

BYLAW 3

CHIEF ELECTORAL OFFICER

3.1 The CEO shall be responsible to the SAOC, through the SBOD, for the conduct of the elections according to Bylaw 4.

3.2 The Internal Vice President shall be the CEO and shall serve as such for all elections and referenda held during the school year. Should the Internal Vice President be unable to serve as CEO due to some conflict of interest, an alternative CEO shall be appointed by the Executive Council for that election selected from amongst fellow Executives and/or Directors.

3.3 Specific duties of the CEO include, but are not limited to:

(a) Proposes dates for special elections and referenda for approval by the SBOD.

(b) Formally announces the election and/or referendum including:

- (i) Dates nominations open and close;
- (ii) Dates campaigning starts and ends;
- (iii) Dates, places, and times of voting;
- (iv) Offices and/or issues to be decided;
- (v) Availability of additional information, forms, etc.

3.3.1 Distributes and accepts nominations and petitions for referendum, including validation of petition validity and posting of official list of candidates.

3.3.2 Informs candidates, proponents of petitions, and constituents of election and referendum rules and schedules.

3.3.3 Conducts the election and/or referendum, including ensuring compliance with election rules, and verifying election and/or referendum results. Elections/referendums shall be completed through electronic ballots – See Bylaws 4 and 10.

3.3.4 Reports election and/or referendum results to the SBOD with recommendations for improvements and/or changes to the process if needed.

3.3.5 Bi-elections to fill vacant positions on Executive Council will follow the same process as regularly scheduled elections as per Bylaw 4.