ENGINEERING SOCIETY OF QUEEN'S UNIVERSITY
2024 GENERAL ELECTIONS NOMINATION PACKAGE

Thank you for your interest in the Engineering Society's Executive and Senator Elections. This package contains all the information and forms that you will need to nominate yourself for a position. Please read this document in its entirety and fully understand its contents, as you will be held completely responsible for all the material contained herein.

If you have any questions or run into any problems, the Engineering Society's Elections Committee will be more than happy to assist you! We can be reached by using the contact information at the end of this letter. We strongly encourage you to ask for clarification of any of the rules or regulations regarding soliciting nominations or campaigning and encourage you to discuss your campaign strategy with us to ensure that you are within campaign rules and regulations. There are no stupid questions, and it is better to be safe than sorry! Also, we look to you for comments or suggestions to help make elections and referenda run more smoothly.

We wish you the best of luck.

The 2024 Engineering Society Elections Committee

Bennett Desmarais	cro@engsoc.queensu.ca	*Chief Returning Officer*
Connor Bosy	speaker@engsoc.queensu.ca	*Chief Electoral Officer* (Speaker)
Sam Demers	dro@engsoc.queensu.ca	*Deputy Returning Officer*
Andrew Anderson	governance@engsoc.queensu.ca	*Director of Governance*
Sophia Thurston	vpsa@engsoc.queensu.ca	*Vice President of Student Affairs*
Barbara McLachlan	comm@engsoc.queensu.ca	*Director of Communications*

Phone:
Engineering Society Office – (613)-533-6008

AVAILABLE ELECTED POSITIONS

President   Must be entering 4th Year or above

Vice President of Finance & Administration   Must be entering 3rd Year or above

Vice President of Operations   Must be entering 3rd Year or above

Vice-President of Student Affairs   Must be entering 3rd Year or above

Junior Senator   Must have 2+ Years of Study Left

NOMINATION CHECKLIST

☐ Review the Election Nomination and Campaign Rules before any action is taken for your nomination and campaigning. They can be found on the Engineering Society Website through this link, https://engsoc.queensu.ca/index.php/governance/elections/

☐ Reach out to the Chief Returning Officer via E-mail to receive a Nomination Form template. Fill out the Microsoft Form template with your name, position of candidacy, a photo of yourself, and a brief description of your platform. Ensure that the form is shared (including editing access) with the Chief Returning Officer and Chief Electoral Officer (use the emails given).

☐ Descriptions can be a maximum of 75 words for Senator Candidates, 125 for Vice Presidential candidates, and 175 for Presidential Candidates.

☐ Have 50 members of the Engineering Society (all undergraduate engineering students) sign the Nomination Form. Be sure to collect many more than the number of signatures that you require as people could provide false names and numbers or sign your sheets more than once.

☐ Email the Chief Returning Officer indicating the successful solicitation of at least 50 signatories by 5:30 pm EST on Wednesday, January 17th, 2023.

☐ Attend the All Candidates Meeting on Sunday, January 21st, 2023, at 7:00 PM EST in the Engineering Student Lounge to review information on campaign rules and regulations. Please read the campaigning rules in advance and treat this as a final run-through of the rules and procedures.

☐ Sign the Video Release form (will be distributed at the All-Candidates Meeting to allow for the filmed debate to be placed on Facebook, and YouTube, with your consent.

GENERAL ELECTIONS SCHEDULE

Below is a summary of the 2024 General Elections Schedule for your reference. Additional information will be discussed the All-Candidates Meeting on January 21st in the Engineering Student Lounge.

Event	Start	End
Nomination Period	Monday, January 8th @ 8:30 AM EST	Wednesday, January 17th @ 5:30 PM EST
Extended Nomination Period (if necessary)	---	Sunday January 21st @ 5:30 PM EST
All-Candidates Meeting	Sunday, January 21st @ 7:30 PM – Eng Student Lounge	
Campaign Period	Monday, January 22nd @ 8:00 AM EST	Sunday January 28th @ 5:30 PM EST
Debate Night(s)	Monday, January 22nd	Tuesday, January 23rd
Voting Period	Monday January 29th @ 8:30 AM EST	Tuesday January 30th @ 11:59 PM EST
Election Results Reveal Night	Wednesday, January 31st @ 7:00PM – ILC Atrium	

ENGINEERING SOCIETY OF QUEEN'S UNIVERSITY
2024 General Elections Expense Form

GOVERNANCE

Please attach and itemize all receipts. Submit form and receipts to the Drop Box in the Engineering Student Lounge by 5:30 pm on Sunday**, January 28th, 2023**. You may photocopy this sheet or edit this document. Please remember that the limit is $70 for all nominees.

Full Name (Preferred): _____
Position: _____
Phone Number: _____
Queen's E-mail: _____

Item Description	Unit Cost	Quantity	Total Item Cost

Total Expenses: $_____