

WATERLOO UNDERGRADUATE STUDENT ASSOCIATION

Executive Nomination Package | 2020-2021

Vice President, Education

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 Thursday, January 23, 2020 to the WUSA front desk in the Student Life Centre.*
- A Candidate Info Session will be held on Thursday, January 23, 2020 at 6 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 to be included in the Waterloo Undergraduate Student Association's 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.*

Duties as Vice President, Education

The Vice President, Education works with people and organizations both internal and external to the University to work towards high-quality and affordable post-secondary education.

The Vice President, Education often provides for the representation of the Corporation when more than one representative is required at official university functions and on public occasions, or when the President is unable to attend.

The Vice President, Education is generally responsible for advocating on behalf of undergraduate students to the University of Waterloo, the Government of Ontario, and the Government of Canada, on all matters related to postsecondary education.

The Vice President, Education will encourage the evaluation of academic policies, procedures, and grading practices and encourage the formulation and implementation of policies and procedures that promote and reflect academic excellence and standards essential to the integrity of the University of Waterloo's scholastic activities.

The Vice President, Education ensures that students' views are represented accurately and fully to the Department of Co-operative and Experiential Education and the Department for Career Action. The Vice President, Education will monitor and recommend changes to the Departments of the Co-operative and Experiential Education portfolio.

The Vice President, Education conducts research into post secondary education and uses data and information available to develop policy and stances for the Corporation, sometimes in collaboration with larger advocacy bodies.

The Vice President, Education develops and maintains relationships with government and university stakeholders.

The Vice President, Education is eligible for officer roles in larger advocacy organizations, such as the Ontario Undergraduate Student Alliance and the Undergraduates of Canadian Research Intensive Universities, as the normal University of Waterloo representative.

The Vice President, Education maintains and promotes relations between the undergraduate students of the University of Waterloo, the Regional Municipality of Waterloo, and the local area municipalities in which there is a University campus, and normally represents the Waterloo Undergraduate Student Association to community organizations established to promote student welfare.

The Vice President, Education represents the undergraduate students of the University of Waterloo to any body dealing with program quality or accessibility, whether internal or external to the university, and will recommend such representation to the President or Students' Council for approval.

The Vice President, Education will serve as the Students' Council's advisor and administrative officer relative to any and all issues relating to academic, Co-operative and Experiential Education, and external matters in which the organization may participate.

The Vice President, Education administers the Centre for Academic Policy Support, which offers direction to students who are undergoing academic appeals, petitions, or grievances under the University of Waterloo's policy frameworks.

The Vice President, Education will ensure that the Waterloo Undergraduate Student Association maintains links with community groups that can assist in student success. Additionally, the Vice President, Education will be a representative to these groups.

The Vice President, Education is expected to fulfill additional duties as required of their role, including involvement with teaching awards, curricular changes, various academic committee work, and various other duties in line with the spirit of advocating for students in government relations, academic, and co-operative education areas.

The Vice President, Education reports to the Board of Directors and Students' Council.

Time Commitment:

The term of office for the Vice President, Education is from May 1, 2020 to April 30, 2021, and is a full time position. The Vice President, Education will also be expected to attend certain events outlined in their job description that may fall outside of regular working hours.

Candidate Eligibility:

Candidates for Executive 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.

The Vice President, Education is an *ex-officio* Director on the Board, which has the following additional requirements:

1. Must be at least 18 years of age;
2. Must not have been declared incapable under the laws of a Canadian province or territory, or by a court in a jurisdiction outside Canada; and
3. Must not be an undischarged bankrupt or expect to become bankrupt during the duration of the term of office.

Nominations for Executive positions require the signature of the candidate and the signature of one hundred (100) other electors. These electors must be members of the Corporation.

The Chief Returning Officer, or designate thereof, will check 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?

Executive campaigns have a strict spending limit of \$375.00 per single member candidate. Candidates will receive a subsidy from the Waterloo Undergraduate Student Association for up to one hundred per cent of their actual campaign expenses. Disqualified candidates are not eligible for this subsidy.

CONSENT

I, _____ give my consent to this nomination for Vice President, Education 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

WatIAM

STATEMENT OF UNDERSTANDING*

I understand that as an Executive, I will be expected to balance the best interests of the undergraduate student body and those of the corporation. I understand that if elected, I will be required to complete Conflict of Interest Declaration forms and to follow all other responsibilities indicated in Council and Board Procedures, as well as the policies and bylaws of the Corporation

Signature

Date

**Signing of this Statement of Understanding is recommended, but not required to become an Executive.*

EXECUTIVE NOMINATION FORM

We, the undersigned students of the University of Waterloo, hereby nominate
_____ for the office of Vice President,
Education of the Waterloo Undergraduate Student Association for the 2020-2021 term of
office.

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

PRINTED NAME	SIGNATURE	ID NUMBER
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(Executive Candidates are required to receive 100 signatures)



Candidate Checklist:

- I am a member of the Corporation
- Complete signatures for nomination