



3359 Mississauga Road Mississauga, Ontario L5L 1C6 | Tel: (905) 828-5249 | Fax: (905) 569-4714



**UTMSU Fall  
Election/By-Election 2019**

**By: Greg Owens  
UTMSU Chief Returning Officer**



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## **Introduction**

As dictated by the UTMSU Constitution and Bylaws, general elections are conducted by the union during each spring session, “The Administration of all elections to fill board of directors positions”(Bylaw VI, section 1). The Elections Procedure Code (EPC) is the governing document for all elections. The Elections and Referenda committee (EARC), along with the Chief and Deputy Returning Officer (CRO/DRO) are charged with upholding the spirit and principles of this document. The CRO reports to this committee in administering the day-to-day activities of the elections.

For the 2019-2020 term, a Fall Election was conducted to fill the following vacant positions:

(2) Division I (First Year) Directors at Large

In addition, two By-Elections were to be conducted to fill the following vacant positions:

(2) Division III (Part-Time) Directors at Large

(1) Division IV (Professional Faculties) Director at Large

## **Notice**

Notice of the Fall 2019 Elections was published on the UTMSU website, and posters were posted on campus. An email was also sent out to all undergraduate students and MAM Students. MAM students are to be contacted through Tamara Breukelman (Operations Manager).

The notice included dates and locations for the nomination period, campaign period, and the voting period. The notice was produced and distributed by the union prior to the CRO hiring.



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## **Nominations and Eligible Candidates**

### **Division I Elections: Candidates**

Nominations for all Divisions opened from Monday, September 30th, 2019 9:00 a.m. to Wednesday, October 9th, 2019 till 5:00 pm. A total of 17 nomination packages were picked up and 13 completed submissions were made by the nomination deadline. The EPC, as well as the UTMSU Constitution and Bylaws determined the validity of candidate nomination forms. The candidates were as follows:

Sameer Naderi  
Fatima Tasabehji  
Fatima Yakubi  
Addy Modgal  
Alvin Stanislaus  
Liza Nasir  
Yifan Qin (Steven)  
Antara Baruah  
Nadim Kassymov  
Juan David Cobo  
(Pauline) Yuqing Peng  
Laiba Khan  
Ahmed El-Saifi

During the silent period, Ahmed El-Saifi and Nadim Kassymov both requested to drop out from the election. As such, this lowered the number of eligible candidates to 11.

### **Division III Elections: Candidate**

A total of 1 nomination package was picked up and completed/returned. The elections procedure code, as well as the UTMSU Constitution and Bylaws determined the validity of candidate nomination forms. The candidate was as follows:

Valentino Gomes

Per the ruling of the Elections and Referenda Committee, this candidate did not need to face a public "Yes/No" vote, thus no election was held. Instead the candidate is to be acclaimed.



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## **Division IV Election: Candidate**

A total of 1 nomination package was picked up and completed/returned. The elections procedure code, as well as the UTMSU Constitution and Bylaws determined the validity of candidate nomination forms. The candidate was as follows:

Kelly Dong

Per the ruling of the Elections and Referenda Committee, this candidate did not need to face a public “Yes/No” vote, thus no election was held. Instead the candidate is to be acclaimed.

## **Elections: All Candidates Meeting**

This meeting was held on Friday, October 11th, 2019 from 3 PM - 5 PM in the UTMSU Green Room. Topics covered during this meeting are outlined in the Elections Procedure Code. All candidates were present, or had a verified proxy, with the exception of those who were pre-approved to miss the meeting. Alternative arrangements were made with these candidates per the guidelines in the Election Procedural Code, with the exception of Division III candidate Valentino Gomes and Division IV candidate Kelly Dong, as they were to be acclaimed to their roles.

## **Hiring Procedure**

The position of poll clerk was also advertised on the UTMSU website and Facebook. Interviews were handled by the CRO and the DRO Reem El-Ajou. The interviews were conducted with 31 applicants via a written set of questions for them to answer via Google Forms. These questions pertained to experience, participation in previous elections, understanding of equity and availability. The interview questions are attached to this report. Successful applicants (16 total) were scheduled for training sessions that were held at various time slots, and conducted by the CRO and DRO. The topics covered during this training are fully outlined in the ‘Poll Clerk Procedural Guide’ which is attached as Appendix B.



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## **Voting Period**

A total of three (3) polling stations were available to members on October 28th – October 20th , from 9:00am – 6:00pm daily.

## **Polling Stations**

CCT	(90 Ballots cast)
Davis	(248 Ballots cast)
MN	(31 Ballots cast)
Double Envelope	(7 Ballots cast)

Double Envelope ballots were collected from all locations. This process and its purpose is described in the attached “Poll Clerk Procedure Guide.” 7 were cast in total, with all found on the UTM student list provided by the University, thus their votes were counted.

Ballots were numbered this year, and sets of numbers were assigned to individual ballot boxes and dates to ensure that ballots were not being removed from polling stations and cast elsewhere. No ballots outside of the assigned range showed up in the incorrect box.

This was the first election operating a polling station in Maanjiwe nendamowinan. On the Tuesday of the voting days, Alumni Affairs requested we move our voting booth from its pre-approved location 4 hours early. This was done as a means of maintaining a respectful relationship with the University, however, it should be noted that our access to the space in Maanjiwe nendamowinan was guaranteed until 6 PM by our booking confirmation. Future booking of space in this building should include verification that no major events are being held on the dates of the bookings to address potential conflict.

Poll clerks were instructed to meet at the UTMSU office 20 minutes prior to their morning shifts, and walked to their assigned polling station with their partner prior to opening for set up. The CRO and DRO constructed ballot boxes, and poll clerks verified they were empty before they were sealed by the respective election official. At 9 AM, poll clerks were instructed to break the seal over the ballot slot. The DRO, and CRO went to each polling station afterwards to seal each ballot box at 6 PM each day. Each seal was initialed by the CRO, or DRO, under the supervision of the Poll Clerks.

Ballots for the elections were deposited into ballot boxes, and were later separated during the ballot count. At the end of each voting day, ballot boxes



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were stored within UTMSU storage, as Campus Police notified the CRO that they no longer store ballots due to space issues. This storage required access through three locked doors, one of which only the CRO, DRO, and three staff members unconnected to the election, had access to. All ballot boxes were held at this location until the end of the voting period. At the close of voting, ballot boxes were transported by the CRO, and members of the elections committee to the location for the ballot count (conducted in the Student Centre former ECSpert room).

## **Campaign Period and Elections Violations:**

### **Elections**

The campaign period for the elections was from Monday, October 21st, 2019 at 9 AM and spanned until voting concluded on Wednesday, October 30th, 2019 at 6 PM.

Campaign restrictions included a set of posting guidelines as provided by the CRO (i.e. designated posting areas), designated 'no campaign zones', and all other relevant guidelines as described in the Elections Procedure Code. Please contact Sako Khederlarian 2 weeks in advance to election to secure poster space across campus and ensure voting stations are booked. It should be noted that despite this being done, there were still issues with poster boards being supplied by the University up until the third day of campaigning. Additionally, the University is currently developing/adopting a new Poster Policy with regards to student election campaigns. This policy was provided by Student Affairs the business day before campaigning commenced, and at this moment, it is unclear if this policy has been proposed or adopted. Per the request of Student Affairs, this policy was followed. It is attached as Appendix I.

All election notices were posted on the Wall of Transparency as appropriate, however as the EPC requires the 48 hour appeals window to close before the violations, no specific violations were made public prior to the end of the voting period. A number of violations were issued as a result of failures to produce expense reports. The list of violations, and any decisions of the EARC are attached to this report.

## Election Results

TOTAL	DIV I
112	<b>(Pauline) Yuqing Peng</b>
83	<b>Laiba Khan</b>
81	Fatima Tasabehji
75	Alvin Stanislaus
62	David Cobo
58	Addy Modgal
54	Fatima Yakubi
30	Qin Yifan (Steven)
25	Liza Nasir
11	Sameer Naderi
1	Antara Baruah
151	Abstentions
<b>744</b>	<b>TOTAL VOTES</b>

The two Division I Director-elects are (Pauline) Yuqing Peng and Laiba Khan.

Please note: each ballot allowed for two (2) votes. In total, 376 ballots were cast. Of these 376, 4 were deemed invalid as a result of a number of criteria including: ballots not being validated with poll clerk initials, torn/destroyed ballots and inappropriately marked ballots. Any ballot with less than 2 options selected was treated as a single or two (2) abstentions, as appropriate. Thus, with 372 valid ballots, 744 valid votes were cast.

## Expenses

The majority of candidates submitted their expense reports by the deadline, as dictated by the EPC, and no one exceeded their expense limit. Those who did not provide an expense report were given 15 demerit points and no fine, as failure to provide this report is seen as a more serious offence in the EPC. However, none of these individuals reached the demerit threshold for disqualification.



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## **Ballot Count**

The CRO is confident that every member received each ballot they qualified for. Poll clerks were instructed to tell members to cast their ballots, even if left blank. This means that if they choose to abstain from all votes, they were instructed to cast the ballots. The poll clerks were under instruction to not touch a ballot once it's given to the voter. By observing this process, the poll clerk made sure that voters would always cast their ballot no matter how they voted and prevented them from walking away with ballots.

The Ballot count occurred on the evening of Wednesday, October 30th, 2019. Results were counted by poll clerks, and were verified by the CRO or DRO.. While the opportunity to have a scrutineer was made available to all candidates, none were identified. Candidates were reminded of this right on numerous occasions. .

## **Recount**

There was no request for a recount.

## **CRO Recommendations:**

- 1. While this has been used as a best practice, it is recommended that the EPC have a clause added to the “Scrutinizers” subsection requiring that candidates cannot be their own scrutinizers. This practice was utilized in this election to the discretion of the CRO, but enshrining this into policy would help ensure in future elections that no candidates have access to ballots.**
- 2. It is recommended that the EPC and By-laws be updated to reflect the new Division definitions throughout both documents. This would provide consistency and minimize confusion when candidates are reviewing documents and would substantially reduce the amount of time the CRO is required to review documents prior to the opening of the nomination period.**
- 3. Although no fines were levied in this election by the CRO, it is recommended that a clause is added to this section of the EPC only recommending financial penalties for blatantly egregious acts, as this potentially presents a financial barrier to low income students considering participation. With the candidates being students, the cost of partaking in the union shouldn't put anyone at a disadvantage.**
- 4. While transparency is important in any election, the “Wall of Transparency” proved to be ineffective in the distribution about information pertaining to violations and announcement. Given violations are unable to be posted publicly during the 48 hour appeal window, and any subsequent appeal periods. Thus, a candidate could simply push an appeal through the full appeals process simply to avoid having a violation posted during the voting period. While this has not occurred this election, the presence of the “Wall” becomes burdensome when figuring out timelines with appeals for posting violations.**

**In addition, as the Student Centre is a “no campaign” zone, candidates are less likely to view any announcements in fear of accusations of violating this restriction. Thus, electronic modes of**

**communication are much more effective in distributing information to candidates. The presence of the “Wall” inside the UTMSU office also potentially gives off the impression that it is being monitored and updated by the UTMSU and not independent Returning Officers.**

**It is recommended that alternatives to the “Wall of Transparency” are explored, or at minimum, a new location that is more accessible to candidates be considered.**

- 5. The CRO has become aware of a new postering policy being introduced by the University this election. In addition to the issues with the polling station in Mn on Tuesday and delays to receiving the poster boards for the first three days of campaigning, these experiences may necessitate a dialogue with administration about the need for active and visible student elections on campus. It is recommended that the UTMSU engage with these stakeholders in a timely manner over student union autonomy and visibility.**
- 6. In the context of a first-year election, 2 candidates were elected to serve their position on the Board, leaving 9 members who actively participated in the union election process without a clear path of involvement with the UTMSU moving forward. While it should be recognized that not all students who engage with student union elections do so with the honest intention of being active in the union, the opportunity for engagement with these members should be seen as a high priority.**

**Given the high level of enthusiasm and engagement from candidates this election and the current nature of student union organizing, it is recommended that the UTMSU develop a specific guideline for on-loading unsuccessful candidates into further participation with the union post-election.**



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## **Appendix A: Poll Clerk Interview Questions**

### Personal Information

1. What is your name? \*
2. What is your phone number? \*
3. Can you text or Whatsapp from this phone? \*  
Mark only one oval.

Yes, both  
Only Whatsapp  
Only text  
No, neither

4. What is your preferred email address? \*
5. If you would like to, please share your pronouns with us below (i.e. he/him, she/her, they/them, etc.).

### Eligibility and Experience

6. Are you currently a student at University of Toronto Mississauga? \*  
Mark only one oval.

Yes  
No

7. Are you currently a member of the UTMSU in good standing? \*  
This fall, students were provided the opportunity to opt-out of a number of fees, including their dues to the UTMSU, as a part of a new provincial policy. If you are unaware of which fees you did or did not pay, please check your ACORN account. In order to be considered a "member in good standing", you must have paid your UTMSU fee for the semesters you are enrolled. Mark only one oval.

Yes, I paid my UTMSU dues  
No, I opted out of my UTMSU dues  
I am not sure and cannot figure it out

8. Are you legally eligible to work within Canada? \*  
Mark only one oval.



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Yes

No

Other:

9. Have you ever been a Poll Clerk for the UTMSU elections before? \*

Mark only one oval.

Yes

No

10. If you answered yes to the previous experience as a Poll Clerk, when was this? Check all that apply.

Spring 2019

Fall 2018

Spring 2018

Fall 2017

Spring 2017

Fall 2016

Spring 2016

Other:

### Interview-Style Questions

Please answer the following open-ended questions to the best of your abilities.

11. Working as a Poll Clerk involves teamwork and problem solving. Tell us about a time you had a conflict in a team setting, and how you approached resolving that conflict. \*

12. Imagine the following scenario: you have been hired as a Poll Clerk, but your best friend from class has just informed you she is running in the election and wants you to volunteer for her. What do you tell her? \*

13. What does equity mean to you in the context of being a poll clerk (i.e. how would you work in an equitable manner as a poll clerk to ensure all eligible members can access voting?) \*

14. You have been hired as a Poll Clerk and have been scheduled to work from 12-6 PM on the first day of voting, but realized you forgot you had a test at 7 PM that evening. You haven't studied at all and the test is worth 50% of your mark.



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How would you approach this situation? Please walk us through your thought process and actions you would take. \*

15. Have you ever run or volunteered for a candidate/slate in a UTMSU election previously? If so, when was this and what role did you take on? \*

#### Availability

Please answer the following questions around availability to the best of your knowledge. We recognize these answers may change, and you will not be held to the exact hours you list here if you were to be hired.

16. If you were hired to be a Poll Clerk, are you available for training at any of the following times? Please check all options you are available for. \*  
Check all that apply.

- Tuesday, October 22nd from 12-2 PM
- Tuesday, October 22nd from 2-4 PM
- Tuesday, October 22nd from 3-5 PM
- Wednesday, October 23rd from 12-2 PM
- Wednesday, October 23rd from 2-4 PM
- Wednesday, October 23rd from 3-5 PM
- Thursday, October 24th from 12-2 PM
- Thursday, October 24th from 2-4 PM
- Thursday, October 25th from 3-5 PM

17. Do you work any other jobs, including with the UTMSU? \*  
Mark only one oval.

- Yes
- No

18. If you answered yes to the having another job, have you cleared your availability on October 28th, 29th and 30th with your supervisor?  
Mark only one oval.

- Yes
- No
- Other:



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19. Do you have any assignments due or tests on any of the following dates?  
Please check all that apply.

Monday October 28th

Tuesday October 29th

Wednesday October 30th

NOTE: Voting days are scheduled for Monday October 28th, Tuesday October 29th and Wednesday October 30th from 9 AM - 6 PM daily. Please answer the following questions in this format: ex. 9 AM - 11 AM, 3 PM - 6 PM

20. What hours are you available to operate a polling station on Monday October 28th?

21. What hours are you available to operate a polling station on Tuesday October 29th?

22. What hours are you available to operate a polling station on Wednesday October 30th?

23. Would you be available to count ballots on any of the following dates/times?  
Check all that apply.

Wednesday October 30th (6-9 PM)

Thursday October 31st (10 AM-2 PM)

Thursday October 31st (2-6 PM)



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## **Appendix B: Poll Clerk Procedural Guide**

Fall 2019

### Poll Clerk Procedural Guide

The following guide is of utmost importance to the fairness and transparency of the upcoming election and it is vital that all clerks read through the information carefully and abide by it fully.

Please note that the order of the procedures outlined below is crucial and has been designed to ensure a fair and efficient elections process – don't cut corners.

### OPENING THE POLLS

Polls open at 9am. If you are opening the polls, be sure to be at the UTMSU office no less than 20 minutes prior to the opening of the polls (8:40 am).

Once you arrive at the UTMSU office you will be provided with:

A materials box containing everything that you will need;

A checklist. Go through the checklist and ensure that your box does in fact contain all necessary items.

Along with your supplies box, you will need to bring the following:

1 ballot box

1 voting blind

Voting screens

NOTE: The CRO or a DRO will construct a seal over the ballot hole before the polling station opens... Do not remove this seal.

Proceed directly to your poll station to set-up once you leave. Confirm the following:

All ballot boxes are in plain sight and not behind any voting screens

Most ballots are stored off of the table top, in the materials box and in a position that is easily accessible only to yourself and your associate poll clerk

Pens have been placed behind the voting screen.

Voters list is readily accessible, and in front of 'poll clerk A'

### VOTING PROCEDURE

IMPORTANT: Remember, polls cannot run with fewer than two poll clerks present at all times, so you need to stay at the poll station until your replacement arrives. If you need



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to take a short break, do not leave your station until a floater, DRO or the CRO relieves you.

The following describes the voting procedure in a step-by-step manner. Consult the flow diagram for a pictorial description (Appendix A).

Clerk A asks the member to present their T-card and makes sure that they look like the person in the photograph.

Clerk A enquires whether the member is a first-year student.

Clerk A scans the T-Card of the person and ensures that the member is a registered member for the year.

Clerk A initials one ballot and passes it on to Clerk B for their initial. Each ballot must be initialed by both clerks in order to be valid. Do not initial ballots ahead of time, but only as they are needed! Make sure you DO NOT provide MAM students with ballots for Director positions

Clerk B provides verified member with a ballot and directs them to vote behind the voting screen.

The student then deposits folded ballots into the ballot boxes in plain sight of Clerk B. Under no circumstances can a member take a ballot away from the polling station. They MUST vote at the station, and if they decide not to vote they still must deposit their ballot into the box.

DO NOT hand over a ballot to a candidate until you have verified them.

Important Note: Campaigning is not allowed with 6 meters of a polling station. Both clerks should be diligent in asking members to put campaign materials out of plain sight, or to deposit them in the provided garbage bin.

If Verification Fails

## DOUBLE ENVELOPE PROCEDURE

If a student does not appear in the voters list, Clerk A verifies verbally that the student is a UTM undergraduate student.

If the student's record, after having double-checked, still does not appear in the list, and the student has stated that they are in fact an undergraduate student, hand out appropriate ballots, initialed by both Clerks A and B, along with two envelopes (envelopes 1 and 2).

Ask them to place the ballots in envelope 1. Place envelope 1 in envelope 2. Students sign the seal of envelope 2. Students will also clearly print their name, student number, faculty and division on envelope 2.

This doubly sealed envelope will be placed in the ballot box.



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In simpler words, the envelope on the outside is the envelope with all the information - their name, UTorid and student number.

#### ENFORCING THE RULES

Make sure that the only person at a ballot box is the person voting.

There is no campaigning within 6 meters of the polling station. Inform campaigners that they must leave immediately should this happen. Report the incident to either the CRO or DRO immediately.

Do not discuss the election or advocate for a campaigning group at any point during the referendum.

Do not SIGN ballots unless you know someone is going to be voting.

Make sure every ballot has two signatures - it becomes void if not.

Make sure all campaign material has been removed.

Please reach your shift on time

#### CLOSING THE POLLS

Wait for the CRO/DRO/Chair to arrive and seal the boxes

Compile materials with the material box and take the box and the voting screen to the student center ONLY WITH THE RETURNING OFFICER



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## Appendix C: Elections Complaint Form

### Elections Complaint Form

#### Instructions

Fill out the form and attach any supporting documentation (e.g. e-mails, photos) you feel is relevant. Hand in the Complaint Form in person to:

UTMSU  
Student Centre Rm. 100  
Attn: CRO/DRO

This form is only to be used for complaints regarding the election process or candidates' conduct. Please use the Appeal Form to make an appeal of a standing ruling by the CRO or the Elections Committee.

#### Complainant's Contact Information

Name: \_\_\_\_\_

E-mail: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Complaint Information: In a separate letter, briefly describe the matter that you wish to have reviewed. If the complaint is regarding a specific candidate or candidates, please include the name(s) of and the position(s) sought by the candidate(s).

#### OFFICE USE ONLY:

Date Received: \_\_\_\_\_ Time: \_\_\_\_\_

Received By: \_\_\_\_\_ Initials: \_\_\_\_\_



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## Appendix D: Elections Appeal Form

### Elections Appeal Form

#### Instructions

Fill out the form and attach any supporting documentation (e.g. e-mails, photos) you feel is relevant. Hand in the appeal form in person to:

UTMSU  
Student Centre Rm. 100  
Attn: CRO/DRO

Please note that an appeal of a standing ruling by the CRO or the Elections Committee must be submitted within 48 hours of the said ruling.

#### Appeler's Contact Information

Name: \_\_\_\_\_

E-mail: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Appeal Information: In a separate letter, please specify the following:

- Whether this is an appeal of a standing ruling by the C.R.O., or Elections Committee
- the date of the said ruling
- the outcome of the ruling (i.e. demerit points and/or fines issued)
- an outline of the grounds on which you are appealing.

***If you are appealing a standing ruling by the Elections Committee, a \$30.00 CAD (thirty dollar) deposit should be included with this submission of appeal, unless the Elections Committee has waived this requirement.***

#### OFFICE USE ONLY:

Date Received: \_\_\_\_\_ Time: \_\_\_\_\_  
Received By: \_\_\_\_\_ Initials: \_\_\_\_\_



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## Appendix E: Ballots

1002 utm.su University of Toronto Mississauga Students' Union

**UTMSU FALL ELECTIONS – BALLOT 2019**

**DIVISION I DIRECTORS**  
**TWO (2) POSITIONS AVAILABLE**

Please select up to **TWO (2)** of the following **OPTIONS**:  
**\*\*Note: Selecting more than TWO will render this ballot invalid\*\***

Please Tick X inside the box(es) of your choice

<b>DAVID COBO</b>	<input type="checkbox"/>
<b>LIZA NASIR</b>	<input type="checkbox"/>
<b>FATIMA TASABEHJI</b>	<input type="checkbox"/>
<b>ALVIN STANISLAUS</b>	<input type="checkbox"/>
<b>QIN YIFAN (STEVEN)</b>	<input type="checkbox"/>
<b>ADDY MODGAL</b>	<input type="checkbox"/>
<b>ANTARA BARUAH</b>	<input type="checkbox"/>
<b>LAIBA KHAN</b>	<input type="checkbox"/>
<b>FATIMA YAKUBI</b>	<input type="checkbox"/>
<b>(PAULINE) YUQING PENG</b>	<input type="checkbox"/>
<b>SAMEER NADERI"</b>	<input type="checkbox"/>

NB. "University of Toronto Mississauga Students' Union" and/or "UTMSU" refers to the Erindale College Students Union, Inc.

Note: order or names on the ballot was determined through the use of online randomizer software found at Random.org by the CRO, in the presence of the DRO.

## Appendix F: Violations Issued by CRO

<b>Violations(s):</b>	Failure to submit an expense report
<b>Date:</b>	November 3rd, 2019
<b>Candidate Name</b>	Fatima Yakubi, Qin Yifan (Steven) & Antara Baruah
<b>Demerit Points:</b>	15
<p>While candidates were reminded at numerous times, including in multiple documents received at the All Candidates meeting, a number of expense reports were not submitted.</p> <p>Given this was emphasized as a potentially egregious (and disqualifying) offense throughout the All Candidates meeting and in subsequent emails, a more severe penalty was attached. It was also assessed that this inaction was malicious in intent, thus the assessed penalty was applied.</p> <p>No appeal was received during the EPC-mandated 48 hour appeals window.</p> <p>This violation was not posted on the “Wall of Transparency” as the assessment and appeal period ended after the end of the voting period.</p>	
<p><b>Total Demerit Points up to date</b>    <b>15 (Each)</b></p>	



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### **Appendix G: EARC Decisions**

Be it resolved that unopposed Division III and Division IV candidates be acclaimed into their given positions without a “Yes/No” ballot.

### **Appendix H: Results by Location and Date**

Please see the attached excel file titled “Fall 2019 Election Vote Totals”.

### **Appendix I: New UTM Postering Policy**

Please see the attached PDF titled “Proposed UTM Postering Policy”.