting Affiliates

The CEO(s) may, at their discretion, issue a violation and/or a penalty that applies to a candidate’s affiliates in addition to the offending candidate if it is of the opinion of the CEO(s) that the affiliates have been advantaged by an offense.

4. Campaigning

Campaigning is defined as the process of distributing, advertising, exhibiting, presenting, broadcasting, or soliciting that directly promotes or opposes a candidate or referendum question.

4.1. Pre-campaigning

Candidates may not campaign prior to the campaign period. Candidates are permitted to solicit and train volunteers prior to the nomination period, provided that it is done discretely and privately. Mass communication tools, including but not limited to the email lists of clubs, societies, or associations, may not be used to recruit volunteers prior to the campaign period.

4.2. Nomination Period

Candidates and their volunteers are permitted to promote the candidates and their affiliates during the nomination period, however they are not permitted to distribute campaign materials or engage in online campaigning prior to the beginning of the campaign period. Volunteers are permitted to collect nomination signatures on behalf of a candidate.

4.3. Voting Days

Candidates and their volunteers are permitted to campaign during voting days.

4.4. Volunteers

Campaign volunteers must be members of the Graduate Students’ Association. Membership is defined in Article 3.0 of the GSA Constitution as “all master’s, doctoral, qualifying year, graduate certificate and diploma, and all other students registered as full-time or part-time students within the Faculty of Graduate and Post Doctoral Affairs at Carleton University.” No non-members may campaign on behalf of a candidate. No non-members of the GSA may offer volunteer labour in support of a campaign. Candidates and Referendum Committee Chairs are responsible for the actions of their volunteers. Any spending in the election by a volunteer is considered a campaign expense by the supported candidate or Referendum Committee.

4.5. Group Endorsements

Candidates may solicit group endorsements from student groups, clubs, societies, and associations whose Carleton graduate student membership consists of 50% +1 of the group. A candidate may, at the request of the CEO(s), be required to submit a group’s membership list. If the CEO(s) has sufficient evidence that the membership list provided does not accurately represent the group’s graduate student composition, a violation may be issued to a candidate and, if appropriate, the candidate’s affiliates.

Official Carleton University student lists, such as departmental lists, may not be used by candidates.

4.6. Online Campaigning

All candidates and referendum committees are required to notify the CEO(s) of the primary Internet URL of any and all online campaigning activity prior to commencing online campaigning.

All candidates and referendum committees are required to provide the CEO(s) with administrator status on any and all campaign groups, pages, and events on Facebook and other social networking sites. It is the responsibility of the candidates and referendum committee chairpersons to ensure that content does not violate the electoral rules and is in the spirit of a fair and respectful electoral process.

5. Materials

5.1. All physical materials must be approved and stamped by the CEO(s).

5.2. Candidates are encouraged to submit proofs of all physical materials electronically or in person to the CEO(s) prior to printing to ensure compliance.

5.3. When submitting physical materials for stamping please provide an electronic or paper copy of receipts for CEO(s) financial recording.

6. Scrutineering

6.1. The role of the scrutineer is to watch members of the Electoral Board count the vote after voting has ended. Each candidate may have one scruitneer present to oversee the counting of the ballots.

6.2. Scrutineers can challenge a ballot if they do not agree with the CEO(s)/Electoral Board’s judgment on whether a voter’s intention is clear.

6.3. The CEO(s) makes the final decision of the voting intention of contested ballots.

6.4. Scrutineers cannot touch the ballots and have no official role monitoring the polling stations.

7. Conduct

7.1. At any time within or outside the elections period, candidates may not, by themself or by another person, offer or procure money, valuable consideration, office, employment, food, drink or goods to induce any person to support a campaign, vote, or refrain from voting.

7.2. Candidates must adhere to the equity statement outlined in 2.2 of the GSA Constitution, which states:

The GSA shall promote and assist in maintaining an academic and social environment free from prejudice, rape culture, discrimination, exploitation, or abuse on the basis of, but not limited to, sex, gender identity, race, ethnicity, language, religion, sexual orientation, age, nationality, socio-economic status, political affiliation or belief, disability, or marital status.

8. Appeals

8.1. Candidates and referendum committees may submit written and signed appeals to the Electoral Board by delivering the appeal to the GSA Office, 6th floor Unicentre. Appeals must contain a detailed description of the grounds for the appeal.

9. Nothing in this policy prevents the CEO(s) and the Electoral Board from establishing additional election rules as per By-Law #10, Section 3b.

**d) Nominations and elections for two (2) GSA Electoral Board positions**

**e) Motion 22.01.2016 - 04**: **Motion to Appoint GSA Councillors to the Electoral Board**

**Moved By**: Vidushi Gupta (VP-Operations)

**Seconded By:**

Whereas GSA By-Law #10, Section 2, states that the Electoral Board will include two members of GSA Council who are elected by Council, therefore;

Be it resolved that \_\_\_\_\_\_\_\_\_\_\_\_\_\_ and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ be appointed to the GSA Electoral Board for the 2016 General Elections and any referendum held outside of the General Elections.

**f) Motion 22.01.2016 – 05:** **Motion to Establish Voting Dates for the 2016 GSA General Elections**

Moved By: Vidushi Gupta (VP-Operations)

Seconded By:

Whereas the GSA normally holds its elections in March of each year and voting takes place for two consecutive days; and

Whereas the Electoral Board is being struck and the process for selecting a Chief Electoral Officer(s) has been initiated; therefore:

Be it resolved that the Graduate Students’ Association Council set the 22nd and 23rd of March 2016 as the dates for the 2016 General Elections.

**g) Motion 22.01.2016 - 06:** **Motion to Hold a Referendum on a Spring/Summer Semester Universal Transit Pass (U-Pass)**

Moved: Taylor Howarth (VP External)

Seconded:

Whereas graduate students voted in 2012 to establish a U-Pass program for the Fall and Winter semesters, and;

Whereas many graduate students have expressed an interest in extending the program into the Spring/Summer semester, and;

Whereas the GSA Council has historically supported facilitating graduate students' ability to democratically determine whether or not to implement programs requiring mandatory fees, and;

Whereas the administration of Carleton University has indicated that a decision on implementing a U-Pass program for the Spring/Summer semester in 2016 must be made prior to the end of February, 2016, in order to have U-Pass cards produced on-time and for any new fee to be implemented prior to the start of Spring/Summer registration beginning in late March 2016, therefore;

BIRT a referendum be held on the following question:

Do you support extending the mandatory universal transit pass (U-Pass) program into the Spring/Summer semester under the same terms and conditions of the Fall/Winter program at a cost of $194.83 per semester, with maximum annual increases of 2.5%, for all full-time graduate students at Carleton University beginning May 2016?

BIFRT voting dates be set for February 24 and 25, 2016.

BIFRT in addition to encouraging the formation of campaign committees in support and against the referendum question, the Electoral Board be directed by Council to create and distribute factual information about the U-Pass such as information pertaining to opt-outs and other information so that graduate students can access neutral and factual information about the program prior to voting.

**9. OTHER BUSINESS**

**10. ADJOURNMENT**

**Moved by:**

**Seconded by:**