

Federation of Students

Nomination Package

Student Council Representative

2009-2010



IMPORTANT

- Nomination forms must be returned by **4:00PM, Friday, January 23rd**, in the Elections Committee mailbox in the Federation of Students office. Early submittal of completed nomination forms is suggested.
- A Close of Nominations meeting will be held on **Friday, January 23rd at 4:00PM** in the Multi-Purpose Room of the Student Life Centre. Attendance by all candidates is required.
- Campaigning will begin on **Tuesday, January 27th**. Any campaigning before that date is a violation of the council procedure and will result in a fine against the candidate.
- Remember: Only **Full-time Undergraduate students** are eligible to sign executive nomination forms.
- Remember to fill out all parts of your nomination form.
- **Make Sure You are a Full-time Student!** Candidates who have not clarified their membership status by either adding sufficient classes to their schedule by January 16th (end of open class enrollment) or arranging their fees by January 27th will not be allowed to stand in the election.

CANDIDATE ELIGIBILITY

Candidates for Student Councillor positions must be full members of the Federation of Students. According to Bylaw 1.IV.A, full membership is defined as follows:

1. Each full-time undergraduate student currently registered at the University of Waterloo;
2. Each full-time undergraduate student currently engaged in a co-operative work term;
3. Each full-time 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.

Only full members can stand for election to, or hold the position of Officer, Director or Student Councillor of the Corporation. Candidates must be registered in their constituency or show proof of intent to register during his/her term of office in the constituency in which he/she is a candidate.

Nominations for Student Councillor positions require the signature of the candidate and the signature of five (5) other electors. These electors must be members of the appropriate constituency.

The Chief Electoral Officer shall check the validity of each nomination form. If a nomination is invalid, the nomination shall be rejected and the candidate shall be notified. Candidates may correct and resubmit nomination forms until the close of the Interim Preparation Period, as defined by Council Procedure 6, Election Procedures.

Candidates who have not clarified their membership status by either adding sufficient classes to their schedule by January 18th or arranging their fees by January 31st will not be allowed to stand in the election.

Basic Duties of a Student Councillor

As per By-Law 1, Section VII, C of the Federation of Students' By-Laws, councillors shall:

1. Attend all student council meetings, scheduled monthly. At these meetings, councillors will give a report on what is happening in their constituency, and participate in decision-making by offering comments, suggestions and recommendations.
2. Attend all General Meetings of the Corporation, usually held in October and March, either in person or by proxy.
3. Report regularly to their faculty society or residence council. This can be done at society meetings, or in a society newspaper.

Other Basic Duties of a Councillor Include:

4. Consulting regularly with their constituents on issues affecting them. Consulting with constituents should be done for at least 2 hours per week. Methods of consulting included but are not limited to e-mail, one-on-one conversation, society meetings.
5. Submitting a monthly written councillor report detailing activities taking place in their constituency and issues that have arisen. A template for this report is attached (Appendix A).

Other Expectations of A Student Councillor

Above the required duties of a student councillor, there are other expectations. These expectations include:

1. Volunteering with the Federation of Students for at least 2 hours per week. Volunteering with council-related (i.e. committees of council, researching council-related issues) matters, or in other areas of the Federation of Students (i.e. Services, Marketing).
2. Writing articles for Imprint, or other UW publications regarding things that are happening in their constituency.
3. Promoting the Federation of Students via conversations about student council.

Statement of Understanding*

I, _____, if elected, agree to fulfill all of the basic duties of a student councillor and will strive to fulfill all of the additional expectations of a student councillor.

I understand that Student Council is a large commitment and I am willing to devote 5-10 hours per week to Student Council duties.

Signature

Date

* Signing of this Statement of Understanding is recommended, but not required to become a student councillor.

STUDENTS' COUNCIL NOMINATION FORM

We, the undersigned students of the _____
 constituency, hereby nominate _____ of the
 same constituency for the office of Students' Council Representative of the Federation of
 Students for the 2009-2010 term of office.

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

	PRINTED NAME	SIGNATURE	ID NUMBER
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____

CONSENT

I, _____ give my consent to this nomination for
 Students' Council Representative of the Federation of Students.

 Signature of Candidate
 Study

 Faculty and Year of

 Date

 ID Number

 Local Address

 Permanent Address

 Local phone number
 number

 Permanent phone

 E-mail Address