

Policy Number	023-M-2007
Policy Group	Membership
Policy Name	Nominations-Elections
Date of Origin	June 2007
Date Amended	September 2014, May 2010
Date Reviewed	November 2013

PURPOSE To inform members of the nominations and elections process for Board and Committee positions.

SCOPE Members, Nominations Committee

POLICY STATEMENT Elected positions are open to the membership and must be nominated in accordance with SUN Bylaws.

PROCEDURE

Position Statements

Every nomination form shall be accompanied by a position statement that includes a short description of the member's involvement in and vision for SUN as follows:

1. Board Nominees:
 - a) President and Vice-President positions, a position statement of a maximum of 500 words and a current photo, preferably black and white.
 - b) Regional and Base Hospital Representative positions, a position statement of a maximum of 250 words and a current photo, preferably black and white.
2. Committee Nominees, a position statement of a maximum of 150 words.
3. Editing of statements will not be done by SUN staff or committees. If the position statement exceeds the maximum allowable words, the additional words will not be printed.

Nominee position statements that are received by the nominations deadline will be printed as described above and sent to members with the appropriate ballots.

Verification of Nominations

A meeting of the Nominations Committee shall be held as soon as feasible after the close of nominations to verify that each nominee has been nominated in accordance with the Constitution and Bylaws.

The Nominations Committee shall prepare a list and ballots bearing the names of the nominees for each position.

Unfilled Positions

The deadline for submission of nominations, for unfilled positions for Board and Committee positions, to a member of the Nominations Committee will be on return from lunch on the second day of the Annual Meeting.

Nominees for unfilled committee positions shall be allowed a maximum of two minutes to address the Annual Meeting.

Counting of Ballots

1. A declined ballot is one that is received after the deadline.
2. A rejected ballot is one that:
 - Has not been supplied by SUN Provincial.
 - Has been cast in favour of more candidates than is allowed.
 - Bears any mark that would identify the marker.
 - The outer envelope with identification number has been removed or is unreadable.
 - Any ballot not encased in SUN provided outer envelope with identity number.

Election Results

Election results shall be maintained in a sealed envelope by the Executive Director or designate in the Regina SUN Office.

The committee members will maintain the confidentiality of results until the chairperson announces the results at the Annual Meeting.

Announcement to the candidates and the membership at the Annual Meeting shall include: total ballots cast, votes received by each candidate, and the number of declined and rejected ballots. Election results will be published in SUNSpots following the Annual Meeting.

Challenging the Results of an Election

A candidate who wishes to challenge the results of an election must do so within twenty-eight (28) days of the announcement of the successful candidate(s).

The candidate must submit the request for recount of ballots by registered mail to the Executive Director within the twenty-eight (28) day period noted above.

The Nominations Committee shall:

- a) Convene a meeting of the committee within twenty-eight (28) calendar days of the receipt of the request to recount the ballots.
- b) Following the recount, notify all candidates of the disputed election, by registered mail, the results of the election.
- c) Notify all SUN Locals of the result of the recount.