**HSA ELECTION PACKAGE**

**Election 2021**

This document contains information regarding the election of the 2021/2022 Haskayne Students’ Association (HSA) Executive Committee. Any questions can be directed to Akari Maeda, Chief Returning Officer (CRO).

**1. Seven (7) Positions Open for Election**

**Six (6) to seven (7) Haskayne students will be elected to fill the following positions;**

1. President;

2. Vice President Academic;

3. Vice President External;

4. Vice President Marketing;

5. Vice President Operations & Finance;

6. Up to two (2) Vice President(s) Student Life.

Terms of office commence on Saturday, May 1st, 2021 and terminate on Satruday, April 30th, 2022. Position descriptions are posted on the HSA Website at hsaucalgary.com. Nomination forms are available upon request from Akari Maeda, CRO, at [hsapresident@ucalgary.ca](mailto:hsapresident@ucalgary.ca) and on the HSA Website as well as HSA Instagram (@hsaucalgary).

**2. Election Timeline**

* Wednesday, March 10th, 2021
  + Candidates package released via HSA website and Instagram
* Wednesday, March 10th, 2021
  + Election Q&A session at 8 pm via zoom

<https://ucalgary.zoom.us/j/95569859116>

* Tuesday, March 16th, 2021
  + Candidate packages due at 11:59 PM (packages must be submitted to the CRO, Akari Maeda, at hsapresident@ucalgary.ca)
* Wednesday, March 17th, 2021
  + Campaigning begins at 8:00AM
  + Mandatory Candidate Forum from 8:00 PM via zoom <https://ucalgary.zoom.us/j/95569859116>
* Monday, March 22nd, 2021
  + Online voting opens
* Wednesday, March 24th, 2021
  + Campaigning ends
  + Online voting closes (time TBD)
  + Election results announced at 4:00PM (on zoom) <https://ucalgary.zoom.us/j/95569859116>

**3. Candidate Package**

An electronic copy of the following must be emailed to the CRO, Akari Maeda, at hsapresident@ucalgary.ca by **Tuesday, March 16th, 2021 at 11:59PM.**

1. Colour photograph of the candidate in .jpeg format (4” x 6”);
2. A completed nomination form;
3. Candidate platform (500 words or less) in .pdf format; platform should list the candidate’s full name, year of studies, and degree program. **Which can be found** [**here**](https://drive.google.com/file/d/1lF2UugeTKIQzqG9leJrCNOoOU5eNXD8U/view?usp=sharing)

**If both of the above requirements are not completed by Tuesday, March 16th, 2021 at 11:59 PM, it will be up to the discretion of the Chief Returning Officer (CRO) Akari Maeda to determine if the candidate will be permitted to run in the election.** Platforms and pictures of all candidates will be posted on the HSA website on Wednesday, March 17th, 2021.

**4. Candidate Qualifications**

* May have been a member of the HSA Council or may currently be sitting on the HSA Council;
  + In the event that the candidate has been removed from a position on the HSA Council at any point during his/her involvement, the individual must gain approval of two of the following individuals prior to being eligible to run in the election:
    - Current President
    - Current Vice President Operations & Finance
    - HSA Faculty Advisor
  + Note: It is **not** necessary for a candidate to have been a member of the HSA Council to run in the election.
* Registered in an undergraduate academic program at the Haskayne School of Business;
* Will be returning to the Haskayne School of Business as a **full-time student** for both the **fall and winter semesters** for the 2021/2022 academic year
* Will be able to complete requirements as an executive member, regardless of the area of residence
* Must submit a platform (500 words or less) and complete the nomination form including

1. Forty (40) nomination signatures from current students at the Haskayne School of Business;
2. Two (2) nomination signatures from a current faculty member of the Haskayne School of Business;
3. One (1) nomination signature from the member of the HSA Senior Executive currently holding the desired position, or two (2) signatures if the desired position is Vice President of Student Life, in addition to the HSA President.

* An individual who completed a term as an interim Vice President in the same year shall be qualified for candidacy with a permission from the President if:

a) The HSA Executive team is required to operate virtually

b) In-person operation is restricted under the University of Calgary’s regulations or governmental health guideline

c) at least 2/3 of the HSA Executive team agrees for candidacy.

* Candidate may apply for one executive position only;
* For the duration of the transition period (Thursday, April1st, 2021 to Friday, April 30th, 2021), successful candidates are obligated to shadow outgoing executives whenever

possible by attending meetings and events for which they will be responsible in the 2021/2022 academic year as deemed necessary by the outgoing executive.

* Successful candidates are **required** to attend the HSA Executive Transition.

1. **Campaign Rules**

* Campaigning will begin Wednesday, March 17th, 2021 at 8:00 AM. No formal campaigning is permitted prior to this date and time (social media including Facebook and Instagram, posters, word-of-mouth, etc.). Campaign materials, including any social media materials, must be taken down by Wednesday, March 24th, 2021at 1:00PM;
* Candidates are allowed to spend a maximum of $50.00 of their own money on their campaign;
* Posters may be posted **online only**;
* No posters shall be placed in a physical form;
* All posters must be in good taste and will be removed if inappropriate;
* Instructor permission must be granted if candidates wish to make classroom presentations;
* Violation of any of the above could result in disqualification, at the discretion of the CRO.

1. **Campaigning Procedures**

The CRO will ensure that all campaigning rules are followed.

* In case there are competitions, candidates are **required to speak** at the Candidates’ Forum on March 17th, 2021 at 8:00 PM. Speeches will be a maximum of 3 minutes followed by a brief question and answer period moderated by the CRO;

1. **Voting and Ballot Counting Procedures**

* Election will take place online from Monday, March 22nd to March 24th, 2021.
* Detailed time will be communicated via email.

**ANY QUESTIONS MAY BE DIRECTED TO THE**

**HSA PRESIDENT AND CRO, Akari Maeda, AT** [HSAPRESIDENT@UCALGARY.CA](mailto:HSAPRESIDENT@UCALGARY.CA)

NOMINATION FORM

**Haskayne Students’ Association (HSA) Election for Academic Year 2021/2022**

Candidate’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Desired Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Candidate’s Signature:* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Haskayne School of Business Student Nominations (40)**

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| Student Name | Last Two Digits of Student ID # | Signature |
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**Haskayne School of Business Faculty Nomination (2)**

Haskayne Faculty Member Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Haskayne Faculty Member Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

Haskayne Faculty Member Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Haskayne Faculty Member Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

**HSA Executive Committee Nominations (2 or 3\*)**

HSA Executive Name(s)\*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(Currently holding office of desired position)*

*HSA Executive(s)’s\* Signature:* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

HSA President : Akari Maeda

*HSA President’s Signature :* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_