

**Committee:** Elections Appeals Board  
**Committee Facilitator:** President  
**Committee Classification:** Internal Committee

## 1. Mandate of the Board

- 1.1. The Elections Appeals Board (EAB) will meet on an as-needed basis to preside over any appeal of a decision made by the CRO; including infractions.
- 1.2. Any appeals to be discussed following elections period and scheduled meetings of the EAB will be sent directly to the Board of Directors.
  - a) The President will warn the Board of Directors of the possibility of the need for emergency Board meetings to discuss appeals and infractions deemed major during elections week.
- 1.3. The EAB will not hear any appeals submitted more than 24 hours after the Chief Returning Officer's decision.
- 1.4. The decisions of the Elections Appeals Board shall be considered final and will not be subject to further review.

## 2. Formation of the Board

- 2.1. Membership of the Elections Appeals Board will be organized by the President and ratified by the Board of Directors no later than the first Board meeting of the Fall semester.

## 3. Membership of the Board

- 3.1. The Elections Appeals Board (EAB) shall consist of:
  - Three Directors;
  - Two General Members of the CSA in good standing as per the requirements in Bylaw 1, Section 2.1.
- 3.2. The Board will nominate and select the Directors who will sit on EAB as per Robert's Rules and the Chair's discretion.



- 3.3.** General Members of the CSA to sit on the Elections Appeals Board will be selected as follows:
  - General Members of the CSA will be informed of the volunteer opportunity through advertising via mass-mail and posters to form a volunteer pool;
  - All interested CSA members shall submit a 150-word statement of interest and CV to be reviewed by the Board;
  - The Board will select and ratify CSA General Members to be on the EAB as per Robert's Rules and the Chair's discretion.
  
- 3.4.** Advertising to, and the selection process of General Members of the CSA to sit on the EAB shall take into consideration candidate equity. A candidate who falls within a marginalized group will be selected when that candidate is of comparable qualifications to the other most qualified candidates. Marginalized shall be defined as a person from groups that face systemic barriers to such volunteer opportunities, including but not limited to women, racialized people, indigenous people, queer people, persons with disabilities, and international students.
  
- 3.5.** Membership of the EAB will be reviewed by the Chief Returning Officer and the President at the close of the nomination period for the General Elections, or as required, to ensure no conflict of interest exists among members and candidates. If the President has a conflict of interest, their duties with the EAB will be assigned to another Executive who is not a candidate in the elections.

## **4. Meetings of the Board**

- 4.1.** Quorum for EAB meetings shall be set at three (3) members.
  
- 4.2.** The President shall not be a voting member of the EAB, however, the President shall break a tie among the voting members if required.
  
- 4.3.** The EAB will establish regular meeting times prior to campaign and voting periods. The EAB will schedule a minimum of three (3) meetings during campaign and voting periods. Meetings will only be held if an appeal has been received.
  
- 4.4.** The President shall be responsible for setting meeting times and ensuring that all parties related to the appeal are made aware of meeting times, dates, and locations. The EAB shall meet proactively to be prepared to reply quickly and efficiently to appeals should they arise.



- 4.5.** It is the responsibility of the President to inform the Board of Directors of EAB decisions.
- 4.6.** The candidate or referendum team in question must make themselves available and be prepared should the EAB deem it necessary to ask the candidate or referendum team questions.
  - If extenuating circumstances apply, and a candidate or referendum team cannot attend a meeting of the EAB, notification must be given to the President at least 24 hours before the time of the meeting. Otherwise, failure to appear may cause the complaint or appeal to be rendered null and void.