

Committee: Elections and Referendum Committee

Committee Chair: Chief Returning Officer

Committee Classification: Internal Committee

1. Purpose

The role of the Elections and Referendum Committee shall be to oversee the operations of CSA Elections and exercise decision making power as authorized with regards to elections and referenda. The committee will ensure the electoral bylaw and policy of the CSA are upheld throughout the elections.

2. Membership and Meetings

- 2.1. Membership of the committee shall consist of the President, Policy & Transition Coordinator, CRO, ARO, and two Directors. If the President is a candidate in the General Elections, the Executive chosen to supervise the Elections Office will be a member of the Committee. If all Executive Officers are running for election, there will be no Executive Officers ratified to the Committee.
- 2.2. The committee Chair shall be the CRO. The Chair shall be responsible for scheduling committee meetings and developing the meeting agenda.
- 2.3. The committee scribe shall be the Policy & Transition Coordinator.
- 2.4. Quorum for meetings is a minimum of three members which must include at least one Director.
- 2.5. Members of the Elections and Referendum Committee cannot be members of the Elections Appeals Board or candidates in the elections. The President is permitted to act in their role with the Elections Appeals Board.

3. Elections Oversight

- 3.1. The Elections and Referendum Committee shall engage in the following activities regarding CSA Elections, along with other tasks as assigned by resolution of the Board of Directors:



- Approve updates to the candidate's and nomination packages before submission to the Board of Directors;
- Approve any changes to the elections schedule and extensions to the nomination period or voting period;
- Receive regular updates regarding elections operations and provide input as needed;
- Receive regular updates regarding any candidate infractions and complaints. Committee meetings may be called on short notice to make determinations on infractions or disqualifications at the discretion of the CRO;
- Consider and approve the Elections Report of the CRO before it's submitted to the Board of Directors as information following the elections;
- Provide feedback and recommendations following the conclusion of all elections;
- Receive and approve the updated Elections Office Manual following the conclusion of the Winter General Elections.

4. Referendums

- 4.1.** The Elections and Referendum Committee shall engage in the following activities regarding referendum questions, along with other tasks as assigned by resolution of the Board of Directors:
- Receive all submitted referendum questions from the CSA Elections Office;
 - Upon receipt of a referendum question, meet to approve the question and provide any feedback within two weeks. Must ensure the question adheres to all requirements and regulations of the university;
 - Approve the wording of the referendum question, which must include the current fee paid by students (if any), the proposed increase, and the new fee to be paid;
 - Determine which fee schedule, paid to the CSA, for hosting the referendum question, is applicable to the group.