

Call to Order – 2:31 pm, January 26, 2015 | MBC 2294

**1. Roll Call of Attendance**

**Committee Composition**

Executive Officer (*chair*) ..... Darwin Binesh  
Board of Directors Representative ..... Shadnam Khan  
Board of Directors Representative ..... Adam Potvin  
Councilor ..... Marija Jovanovic  
Councilor .....  
Student At-Large .....  
Student At-Large .....

**Society Staff**

Campaigns, Research, and Policy Coordinator ..... Pierre Cassidy  
Minute Taker ..... Dion Chong

**Regrets**

Board of Directors Representative ..... Rebecca Langmead  
Board of Directors Representative ..... Shirin Escarcha

**2. Adoption of the Agenda**

**MOTION CPR 2015-01-26:01**

Potvin  
*Be it resolved to adopt the agenda as presented*

**CARRIED**

**3. Ratification of Regrets**

**MOTION CPR 2015-01-26:02**

Potvin  
*Be it resolved to ratify regrets from:*

Board of Directors Representative ..... Rebecca Langmead (*SFSS Business*)  
Board of Directors Representative ..... Shirin Escarcha

**CARRIED**

**4. New Business**

**a. Amendment – R-12 Independent Electoral Commission**

**MOTION CPR 2015-01-26:03**

Potvin  
*Be it resolved to recommend to the Board of Directors to amend R-12 as presented.*

Discussions between the Campaigns, Research, and Policy Coordinator and the Chief Electoral Officer resulted in an identification of an issue in the Chief Electoral Officer hiring process, given the shift of the CEO hiring from the Board of Directors to Council. It was raised that the Council were extremely rigorous in their hiring procedure and that the first instance of Council recommending a candidate to the Board of Directors was highly successful.

The bylaws require that the Board of Directors hire the CEO and Commissioners, which leads to issues of independence. In a review of the policies with a view of enhancing legitimacy, the Board made the decision to transfer CEO hiring to Council, with the power to provide a binding recommendation to the Board.

As the CEO was the individual overseeing and managing commissioners, it was seen as most logical for the CEO to select their commissioners.

Members saw the matter as a housekeeping change.

**CARRIED**

**5. Announcements**

Vice President External Relations and CRPC will be presenting a number of changes, including board member requirements and Issues Policies, in the near future.

**6. Attachments**

2015-01-19 Independent Electoral Commission Form.pdf

**7. Adjournment 2:39pm**

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DC | CUPE 3338

# Policy Proposal Form

*The policy request form will be used to frame the development of any new policy and the revision of any existing policy. It will also be filed permanently to provide context to any future revision, addition, or deletion.*

## General Information

Name

Position

Date

Type of Request

New Policy

Revision

Deletion

Policy Reference Number

*For new policies, indicate the number of the proposed policy. For amendments, indicate the policies affected.*

## Organizational Need

*Any policy creation or change should result from a need not currently being met by the current policy manual. Provide the context that prompted this request.*

This is another improvement to the hiring process of the IEC which has been shifted from Board to Council and the Chief Electoral Officer.

## Explanation of Proposal

*In light of the need outlined above, provide an explanation of the policy proposal as the best available option for catering to that need.*

Currently, the policy requires that advertisements for commissioners indicate the Council meeting at which they will be interviewed, when it is the responsibility of the CEO to make a binding recommendation to Board as to the candidates that are to be appointed to the positions of commissioners.

## Relation of Proposal on Existing Policies

*Provide an analysis of how your policy proposal will impact existing policies. Make sure that any policies you cite are attached to the email generated when you submit this form.*

It should be noted that the requirement of a binding recommendation stems from the bylaws requiring Board to appoint an IEC. In an effort to reinforce the role of Council, and to reinforce the independence of the IEC, this Board function has been rendered a formality. Changes to this bylaw requirement should be made when possible.

## Checklist for Proposal Submission

The following should be included with the proposal submission:

- Both the current and proposed policy language as a tracked changes document in .doc, .docx. or .pdf format
- Any supporting documentation demonstrating organizational need and/or area approval  
*(Ex. VP Finance and Financial Office email approval of a finance-related policy change)*

SUBMIT

Please use Adobe Reader to read and fill out SFSS PDF documents - <http://get.adobe.com/reader>

## R-12: Independent Electoral Commission

1. A full Independent Electoral Commission must be established no later than two (2) weeks before nominations are called for a general election or by-election.
2. The Society shall provide an office for the Independent Electoral Commission.

### Appointments

3. Calls for candidates to all Independent Electoral Commission positions must be advertised at least on:
  - a. the Independent Electoral Commission website and include,
  - b. in the student newspaper,
  - c. as posters on SFU approved bulletin boards on all three campuses,
  - d. on all available Society web-based communications tools.
4. All advertisements for candidates to the Independent Electoral Commission must:
  - a. include the duration of the appointment,
  - b. include the nature and scope of the work, and
  - c. be posted for at least two weeks before the interviews are held.
5. All advertisements for candidates to the position of Chief Electoral Officer must:
  - a. include the date and time of the Council meeting during which the applicants will be interviewed.

### Chief Electoral Officer

6. Council will make a binding recommendation to the Board of Directors to appoint a Chief Electoral Officer to a one-year term commencing on December 1st of every calendar year.
7. The Board shall appoint a replacement in the same manner in the event the Chief Electoral Officer vacates his/her/zir position prior to the end of his/her/zir term.

### Commissioners

8. The Chief Electoral Officer shall make a binding recommendation to Board of the commissioners that are to be appointed for a term lasting from two weeks prior to an election to the approval of the final election results by the Board.

### Responsibilities

#### Chief Electoral Officer

9. Coordinates the elections, by-elections, and referenda of the Society.
10. Faculty Student Unions, Department Student Unions, Clubs, and Society recognized constituency groups may request that the Chief Electoral Officer coordinate their elections.
11. The Chief Electoral Officer may do so subject to Board approval, though not while coordinating the elections, by-elections, and referenda of the Society.
12. The Chief Electoral Officer may accept an honorarium from these groups under these circumstances.

Pierre Cassidy 2015-1-20 9:25 AM

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**Deleted:** <#>be posted at least two (2) weeks prior to the date of the first Council meeting during which interviews will be held. -

Pierre Cassidy 2015-1-20 9:26 AM

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Pierre Cassidy 2015-1-20 9:27 AM

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13. The Chief Electoral Officer, in consultation with the Communications Coordinator, must ensure that the Independent Electoral Commission website is kept up to date.
14. The Chief Electoral Officer will maintain and ensure the distribution of the Elections Handbook to all candidates and campaigns.

#### **Commissioners**

15. Commissioners shall support the Chief Electoral Officer in the organization and conduct of an election, by-election, or referendum of the Society.

#### **Stipends and Resources**

##### **Chief Electoral Officer**

16. In recognition of services rendered, the Chief Electoral Officer shall receive a stipend.
  - a. It may be for up to one hundred fifty (150) volunteer hours during any election period.
17. The Board may increase the maximum number of volunteer hours eligible for stipend allotment following a request by the Chief Electoral Officer.
18. The stipend of the Chief Electoral Officer shall be disbursed semi-monthly.
19. The stipend of the Chief Electoral Officer shall be calculated at an hourly rate equivalent to that of the executive members of the Board of Directors
20. Should the Chief Electoral Officer fail to fulfill his/her/zir duties, the commissioners may, by majority vote, recommend a deduction of the stipend of the Chief Electoral Officer to the VP Finance.
21. The Chief Electoral Officer may appeal any deduction to his/her/zir stipend to the Stipend Appeals Committee.
22. The Society shall provide the Chief Electoral Officer with a cell phone during election, by-election, and referenda periods.

##### **Commissioners**

23. In recognition of services rendered, commissioners shall receive a stipend.
  - a. It may be for up to sixty (60) volunteer hours during any election period.
24. The Board may increase the maximum number of volunteer hours eligible for stipend allotment following a request by the Chief Electoral Officer.
25. Commissioner stipends shall be disbursed semi-monthly
26. Commissioner stipends shall be calculated at an hourly rate equivalent to that of the faculty and at-large representatives of the Board of Directors.
27. Should any Commissioner fail to fulfill his/her/zir duties, the Chief Electoral Officer may make a binding recommendation that the VP Finance deduct a portion of that commissioner's stipend.
28. A Commissioner may appeal any such deduction to the Stipend Appeals Committee.

Approved: BOD 2011-04-06.

Amended: BOD 2015-01-07, BOD 2014-10-15.