

## Schedule Regarding Elections

### 1. Definitions

- 1.1. The definitions in section 2 of the CA Constitution are applicable to this Schedule, unless a contrary definition appears here, or a contrary intention is evident.
- 1.2. "*position*" shall mean either a position as an elected member of the Executive or a position as an elected member of a committee of the CA.
- 1.3. "*business day*" shall mean a weekday, excluding public holidays.

### 2. Objectives

- 2.1. To define regulations for the conduct of elections within the CA.

### 3. The Returning Officer

#### Appointment to fill casual vacancies

- 3.1. Should an election be required to fill a casual vacancy, the Executive shall, as soon as practicable, appoint by absolute majority a Returning Officer to conduct the election.

#### Appointment to conduct elections at the AGM

- 3.2. The Executive shall appoint by absolute majority a Returning Officer to conduct the elections at the AGM before notice of the AGM is given.
- 3.3. The following shall be ineligible from acting as Returning Officer:
  - 3.3.1. Any member of the Executive.
  - 3.3.2. The President of the AUU.
- 3.4. From the time of their appointment to the conclusion of the election, the interpretation of this schedule, as well as any sections of the constitution relevant to elections, shall be the exclusive purview of the Returning Officer.
- 3.5. The Executive shall comply with all reasonable requests made by the Returning Officer regarding the conduct of the election.
- 3.6. The Returning Officer may not nominate for a position contested in the election, and may not act as a scrutineer.

### 4. Notice of Elections

- 4.1. Notice of an election shall be given in the same way as notice of Council Meeting is given.
- 4.2. Notice of an election must include the date, time and location of the election, as well as how, where and when a person may nominate. It must also include the name of the Returning Officer and details as to how to contact him or her.

#### Elections to fill casual vacancies

- 4.3. Should an election be required to fill a casual vacancy, the Returning Officer shall give notice of an election to fill the position. The notice of the election shall be distributed with the notice of the next Council Meeting to be held not less than two weeks from when the position became vacant.

#### Elections at the AGM

- 4.4. Notice for elections at the AGM shall be given with the notice of the AGM.

### 5. Nominations

- 5.1. Nominations shall be open from 10:00am on the business day immediately after notice of the election is given.

- 5.2. Nominations shall close at 5:00pm on the last business day before the day of the election.
- 5.3. Where no nominations have been received by the close of nominations, nominations may be taken immediately before the election at the Council Meeting where the election is held.
- 5.4. A person may withdraw their nomination by submitting their withdrawal in writing to the Returning Officer.

**6. Voting**

- 6.1. Each person who is eligible to vote at the Council Meeting shall be eligible to vote in the election, including any nominee but excluding the Returning Officer.
- 6.2. Voting shall be according the Hare-Clarke Optional Preferential Voting System.
- 6.3. Each nominee may appoint a scrutineer for the vote counting process. The scrutineer so appointed may not be a nominee for the position.

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