

## Name of the Policy

1. This policy shall be referred to as the "Governance, Elections and Nominating Committee".

## Composition

2. The Governance, Elections and Nominating Committee shall be composed of the following permanent *voting* members:
  1. One member of the BUSU Executive, selected by the Executive
  2. Four (4) members of BUSAC as appointed by BUSAC
  3. Two (2) Students-at-Large from the student body as approved by BUSAC
3. The Governance, Elections and Nominating Committee shall be composed of the following permanent *ex-officio, non-voting* members:
  - a. The BUSAC Speaker;
  - b. The General Manager;
  - c. The Chair of the Board or their designate;
4. The Governance, Elections and Nominating Committee shall be composed of the following as required, *ex-officio, non-voting* members:
  - a. The Chief Returning Officer;
  - b. The Deputy Returning Officer(s);
  - c. Members identified in 4a and 4b shall remain impartial unless required by Policy 400 or 401
5. The Governance, Elections and Nominating Committee shall elect, from its voting members, at its first meeting a chair who shall:
  - a. Call and chair all meetings of the committee;
  - b. Report to BUSAC on the actions of the committee;
  - c. Prepare an end-of-year report to BUSAC;
  - d. Ensure that all committee members receive accurate information relevant to the business of the committee in a timely manner;
  - e. Ensure the committee meets its responsibilities as outlined in this policy.
  - f. Be responsible for maintaining a record of the time spent by committee members on committee business for the purpose of tracking volunteer hours.

## Governance Responsibilities

The Governance, Elections and Nominating Committee shall:

6. Hear any references from BUSAC, the Board of Directors or any committee of BUSAC on any matter that pertains to the amendment, or implementation of BUSU's legislation
7. From time to time recommend amendments to BUSAC regarding policies, based on suggestions internally from committee members.
8. At the discretion of the committee membership, hear references from individuals on matters that pertain to the amendment, interpretation or implementation of any of the Corporation's legislation.

The Governance, Elections and Nominating Committee shall be charged to maintain the legislative documents of the Corporation by:

9. Performing clerical maintenance to ensure that they remain clear, consistent, organized, and in line with common practice;
10. Reviewing legislative documents for consistency after passing new policies or amendments and ensuring that all policies are reviewed within a 4-year cycle;
11. Periodically reviewing changes in legislative documents with legal counsel.
12. Any amendments to legislation which change their meaning or intent must be brought to BUSAC for approval using the process outlined in Policy 101 "The Legislation of the Students' Union Policy".
13. Any clerical changes to legislation that do not change their meaning or intent must be reported by the Chair of Governance in their written reports to BUSAC.
  1. The Committee shall refer, to the Speaker of BUSAC, any cases where the difference between a substantive change and a clerical one is not clear.
14. The Governance, Elections and Nominating Committee shall hear recommendations/requests from BUSAC on proposed amendments or additions to Political Policies as well as the Standing Orders of Council. The Committee shall consider these recommendations/requests and report back to BUSAC on any developments.

### **Nominating Responsibilities**

15. Review committee student-at-large nomination recommendations as provided by the Director, Government Operations
16. Review first year council nomination recommendations as provided by the Director, Government Operations
17. Present on all nomination recommendations to BUSAC for approval

### **Election Responsibilities**

18. The Governance, Elections and Nominating Committee shall oversee all elections and referenda as per Policies 400 and 401
19. Approve or deny invalidation requests from the CRO as per Policy 401

### **Annual Report**



**Policy 601 (*Formerly Bylaw 601*)**  
**Governance, Elections and**  
**Nominating Committee**  
Effective: January 2020  
Replaces: September 2018

20. The Governance, Elections and Nominating Committee shall be responsible for compiling in a final report presented to BUSAC all activities that were undertaken throughout the year by the committee. Furthermore, the said report will make recommendations on how the committee could better fulfill its mandate in the future.