

STUDENTS' ASSOCIATION OF MOUNT ROYAL UNIVERSITY
2023 REPRESENTATION EXECUTIVE COUNCIL ELECTION
INFORMATION RESPECTING APPLICATIONS

Attached is an application form for the Student's Association of Mount Royal University (SAMRU) 2023 election of Representation Executive Council members. Applications are being accepted for the following Representation Executive Council positions:

- (a) **REPRESENTATION EXECUTIVE COUNCIL PRESIDENT;**
- (b) **REPRESENTATION EXECUTIVE COUNCIL VICE PRESIDENT STUDENT AFFAIRS;**
- (c) **REPRESENTATION EXECUTIVE COUNCIL VICE PRESIDENT EXTERNAL;**
- (d) **REPRESENTATION EXECUTIVE COUNCIL VICE PRESIDENT ACADEMIC**

Representative Executive Council (REC) elected members are full-time, salaried employees of the Student Governing Board of SAMRU. The Student Governing Board is the highest decision-making authority of the Students' Association. The elected representatives report to the Student Governing Board and act with authority delegated by the Board. For a full description of the positions, please visit samru.ca/REC

In order to successfully apply for any one of these positions, a completed application package **must** contain:

- APPLICATION FORM: signed and completed;
- CANDIDATE INFORMATION PROFILE: signed and completed;
- QUALIFICATIONS AND PERSONAL STATEMENT: an electronic copy and a digital photograph;
- AUTHORIZATION FOR COLLECTION AND DISTRIBUTION OF PERSONAL INFORMATION: signed and completed ;
- APPLICATION SIGNATURE FORM: completed, with at least 10 valid signatures;
- MARKS RELEASE AUTHORIZATION FORM: signed and completed; and
- CURRENT UNOFFICIAL TRANSCRIPT: including your name and program.

The completed package must be submitted to Shauna Hunter, Chief Returning Officer (CRO), by email to elections@samru.ca between **January 4, 2023** and **February 22, 2023**.

APPLICATIONS WILL NOT BE ACCEPTED LATER THAN FEBRUARY 22, 2023 AT 4:30 PM.

ALL-CANDIDATES MEETING:

There will be a meeting with the CRO for all persons seeking candidacy, from **12:30 PM to 1:30 PM** on **February 27, 2023** virtually on Google Meets. All applicants **must** be represented at the All-Candidates Meeting either in person or by proxy. It is strongly recommended that if an applicant intends to use a campaign manager that they also attend this meeting. The All Candidates Meeting will have the following agenda:

- a) The list of candidates for each position will be announced;
- b) Any reasons for any rejected applications will be explained;
- c) Regulations for campaigning will be reviewed.

PLEASE NOTE THE FOLLOWING IMPORTANT INFORMATION AND TIMEFRAMES:

CAMPAIGN PERIOD:

March 12, 2023 at 12:00 PM until March 16, 2023 at 5:00 PM.

CANDIDATES' MEET & GREET:

March 14, 2023 at 12:00 PM until 1:00 PM in Wyckham House.

CANDIDATE VIDEOS

March 2 and 3, 2023 in Wyckham House

SAMRU will conduct and record structured candidate interview videos to be posted online; information and sign-ups will be made available at the all-candidates meeting.

VOTING PERIOD:

March 13, 2023 (10:00 AM) to March 16, 2023 (5:00 PM)

All voting will be conducted online using third-party software administered through the SAMRU website. There will be in-person voting stations daily from 10:00 AM to 5:00 PM between March 13th and 16th in Wyckham House.

CAMPAIGN EXPENDITURES:

The Student Governing Board has set a total campaign expenditures limit of \$200CAD for each candidate. All candidates must provide the CRO with a report of their campaign expenditures supported with original receipts, including market value of all goods donated to their campaign. Campaigning services of members of a campaign team are not allowable expenses.

Candidates may receive reimbursement from SAMRU for up to the \$200CAD limit. Candidates are not obligated to receive the reimbursement, however the \$200CAD limit and requirement to submit the expense report to the CRO would still apply.

SHAUNA HUNTER
Chief Returning Officer

**STUDENTS' ASSOCIATION OF MOUNT ROYAL UNIVERSITY
2023 REPRESENTATION EXECUTIVE COUNCIL ELECTION
APPLICATION FORM**

APPLICANT'S FULL LEGAL NAME: _____

PREFERRED NAME TO APPEAR ON THE BALLOT: _____

STUDENT ID #: _____

ADDRESS: _____

TELEPHONE NUMBER(S): _____

MRU EMAIL ADDRESS: _____

POSITION SOUGHT (Please check only one):

- Representation Executive Council President
- Representation Executive Council Vice-President Student Affairs
- Representation Executive Council Vice-President External
- Representation Executive Council Vice-President Academic

CONSENT AND CERTIFICATION:

I hereby consent to standing as a candidate for the above named position, and further certify that:

- a) I am a credit student of Mount Royal University;
- b) I have a cumulative grade point average (GPA) of at least 2.5 (attach an unofficial transcript that includes your name and program and fill out the marks release form attached), am in good standing and not on academic probation (*see exception below);
- c) I have not accepted an appointment to serve as an Election Official in the SAMRU 2023 Election; and
- d) I agree to comply with all SAMRU bylaws, Code of Ethics, and Elections Policies.

Date

Signature of Applicant

INITIAL HERE (where applicable)

_____ (*) Requirement does not apply where the applicant has not previously attended a semester at Mount Royal University. Please initial here to certify that this exception applies.

All forms and required information for the completed application package must be submitted to the Chief Returning Officer, via email to elections@samru.ca **no later than 4:30 pm, February 22, 2023. Absolutely no applications will be accepted after that time and date.**

STUDENTS' ASSOCIATION OF MOUNT ROYAL UNIVERSITY
2023 REPRESENTATION EXECUTIVE COUNCIL ELECTION
CANDIDATE INFORMATION PROFILE

PREFERRED NAME TO APPEAR ON THE BALLOT:

POSITION SOUGHT:

- Representation Executive Council President
- Representation Executive Council Vice-President Student Affairs
- Representation Executive Council Vice-President External
- Representation Executive Council Vice-President Academic

PROGRAM OF STUDY: _____

ROLE & RESPONSIBILITIES:

As an elected member of the Representation Executive Council (REC), your role and responsibilities include, but are not limited to:

- Identifying short- and long-term issues to be addressed and recommending appropriate courses of action;
- Recommending representation goals by studying the changing needs of the membership (Mount Royal credit students) and connecting those goals to the SAMRU strategic plan;
- Maintaining organizational stability and positive reputation by complying with SAMRU bylaws, Code of Ethics, SAMRU Policies and Procedures, and with organizational standards through established systems;
- Supporting the development and maintenance of member-supportive public policy by participating in the work of relevant local, provincial, and federal student membership organizations; communicating the positions and aims of those organizations to REC for formal presentation to the Student Governing Board for endorsement;
- Facilitating internal campus and external media requests by coordinating with members of REC to provide appropriate spokespeople and/or coordinating with appropriate SAMRU resources to deliver messaging;
- Recognizing the difference between personal voice and professional voice, and only presenting professional voice on all SAMRU work-related assignments, especially representation and advocacy work;
- Upholding and practicing high professional standards, including excellent follow-through, punctual attendance of required meetings and functions, responsible conflict management and resolution, prudent financial management, altruism and compassion, conscientious interpersonal communication, timely, accurate, and considered reporting, and supporting and enforcing Student Governing Board and REC decisions;

For a full description of the positions, please refer to samru.ca/REC

QUALIFICATIONS AND PERSONAL STATEMENT:

Keeping in mind the position scope and responsibilities detailed above, please attach a personal statement (500 word max.) outlining your qualifications, detailing any relevant experience and skills you may have, and describing why you would be the most suitable candidate for this full-time position.

Please also include a digital photograph (JPEG format, 4x6 ratio, minimum 300DPI). This photograph and personal statement may be published *as is* in any elections publicity materials SAMRU produces. Files may be formatted for space considerations.

RELEASE:

I understand that the information provided, including the personal statement, and photograph I supply may be used by SAMRU and may be provided to on-campus newspapers for publishing.

Date

Signature of Applicant

Failure to sign will result in the omission of this information from elections publicity materials and/or failure to be successfully considered as a candidate.

SHAUNA HUNTER
Chief Returning Officer

**STUDENTS' ASSOCIATION OF MOUNT ROYAL UNIVERSITY
2023 REPRESENTATION EXECUTIVE COUNCIL ELECTION
AUTHORIZATION FOR COLLECTION AND DISTRIBUTION OF PERSONAL INFORMATION**

I, _____, am seeking a position in the Students' Association of Mount Royal University 2023 Representation Executive Council Election, and as such I am providing certain personal information about myself, including; student ID number, address, telephone number, email address, my personal profile, photograph, and information relating to my academic history at MRU.

I understand that this information is required to determine and confirm my eligibility for the position that I am seeking, and I authorize the Chief Returning Officer (CRO) of the Students' Association of Mount Royal University (SAMRU), and SAMRU to collect the information that I have given.

Further, I authorize the CRO to distribute any of the information collected to the designates of the CRO at SAMRU for the purpose of determining my eligibility to seek a position in the Representation Executive Council Election, for the publication of my name, likeness and personal statement online or in any SAMRU publication, for Election Officials and staff of SAMRU to contact me, to publish the results of the election, and all other purposes within the scope of the election and the SAMRU Elections Policies.

Date

Signature of Applicant

WE, THE UNDERSIGNED, SUPPORT THE ABOVE APPLICATION: (No signatory may appear more than once on an individual application.) Candidates are required to submit no less than 10 signatures.

Signature	First and Last Name (Printed)	Student ID	Email Address
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**STUDENTS' ASSOCIATION OF MOUNT ROYAL UNIVERSITY
2023 REPRESENTATION EXECUTIVE COUNCIL ELECTION
MARKS RELEASE AUTHORIZATION FORM**

LEGAL NAME (Please Print)

"I hereby authorize the Registrar to release to the Chief Returning Officer of the Students' Association of Mount Royal University, or his/her designate, all relevant information about my registration as a student in the current academic semester, in order to confirm that I am in good academic standing and eligible to serve as an officer of the organization in accordance with the By-laws of the Association."

Signature

Date

M.R.U. Student I.D. #

APPLICATIONS MUST INCLUDE AN ATTACHED UNOFFICIAL TRANSCRIPT IN ORDER TO BE VALID

DO NOT USE THIS AREA:

FOR USE BY THE REGISTRAR ONLY

The above-mentioned student has a GPA of at least 2.5:

____ Yes

____ No

The above-mentioned student is registered at Mount Royal University as a:

____ Full-time Credit Student
Credit Student

____ Part-time

Registrar's Signature

Seal of the Registrar:

