



<b>SUBJECT:</b> Election Committees	<b>POLICY NO:</b> ELEC - 1	<b>LAST REVISED:</b> June 28, 2015
<b>APPROVED BY:</b> General Council	<b>NO. OF PAGES:</b> 1	<b>DATE ORIGINATED:</b> February 15, 2009

**Policy**

The Saskatchewan Polytechnic Students' Association Inc. recognizes that both Political and Electoral Operations Committees need to be established to ensure that SPSA Elections are fair, transparent and accountable to the student membership.

**Procedure**

Elections Committees will include both a Political Committee and an Electoral Operations Committee.

1. The Political Committee shall:
  - a. Carry out the SPSA Elections in accordance with SPSA's Constitution and Bylaws.
  - b. Be comprised of the following persons:
    - i. Chief Returning Officer (CRO) - VP Finance & Internal Operations
    - ii. Deputy Returning Officers (DRO) – appointed from each member Campus.
    - iii. A Student Advisory Council member or a student at large appointed by the Campus Council.
  - c. The Political Committee will be chaired by the CRO, who will speak on behalf of the Political Committee.
  - d. Resolve all written concerns presented to the Committee through the CRO.
  - e. Declare the results of the SPSA Elections.
  - f. Infractions of the Policies and Procedures will be ruled on by the Political Committee and may lead to immediate disqualification.
  
2. The Electoral Operations Committee shall:
  - a. Set up the SPSA Elections in accordance with the SPSA's Bylaws.
  - b. Be comprised of the:
    - i. VP Finance & Internal Operations (Chair)
    - ii. General Manager
    - iii. Campus Manager (member Campuses)
  - c. The Electoral Operations Committee will be chaired by the VP Finance & Internal Operations. Should the VP Finance & Internal Operations run in the Election, an appropriate designate will be appointed.
  - d. Determine the timelines of all SPSA Elections in accordance with the SPSA Bylaws.
  - e. Book all appropriate rooms, spaces and equipment for SPSA Elections.
  - f. Develop all marketing strategies for each Election at all Campus locations.
  - g. Acquire a current student list from Saskatchewan Polytechnic.
  - h. Generate and maintain partnerships that work to the continued betterment of the SPSA Elections process.