

## Toronto School of Theology Graduate Students' Association

# CODE OF CAMPAIGN RULES

### SECTION A: GENERAL CAMPAIGN RULES

1. Candidates are responsible for obtaining and understanding the information provided at the mandatory all-candidates meeting on Monday, March 28<sup>th</sup>, 12pm-1pm at the TST Building. In the event that a candidate is unable to attend the all-candidates meeting in person, they may elect to send a proxy. In the event that they send a proxy they assume the responsibility for any miscommunication on behalf of the proxy.
2. Candidates are responsible for the behavior of their supporters in any campaign activity.
3. Candidates shall campaign in accordance with the rules of "fairplay." Breaking the rules of fair play includes, but is not limited to: breaching generally accepted community standards, libel, slander, general sabotage of the campaigns of other candidates, attempting to undermine the electoral process, and misrepresentation of facts.
4. No campaigning shall take place before the campaign period officially begins (12:00am on Tuesday, March 29, 2016) and no campaigning shall take place after the campaign period ends (11:59pm on Thursday, March 31, 2016).
5. All campaign materials must be removed by 11:59 pm on Tuesday, April 5, 2016, which is the final day of voting.
6. The CRO must be notified of all campaign tactics, material and/or advertisements in advance.
7. Campaign or election related materials or advertisements that seek to oppose the election of one or more candidates (e.g. naming them, showing their likeness, identifying them by their political affiliations etc.) will not be approved.
8. Candidates may not campaign in any classroom without the express permission of the instructor in charge of the class. Failure for an instructor to grant permission is not grounds to appeal. Such permission must be obtained before the beginning of the class. Campaigning may not interrupt or interfere with classroom activity.
9. Candidates may not use in their campaign any service or tangible benefit conferred on them by virtue of their holding any position in any organization on campus. This includes: office supplies, equipment, advertising space, administrative services, privileged email lists (i.e. listserves), staff time, and funding.
10. Candidates are allowed to utilize public listserves (where anyone can have access and/or place a request to include their materials). Texts of all campaigning material requires prior approval from CRO. If submitting a request to campaign via listserve, the CRO needs to be CC'd as proof that the managing department liaison was emailed as opposed to having an unfair advantage in accessing listserves.
11. The limit for election related expenses for each candidate is \$25 (subject to final election budget) as determined by reasonable market value. Candidates must keep track of their expenses and save receipts, and submit these to the CRO by midday one business day after the close of the election. Expenses incurred by candidates for the purpose of campaigning will be reimbursed by the TGSA up to the \$25 limit per candidate.
12. Live animals may not be used in campaigning. Dead animals may not be used in campaigning either.

### SECTION B: CAMPAIGN RULES ON POSTERS

1. The TGSA will make paper and photocopy machines available at the TST Office to candidates for the purposes of photocopying posters and/or leaflets. Candidates must use the TST's photocopy machine for photocopying posters and request a receipt for the TGSA.
2. Distribution and display of campaign materials must be in accordance with the regulations of Facilities & Services (please refer to the *Procedure on Distribution of Publications, Posters, and Banners* available online at <http://www.fs.utoronto.ca/building-services-trades/posters-and-flyers/>) and the rules governing posting within each building.
3. All posters may only contain information that is relevant to the election.
4. Campaign materials may not overlap or be attached to any campaign materials (including one's own) already affixed to an object or surface. This rule is inclusive of other current campus elections taking

place in TST member Colleges.

5. Campaign materials may **not** be affixed to surfaces in classrooms or seminar rooms.
6. Candidates may **not** remove from any location, whether materials are posted legally or illegally, the materials of other candidates or third parties without the express authorization of the CRO.

### **SECTION C: CAMPAIGN RULES ON ELECTRONIC FORA**

1. Candidates may use electronic fora (e.g. Websites, email etc.) in their campaigns so long as the materials adhere to all the rules contained in this Code and have received explicit approval from the CRO.
2. Prior approval for major changes to electronic fora must also be sought from the CRO.
3. Electronic fora that are normally considered “free” (e.g. Facebook, email accounts, University of Toronto personal web space etc.) shall be allowed and considered as costing \$0.
4. In addition to adhering to the rules contained in this Code, electronic campaign materials must be in accordance with the University’s policies regarding information and communication technology, and must respect the privacy of students, faculty and staff.
5. With regard to electronic listservs, you may only post campaign materials to "open" lists, that is, lists that are either unmoderated and to which anyone can post, or else moderated but open to submissions from everyone regardless of affiliation. Please note: it is possible that a moderator of a particular list may choose to post the materials of one candidate but not another. So long as this is an editorial decision of the moderator (i.e. in general, membership or affiliation is not required in order to post), this shall be considered an "open list" and is therefore allowed.
6. Electronic listservs may include unofficial class lists but does not include the TST listserv managed by TST. The CRO will notify students on the TST mailing list of the election and will include the Statement of each Candidate in the notification.
7. Candidates must have the text of any electronic list postings, though not every list to which they will post it, approved in advance by the CRO.

### **SECTION D: VIOLATION OF RULES**

1. At the conclusion of the Campaign period, and on the assumption that no complaints have been received, the CRO will determine that the Election may continue. In the event that complaints have been received, the CRO may elect to suspend the election until the complaint has been resolved.
2. Complaints, with photographic or documentary evidence, about campaigns should be addressed to the CRO, Matthew Charlesworth at [matthew.charlesworth@mail.utoronto.ca](mailto:matthew.charlesworth@mail.utoronto.ca) and they should be received no later than 11:59 pm on Tuesday, April 5, 2016.
3. If a complaint appears to have *prima facie* merit and the CRO judges that the complaint is of a grave and serious nature that would later reasonably result in the election being called into question, the CRO may in his/her discretion elect to suspend the elections and appoint a three-member investigation panel from the TGSA Board who will be charged with investigating the complaint and if they uphold the complaint, recommending an appropriate penalty to the CRO, which may include disqualification.
4. If a complaint appears to the CRO to be *prima facie* of a less serious nature, that although an allegedly credible violation, would not warrant the credibility of the entire election being undermined, the CRO may notify the candidate(s) concerned that an investigation will take place after the election and that the results of the election would be withheld until the results of the investigation and a recommendation – which may include disqualification – is completed.
5. Upon receipt of the recommendation, the CRO will enforce the recommendation and inform the complainant and the candidate concerned.
6. The CRO will be responsible for rescheduling the elections.
7. The CRO must prepare a report on the election and present it at the Annual General Meeting, including a report on any complaints received, processes followed, and sanctions given. Any candidate sanctioned by the CRO may lodge an appeal at the Annual General Meeting.