



Policy Number	023-M-2007
Policy Group	Membership
Policy Name	Nominations and Elections
Date of Origin	06-2007
Date Amended	05-2024, 06-2023, 10-2022
Date Reviewed	10-2023, 11-2022, 11-2021

PURPOSE To inform members of the nominations and elections process for Board of Director positions, Network Lead positions, 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 of Directors Nominees:
 - a) President and Vice-President positions: a position statement of a maximum of 500 words and a current photo.
 - b) Network and Base Hospital Representative positions: a position statement of a maximum of 250 words and a current photo.
2. Network Lead Nominees: a position statement of a maximum of 250 words and a current photo.
3. Committee Nominees: a position statement of a maximum of 150 words.
4. Editing of statements will not be done by SUN staff or the Nominations Committee. 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.

When candidates are campaigning, the SUN logo cannot be used for personal campaign materials.

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.

Campaign Guidelines

Endorsement of Candidates

- Individual SUN members may endorse candidates for SUN elected positions, so long as the endorsement makes clear that it is a personal view of the endorser.
- If the endorser currently holds an elected or appointed position in SUN, they may not mention that position as part of the endorsement.
- SUN resources and communications vehicles, including social media channels, video conferencing accounts and websites, may not be used for the purpose of supporting one candidate over another.
- Candidates may establish their own websites and social media presence.
- The usage of the SUN logo or any facsimile thereof in campaign materials is prohibited.
- Any material or photos produced by SUN for the business of SUN, ie professional photos, cannot be used by the candidate in their campaign material.
- SUN staff cannot endorse one candidate over another.

Campaign Activity

- There will be a dedicated campaign period, starting from February 15 when the Ticket of Nominations is released and concluding when the vote closes.
- After the Ticket of Nominations is released, candidates can request a membership list of their relevant constituency as per Membership Policy 002-M-2007.
- Individual campaign emails and campaign phone calls to members are appropriate.
- Campaigning at funded SUN provincial events is prohibited within the meeting room.
- Campaigning at other union meetings/events is prohibited within the meeting room. The exception is when the candidate is invited to speak.

Reporting of Violation of Campaign Guidelines

- All candidates are expected to know the Campaign Guidelines and be responsible for following them.
- Any behaviour counter to these guidelines is a violation of same.
- Any member, who receives or views communication from, or on behalf of a candidate, that believes violates these guidelines may file a complaint with the Executive Director.
- Members are encouraged to first reach out to the candidate to clarify the candidate's intent and give them feedback about the communication in question.
- The Executive Director will contact any candidate reported to be in violation of these guidelines as part of an inquiry into the candidate's actions.
- If the Executive Director determines the candidate to be in violation of the guidelines, in consultation with the Board of Directors, the candidate may be disqualified from the election.

Candidates Forum

SUN will organize a Candidates Forum during the election and will invite all candidates to participate.

Unfilled Positions

The deadline for submission of nominations for unfilled positions for Board of Directors, Network Leads, and Committee positions, to a member of the Nominations Committee will be announced in the agenda of the Annual Meeting.



Nominees for all unfilled 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.

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.

In case of a tie vote at the Annual Meeting, an election will be taken from the floor of the Annual Meeting. Only the eligible members at the Annual Meeting will be allowed to vote.

Challenging the Results of an Election

See Bylaw 4.27 for process regarding challenging results of an election.

Upon receipt of a challenge of election results, the Executive Director or designate will notify the Chair of the Nominations Committee within fourteen (14) business days.

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 Locals of the result of the challenge.