

# WATERLOO UNDERGRADUATE STUDENT ASSOCIATION

Students' Council Representative Nomination

Package | 2021-2022

President

Federation of Students, University of Waterloo, operating as  
Waterloo Undergraduate Student Association (WUSA)

RECEIVED BY:

Name: \_\_\_\_\_

Date: \_\_\_\_\_

## IMPORTANT

- Please read this nomination form in its entirety.
- Only **undergraduate students and members of the Corporation** are eligible to sign Executive nomination forms.
- Fill out all parts of your nomination form.
- For those running in the WUSA General Elections, applications are due **4 p.m. on Wednesday, January 20, 2021** on [vote.wusa.ca](http://vote.wusa.ca)\*
- A Candidate Info Session will be held on Wednesday, January 20, 2021 at 7 p.m. This Info Session is mandatory as important information will be shared concerning the elections process and the campaigning period.\*
- Candidates are responsible for familiarizing themselves with the Waterloo Undergraduate Student Association's by-laws, elections & referenda procedures, and all other applicable organizational documents.
- Candidates are encouraged to submit their information with this nomination form, for inclusion in WUSA Elections promotional materials. Information should be submitted in the following format: name, team name (if applicable), program and year, previous applicable involvement with WUSA/Waterloo (point-form), top three platform points (option to expand in section below or direct to external link/contact for full platform, but this area is to be brief point-form and not the place to expand on these points), a maximum 100 word bio/reasons why someone should vote for you, and any links to website/social/email address.\*

*\*Not applicable for those running in a by-election.*

## Basic Duties of a Student Councillor

The purpose of Students' Council is to determine the common interests of students on all issues relating to post-secondary education and to determine member priorities with respect to the expenditure of dues, and to establish the Policies of the Corporation. Student Councillors are representatives of their respective constituency and are expected to be knowledgeable on student issues and concerns

**Students' Council can:**

1. Determine the policies of the Corporation;
2. Set the procedures pertaining to elections & referenda processes, commissions, and constituency societies;
3. Receive reports from and provide regular feedback to the President and Vice-Presidents and the Chair of the Board of Directors;
4. Form committees, as required, for conduct of its business;
5. Cooperate with other University bodies in the formation of joint committees;
6. Establish student perspective on all matters in relation to post-secondary education;
7. Make non-binding recommendations to the Board on any matter relating to the Corporation;
8. Set priorities, oversee, and approve the general expenditure of member fees, represented by the annual budget;
9. Manage and maintain endowment funds for undergraduate student benefit; and
10. Delegate representatives to serve on bodies outside of the University.

**Councillors are required to:**

1. Attend all Students' Council meetings, scheduled four times per academic term. At these meetings, councillors will give a report on their ongoing consultation efforts with constituents and on relevant constituency updates and activities, and participate in decision-making by offering comments, suggestions and recommendations.
2. Attend all General Meetings of the Corporation, usually held in October and March, either in person or by proxy.
3. Report regularly to their faculty society or residence council. This can be done at society meetings or in a society newspaper.
4. Adhere to the Councillor Code of Conduct and abide by and uphold the Policies of the Corporation and procedures of Students' Council

**Other basic duties of a Councillor include:**

1. Consulting regularly with their constituents on issues affecting them. Consulting with constituents should be done every week. Methods of consulting include, but are not limited to: email, one-on-one conversation, and society meetings.
2. Submitting an individual report that is one to two pages detailing their activities performed as a Councillor that past month as well as activities taking place in their constituency and issues that have arisen.

3. Volunteering with the Waterloo Undergraduate Student Association every week. Volunteering with council-related matters (i.e. committees of council, researching council-related issues), or in other areas within their own constituency.

## **Time Commitment:**

Councillors will be expected to spend approximately ten hours each week on Council related activities. This is a volunteer position, with no honorarium attached. Failure to fulfill some of these duties can result in removal from Council.

## **Candidate Eligibility:**

Candidates for Student Councillor positions must be full members of the Waterloo Undergraduate Student Association. According to the bylaws, a full membership is defined as follows:

1. Each undergraduate student currently registered at the University of Waterloo;
2. Each undergraduate student currently engaged in a co-operative work term;
3. Each undergraduate student who is not registered in the current term but who was registered in the previous term and has shown intention to register in the next term; and
4. The President and Vice-Presidents of the Corporation.

Only full members can stand for election to, or hold the position of Officer, Director or Student Councillor of the Corporation. Candidates must be registered in their constituency or show proof of intent to register during their term of office in the constituency in which they are a candidate.

Nominations for Student Councillor positions require the signature of the candidate and the signature of twenty-five (25) other electors. These electors must be members of the appropriate constituency.

The Chief Electoral Officer, or designate thereof, with the assistance of the RPO, shall verify the validity of each nomination form. If a nomination is invalid, the nomination will be rejected and the candidate will be notified. Candidates whose nominations are rejected after the end of the nomination period will have two business days to make corrections and amendments.

Candidates who have not clarified their membership status by either adding sufficient classes to their schedule or arranging their fees will not be allowed to stand in the election.

## **How much does it cost to run?**

Students' Council campaigns have a strict spending budget of \$150.00 per candidate. Campaign teams may receive a higher spending limit depending on the campaign team size. Candidates will receive a reimbursement from the Waterloo Undergraduate Student Association for up to one hundred per cent of their spending budget. Spending budgets for both executive and non-executive campaigns can be found in the WUSA Elections and Referenda document [Section G.1]. Candidates, campaign teams, and referendum committee accruing three (3) or more demerit points will receive a reduced reimbursement. Disqualified candidates are not eligible for this subsidy.

## CONSENT

I, \_\_\_\_\_ give my consent to this nomination for Student's Council Representative of the Waterloo Undergraduate Student Association.

I will be running on team \_\_\_\_\_ (*if applicable*).

\_\_\_\_\_  
 Signature of Candidate

\_\_\_\_\_  
 Faculty and Year of Study

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 ID Number

\_\_\_\_\_  
 Local Address

\_\_\_\_\_  
 Permanent Address

\_\_\_\_\_  
 Local phone number

\_\_\_\_\_  
 Permanent phone number

\_\_\_\_\_  
 E-mail address

\_\_\_\_\_  
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## STATEMENT OF UNDERSTANDING

I understand that as a councillor, I will be expected to balance the best interests of my constituents. I understand that if elected, I will be required to complete a Conflict of Interest Declaration form and follow all other responsibilities indicated in Council and the Corporation's bylaws.

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

**STUDENTS' COUNCIL NOMINATION FORM**

We, the undersigned students of the \_\_\_\_\_ constituency, hereby nominate \_\_\_\_\_

of the same constituency for the office of Students' Council Representative of the Waterloo Undergraduate Student Association for the 2021-2022 term of office.



\* Please clearly print your full name, sign your full name, and indicate your ID Number \*

PRINTED NAME	SIGNATURE	ID NUMBER
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____
8. _____	_____	_____
9. _____	_____	_____
10. _____	_____	_____
11. _____	_____	_____
12. _____	_____	_____
13. _____	_____	_____

14. \_\_\_\_\_

15. \_\_\_\_\_

16. \_\_\_\_\_

17. \_\_\_\_\_

18. \_\_\_\_\_

19. \_\_\_\_\_

20. \_\_\_\_\_

21. \_\_\_\_\_

22. \_\_\_\_\_

23. \_\_\_\_\_

24. \_\_\_\_\_

25. \_\_\_\_\_

26. \_\_\_\_\_

27. \_\_\_\_\_

28. \_\_\_\_\_

29. \_\_\_\_\_

30. \_\_\_\_\_

(Candidates are encouraged to receive more than the minimum 25 signatures)



Candidate Checklist:

- I am an undergraduate student, with fees paid/arranged in full
- Complete signatures for nomination