

# Notice of Constitutional Amendment

## Nominations Procedures

A. Each candidate is required to file a nomination form with the CRO by the closing date of nominations. The form is to contain the candidate's name, address, faculty, year, desired position, and the signatures and student numbers of ten (10) active members of the UPEI Student Union within that positions constituency. It is the responsibility of the candidate to ensure that the signatories are all active members of the UPEI SU.

B. By signing the nominations form, the candidate agrees to abide by the Election and Referenda By-law of the UPEI Student Union, or accept the outlined consequences.

C. The CRO must validate each nomination form with his/her signature after ensuring the eligibility of the candidate to run. This validation must be done within twenty-four (24) hours of the closing of nominations.

D. The CRO shall preside at a nomination meeting no more than twenty-four (24) hours after the closing of nominations and at that time shall announce the roster of candidates found eligible to run. All candidates, or others carrying a written statement by the candidates naming them as official representatives, must attend this meeting, which will outline election procedures. Failure to attend this meeting or send a representative results in disqualification of the candidate by the CRO.

E. If no eligible candidates have come forward to run for a position by the close of nominations, the CRO shall reopen nomination for that position for a period of one (1) week from the close of the first nominations.

F. If only one (1) eligible candidate is nominated for a position he/she shall not be declared acclaimed, but shall campaign for the designated period and shall have his/her candidacy tested by a "yes/no/abstain" vote of the constituency. The total number of yes votes must be greater than

the 50one (1) of the votes cast, for the candidate to be declared elected.

G. At the nomination meeting, the CRO must both read aloud and distribute written copies of election procedures to the candidates or their representatives, to ensure that all candidates are cognizant with their responsibilities during the election and the implication of any infractions they commit.



## UPEI Student Union Duties and Responsibilities of the Executive Committee By-Law

1. the executive committee members shall be:

- A. President
- B. Vice President External
- C. Vice President Internal
- D. Vice President Finance
- E. Vice President Operations.

2. Administration of Union Resources

The executive committee shall receive, budget, administer, and have audited, all monies, properties, and securities of whatever nature that may be placed in the custody of, or that may become, the property of the Union.

3. Office Hours

Each executive member shall maintain office hours of not less than ten (10) scheduled hours per week during the Fall and Winter semesters.

4. Meetings

the executive committee shall meet weekly during the Fall and Winter semesters and, whenever possible, meet weekly during the summer months.

5. Presentation of Union Report

The student Union serves notice of proposed Constitutional Amendments regarding the "Duties and Responsibilities of the executive committee" and the "Duties and Responsibilities of Individual executive committee members."

Students will be asked to accept, reject, or amend proposals at the General meeting of the Union scheduled for Thursday, March 8, at 11:30 - 4:00 pm at the barn.

As submitted by the constitutional reform committee

February 8, 1990  
Jackie Goodwin - chair  
Cathy Campbell  
Lisa Murphy  
Sean MacIntosh

Each executive committee member shall present, at the Fall and Winter scheduled General meetings, a report detailing the activities undertaken by the executive committee member to date.

6. Orientation

There shall be a joint meeting of the out going and incoming executive committee members before May 1st, of each year to familiarize the incoming executive committee member with the affairs of the Union. Each executive committee member shall present a written activities report to respective incoming executive committee members.

7. Co-signing Authority

Each executive committee member shall have co-signing authority on all Union cheques to an amount as determined by Council with any other executive committee member or the General Manager.

8. Delegation of Duties and Responsibilities]

The executive committee may delegate such of its duties and responsibilities as it may deem expedient for the conduct of the affairs of the Union.

## UPEI Student Union duties and Responsibilities Of Individual Executive Committee Members By-Law

1. President

The President shall:

A. be the chief executive and official spokesperson of the Union;

B. Call meetings of the Executive Committee;

C. draft and propose a schedule of proposed Council Meeting dates and general meeting dates at the first council meeting of each semester;

D. be a member of the Senate

E. perform such other duties as required.

2. Vice President External

The Vice President External shall:

A. assume the duties and responsibilities of the President in the President's absence or incapacity;

B. perform such research activities as may be assigned or required by the Union on behalf of its students;

C. act as a liaison between the Union and all groups outside the University;

D. be a member of the Senate;

E. perform such other duties as required.

3. Vice President Internal

The Vice President Internal shall:

A. promote active communications between the student body and the elected officials, employees, and volunteers of the Union;

B. assist the President in ensuring that adequate communication is maintained between the University Administration and the Union;

C. serve as direct liaison with

the Department of Student Services;

D. oversee the operations of all student campus media and promotions activities;

E. oversee the operations of the Yearbook;

F. perform such other duties as required.

4. Vice President Finance

The Vice President Finance shall:

A. ensure that the financial records of the Union are properly kept;

B. be responsible for keeping the Executive Committee informed of all issues which pertain to the finances of the Union;

C. present such financial reports as the Council shall require;

D. be a member of Senate;

E. perform such other duties as required.

5. Vice President Operations

The Vice President Operations shall:

A. i) oversee all Student Union sponsored events and, ii) oversee all suborganization events occurring in the Union Building;

B. engage the services of entertainers as required;

C. oversee the activities of the Panther Lounge Manager and Campus Police Chief;

D. be responsible for the operational issue of suborganizations;

E. solicit Chairpersons for the Fall Fest and Winter Carnival Committees and oversee the Committee activities;

F. perform such other duties as required.

TEMPTING?

