



TO SERVE, EMPOWER AND REPRESENT THE  
UNDERGRADUATE STUDENTS OF THE  
UNIVERSITY OF WATERLOO

# FEDERATION OF STUDENTS

Nomination Package

*Students' Council Representative*

2019-2020

**RECEIVED:**

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

Date: \_\_\_\_\_



200 UNIVERSITY AVENUE WEST  
Room 1102, SLC, Waterloo, ON N2L 3G1  
Tel: 519-888-4042 Fax: 725-0992

# IMPORTANT

- Please read this nomination form in its entirety.
- Only **undergraduate students from your constituency** are eligible to sign council nomination forms.
- Fill out all parts of your nomination form.
- For those running in the Feds General Elections, applications are due 4 pm on Thursday, January 17, 2019 to the Feds front desk in the Student Life Centre.\*
- A Candidate Info Session will be held on Thursday, January 17, 2019 at 6 pm. This Info Session is mandatory as important information will be shared concerning the elections process and the campaigning period.\*
- Candidates are responsible for becoming familiar with the Federation of Students' By-laws, Elections & Referenda Procedures, and all other applicable organizational documents.
- Candidates are encouraged to submit their information with this nomination form to be included in the Feds Elections promotional materials. Information should be submitted in the following format: name, team name (if applicable), program and year, previous applicable involvement with Feds/Waterloo (point-form), top three platform points (option to expand in section below or direct to external link/contact for full platform, but this area is to be brief point-form and not the place to expand on these points), a maximum 100 word bio/reasons why someone should vote for you, and any links to website/social/email address.\*

*\*Not applicable for those running in a by-election.*

## **Basic Duties of a Student Councillor**

The purpose of Students' Council is to determine the common interests of students on all issues relating to post-secondary education and to determine the policies of the Corporation.

Students' Council can:

1. Determine the policies of the Corporation;
2. Set the procedures governing the elections & referendum process;
3. Form committees, as required for conduct of its business;
4. Cooperate with other university bodies in the formation of joint committees;
5. Make non-binding recommendations to the Board on any matter relating to the Corporation; and
6. Delegate representatives to serve on bodies outside of the University.

Councillors are required to:

1. Attend all Students' Council meetings, scheduled four times per academic term. At these meetings, councillors will give a report on what is happening in their constituency, and participate in decision-making by offering comments, suggestions and recommendations.
2. Attend all General Meetings of the Corporation, usually held in October and March, either in person or by proxy.
3. Report regularly to their faculty society or residence council. This can be done at society meetings, or in a society newspaper.

Other Basic Duties of a Councillor Include:

4. Consulting regularly with their constituents on issues affecting them. Consulting with constituents should be done every week. Methods of consulting include, but are not limited to: email, one-on-one conversation, and society meetings.
5. Submitting an individual report that is one to two pages detailing their activities performed as a Councillor that past month as well as activities taking place in their constituency and issues that have arisen.
6. Volunteering with the Federation of Students every week. Volunteering with council-related (i.e. committees of council, researching council-related issues) matters, or in other areas within their own constituency.

**Time Commitment:**

Councillors will be expected to spend approximately ten hours each week on Council related activities. This is a volunteer position, with no honorarium attached. Failure to fulfill some of these duties can result in removal from Council.

**Candidate Eligibility:**

Candidates for Student Councillor positions must be full members of the Federation of Students. According to the Bylaws, a full membership is defined as follows:

1. Each undergraduate student currently registered at the University of Waterloo;
2. Each undergraduate student currently engaged in a co-operative work term;
3. Each undergraduate student who is not registered in the current term but who was registered in the previous term and has shown intention to register in the next term; and
4. The President and Vice-Presidents of the Corporation.

Only full members can stand for election to, or hold the position of Officer, Director or Student Councillor of the Corporation. Candidates must be registered in their constituency or show proof of intent to register during his/her term of office in the constituency in which he/she is a candidate.

Nominations for Student Councillor positions require the signature of the candidate and the signature of twenty-five (25) other electors. These electors must be members of the appropriate constituency.

The Electoral Officer shall check the validity of each nomination form. If a nomination is invalid, the nomination shall be rejected and the candidate shall be notified.

Candidates who have not clarified their membership status by either adding sufficient classes to their schedule or arranging their fees will not be allowed to stand in the election.

### **How much does it cost to run?**

Students' Council campaigns have a strict spending limit of \$75 per candidate. Candidates who **receive at least seven per cent of the votes cast** will receive a subsidy from the Federation of Students for one hundred per cent of their actual campaign expenses. Disqualified candidates are not eligible for this subsidy.

**CONSENT**

I, \_\_\_\_\_ give my consent to this nomination for Students' Council Representative of the Federation of Students. I will be running on team \_\_\_\_\_ (if applicable).

_____ Signature of Candidate	_____ Faculty and Year of Study
_____ Date	_____ ID Number
_____ Local Address	_____ Permanent Address
_____ Local phone number	_____ Permanent phone number
_____ E-mail address	_____ WatIAM

**STATEMENT OF UNDERSTANDING\***

I, \_\_\_\_\_, if elected, agree to fulfill all of the basic duties of a student councillor and will strive to fulfill all of the additional expectations of a student councillor.

I understand that Students' Council is a large commitment and I am willing to devote hours per week to Students' Council duties.

_____ Signature	_____ Date
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\*Signing of this Statement of Understanding is recommended, but not required to become a student councillor.

*STUDENTS' COUNCIL NOMINATION FORM*

We, the undersigned students of the \_\_\_\_\_  
constituency, hereby nominate \_\_\_\_\_  
of the same constituency for the office of Students' Council Representative of the  
Federation of Students for the 2019-2020 term of office.



\* Please clearly print your full name, sign your full name, and indicate your ID Number \*

<b>PRINTED NAME</b>	<b>SIGNATURE</b>	<b>ID NUMBER</b>
1. _____	_____	_____
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29. \_\_\_\_\_
30. \_\_\_\_\_

(Candidates are encouraged to receive more than the minimum 25 signatures)



**Candidate Checklist:**

- I am an undergraduate student, with fees paid/arranged in full
- Complete signatures for nomination