

Policy Number	023-M-2007
Policy Group	Membership
Policy Name	Nominations-Elections
Date of Origin	June 2007
Date Amended	June 2019, June 2018, September 2014, May 2010
Date Reviewed	November 2013, October 2015, November 2016, November 2017

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 posted to the SUN website and sent to members through appropriate electronic communication.

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 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 announced in the agenda of the Annual Meeting.

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

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 of the election results at the Annual Meeting shall be the names of the candidates and votes received for each candidate.

Immediately following the Annual Meeting, the complete election results will be communicated to members and posted on the SUN website.

Challenging the Results of an Election

See Bylaw 4.25 for process regarding challenging results of an election.

The Nominations Committee shall:

- a) Convene a meeting of the committee within twenty-eight (28) calendar days of the receipt of the challenge
- b) Following the challenge, 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 challenge.

APPROVED