



THE ENGINEERING SOCIETY
OF QUEEN'S UNIVERSITY

THE Engineering Society OF Queen's University Referendum Rules 2024

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Election Nomination and Campaign Rules 2024

1. THE ENGINEERING SOCIETY ELECTIONS COMMITTEE

1.1 Chief Returning Officer (CRO), Bennett Desmarais,
cro@engsoc.queensu.ca

1. The Chief Returning Officer is responsible for the duties of the CEO or DRO should one of these members be unable to fulfill their duties during the election period.

1.2 The Council Speaker who serves as the Chief Electoral Officer (CEO), Connor Bosy, speaker@engsoc.queensu.ca

1.3 Director of Governance, Andrew Anderson,
governance@engsoc.queensu.ca

1.4 Deputy Returning Officer (DRO), Sam Demers, dro@engsoc.queensu.ca

1.5 Vice President of Student Affairs (VPSA), Sophia Thurston,
vpsa@engsoc.queensu.ca

1.6 Director of Communications, Barbara McLachlan,
comm@engsoc.queensu.ca

1.7 Social Media Manager, Megan Radocsay,
socialmedia@engsoc.queensu.ca

1. The Social Media Manager is responsible for the duties of the Director of Communications should they be unable to fulfill their duties during the election period.

2. DECLARATION + VOTING PERIOD

2.1 Any group wishing to run a Yes or No campaign must provide written notification to the Chief Returning Officer by Wednesday, January 10th at 7:30pm.

2.2 Voting will take place from January 29th, 2024, at 8:30am to January 30th at 11:59 p.m. using the AMS Simply Voting software.

2.3 Elections Reveal Night will occur on January 31st, 2024, in the Atrium of Beamish-Munro Hall, immediately followed by a celebration at Clark Hall Pub.

3. DUTIES OF THE ELECTIONS COMMITTEE + CRO

3.1 The Elections Committee will be required to publish a list of campaign regulations, subject to approval by the EngSoc Council, for any group that should run a Yes or No campaign in response to the referendum question.

1. Any group wishing to run a Yes or No campaign must provide written notification to the Chief Returning Officer by Wednesday January 10th at 7:30pm. All individuals within these groups will be required to obey these regulations. It shall be the duty of the Elections Committee to have printed and distributed around the campus prior to the referendum, posters displaying the date and time of the referendum, times and locations of all polling booths, and the referendum questions.

2. The Chief Electoral Officer shall hold all individuals accountable to the relevant campaign regulations. The Chief Electoral Officer may impose sanctions relating to the campaign as they see fit, including but not limited to:

1. Campaign suspension

2. Reduction of subsidies provided for campaign materials.

3. A candidate may appeal a sanction set by the Chief Electoral Officer to the Engineering Review Board. Any decision by the Engineering Review Board is final.

3.2 The Chief Returning Officer shall publicize the questions to be presented on the referendum, the dates of the referendum, and the locations and times of operation of the polling stations to the members of the Engineering Society. Not limiting the generality of the former, the Chief Returning Officer shall:

1. Keep available for public viewing in the Engineering Society Lounge the questions that are to appear on the referendum ballot.

2. Send an email to all subscribed engineering e-mail accounts.

3.3 If the questions are received by the Chief Returning Officer prior to the submission deadlines to the two issues of Golden Words before the opening of the polls of the referendum, publish the abovementioned information in the "This Is For Real" section of the Golden Words, and in

paid advertisement form if deemed necessary by the Chief Returning Officer. The questions will be published in both issues if received in time, or just one issue if received after the submission date for the first issue but before the submission date of the second issue. This does not limit the Chief Returning Officer from publishing the abovementioned information in other issues of Golden Words or in other publications.

4. BUDGET

4.1 The Engineering Society agrees to subsidize one group who wishes to run a Yes campaign and one group who wishes to run a No campaign to an amount not exceeding the spending limit of \$30.00 upon submission of receipts of expenses incurred from the campaign. This subsidy will be granted if the percentage of the vote received by the Campaign Team on the disputed question in the referendum is greater than 20%.

1. If more than one group wishes to run a Yes or No campaign, the Chief Returning Officer will request that the multiple groups on each side merge to form a single Yes and a single No campaign.
2. If a merger is not agreeable to the multiple groups who wish to run either a Yes or No campaign, the Chief Returning Officer shall rule in favour of one group, which shall receive the full campaign allowance.

4.2 If the Engineering Society Executive or Council elects to run a Yes or No campaign, the Engineering Society shall fund the campaign and the expenses on that campaign must not exceed the spending limit set above or by the Elections Team.

4.3 Maximum spending permitted is to be no more than the amount the Engineering Society will subsidize, defined as the total value of all campaigning materials used over the campaigning period.

1. Violation of rule 4.3. will result in one or more of the following penalties: 8.21. - 8.23. (inclusive)

4.4 No campaign materials can be bought after the campaign period ends and will not be subsidized and will be forfeited.

4.5 All campaigns must declare all costs for campaigning, if a cost is not explicit, their cost should be declared at their estimated value at the discretion of the CEO.

5. CAMPAIGNING

5.1 Campaign Teams and their campaigns are prohibited from harassment and discrimination, which include harassment and discrimination based on race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, gender identification, sexual orientation, age, marital status, family status and handicap (disability) as per the Queen's Harassment/Discrimination Complaint Policy.

1. Any violation of rule 5.1 will result in penalty 8.3.

5.2 1. Any group wishing to run a Yes or No campaign must provide written notification to the Chief Returning Officer by January 10th at 7:30 p.m.

5.3 Campaigning officially starts at 8:00am on January 11th, 2024.

5.4 Campaigning officially ends at 11:59pm on January 15th, 2024.

5.5 There shall be no campaigning within campus pubs or cafeterias.

1. Violating rule 5.5 will result in penalty 8.25.

2. Repeated violations of rule 5.5 will result in one or more of the penalties: 8.22. - 8.24.

5.6 No off-campus campaigning or door-to-door campaigning is permitted.

1. Violating rule 5.6 will result in penalty 8.25.

2. Repeated violations of rule 5.6 will result in one or more of the penalties: 8.2.2.-8.2.4.

5.7 The Golden Words "This is for Real" section is not to be used for campaigning.

1. Violating rule 5.7 will result in penalty 8.25.

2. Repeated violations of rule 5.7 will result in one or more of the penalties: 8.2.2.-8.2.4.

5.8 The weekly All-Eng, PD Connects, DOFY Digest Emails or faculty newsletters are not to be used for campaigning.

1. Violating rule 5.8 will result in penalty 8.25.

2. Repeated violations of rule 5.8 will result in one or more of the penalties: 8.22. - 8.24.

5.9 Campaigns must abide by campus residence rules if campaigning in campus residences.

1. Campaigning in residences must be limited to common areas (entry floors or common rooms). No door-to-door campaigning within residence is allowed. Violation will be treated the same as violation of 5.8.

5.10 Do not misrepresent or interfere with another group/person's campaign.

1. Violating 5.10 will result in penalties 8.22. - 8.24. (inclusive) or penalty 8.3. depending on the severity of the interference.

5.11 Classroom appearances must be cleared with the lecturer/professor in advance. Proof of this permission must be provided to the CRO prior to the appearance. The campaign must make it clear that it is a speech to garner support for your candidacy and keep your speeches to no more than 2-3) minutes.

5.12 All campaigns may provide a single slide to be displayed on the TV outside the lounge during the campaign period, to be submitted to the DRO before January 15th. The contents of the slide must conform with the Engineering Society's visual identity guide.

5.13 No person who currently holds or has held a position present in ByLaw 3.H may actively campaign for or endorse any campaign.

1. The following individuals and groups are prohibited from actively campaigning, unless they are running a campaign themselves, or endorsing campaigns in any manner during the Referendum:

1. Members of the Executive
2. Senators
3. Members of the Director Team
4. Members of the Elections Committee
5. Members of the Engineering Society Review Board
6. Chair of the Advisory Board
7. Chair of the Engagement Committee
8. Service Head Managers and Assistant Managers
9. Science Formal Convener and Chairs
10. Orientation Chair, Chief FREC, and FREC Committee
11. Year Executive and Discipline Club Presidents and Vice Presidents

2. All individuals who hold an appointed or hired position within the Engineering Society not listed in By-Law 3.H.1 are prohibited from using their position to actively aid in campaigning or endorsing campaigns

during the Referendum. This includes, but is not limited to, an individual's use of the position's title, image, or their position within the group or service to endorse a campaign.

3. Active campaigning and endorsing are defined as overtly supporting or denouncing a campaign in public forum.

4. Active campaigning and endorsing do not include membership in social media groups of campaigns for informative purposes.

5.14 No person shall distribute any food or drink as part of a campaign or in support of a campaign. Violation will result in penalty 8.25. Continued violation will result in penalty 8.3.

5.15 Multiple campaigns are not permitted to campaign as a slate of individuals. Violation will result in penalty 8.25. Continued violation will result in penalty 8.3.

5.16 Celebrity endorsements of any kind are not permitted.

1. Violation will result in penalty 8.2 inclusive. Continued violation will result in penalty 8.3.

5.17 Campaigning may be done in social media group chats or platforms intended for academic or extracurricular purposes, as long as the campaigns provides the link to the OneDrive with the platforms of both Yes and No campaigns (if applicable) and no other forms of media.

1. Violation will result in penalty 8.2 inclusive. Continued violation will result in penalty 8.3

6. CAMPAIGN MATERIALS

6.1 All advertising materials used for a campaign must be pre-approved by an Elections Committee member.

1. Unapproved advertising materials are strictly prohibited and will not be reimbursed.

6.2 Stickers, buttons, pins, and other merchandise are not permitted and will not be reimbursed by the Engineering Society.

1. Violation of rule 6.56.2. will result in penalty 8.21 and repeated offences will lead to more severe penalties.

6.3 The number of printed items to be stamped is limited to a maximum of 100 items per campaign.

6.4 Campaign Websites

1. Content must be approved by either the CRO or the CEO before uploading.
 1. Campaigns will be asked to remove any unapproved content.
2. Websites cannot be up before the campaigning period and must be taken down before the end of campaigning period.
 1. Websites that are live prior to, or after the campaigning period will be requested to be taken down immediately by the CEO.

6.5 Social Media

1. Campaign content must be posted during the campaigning period and must be approved by either the CRO or the CEO beforehand.
 1. Unapproved campaign content is strictly prohibited and will be taken down immediately.
 2. Depending on the nature of the unapproved content, additional penalties may be applied.
2. The use of social media platforms not listed in 6.5.4-6.5.6 is against campaign rules and will be removed immediately.
3. Campaign Accounts
 1. The CRO and CEO must be given login credentials for all campaign accounts.
 2. The account must be private until its content has been reviewed by either the CRO or the CEO and the login credentials have been acquired.
 3. All changes must be sent to the CRO or the CEO before they go online.
 1. Unapproved campaign content is strictly prohibited and will be taken down immediately.
 2. Depending on the nature of the unapproved content, additional penalties may be applied.
 4. Campaign accounts must be shut down before the campaign period ends on January 29th by 11:59 p.m.
 1. If Rule 6.5.3.4 is violated, penalties 8.2.2. – 8.2.4. (inclusive) will be enforced at the discretion of the CEO.
4. Instagram
 1. No personal accounts may be used for any campaigning.

2. All posts/stories on a personal account made for campaigning purposes during the campaigning period must be approved by the CRO or the CEO.

3. All posts, stories, usernames, and profile pictures on a personal account on voting days must remain non-partisan.

5. Facebook

1. Only Facebook pages, complimentary messages, and advertising may be utilized for campaigning.

1. Violation of rule 6.5.3.1. will result in penalty 8.25. at the discretion of the CEO.

2. Once the campaign period ends the wall/discussion topics must be disabled, no more people may join, and all descriptions/pictures of the event must not be changed.

3. Events, pages, and groups must be shut down one hour before the Campaign Period ends.

1. Otherwise, events would send out automatic reminders on voting days.

4. Admins for other Facebook groups cannot use their power as admins to invite the people in the event to their campaign Facebook pages.

1. Violation of rule 6.5.5.4. will result in penalty 8.25. at the discretion of the CEO.

5. Campaign Events/ Pages/Groups

1. The CRO and the CEO must be admins of all events/pages/groups used for campaigning purposes.

2. All changes must be sent to the CRO or the CEO before they go online.

3. Unapproved campaign content is strictly prohibited and will be taken down immediately.

6. TikTok

1. No personal accounts may be used for any campaigning.

2. No Stitch or Reply Videos can be created commenting on campaign material from another campaign.

1. Violation of 6.5.6.1 or 6.5.6.2 will lead to enforcement of penalty 8.22.

7. All social media status's/profile pictures must be non-partisan on voting days, for example they cannot say "Vote for X on the referendum question".

8. No messages can be sent to any Engineering group chats, servers, or group platforms requesting campaign material to be reposted on social media.

6.6 Online advertisements that cannot be completely removed from the website they were posted on must be pre-approved by either the CRO or the CEO.

1. If Rule 6.6 is violated, penalties 8.22. - 8.24. (inclusive) will be enforced at the discretion of the CEO.

6.7 Poster Rules

1. Residences and most buildings on campus have poster and advertising policies and must be abided by. For Main Campus Residences, posters must be approved prior to posting and can be approved at the MCRC office located in Victoria Hall. Other Residence buildings have similar polices. Consult with the office staff in each building. Campaign materials removed by building officials, or the Elections Committee will be counted towards your election expense limit and the Elections Committee is not responsible for your losses.

2. All posters/signs must be down by midnight on the last day of campaigning.

3. Missing posters must be reported to the Election Committee by midnight on the last day of campaigning.

4. All posters/signs must be brought to the Engineering Society Office by 8:00 pm on January 16th, 2024.

6.8 Centralized Campaign Material

1. Each campaign will be given the opportunity to provide the Elections Committee with one page (8.5 x 11 inches, single sided). This page will be used to provide campaigns with a centralized location for voters to see their platform. Each campaign's page will be uploaded in a public OneDrive where voters can have access to both platforms.

2. The OneDrive file will contain folders for each stance. Within these folders, the one-page platform created by each campaign will be uploaded.

3. All submissions should strictly highlight the campaign's platform. Content will be reviewed by the CRO and CEO.

1. If a submission is declined. The campaign will be given the opportunity to resubmit a document.
4. Timeline of submission
 1. All submissions for the centralized-campaign material OneDrive will be accepted until January 26th, 2024, at 5:00 pm and must be submitted as a word document.
 2. The Elections Committee will review all content and notify campaigns if their submission has been approved.
 3. If a centralized-campaign submission has been rejected, the campaign will have until January 28th, 2024, at 5:00 pm to submit a revised version.
5. The OneDrive folder will be made public once all campaign's submissions have been accepted, or as early as January 11th, 2024, at 8:00 am, whichever is later.
6. Campaigns are allowed to share the link to the OneDrive to EngSoc members in a non-partisan manner during the voting period. Neither campaign shall directly share the link to their personal file. Instead, both campaigns must only share the link provided by the Elections Committee.
- 6.9 No current member of the Neutral Parties list outlined in By-Law 3.H, unless they are a member of the campaigning party of the Engineering Society, should it take stance on the question, can endorse any campaigns, or repost any partisan content on their personal or Engineering Society Instagram account.

7. VIDEO

7.1 Video consent forms must be signed before video content is allowed online. Any individuals present in photo and video content must sign the respective consent form, as provided by the Engineering Society's Communications Team.



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8. VIOLATIONS OF CAMPAIGN RULES

8.1 The CEO, at their discretion, may penalize, or in severe cases disqualify, campaigns for violations of campaign rules. Before a penalty or disqualification is assigned, the CEO will contact the campaign to discuss the infraction.

8.2 Possible penalties include:

1. A fine in the form of a deduction from the campaign's campaign expense limit. If financial commitments have been made such that the expense limit would be exceeded by the imposition of this penalty, the equivalent value of the fine in campaigning materials may be forfeited.
2. Advertisement of the infraction in official elections advertisement material.
3. Advertisement of the infraction to all Engineering Society members via email.
4. Advertisement of the infraction on Referendum Ballots
5. Campaign is suspended from campaigning for up to 8 hours. During this time frame, no new materials (posters, social media posts, class talks, etc.) may be distributed.
 1. The suspension will begin at the time that the CEO notifies the campaign.
 2. No campaign materials which are already public will be removed, such as posters or social media posts.

8.3 The CEO, at their discretion, may disqualify a campaign for severe and/or repeated violations of campaign rules as well for violations of campaign rules with malicious intent.

1. Before disqualifying a campaign, the CEO must consult with Elections Committee, the Executive, and the Engineering Society Review Board as well as with the campaign.

8.4 Any assigned penalty may be appealed to the Engineering Society Review Board.

8.5 A campaign will be considered responsible for any rule violations committed as part of their campaign, which includes violations made by campaign team members.

9. TIE BREAKER

9.1 At the beginning of the voting period the CRO will cast a ballot that will be kept secret. It will only be released in the event of a tie.

10. QUESTIONS

10.1 All questions are to be directed to the CRO via email.

1. If the CRO is unavailable or unable to respond, questions are to be directed to the DRO via email. The elections committee must notify all campaigns if this occurs.
2. The CRO (or DRO if applicable) will respond to emailed questions via email within 18 hours.