



August 2015 Policy and Structure Committee Meetings

Agenda

1. **Bylaw 3 Changes**
 - a. Chapter 0
 - b. Chapter 1
 - c. Chapter 2
 - d. Chapter 3
 - e. Chapter 4
 - f. Chapter 5
 - g. Chapter 6
 - h. Chapter 7
 - i. Chapter 8
 - j. **New Chapter: Chapter 9**

Attendance

		August 13	August 20	August 28
VP Communications	Reena Cabanilla	✓	✓	✓
Speaker	Billy Graydon	✓	✓	✓
Board Member	Aidan Solala	✓		
Board Member	Milan Maljkovic	✓		✓
Engineering Society Member	Andrew Kidd	✓(skype)	✓(skype)	
Engineering Society Member	Eric Bryce	✓	✓	✓
Guest	Ernesto	✓		✓
Guest	Colin	✓		✓
Guest	Raffi	✓	✓	✓

✓- Present



Minutes

Item	Discussion	Final Recommendation
1a	<p>Chapter 0</p> <p>0.0.2 -defined Chief Returning Officer as CRO -all other instances of “Chief Returning Officer” were changed to “CRO”</p> <p>0.0.4 -clause 0.0.4.c gives CRO too much power -a time limit should also be added to 0.0.4.b</p> <p>Billy’s addition of 0.0.5 and 0.0.6 -clarifies what the notice should include</p> <p>Raffi’s addition of 0.0.5 to 0.0.12 -clauses 2.0.9. to 2.0.13. shifted to Chapter 0 -0.0.10 and 0.0.11 will be moved to Chapter 1 (as 1.0.13. and 1.0.14.) since it describes the role of the CRO.</p>	<p>0.0.2. The Chief Returning Officer, henceforth referred to as CRO, shall give notice of the opening of a Nomination Period, and the positions to be elected, prior to the commencement of the Nomination Period.</p> <p>0.0.4. Notice shall be given at least 7 days in advance, as referred to in 0.0.2. and 0.0.3., and shall consist of:</p> <ol style="list-style-type: none"> Posters put up; and/or Information mass-emailed to all Members. <p>[add] 0.0.5. Notice as referred to in 0.0.2 and 0.0.3 shall include all information necessary to form a complete nomination, or shall reference where this information may be obtained</p> <p>[add] 0.0.6. If the submission of a nomination form is not sufficient to form a complete nomination, or if the election rules of that election impose any required actions the candidates must take after nomination to remain eligible for election, this information shall be included on the nomination form. This includes but is not limited to the candidates' orientation meeting as per 2.0.6.</p> <p>[add] 0.0.5- 0.0.7. Electronic voting shall be made available over the entirety of a given voting period for an election cycle.</p> <p>[add] 0.0.6- 0.0.8. For a given election cycle, counting shall commence immediately once the voting period ends, and a declaration of election shall be given by the CRO upon his completion of the Statement of Results.</p> <p>[add] 0.0.7- 0.0.9. Candidates may nominate a scrutineer to observe the counting of ballots.</p> <ol style="list-style-type: none"> A scrutineer may not be a candidate in the election. The candidate must send a notification 24 hours before the end of the voting period notifying him/her that they are nominating a scrutineer. The scrutineer must also give consent for this nomination to the CRO and candidate 24 hours before the end of the voting period. A scrutineer can only be sent by one candidate, that is, a scrutineer cannot represent more than one candidate. <p>[add] 0.0.8- 0.0.10. No one shall be allowed inside the room where ballots are being counted except the CRO, any DROs, any scrutineers, and the Business Manager.</p> <p>[add] 0.0.9- 0.0.11. For a given election cycle, all elections shall follow the Official Election Rules as outlined in Chapter 8.</p> <p>[add] 0.0.12. The caucus comprised of the CRO and the three (3) Deputy Returning Officers (DRO) shall be named ‘The Office of Returning Officers (ORO)’.</p>
b	<p>Chapter 1</p> <p>1.0.10 -Milan suggested grammatical errors, but other issues were brought up (e.g. issues with people</p>	<p>[add] 1.0.2. The CRO may be elected in the same election procedure as Projector Directors, as per CHAPTER 4.</p> <p>1.0.2. 1.0.3. Unless otherwise stated, conducting elections shall be the sole responsibility of the CRO.</p> <p>1.0.4. The CRO shall not hold any other official position of the</p>



	<p>holding multiple positions) -a clause was made to state that interim CRO can hold multiple positions/clause that defines Interim CRO -revised to state that the Speaker will declare if they are unable</p> <p>1.0.11 -"Officer" was changed to "The CRO"</p> <p>Ernesto: who oversees the CRO? -it is unclear what oversight is, if it's to supervise or have authority -eventually we'll define what "oversight" and "point of contact" means - should also define "Officer" and "Executive" -CRO is overseen by the Speaker since the Speaker is impartial</p> <p>Ernesto: how is the CRO elected? -CRO is not a project director, but election follows same process as project directors -if CRO was ex-officio, then technically CRO can't follow bylaws -added 1.0.2. to clarify that CRO can be elected like a Project Director -removed 1.0.3.</p>	<p>Society during his term of office. [add and renumber]1.0.5. The CRO shall not be a candidate for any position during their intended term of office. 1.0.5. 1.0.6. The CRO shall only be recalled by a majority vote at a Board of Directors meeting. 1.0.6. 1.0.7. The CRO shall not resign during a Nomination Period (in either Officer or Director Elections). 1.0.8. 1.0.9. The Office of Returning Officers and all officials of the elections process including polling clerks and other designates of the CRO must remain neutral during both the campaign and voting periods. 1.0.10. 1.0.11. In the event that the Speaker declares he is unable or unwilling to execute the role of interim CRO faithfully, the role of interim CRO shall be passed to a director from the Board elected in a special election which is to be held immediately after the Speaker is declared unable or unwilling a. Holding another position within the Society does not preclude any Member from holding the position of Interim CRO, regardless of Section 1.0.4. 1.0.11. 1.0.12. The term of office of the CRO shall commence when he takes the Oath of Office, and shall end upon election of the new CRO. [add] 1.0.13. The CRO shall adjudicate any violation of the Official Election Rules. Consequences of non-compliance will be determined in the Official Election Rules. [add] 1.0.14. The CRO shall inform all candidates of the appeal process at the end of an election and following any rulings. [add] 1.0.15. The CRO shall be overseen by the Speaker.</p>
<p>c</p>	<p>Chapter 2</p> <p>2.0.5. -it is unclear what "vote of confidence" or "non-confidence" is, so 2.0.5. was amended to remove that</p> <p>2.0.6. -Billy's suggested amendment gives CRO more leeway</p> <p>Raffi's edits to Chapter 2 -clauses 2.0.9. to 2.0.13. were shifted to Chapter 0 -clauses 2.0.17. to 2.0.20 were struck -Billy's amendment to 2.0.9 and Ernesto's amendment to 2.0.9 and 2.0.17 are struck as a result</p>	<p>2.0.1. The Nomination Period for the election of Officers shall commence at 9:00 am on the Monday before Reading Week of the Winter semester, and shall close at 5:00 pm on the Friday of Reading Week. 2.0.5. In the event that no one is elected for any given position, the CRO shall re-open nominations when he sees fit. 2.0.6. The CRO shall hold an All Candidates Orientation meeting on a day to be specified in the election rules as defined by the Election Rules Committee, which shall not be later than the Wednesday after the day the certified list of candidates is produced. d. The meeting shall be held after 6:00pm and shall end before 9:00pm. e. An official representative may only represent one candidate. 2.0.15. 2.0.10. Candidates shall not exceed \$100 spent on their campaign. This shall include any material purchased or donated, and any paid labour, but not any labour that is deemed to be volunteer by the CRO. 2.0.16. 2.0.11. Upon application, the Society may reimburse up to \$20 of the candidate's expenses.</p>
<p>d</p>	<p>Chapter 3</p> <p>Raffi's addition of 3.0.3</p>	<p>3.0.1. The Nomination Period for Board of Directors shall commence no later than 9:00 am on the Monday of the fourth week after Reading Week in the Winter Term, and shall close at</p>



	<p>-Current issue that people can be reps for other disciplines -could be CRO discretion</p> <p>3.0.5.b - added “the Member” is more clear than “they”</p>	<p>5:00 pm on the Friday of the same week. 3.0.2. The Nomination Period for First Year Representatives of the Board of Directors shall commence at 9:00 am on the Wednesday of the first full week of class in the Fall Term, and shall close at 5:00 pm on the following Monday. [add and renumber] 3.0.3. A Member may only be nominated for a position on the Board of Directors for the Constituency he belongs to. 3.0.3. 3.0.4. A Member who currently holds a seat on the Board of Directors may not seek another seat with the same term without first resigning his current seat. 3.0.5. 3.0.6.b. The names, student numbers, and signatures of ten (10) Nominators, all of whom shall be from the same Constituency that the Member intends to represent. 3.0.6. Electronic voting shall be made available over the entirety of the voting period. 3.1.1. The Nomination Period for the Speaker of the Board of Directors shall commence at 9:00am on the Monday two (2) weeks prior to the May Board of Directors meeting, and shall close on the Friday of the same week.</p>
<p>e</p>	<p>Chapter 4</p> <p>Ernesto’s comment about Chapter 4 -some discussion to create provision in bylaw 2 -when a temporary internal director, they are elected in similar way as project directors during BoD meetings after getting RON’d (this is not stated in bylaw 3) -added 4.0.1 and edit what used to be 4.0.1. -eventually should get rid of 0.1.8.b. in bylaw 2</p> <p>4.0.4 -ensures that CRO is elected last at any meeting</p>	<p>[add and renumber] 4.0.1. Unless stated otherwise in the Bylaws, all Project Directors shall be elected at the JCM. 4.0.1. 4.0.2. The nomination period for Project Directorships shall be as follows: a. For Project Directorships elected at the JCM, The Nomination Period shall commence no later than 9:00 am on the Monday of the fourth week after Reading Week of winter term and shall close no earlier than four (4) business days later; b. For all other Project Directorships, the Nomination Period shall be described in their position description in Bylaw 2 (Directors), Chapter 1 (Project Directors); or c. In the event that a Project Directorship is vacant, the Nomination Period shall be five (5) business days and the election shall occur at the first Board meeting thereafter. 4.0.3. 4.0.4. A Member shall be considered nominated upon receipt by the CRO, during the Nomination Period, of a completed Nomination Form, which shall include but not be limited to: 4.0.4. 4.0.5. The CRO shall determine the order in which positions are elected. However, no elections shall be held after the CRO is elected at any given meeting.</p>
<p>f</p>	<p>Chapter 5</p> <p>5.0.1 -went with Andrew’s suggestion for 5.0.1.b.i. and ii. since it allows each discipline to be represented and accounts for shifts in numbers each year -removed any reference to engineering.utoronto.ca in Andrew’s</p>	<p>5.0.1. A referendum shall be called by either: a. A motion of the Board of Directors b. A Referendum Form consisting of a list of signatures of Full Time Members and Part Time Members, which contains: i. Each signer’s name, year of study, student number, and discipline; ii. A number of signatures of students from each discipline (including TrackOne) equal to or greater than 10% of the number of students</p>



	<p>suggestion, because it relies on technology -took out 5.0.1.b.ii. because math</p> <p>Raffi's addition of 5.0.8 -spoiled ballots don't count towards quota</p> <p>Raffi's addition of 5.0.9 -putting "shall not" forces the referendum not to be binding, but it is possible that there are cases where the referendum should be binding</p> <p>Raffi's addition of 5.0.10 -removed "Faculty" since it's not very different from University policy</p>	<p>reported to be enrolled in the discipline in the most recent Faculty Annual Report; and</p> <p>iii. A \$100 deposit.</p> <p>[add and renumber] 5.0.2. Completed referendum forms must be submitted to the CRO.</p> <p>[add and renumber] 5.0.3. Any referendum concerning student fees shall require a Special Resolution of the Board.</p> <p>5.0.2-5.0.4. The Society may fund one "yes" campaign and one "no" campaign for each referendum question to a limit of \$200. The campaign funding is limited to this stipend provided by the Society.</p> <p>a. In the event of multiple registrations for a "yes" or "no" campaign, it is up to the discretion of the CRO to determine which party to release funding to.</p> <p>5.0.3. 5.0.5.a. Campaign or seek endorsement (e.g. mass email, Facebook, in-class speeches, posters, etc.) in any way or at any time other than as stipulated by the CRO in accordance with the Election Rules as defined by the Election Rules Committee;</p> <p>i. Make use of the services of volunteers that are not Members.</p> <p>5.0.4. 5.0.6.d. The official representative may only represent one referendum at the meeting.</p> <p>5.0.7. 5.0.9. Quorum required for a referendum shall be no less than five percent (5%) of Members.</p> <p>[add] 5.0.8. 5.0.10 The "yes" or "no" vote shall win only when it has accumulated 51% or more of the total votes.</p> <p>[add] 5.0.9. 5.0.11. A referendum result shall be considered a recommendation and not legally binding.</p> <p>[add] 5.0.10. 5.0.12. A referendum shall not interfere with the Constitution of the Society, University Policy, or any Municipal, Provincial or Federal Legislation.</p> <p>[add] 5.0.11. 5.0.13. If the referendum reaches quorum, the \$100 deposit shall be returned, subject to the CRO's approval.</p>
<p>g</p>	<p>Chapter 6</p> <p>Ernesto's comments about Chapter 6 -changed the title so it more clearly represents that chapter</p> <p>6.0. -revised to clearly state that Discipline Club Chairs elections will be through EngSoc</p> <p>6.1.2. & 6.1.3. -revised for clarity and to remove repeated information -the nomination period and election procedure is already defined in Chapter 4</p>	<p>CHAPTER 6 - DISCIPLINE CLUBS AND CLASS REPRESENTATIVES</p> <p>6.0.1. The constitution of each Discipline Club shall:</p> <p>a. Determine the structure of each Discipline Club Executive Committee;</p> <p>b. Clearly state that the Discipline Club Chair shall be elected through the Society; and</p> <p>c. Indicate the means of appointment of all other Executive Committee members.</p> <p>6.0.2. The Nomination and Voting Periods, and campaigning rules, for all Discipline Club Executive Committee members elected through the Society shall be the same as those for the Board of Directors election.</p> <p>6.0.3. Discipline Club Chairs shall be elected by members of that Constituency.</p> <p>6.1.2. The nomination and voting periods, and campaigning rules, shall be the same as those for the First Year Board of Directors</p>



		<p>election.</p> <p>6.1.3. Discipline Clubs may opt to elect third and fourth year Class Representatives in the fall term, with the same nomination and voting period as first and second year representatives (First Year Board of Directors), or in the winter term concurrent with the Board of Directors election.</p>
h	<p>Chapter 7</p> <p>Raffi's addition of 7.0.2 -added "to the minute" to be more accurate</p> <p>addition of 7.1 -added to clarify the Election Appeals process -edited 7.0 to so that it only describe the Committee</p> <p>7.1.1 -prevents people from bombarding the Election Appeals Committee before the voting period</p>	<p>7.0. Appeals</p> <p>7.0.1. Any appeals related to elections shall be brought in writing to an Election Appeals Committee comprising:</p> <p>[add] 7.1. Elections Appeals Process</p> <p>7.1.1. If an appeal is submitted up to twenty-four (24) hours prior to the beginning of the voting period, the appellant shall meet with the CRO and at least one of the Ombudsman or the Speaker in an attempt to resolve the issue. After this meeting, the appellant may submit the appeal to the Election Appeals Committee.</p> <p>7.1.2. If an appeal is submitted between twenty-four (24) hours prior to the beginning of the voting period and 7 days after the announcement of election results, to the minute, then the appeal shall be brought directly to the Election Appeals Committee.</p> <p>7.1.3. No appeals submitted seven (7) days after the announcement of election results, to the minute, shall be considered.</p> <p>7.1.4. All Election Appeal Committee rulings shall be released after the announcement and prior to the ratification of election results.</p>
i	<p>Chapter 8</p> <p>8.0.2. -struck the original wording to allow the committee members to run for Officer positions -added that CRO will be chair</p> <p>8.0.4. -allows the committee to determine rules for any election, not just Officer elections</p>	<p>8.0. Election Rules Committee</p> <p>8.0.2. The CRO shall serve as the Chair.</p> <p>8.0.4. The committee shall meet to determine the Official Election Rules for any election cycle occurring during the CRO's term. The committee shall report to the Board at its May meeting for approval of the Official Election Rules.</p>
j	<p>Raffi's addition of Chapter 9 -includes the technical details of STV</p>	<p>see Chapter 9</p>