Operating Policy – Elections Committee

# Purpose

## To adjudicate McMaster Students Union (MSU) elections and referenda in a fair and just manner.

# Personnel Structure

## The Committee shall be composed of:

### The Chief Returning Officer (CRO; Committee Chair and ex-officio);

### The Deputy Returning Officer (DRO; Deputy Chair and ex-officio);

### Three (3) SRA members;

### Five (5) MSU (non-SRA) members;

### The Administrative Services Coordinator or designate (ex-officio).

## The Committee Chair shall:

### Schedule committee meetings;

### Book meeting rooms, where applicable;

### Assign action items;

### Distribute meeting minutes;

### Act as the central contact person for the committee.

# Operating Parameters

## The Elections Committee shall:

### Meet regularly throughout the academic year;

#### This schedule shall be arranged by the Committee Chair.

### Meet after polls close for elections-at-large to:

#### Assess any fines against candidates;

#### Determine the results of the election;

#### Release the results of the election.

### Adjudicate MSU elections and referenda according to the provisions of **Bylaw 7 – Elections** and **Bylaw 7/A – Electoral Procedures**;

### Develop a set of election and referenda rules to supplement **Bylaw 7 – Elections**;

### Supervise and/or adjudicate the elections or referenda of any other MSU Club or Organization, upon request;

### Assist with the McMaster University election of student representatives to the McMaster Senate and McMaster Board of Governors, if requested;

### Form referenda questions in an equitable manner;

### Consider all appeals.