



Elections Procedure Code

Effective date: Jan 30th, 2026

Table of Contents

1.	Interpretation	1
1.1.	Definitions	
2.	Powers Of The Elections Procedure Code	6
2.1.	Jurisdiction	
2.2.	Administration of Elections Procedure Code	
2.3.	Amendments to Elections Procedure Code	
3.	Candidate Eligibility	7
3.1.	The Constituency	
3.2.	Candidate Eligibility	
3.3.	Nominations	
3.4.	Required Nominators	
4.	Administration of Elections	9
4.1.	Elections and Referenda Committee	
4.2.	Chief Returning Officer	
4.3.	Deputy Returning Officer(s)	
4.4.	Poll Clerk(s)	
4.5.	Administrative Support	
5.	All Candidate's Meeting	12
5.1.	Attendance and Proxies	
5.2.	Meeting Content	
5.3.	Acknowledgement and Consent	
6.	The Elections Forum	13
6.1.	Purpose	
6.2.	Accessibility	
6.3.	Conduct	
7.	Rules For Elections	14
7.1.	Campaigning	
7.2.	Conflict of Interest	
7.3.	Rules of Fair Play	
7.4.	Responsibility of Candidates	
7.5.	Approval of Campaign Materials	
7.6.	Poster Quantity Limits	
7.7.	Candidate Posters and Campaign Materials	

7.8.	Distribution of Goods	
7.9.	Prohibited Campaign Materials	
7.10.	On-Campus/In-Person Campaigning Restrictions	
7.11.	Virtual Campaigning Restrictions	
7.12.	Candidate Social Media Guidelines	
7.13.	Tangible Benefits Conferred by Virtue of Office	
7.14.	Designation of Campaign Materials	
7.15.	Cross Campaigning	
7.16.	Campus Group Endorsements	
7.17.	Classroom Etiquette	
7.18.	Campaign Expenses	
8.	Violation of Campaign Rules	24
8.1.	Sole Authority	
8.2.	Allegations of Violations	
8.3.	Committee Initiative	
8.4.	CRO Decision	
8.5.	Appeals of CRO's Ruling	
8.6.	Candidate's Responsibility of Knowledge of CRO Decisions	
8.7.	Publication of Violation	
8.8.	Penalties for Violations	
8.9.	Multiple Penalties	
8.10.	Warning System	
8.11.	Tiered Enforcement Framework	
9.	Demerit Points	28
9.1.	Campaign Materials	
9.2.	Campaigning	
9.3.	Fair Play	
10.	Disqualification	31
10.1.	Automatic Disqualifications	
10.2.	Demerit Point Limits	
10.3.	Disqualification of a Winning Candidate	
10.4.	Wall of Transparency	
11.	Voting Process	33
11.1.	Method for Voting	
11.2.	Election of Candidates	
11.3.	Voting Eligibility	
11.4.	Scrutineers	

12.	Election Results	35
12.1.	Tiebreak	
12.2.	Publication	
12.3.	Ratification	
12.4.	Recounts	
13.	Appeals	37
13.1.	The Appeals Committee	
13.2.	Appeals of the EARC's Ruling	

1. Interpretation

The Chief Returning Officer, the Elections and Referenda Committee (EARC), and the Elections and Referenda Appeals Committee make all interpretations to this Code.

1.1. Definitions

1.1.1. Definition of "Appeals Committee"

"Appeals Committee" shall mean the Elections and Referenda Appeals Committee.

1.1.2. Definition of "Arm's Length Party"

"Arm's length party" shall mean an unrelated and unaffiliated party that acts independently.

1.1.3. Definition of "At-Large Directors"

"At-Large Directors" shall refer to the elected representatives of the general membership of the UTMSU, as outlined in the UTMSU Bylaws.

1.1.4. Definition of "Building on Campus"

"Building on Campus" shall mean any building owned/operated by the University of Toronto Mississauga, or any of the federated colleges/universities.

1.1.5. Definition of "Campaign Material"

"Campaign Material" shall mean any item, design, sound, or symbol, that is created or used in any form in order to, or that is likely to, influence at least one voter to cast a ballot in favour or in opposition of a candidate.

1.1.6. Definition of "Campaigning"

"Campaigning" shall mean any attempt by an individual or organization to encourage a student to cast a ballot in favour or in opposition of a candidate. This may occur with or without campaign material.

1.1.7. Definition of "Campaign Tactics"

"Campaign tactics" are defined as any action or strategy utilized to achieve a specific end of campaigning for or against a candidate or slate.

1.1.8. Definition of "Candidate "

"Candidate" shall refer to any individual who has met the requirements of Section 36 of this Code.

- 1.1.9. Definition of "Code"
The "Code" shall refer to the Elections Procedure Code.
- 1.1.10. Definition of "Committee" or "EARC"
"Committee" shall refer to the ~~mean~~ Elections and Referenda Committee.
- 1.1.11. Definition of "Constituency"
"Constituency" shall refer to the specific demographic of students, based on enrollment status, that an At-Large-Director candidate represents.
- 1.1.12. Definition of "CRO"
"CRO" shall refer to the Chief Returning Officer hired or appointed to administer an election or referenda of the Union.
- 1.1.13. Definition of "Cross Campaigning"
"Cross Campaigning" shall mean the sharing of campaign materials, slogans, tactics, identifying marks, or names between two or more independent candidates, or joint campaigning with the intent of associating two or more independent candidates in the mind of a voter.
- 1.1.14. Definition of "Division I - First Year Representatives"
"Division I - First Year Representatives" or "Division I Directors" shall refer to those who are enrolled in their first year of studies, as designated by the University, and who have been elected as voting members of the Board.
- 1.1.15. Definition of "Division II - Directors at Large"
"Division II - Full-Time Directors at Large" or "Division II Directors" shall refer to those who are enrolled in full-time studies, as designated by the University, and who have been elected as voting members of the Board.
- 1.1.16. Definition of "Division III - Part Time Directors at Large"
"Division III - Part-Time Directors at Large" or "Division III Directors" shall refer to those who are enrolled in part-time studies, as designated by the University, and who have been elected as voting members of the Board.
- 1.1.17. Definition of "Division IV - Professional Faculties"
"Division IV - Professional Faculties" or "Division IV Directors" shall refer to those who are enrolled in the professional faculties, as designated by the University, including, but not limited to, the Medical Academy of Medicine (MAM), and who have been elected as voting members of the Board.

- 1.1.18. Definition of "DRO"
"DRO" shall refer to the Deputy Returning Officer hired to assist the CRO with administration of an election or referenda of the Union.
- 1.1.19. Definition of "Elections Staff"
"Elections Staff" shall be those hired or appointed to assist with elections or referenda of the Union, including, but not limited to, the Chief Returning Officers (CRO), Deputy Returning Officers (DRO), and Poll Clerks.
- 1.1.20. Definition of "Endorsement"
"Endorsement" shall mean supporting a candidate, either through verbal or non-verbal communication, or through the provision of materials, advertisements, or non-financial donations during the campaigning period.
- 1.1.21. Definition of "Executive Candidates"
"Executive Candidates" refers to candidates for the positions of President, Vice-President Internal, Vice-President University Affairs, Vice-President Equity, and Vice-President External.
- 1.1.22. Definition of "Fall Election"
"Fall Election" shall mean an election held in September or October for the purpose of electing Division I - First Year Representatives to the Board of Directors or a Director seat that has become vacant due to a resignation, impeachment, or was unfilled during the Spring Election.
- 1.1.23. Definition of "Full-Time Undergraduate Student"
"Full-time undergraduate" student shall mean any student registered for full-time undergraduate study as designated by the University, as outlined in the Union Bylaws.
- 1.1.24. Definition of "Harassment"
"Harassment" shall refer to any vexatious action or behaviour that is known, or might reasonably be known, to be unwelcome, non-consensual, offensive, intimidating, hostile, or inappropriate, in accordance with the Operational Policy on *Harassment, Sexual Harassment and Discrimination*.
- 1.1.25. Definition of "Member"
"Member" shall refer to all individuals who have registered as undergraduate, part-time, or professional faculty students in a program leading to a degree or diploma at the University of Toronto Mississauga for the current session, and have therefore paid membership fees to the Union, as outlined in Bylaw Two (2).

- 1.1.26. Definition of "Non-Arm's Length Party"
"Non-Arm's Length Party" shall mean any individual or group affiliated with or related to a candidate whom the candidate knew, or reasonably ought to have known, would assist in the candidate's campaign; who publicly campaigned with the candidate; or who knowingly distributed more than one of the same type of campaign material to any individual.
- 1.1.27. Definition of "Polling Station"
"Polling Station" shall mean any Union sanctioned ballot box or any third-party election platform during the election period.
- 1.1.28. Definition of "Poster"
"Poster" shall mean print media to be affixed to a surface, or displayed, for campaigning purposes or to solicit votes for candidate(s).
- 1.1.29. Definition of "Public Domain"
"Public Domain ~~Act~~" shall mean any place to which the public has an automatic right of access.
- 1.1.30. Definition of "Spoiled Vote"
"Spoiled Vote" shall mean any ballot cast that is not a valid vote.
- 1.1.31. Definition of "Sponsorship"
"Sponsorship" shall mean a financial contribution made for the purpose of supporting a candidate's campaign.
- 1.1.32. Definition of "Student Society"
"Student Society" shall refer to any student groups on campus that collect a compulsory student fee.
- 1.1.33. Definition of "Union"
"Union" shall refer to the University of Toronto Mississauga Students' Union.
- 1.1.34. Definition of "Valid Identification"
"Valid Identification" shall mean a valid University of Toronto Student Identification card.
- 1.1.35. Definition of "Valid Vote"
"Valid Vote" shall mean that a vote is valid when the number of candidates selected does not exceed the number of positions to be filled.

1.1.36. Definition of "Votes Cast"

"Votes Cast" shall refer to the total number of valid votes and the total number of spoiled votes.

2. Powers Of The Elections Procedure Code

2.1. Jurisdiction

2.1.1. The provisions of this Code shall apply to those elections conducted by the Union and the candidates, as well as non-arm's length parties within those elections.

2.1.2. Where this code is in contradiction of any of the following Union governance documents, in order of precedence, Union Bylaws and the Policy Manual as governance documents shall prevail.

2.2. Administration of Elections Procedure Code

2.2.1. It will be the duty of the Chief Returning Officer, the Deputy Returning Officer(s), the EARC, and the Elections and Referenda Appeals Committee to administer this Code and to uphold its spirit and principles.

2.2.2. All Union elections must run according to the Union Accessibility Policy and Union Environmental Protection Policy, as well as any other applicable policy of the Union.

2.2.3. The Union's Elections and Referenda Committee may amend the Code and recommend changes to the Board of Directors. The Board must approve any amendments and is unable to propose any amendments to the Code.

2.3. Amendments to Elections Procedure Code

2.3.1. The Bylaws and the Policy Manual of the Union shall govern written notice of any amendments to this code. The Board cannot conduct amendments to the Code between the commencement of the nomination period(s) and the announcement of results.

3. Candidate Eligibility

3.1. The Constituency

- 3.1.1. The constituencies and constituency representative(s) are determined by the Union's Bylaws and enrollment figures provided by the University of Toronto Mississauga Registrar.

3.2. Candidate Eligibility

- 3.2.1. The requirements for the eligibility of a candidate are as follows:
 - 3.2.1.1. A Fall election candidate must be a member of the Union during the nomination period.
 - 3.2.1.2. All candidates in the Spring Election must be members of the Union during the nomination and election period.
 - 3.2.1.3. All candidates must submit a nomination form.
 - 3.2.1.4. Candidates running for Division III directors must be a part-time student at the time of nomination and must remain a part-time student throughout their term in office.

3.3. Nominations

- 3.3.1. To be valid, every nomination form must:
 - 3.3.1.1. Accurately list the name and student number and constituency of the nominee, as well as the position sought on each page;
 - 3.3.1.2. List the e-mail address and phone number of each candidate;
 - 3.3.1.3. Be submitted prior to the closure of the nomination period; and
 - 3.3.1.4. Be signed by the required number of nominees.
- 3.3.2. The completeness, accuracy, and delivery of the nomination form is the responsibility of the Union member seeking candidacy.
- 3.3.3. Any student who fails to submit a valid nomination before the deadline is not eligible for candidacy.

- 3.3.4. The validity of any nomination may be disputed by submitting a "request to review" to the Elections and Referenda Committee no later than twenty-four (24) hours following the release of names of eligible candidates. The Committee shall render a decision before the beginning of the campaign period.
 - 3.3.5. Candidates are only permitted to nominate themselves for one (1) position in the election.
 - 3.3.6. Candidates are not permitted to nominate themselves in the nomination package.
- 3.4. Required Nominators
- 3.4.1. The required amount of nominations for positions in the UTMSU Elections set out in Bylaw 9.3:
 - 3.4.1.1. Candidates in an election for Executive positions must be nominated by no less than one hundred (100) members of the Union.
 - 3.4.1.2. Division I, II, III, and IV Director candidates shall be nominated by no less than twenty-five (25) members of Union.

4. Administration of Elections

4.1. Elections and Referenda Committee

- 4.1.1. As stated in the Union Bylaws, the Elections and Referenda Committee oversee the conduct and supervision of the elections and referenda of the Union.
- 4.1.2. The Committee reserves the right to overrule decisions made by the CRO.
- 4.1.3. All Committee members shall act impartially during the Election period. Failure to act impartially may result in censure or removal from the committee.
- 4.1.4. All Committee members shall complete a conflict of interest declaration prior to the nomination period and shall abstain from all campaign-related endorsements or activities.
- 4.1.5. The Committee Chair shall issue the official elections and referenda results to the candidates, membership, and media, as appropriate.
- 4.1.6. The Committee shall reserve the right to censure/ remove any Committee members with:
 - 4.1.6.1. Two-thirds (2/3) vote by the Committee; and
 - 4.1.6.2. Two-thirds (2/3) vote by the Appeals Committee.
- 4.1.7. If a Committee member resigns before the closing of the nomination period, the Board may elect another Director to fill the vacancy.
- 4.1.8. The Committee sets the election and referenda schedule for the Fall and Spring Election periods.

4.2. Chief Returning Officer

- 4.2.1. Shall Report to the Committee and Committee Chair.
- 4.2.2. Shall be an arm's-length individual with no current or recent (within the past twelve months) employment, contractual, volunteer, or governance relationship with the UTMSU, with the exception of previous experience with administration of elections and/or referenda.

- 4.2.3. Shall render decisions regarding the elections and referenda processes independently from the Board, staff, and executives of the UTMSU.
- 4.2.4. Shall report to the Committee on all matters falling within this section and additionally, on any other matters of concern that are directed to them by a resolution of the Committee.
- 4.2.5. Shall ensure that the Elections Procedure Code and the Charter for Referenda are enforced.
- 4.2.6. Shall authorize all election notices, publicity and campaign materials regulated by the Code.
- 4.2.7. Shall organize and conduct the All-Candidates Meeting.
- 4.2.8. Shall organize and establish guidelines for the Elections forum.
- 4.2.9. Shall provide a final report to the Board of Directors under the direction of the Chair of the Committee.
- 4.2.10. Shall issue the official elections and referendum results to candidates.
- 4.3. Deputy Returning Officer(s)
 - 4.3.1. Shall report to the CRO.
 - 4.3.2. Shall aid the CRO with promoting the Election.
 - 4.3.3. Shall act impartially in the election.
 - 4.3.4. Shall assume the responsibilities of the CRO in their absence.
 - 4.3.5. Shall assume other duties delegated by the Committee Chair, the CRO, and the Committee.
- 4.4. Poll Clerk(s)
 - 4.4.1. Shall report to the CRO and DRO(s).
 - 4.4.2. Shall promote the elections and by-elections in a non-partisan manner.
 - 4.4.3. Shall be responsible for opening/ ~~and/or~~ closing the polling stations on voting days.

- 4.4.4. Shall setup and takedown materials, including signage at all polling stations.
 - 4.4.5. Shall act impartial while working at the polling stations.
 - 4.4.6. Shall adhere to all election rules and guidelines as outlined in the UTMSU Elections Procedures Code.
- 4.5. Administrative Support
- 4.5.1. The UTMSU shall allocate sufficient administrative and staffing resources to the Elections Office to ensure elections and referenda are conducted in a fair and democratic manner.

5. All Candidates Meeting

5.1. Attendance and Proxies

- 5.1.1. All nominees must attend, or send a proxy to, the All-Candidates Meeting in its entirety or arrange to meet with the CRO directly within twenty-four (24) hours of the meeting.
- 5.1.2. The proxy, who is the authorized representative of the nominee, must possess a signed statement from the nominee that the representative has the authority to act on their behalf for the duration of the meeting.
- 5.1.3. Any candidates who fail to attend or send an authorized representative to the All-Candidates Meeting, or fail to meet with the CRO, shall be disqualified from the election.

5.2. Meeting Content

- 5.2.1. The topics at the All-Candidates Meeting shall include, but are not limited to:
 - 5.2.1.1. The Code;
 - 5.2.1.2. University of Toronto policy;
 - 5.2.1.3. The Election schedule;
 - 5.2.1.4. The structure and function of the Union; and
 - 5.2.1.5. The duties and functions of the Election officials.

5.3. Acknowledgment and Consent

- 5.3.1. Each candidate, or authorized proxy, will sign a statement before leaving the meeting to indicate they understand the rules and regulations governing the Election, including the Code.
- 5.3.2. It is the responsibility of each candidate to understand the information provided at the All-Candidates Meeting, or reach out to the CRO to clarify any misunderstandings.
- 5.3.3. Candidates and non-arm's length parties are not allowed to make any interpretations to this Code.

6. The Elections Forum

6.1. Purpose

6.1.1. The Elections Forum provides an opportunity for candidates to present their platforms and engage with the membership.

6.2. Accessibility

6.2.1. The forum will be recorded and made available online through UTMSU social media.

6.2.2. The Elections Forum shall be live streamed and take place at an accessible location on campus within the campaigning period. If live streaming is not possible, the recording shall be made available online for the membership.

6.3. Conduct

6.3.1. The forum shall be conducted in a manner that is impartial, respectful, and accessible, and in accordance with principles of democratic participation.

6.3.2. The candidates shall:

6.3.2.1. refrain from disruptive behaviour, including, but not limited to, harassment, personal attacks, misinformation/disinformation, and misleading statements; and

6.3.2.2. address the moderator and the electorate, but shall refrain from addressing other candidates unless requested by the moderator.

7. Rules For Elections

7.1. Campaigning

7.1.1. Pre-campaigning

7.1.1.1. No campaigning shall take place until the campaigning period begins.

7.1.1.2. The nominee must receive confirmation that they are an official candidate prior to the start of the campaigning period.

7.1.1.3. Pre-campaigning does not include privately seeking support from close friends for assistance with the campaign.

7.2. Conflict of Interest

7.2.1. Current members of the Board, staff, open committee members of the Union, as well as volunteers, who decide to run in an Election must take a leave of absence from all areas of their position from the commencement of the nomination period until the end of voting.

7.2.2. They shall not have access to any UTMSU resources during that period, including their email access, access to the office, or any other resources as requested by the EARC.

7.3. Rules of Fair Play

7.3.1. Campaign-related content, actions, or communications that breach generally accepted community standards, including, but not limited to, material that:

7.3.1.1. Is sexually explicit or pornographic, exploits or presents minors in a sexual way, or promotes adult sexual services, including nudity;

7.3.1.2. Creates a genuine risk of physical injury or property damage, credibly threatens people or public safety, or organizes or encourages harm. This does not include participation in legal protests;

7.3.1.3. Promotes self-harm, eating disorders or hard drug abuse.

7.3.1.4. Attacks, bullies, or harasses non-public people;

7.3.1.5. Includes hate speech;

7.3.1.6. Is gratuitously violent or gory;

- 7.3.1.7. Infringes anyone's intellectual property, privacy, or other rights;
- 7.3.1.8. Includes someone else's personal information or requests a minor's personal information, without their consent;
- 7.3.1.9. Represents a private person offering to trade or sell drugs, alcohol, tobacco, firearms, or other hazardous materials;
- 7.3.1.10. Defames others, including libel and slander, defined as a communication to another person which harms the reputation of another candidate or non-arm's length party, and which is not truthful, protected by absolute or qualified privilege, or fair comment;
- 7.3.1.11. Harasses others, defined as any vexatious action or behaviour that is known or might reasonably be known to be unwelcome/unwanted, offensive, intimidating, hostile or inappropriate is considered harassment. Examples can include behaviour such as gestures, remarks, jokes, taunts, cheers, innuendoes, and the display of offensive materials, offensive graffiti, and threats, as well as verbal or physical assault;
- 7.3.1.12. Breaches the *Harassment, Sexual Harassment and Discrimination Policy* of the Union;
- 7.3.1.13. Discriminates against others, defined as acts of discriminatory nature on the basis of race, colour, sex, gender identity, sexual orientation, pregnancy, family status, civil status, age, religion, language, ethnic or national origin, or social condition and disability, resulting in the exclusion or preference of an individual or group within the university community. Offensive or threatening comments or behavior which creates a "poisoned environment" in the workplace, campus, or event, whether or not amounting to harassment, may violate the right to equal treatment without discrimination;

- 7.3.1.14. Misrepresents facts, defined as campaign-related content or communications that are not in accordance with facts that a candidate or non-arm's length Party reasonably should have known based on information readily available to all members, and that a voter could potentially rely on in deciding to cast a vote or not cast a vote for a candidate;
 - 7.3.1.15. Sabotages the campaigns of other candidates;
 - 7.3.1.16. Breaches the Elections Procedure Code or any other UTMSU governing documents;
 - 7.3.1.17. Persistently attempts to undermine the ability of the CRO or the EARC to carry out their responsibilities; and
 - 7.3.1.18. Attempts to undermine the electoral process including, but not limited to, interference with or compromising the Union's Voting System.
- 7.3.2. Adherence to Existing Policy
- 7.3.2.1. It is the responsibility of the candidates that all campaign tactics, materials, and advertisements conform to all policies and regulations of the Union and University, as well as with all municipal, provincial, and federal laws.
 - 7.3.2.2. Campaign displays and distribution of literature on campus are subject to the rules and regulations of the University of Toronto, as well as individual campuses and residences.
- 7.4. Responsibility of Candidates
- 7.4.1. Candidates shall take responsibility for the actions, and violations stemming from such actions, of any non-arm's length party, however occurring.
 - 7.4.2. Fair Play
 - 7.4.2.1. Candidates shall act in accordance with the rules of fair play.

7.5. Approval of Campaign Materials

7.5.1. All campaign tactics, materials, and advertisements need the approval of the CRO in advance of posting or distribution.

7.5.1.1. Any message boxes, scripts, or written posts that have been approved already by the CRO may be reused in a different format without changes in content without reapproval.

7.5.2. Environmental Protection and Recycling

7.5.2.1. All printed campaign materials must abide by the Sustainability Policy found on the UTMSU Policy Manual.

7.5.2.2. All printed campaign materials must visibly and clearly contain the following phrase: "Please pass this on to a friend and recycle after the election."

7.6. Poster Quantity Limits

7.6.1. No candidate shall be allowed to have more than one poster per posterboard. The maximum number of poster boards shall be confirmed by the CRO at the All-Candidates Meeting.

7.7. Candidate Posters and Campaign Materials

7.7.1. Poster size shall not exceed 11'x17' (297mmx420mm).

7.7.2. Each slate of Executive candidates is entitled to one team poster per posterboard, not to exceed the dimensions of any other campaign posters.

7.7.3. High-gloss posters are not permitted.

7.7.4. Laminated posters are not permitted.

7.7.5. Any other form of non-recyclable poster material is not permitted.

7.7.6. All text in other languages on campaign materials must have an accurate English translation that appears in equal stature and size.

7.7.7. A candidate's poster may not overlap another candidates' poster.

7.7.8. All posters must be removed less than forty-eight (48) hours after the close of the voting period.

- 7.7.9. Campaign materials may not:
 - 7.7.9.1. Overlap or be attached to campaigning materials already affixed to other objects or surfaces;
 - 7.7.9.2. Be affixed to surfaces in classrooms or seminar rooms; and
 - 7.7.9.3. Be removed from any posted location, legally or illegally, without the authorization of the CRO.
- 7.7.10. Notwithstanding the above, a candidates' materials may only be removed by that candidate or person(s) authorized to do so.
- 7.8. Distribution of Goods
 - 7.8.1. Candidates may not campaign by distributing goods worth more than one dollar (CA\$ 1.00) per unit, according to the Fair Market Value of the cost to the candidate.
- 7.9. Prohibited Campaign Materials
 - 7.9.1. The use of live animals
 - 7.9.2. Any clothing with content or design associated with a candidate or slate.
 - 7.9.3. Amplified noise, such as speakers, megaphones, or any other device that may cause a disturbance.
- 7.10. On-Campus/In-Person Campaigning Restrictions
 - 7.10.1. Campaigning refers to any visual, spoken, or written communication related to a candidate's platform while running for an elected position. This includes, but is not limited to, flyers and posters, general outreach by the candidate or an arm's-length party, and the projection of sounds or visuals.
 - 7.10.2. The following areas of campus shall NOT be places of campaigning:
 - 7.10.2.1. Student residences;
 - 7.10.2.2. Places specifically allocated to study (such as libraries, labs, computer labs, and study rooms)
 - 7.10.2.3. UTMSU spaces such as the Blind Duck and Student Centre.
 - 7.10.2.4. Polling stations

- 7.10.3. Any building that contains a polling station shall be a designated place of campaigning. However, the following spaces have further restrictions:
 - 7.10.3.1. Classrooms: Campaigning within a classroom is forbidden without the expressed permission of its presiding faculty member(s). To campaign in a classroom, a candidate must obtain consent from the professor or lecturer before the start of class. Candidates are required to inform the CRO within a reasonable timeframe, set by the CRO, about such activities.
 - 7.10.3.2. Polling stations: Candidates are not allowed within the non-campaigning zone (two to four meters depending on the number of tables allocated) of a designated polling station that the candidate knows about or ought reasonably to have known about, except to vote on election days.
- 7.11. Virtual Campaigning Restrictions
 - 7.11.1. A candidate using a website or online network as a campaign tool is responsible for the moderation of all materials so that they are in accordance with the rules of fair play.
 - 7.11.2. Candidates must seek approval of their domain and website from the CRO prior to the website being published. Websites shall not be published prior to the commencement of the campaign period.
 - 7.11.3. Violations of campaigning rules on websites or online networks by candidates as well as arm's length parties are also subject to the penalties detailed in Section 8.
 - 7.11.4. The use of paid advertisements is permitted; however, they must be done via social media accounts created by the candidate and be approved by the Elections Office before posting. All paid advertisements must also be indicated in the candidates' expense reports. Invoices must be downloaded and submitted with the Campaign expense report as proof.
 - 7.11.4.1. It is the responsibility of each candidate or Slate to ensure that paid advertisements are not distributed outside of the Campaign Period.
- 7.12. Candidate Social Media Guidelines
 - 7.12.1. Social media shall be defined as the use of any form of websites and applications that enable users to create and share content or to participate in social networking (i.e. Tiktok, Instagram, Snapchat, X, etc.).

- 7.12.2. Candidates using social media accounts (personal or otherwise) must be followed by the CRO before they begin posting.
- 7.12.3. All social media accounts must be public.
- 7.12.4. Each candidate or team may create one new social media account per platform.
- 7.12.5. Candidates may not post regarding opposing candidates.
- 7.12.6. Candidates can only direct message students who they “follow” or if the student is a “follower”, “connection” or “friend” on various social media platforms, or can otherwise be reasonably shown to have consented to get updates on the campaign.
- 7.12.7. All online content must be removed less than forty-eight (48) hours after the close of the voting period.
- 7.12.8. All videos and/or live videos should be made with clear, legible, closed captions in white or black to increase accessibility. Candidates failing to provide clear captions will be required to take the videos down before 6:00PM of the day of the notice from the CRO, and re-uploaded with the required specifications to prevent demerit points.
- 7.13. Tangible Benefits Conferred by Virtue of Office
 - 7.13.1. Candidates may not use their campaign to access any services, resources, or funds made available to them solely because they hold a position in a campus organization, unless those same services would be available to them even if they did not hold that position. This includes, but is not limited to, office supplies, equipment, advertising space, and staff.
- 7.14. Designation of Campaign Materials
 - 7.14.1. In determining a candidates' total expenditure, the Committee will include all materials that were produced to endorse or support a candidate. This may include situations whereby a Non-arm's length party producing the campaign material does so without the consent of the candidate.
- 7.15. Cross Campaigning
 - 7.15.1. Cross campaigning is not allowed between at-large directors candidates in the election governed by this Code.

- 7.15.2. At-large directors must campaign individually, produce individual campaign materials and present themselves as individuals.
 - 7.15.3. Cross campaigning is allowed between candidates for Executive positions in the elections governed by this code.
 - 7.15.4. Cross campaigning is not allowed with candidates from University Student Society elections.
 - 7.15.5. Cross-campaigning is not allowed between at-large director candidates and Executive candidates.
- 7.16. Campus Group Endorsements
- 7.16.1. Candidates are allowed to request endorsements from campus groups such as any UTMSU-recognized campus groups, clubs, and academic societies.
 - 7.16.2. All requests and communications from the candidates to the campus group must be pre-approved by and include the CRO.
 - 7.16.3. Candidates are not allowed to request or obtain campus group listservs or membership lists, however, campus groups can advertise their endorsement directly to their members. When a dispute emerges between who a club may be endorsing, candidates must flag this matter to the CRO to follow up directly with the club or academic society in question. If the dispute cannot be resolved by the CRO, candidates will be required to remove the endorsement in question. It is to the discretion of the CRO whether or not to require the removal.
- 7.17. Classroom Etiquette
- 7.17.1. An academic session shall be deemed to have commenced once its scheduled time (i.e. 9 am) has passed, and the academic staff has begun the lecture.
 - 7.17.1.1. In the case that the staff is late, is not present, or vacated the classroom, the session shall be considered as not commenced.
 - 7.17.2. Candidates are permitted to speak to the class as well as write on classroom chalkboards or whiteboards under one of the following ~~these~~ conditions:
 - 7.17.2.1. Permission from the instructor is granted prior to the commencement of the session.
 - 7.17.2.2.

- 7.17.2.3. A lecture, tutorial, or another similar academic session has not started.
 - 7.17.3. All messages, presented verbally or otherwise, must be approved by the CRO.
 - 7.17.4. Candidates may speak before the start of a virtual lecture, tutorial, or academic session but may not post campaign materials or messages on discussion boards, or forums.
- 7.18. Campaign Expenses
 - 7.18.1. Proof of Campaign Expenses
 - 7.18.1.1. All candidates shall submit original receipts of all campaign expenditures to the CRO within twenty four (24) hours of the close of voting. The CRO may at any time request from any of the candidates original receipts for expenditures prior to the close of voting.
 - 7.18.2. Campaign Donations
 - 7.18.2.1. Sources and amounts of any campaign donations must be disclosed to the CRO and Committee Chair. Candidates will not be reimbursed for this amount.
 - 7.18.3. Calculation of Campaign Expenditures
 - 7.18.3.1. The calculation of a candidates' expenses where there is no receipt shall be made according to the Fair Market Value (FMV) of all purchases, services, donations and items, which are deemed by the Committee to be used for the purposes of the campaign.
 - 7.18.3.2. Fair Market Value of a product or service shall be the lowest price, without special concessions or discounts that are available in Mississauga/Toronto, Ontario for that product or service, to all persons who approach a person or company that sells, or deals in, that product or service.
 - 7.18.3.3. The Committee shall contact three (3) major suppliers in the Mississauga/Toronto area and shall adopt the lowest price as the Fair Market Value. The candidate may rebut such FMV if the candidate is able to produce or submit receipts from the Toronto area merchants which give evidence of a lower FMV than that obtained by the Committee.

- 7.18.4. Reimbursements of Campaign Expenditures – Executive Candidates
 - 7.18.4.1. The Union shall reimburse Executive candidates for campaign expenses incurred on the condition that they submit legitimate proof of expenses. Such reimbursements shall not be unreasonably withheld.
 - 7.18.4.2. All Executive candidates who submit legitimate proof of expenses on time to the CRO will receive reimbursement up to a maximum of five hundred dollars (CA\$ 500).
- 7.18.5. Reimbursement of Campaign Expenditures – Director Candidates
 - 7.18.5.1. The Union shall reimburse a Director candidate for campaign expenses incurred. If a candidate can show a financial need that warrants premature reimbursement, the CRO may make funds available at their discretion.
 - 7.18.5.2. All director candidates who submit legitimate proof of expenses on time to the CRO will receive reimbursement up to a maximum of one hundred dollars (CA\$ 100).
- 7.18.6. Expense limits
 - 7.18.6.1. Executive candidates have an expense limit of five hundred and fifty dollars (CA\$550).
 - 7.18.6.2. At-Large Director candidates have an expense limit of one hundred and twenty-five dollars (CA\$ 125).

8. Violation of Campaign Rules

8.1. Sole Authority

- 8.1.1. The CRO shall have the sole authority to enforce the provisions of this Code. In the event that there is no ruling given by the CRO, the Committee may enforce this code.
- 8.1.2. The Committee and Appeals Committee reserve the right to modify any ruling of the CRO.
- 8.1.3. The CRO and the Committee both have the discretionary power to make decisions about issues and events not otherwise covered by this Code.

8.2. Allegations of Violations

- 8.2.1. Any allegations of violations of this Code shall be submitted to the CRO. Such allegations must be made within forty-eight (48) hours of the closing of the ballot period. Any other allegation will not be considered.
- 8.2.2. Complaints must include a detailed description of the alleged breach, reference to the relevant section of the Code, supporting evidence (e.g., screenshots, witness statements, or timestamps), and the requested remedy. Anonymous or vague submissions will not be considered.
- 8.2.3. The CRO shall review the complaints and investigate as needed. This process shall include, but is not limited to, verifying the evidence provided, speaking with the parties involved, and assessing the credibility of the allegation.
- 8.2.4. Candidates filing repeated allegations of rule violations with little or no justifiable cause may be deemed by the CRO as attempting to undermine the legitimacy of the electoral process by acting frivolously, with vexatious intent, and may result in the issuance of demerit points.

8.3. Committee Initiative

- 8.3.1. Where the CRO or a Committee member finds evidence of a violation, they may charge a candidate with a violation of campaign rules without receiving a third party allegation.

8.4. CRO Decision

- 8.4.1. The CRO shall render a decision in writing, within forty-eight (48) hours, to the candidates in question and the complainant. Each complaint shall receive a written ruling providing the rationale and relevant Code references. Batching multiple complaints into a single ruling shall not be permitted.
- 8.4.2. If the complaint is time sensitive, the CRO shall render a decision within one (1) business day. A complaint shall be deemed time-sensitive when the activity outlined in the complaint is ongoing.
- 8.4.3. While decisions on complaints must be individually reviewed and rendered, the CRO may deliver the written rulings in conjunction with other complaints submitted by the same party.

8.5. Appeals of CRO's Ruling

- 8.5.1. All CRO decisions may be appealed to the Elections Committee. Appeals must be made in writing and submitted to the CRO.
- 8.5.2. Any appeal of a CRO decision must be made in writing within forty-eight (48) hours of the candidate being informed of the decision. Late appeals and oral appeals will not be accepted.
- 8.5.3. All appeal decisions must include written reasons. Where multiple appeals are filed, each must be reviewed and decided individually.
- 8.5.4. While decisions on appeals must be individually reviewed and rendered, the Committee may deliver the written rulings in conjunction with other appeals submitted by the same party.
- 8.5.5. Individuals may attend the committee meeting at which their appeal will be considered to present their case. The candidate may make an oral statement and may also submit a written statement at this time.
- 8.5.6. An individual is deemed to be informed of a committee decision six (6) hours after the decision is posted on the designated elections space in the Union office(s). Any decisions shall indicate the time posted.

8.6. Candidate's Responsibility of Knowledge of CRO Decisions

- 8.6.1. It is the responsibility of each candidate to be aware of every decision made by the CRO or Committee, especially decisions regarding violations committed by that candidate.

8.7. Publication of Violation

8.7.1. Where the CRO or Committee finds there has been a violation of the Code, the CRO or Committee Chair must publish the details of the violation in a designated elections space that is accessible to all students whether virtually, in person, or both. Such space must be clearly outlined to all candidates prior to the campaign period.

8.8. Penalties for Violations

8.8.1. Where the CRO or Committee finds there has been a violation of the Code by a candidate or a non-arm's-length party of the candidate, the CRO or Committee may assign a demerit point penalty resulting in a fine against a candidate.

8.9. Multiple Penalties

8.9.1. A violation may result in multiple penalties where the violation encompasses more than one offence.

8.10. Warning System

8.10.1. The CRO may issue written warnings for minor, first-time, or correctable violations that do not materially impact the fairness of the election.

8.10.2. A warning shall specify the nature of the violation, corrective actions required, and a timeline for compliance, not exceeding twenty-four (24) hours.

8.10.3. Failure to comply with a warning within the specified timeframe will result in demerit points as outlined in this Code.

8.10.4. No more than one warning may be issued per candidate per category of violation.

8.10.5. Warnings will be documented and may be published in the Wall of Transparency for accountability purposes.

8.11. Tiered Enforcement Framework:

Tier	Type of Violation	Response	Outcome
Tier 1 – Minor / Correctable	Unapproved poster placement, missing CRO approval, first social media caption error, etc.	Written warning (must correct within 24 hours)	No demerits if corrected on time
Tier 2 – Repeated / Moderate	Repeated Tier 1 violation, breach of fair play not involving harassment or defamation	Demerit points as per Code	Posted to Wall of Transparency
Tier 3 – Major / Egregious	Harassment, defamation, bias, data misuse, interference in voting	Immediate demerit or disqualification	Posted to Wall of Transparency

9. Demerit Points

9.1. Assessment criteria

9.1.1. Demerit points, as outlined in this section, are assessed on, but not limited to, the following basis: the values listed below are a guide for issuing demerit points. Values may be increased or decreased at the discretion of the CRO, the Committee, and Appeals Committee.

9.1.2. The CRO or Committee reserves the right to assign a demerit point penalty of an amount determined at their discretion, including a sufficient amount to disqualify a candidate, to any candidate who has committed this offence.

9.2. Campaign Materials

Violation	Demerit Points
Unintentional misrepresentation of facts	3
Multiple violations in the same location / building	4
Displayed in an unauthorized area	5
Post-Campaign Materials	6
Multiple violations within ten (10) meters	8
Intentional misrepresentation of facts	10
Pre-Campaign Materials	15
Unapproved Material	15

9.3. Campaigning

Violation	Demerit Points
Unintentional misrepresentation of facts	3
Failure to submit campaign receipts/signed statement of having no expenses	4
Post-Campaigning	5
Improper distribution of campaign materials	8
Multiple violations within ten (10) metres	8
Intentional misrepresentation of facts	10
Campaigning in an unauthorized area	10
Breaking University, municipal, provincial/federal law/regulation while campaigning	10**
Pre-Campaigning	15
Distribution of campaign material within the non-campaigning zone of a polling station	15

**The CRO and the Committee reserve the right to assign a demerit point penalty of an amount determined at their discretion, including a sufficient amount to disqualify the candidate.

9.4. Fair Play

Violation	Demerit Points
Candidates not enforcing Elections Procedure Code	5
Attempts to bribe or pressure members of the Board of Directors.	5
Unsanctioned use of Union resources	15
Abuse of position or status	15
Making false allegations	15
Gross misrepresentation of facts	20
Malicious or intentional violation of Elections Procedure Code or Policy	20
Harassment	10-25**
Failure to comply with the spirit and purpose of the elections	35

**The CRO and the Committee reserve the right to assign a demerit point penalty of an amount determined at their discretion, including a sufficient amount to disqualify the candidate.

10. Disqualification

10.1. Automatic Disqualifications

10.1.1. Candidates who have become or are discovered to be ineligible shall be automatically disqualified.

10.1.2. Candidates who spend over the maximum spending limit as set by the Committee shall be automatically disqualified.

10.1.3. Candidates who Intentionally misrepresent campaign expenditures shall be automatically disqualified.

10.1.4. Candidates who attempt to interfere in the Election process as regulated by this Code shall be automatically disqualified.

10.1.5. Candidates who solicit University student account PINs shall be automatically disqualified.

10.1.6. Candidates who attempt to bribe an election official shall be automatically disqualified.

10.2. Demerit Point Limits

10.2.1. Executive candidates shall be automatically disqualified if they accrue more than 40 demerit points.

10.2.2. At-Large Director candidates shall be automatically disqualified if they accrue more than 30 demerit points.

10.3. Disqualification of a Winning Candidate

10.3.1. In the event that a winning candidate in any election is disqualified, the runner-up will take the place of the disqualified winner.

10.4. Wall of Transparency

10.4.1. A reasonable section of the UTMSU glass (decaled window) will serve as an open, identifiable region where students may be informed of demerit point infractions. A similar form of digital wall will be identified and serve as the digital version of this wall.

- 10.4.2. All demerit point infractions shall be posted on the Wall of Transparency within 24 hours of being issued or processed. Notwithstanding the appeal process, which may otherwise permit violations to remain unpublished until after the conclusion of the election, there is an increased emphasis on electoral transparency. Accordingly, all such postings shall be updated to indicate whether an infraction is under appeal and the date on which the appeal period closes.
- 10.4.3. Names of persons involved in complaints and resolutions shall be kept confidential at the discretion of the Elections and Referenda Committee.

11. Voting Process

11.1. Method for Voting

- 11.1.1. In the case of a paper ballot voting process, which is the Union's preference, valid identification from members is required for voting.
- 11.1.2. In the event where paper balloting cannot be utilized (i.e. during a public health crisis or other events preventing students from attending campus on a long-term basis), an online voting process may be utilized.
- 11.1.3. In the case of an online voting process, eligible voters will receive an email to their UToronto email outlining voting instructions.

11.2. Election of Candidates

- 11.2.1. In the event that the candidates nominated for a Director or Executive office is greater than the number of candidates available to be elected, the winner(s) shall be elected by a plurality of the votes cast.
- 11.2.2. In the event that the number of candidates nominated for election for any Executive position is equal to or less than the number of candidates to be elected for that office, each candidate shall be subject to a confirmation vote put to the membership. The confirmation ballot shall contain the candidates' name, statement, and vote of "In Favour" or "Against" or "Abstain" for the candidate.
 - 11.2.2.1. A candidate who receives more "In Favour" votes than "Against" votes is the winning candidate.
 - 11.2.2.2. In the event that there are more "Against" votes than "In Favour" votes, the position is declared vacant. "Abstain" can also take the form of leaving the ballot empty.

11.3. Voting Eligibility

- 11.3.1. All Union members are eligible to vote for the positions of:
 - 11.3.1.1. President
 - 11.3.1.2. Vice-President Internal
 - 11.3.1.3. Vice-President University Affairs
 - 11.3.1.4. Vice-President External
 - 11.3.1.5. Vice-President Equity

11.3.1.6. Division I, II, III, and IV Directors at Large

11.4. Scrutineers

- 11.4.1. As per the expectations set with candidates, all scrutineers shall be required to sign a confidentiality agreement as a condition of access to the ballot count.
- 11.4.2. All candidates are required to notify the CRO about the name of their scrutineer by the deadline as set by the Elections and Referenda Committee and the CRO.
- 11.4.3. Failure of the candidate to notify the CRO about their scrutineer shall result in the disqualification of the access of said scrutineer to the ballot count.
- 11.4.4. In the event that the scrutineer reveals any confidential information to a candidate, it will result in an automatic disqualification of the candidate and involved slate.
- 11.4.5. Candidates are responsible for their scrutineers..
- 11.4.6. Candidates cannot be their own scrutineers..

12. Election Results

12.1. Tiebreak

In the event of the tie, a run-off election shall be called by the Board of Directors within fourteen (14) days after the closing of the voting period.

12.1.1. If a run-off election is not possible, the Elections and Referenda Committee may recommend to the Board of Directors that the winner(s) be decided through a vote of the Board. In this case, candidates shall have the opportunity to present their platform to the Board for up to 15 minutes, followed by a 15-minute question period.

12.2. Publication

12.2.1. The winners will be announced publicly via UTMSU avenues..

12.2.2. Election results shall not be ratified or announced until all complaints, appeals, and recounts have been resolved, completed, and communicated in writing to the parties involved.

12.3. Ratification

12.3.1. A candidate shall not be deemed elected if all outstanding Election fines have not been paid.

12.3.2. A candidate shall be deemed elected once they have been ratified by the Board of Directors at the meeting following the publication of the election results.

12.3.3. A candidate shall not be deemed elected if all receipts related to campaign expenditures have not been submitted.

12.3.4. A candidate shall not be deemed elected if all campaign materials have not been removed.

12.3.5. A candidate shall not be deemed elected unless the candidate has attained the age of majority of eighteen (18) years.

12.4. Recounts

- 12.4.1. A candidate may request a recount of the votes by submitting a written request to the CRO no later than forty-eight (48) hours after the announcement of results.
 - 12.4.1.1. The request must specify and provide evidence as to why grounds for a recount are substantiated, including, but not limited to, the following reasons: administrative errors, discrepancies between tabulated and reported results, or documented concerns regarding ballot counting procedures.
 - 12.4.1.2. If the CRO determines that the grounds of the request are not sufficient to trigger a recount, they must provide a written explanation as to why the request is denied.
- 12.4.2. In the event that a recount request by a candidate is approved, the positions shall only be recounted once.
- 12.4.3. The CRO, Committee, and Appeals Committee reserve the right to conduct additional recounts at their discretion.
- 12.4.4. In the event of a five (5) percent or less vote difference, there will be an automatic recounting of votes.

13. Appeals

13.1. The Appeals Committee

13.1.1. The Appeals Committee will hear appeals made by candidates regarding the decisions of the Elections and Referenda Committee. The Appeals Committee will only hear appeals that have been upheld by both the CRO's decision and the Elections and Referenda Committee (EARC). All appeals of EARC decisions shall be made to the Chair of the EARC within twenty-four (24) hours of said decisions.

13.1.2. The composition of the Appeals Committee shall be as follows:

13.1.2.1. 3 Voting Seats: Three (3) staff or Executive members of a member Local of the Canadian Federation of Students' in the Greater Toronto Area.

13.1.2.2. The Chair of the Elections Committee serves as a non-voting member.

13.1.3. The Appeals Committee membership must be appointed by the EARC before the opening of the nomination period. In any given year, the outgoing Committee may appoint members of the Appeals Committee for the following year.

13.1.4. The ruling of the Appeals Committee is final, and there shall be no further appeals solicited by candidates to any other organization or institution. Candidates and all involved parties shall be deemed to be informed of a decision six (6) hours after the decision is posted on the designated space in the Union office. All decisions shall indicate the time posted. The Appeals Committee shall notify the Committee of all decisions made.

13.2. Appeals of the EARC's Ruling

13.2.1. Candidates who wish to appeal any decision of the EARC must file a notice of appeal to the Chair of the EARC for the Appeals Committee within twenty-four (24) hours of the Committee decision, accompanied with a fifty dollar (\$50.00 CAD) deposit. The Committee reserves the right to waive the requirement of the deposit with a two-third (2/3) vote.

13.2.2. The deposit will not count towards campaign expenses calculations or reimbursements. The deposit may be refunded only in the case that the decision of the Appeals Committee is the opposite of what the EARC ruled (or demerit points changed).

- 13.2.3. The Appeals Committee reserves the right to refund the deposit in cases where they upheld the original decision if they find the appeal to be non-frivolous in nature.