

## Contact Information

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# SUS Spring Elections Guidelines 2026

All information stated here is up to date as of **January 23rd, 2026**. All information written in this document will override any statements made by EA's in passing. If there are any inconsistencies, or if you believe you have an old copy, *please let the elections team know immediately*.

**The Elections Administrators are the sole judges of the interpretation of these guidelines.**

Friday, February 13th, 12:00 AM.	Nomination submissions open with qualtrics survey
Sunday, March 1st, 11:59 PM	Deadline for completed nomination submissions
Wednesday, March 4th, [6:00 - 8:00PM]	MANDATORY All Candidates Meeting (in person, Abdul Ladha)
Saturday, March 7th, 11:59 PM	Deadline for headshot/blurb submissions + IG handle submissions
Monday, March 9th, 12:00 AM	Campaigning Begins
Friday, March 13th, [10AM - 8PM] - Hours subject to change	All Candidates Forum
Monday, March 16th, 12:00 AM	Voting opens ( <a href="https://amsvoting.as.it.ubc.ca/">https://amsvoting.as.it.ubc.ca/</a> ) - No new campaigning materials approved moving forward
Wednesday, March 25th, 11:59 PM	Campaigning ends AND Voting closes

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You may send friend/follow requests to the Election Administrators on social media platforms to invite them to campaigning events. **All contact with the EA's must be done through e-mail. Using social media (Facebook, Instagram, etc) or other private messaging services to contact the EA's will not be tolerated.**

## Nominations

1. The Nominations survey will be attached once the Nominations period begins. 1.

- Nominees can submit their name in the running using the *nominee* pathway on Qualtrics
2. Nominators can provide electronic signatures using the *nominator* path on Qualtrics (full name, major/department, and student number are required from nominators)
    - a. Nominees should notify their nominators to fill out the Qualtrics form
    - b. All nominators must be students in the Faculty of Science
  3. The nomination form via Qualtrics will be used to notify the Elections Committee of nominees.
    - a. Nominees will be promoted to candidates **if they collect 15 valid signatures** from Nominators on Qualtrics and will be notified of their promotion by March 2nd, 2026
    - b. Nomination forms (including 15 electronic signatures from Nominators) must be filled out before 11:59 PM on March 1st, 2026.
  4. All nomination forms will be held in confidence until the evening of March 2nd, 2026.
  5. No changes can be made to nomination forms after submission.
  6. **You may only run for one(1) position.** If you are running for multiple, we will ask you to choose one.

## **Mandatory - All Candidates Meeting**

This meeting is mandatory for all candidates that have the minimum 15 nominations. This meeting goes over the rules of the elections, as well as more in-depth explanations of this document, as well as the Violations and Penalties document.

1. The All Candidates Meeting is the **only opportunity to declare any conflicts of interest** (please refer to the Violations and Penalties document for more information).
2. The All Candidates Meeting will detail who is running for what position.
3. The All Candidates Meeting will provide the opportunity for candidates to gain approval on completed campaigning materials from Elections Administrators. Rules and guidelines on campaigning materials are described under **Designing Materials** and **Electronic Media**

## **Campaigning**

1. Campaigning is limited to the period of **March 9th - March 25th, 2026.**
2. During the Voting Period, campaigning is prohibited within 5 meters of a public computer, and candidates may not make their own personal computer a voting station for others.
3. During the Voting Period, existing campaign material is permitted to stay up. EA's will no longer approve new campaign material starting March 16th, 12:00 AM – when voting starts. **However, pre-approved campaign material may remain posted.** The only exception is textual or graphical changes that reflect that the voting period has started, which will not need EA approval.
4. Campaigning is defined, but not limited to, as the distribution of any written or electronic material or speaking about one's candidacy. This includes emails, promotional videos, online

media flyers/graphics, Facebook pages, events, and groups, Tweets, classroom announcements, Instagram stories etc.

5. SUS Elections are **paperless**. Failure to comply with this policy will result in a penalty. This rule will be **strictly enforced**.
6. Candidates may not form a slate or party and promote themselves as an organization. **Candidates cannot endorse other candidates, or contact current SUS Executives (President, Vice-Presidents, AMS Representatives) for endorsement.**
7. Candidates cannot have any organizations endorse them. However, executives of organizations can endorse said candidates, as long as they **do not mention the organization and their role in said organization** itself. Example: "Having worked with [candidate]". This rule does not apply to current SUS Executives.
8. Altering, defacing or interfering with approved campaign material of another candidate in any way, the running of slanderous or libelous material, or a campaign of questionable or poor taste will not be tolerated. This includes screenshotting and defacing, reposting in inappropriate places, leaving inappropriate comments on campaign posts, etc.
9. Campaigning is forbidden in any official SUS medium including, but not limited to, official SUS social media accounts, SUS-related websites, etc. **The SUS-run Facebook groups under the names of "UBC Science Class of 202X" are an exception since any science student can post there.** Any ambiguities should first be run through with the EA's.
  - a. Note: The EA's are not in charge of approving Facebook posts on those groups. It is done by SUS.
  - b. Note: the SUS and Simply Voting website blurbs are not considered as campaigning.
10. The use of SUS supplies or resources in the creation or distribution of campaign material is prohibited. The use of SUS meeting or event time for campaigning is also prohibited.
11. All campaign material must be removed by **Thursday, March 27th, 2024, 11:59 PM. Campaign violations must be reported within 24 hours.** Only Elections Administrators are permitted to distribute penalties and mediate candidate conflicts.
12. **Each candidate is responsible for ensuring that their campaign remains within these guidelines.**

**Note: A candidate is personally responsible for all campaign materials associated with their campaign regardless of whether or not they personally posted the material.**

## **Infractions and Subsequent Penalties**

A full list of infractions and the following penalties can be found in our **Violation and Penalty document**(provided at the All Candidates Meeting) . Penalties will be recorded by the Elections Committee and are publicly documented.

1. The Elections Committee will determine penalties for violations by the Campaign Violation and Penalty document. In the case of inordinate violations, the Committee will determine

the penalty by majority vote.

2. Penalties will be recorded in the SUS Registry of Electoral Offences and will be publicly available. All candidates will automatically be notified of all penalties imposed by the Elections Administrators.
3. Penalties imposed by the Elections Administrators include but are not limited to the following:
  - Posting a notice of the infraction on the SUS website
  - Removal of campaigning materials or campaigning privileges for a period of time
  - Disqualification

**Note: Ignorance of the guidelines is not an excuse. Failure to comply with the above regulations will result in further penalties or possible disqualification.**

## **Designing Materials**

1. Use of SUS Resources for testing, designing and creating campaign materials is prohibited.
2. Campaign materials are defined as, but not limited to: images, online text posts, posters, pamphlets, fliers, emails, promotions, Posts on X, videos, postering, flyers, websites, handouts, Facebook pages, events, and groups, classroom announcements, etc. Endorsements are not considered campaign material.
3. All campaign material must include:
  - a. **The dates of voting**
  - b. **A link to the voting site** (<https://amsvoting.as.it.ubc.ca/>).
  - c. **A way to contact the candidate** (ex. email address). Please create a temporary account if needed. This is to encourage questions from the voting public. Other platforms like Instagram can be also used as a way to contact the candidate. Please use the following abbreviations to specify the type of platform you are using followed by your account name/handle. If you want to use another social media platform not on the list, please contact the EA's.
    - Facebook : fb
    - Instagram : ig
  - d. **The Science Elections Logo on their campaign materials (you cannot modify the logo in any way. An electronic form of the logo (.png format) will be sent to all candidates, and can be found [here](#). Please let us know if you did not receive it.**
4. For campaign materials that combine multiple materials (ex. a text post with a picture, a video in a tweet, or multiple pictures in a post): **all individual materials must follow the requirements listed above.**

5. Any graphics that are used must be submitted in the whitelist in the Google Drive.
6. Videos must have the Science Elections Logo visible **at all times**, and all other listed requirements for **at least 5 seconds**.
7. The use of the Science Shield, Science Star, other SUS logos, The 432 logo or columnist byline is **prohibited**.
8. **ALL CAMPAIGN MATERIAL MUST BE SUBMITTED TO THE ELECTIONS ADMINISTRATORS FOR APPROVAL.** Violation of this rule will result in penalties at the discretion of the Election Administrators. Campaign material can be submitted for approval until the beginning of the voting period.
9. The SUS Elections Logo to use in campaigning:

White graphic below this text:



<-White

graphic **Postering**

**No physical postering or any other print/paper campaign material is permitted by any candidate.**

All candidates are required to run a paperless campaign. This will be strictly enforced.

## **Blurbs**

All candidates may submit a blurb of no more than 200 words and a graphic with resolution no less than 300 dpi by **Saturday, March 7th at 11:59 PM.** (Note: **BLURB LENGTH WILL BE STRICTLY ENFORCED**). Submissions must be emailed to the Elections Administrators ([elections@sus.ubc.ca](mailto:elections@sus.ubc.ca)). You must include your full name (to appear on the ballot) and the position you are running for. Information educating on your platform and ideas is encouraged. These blurbs will be made available on the Simply Voting and SUS website. Late submissions will NOT be accepted.

## **Chalking**

Chalking is not permitted on surfaces other than a chalkboard. This includes building walls, pavement, cars, etc. Use of any chalkboard, though, should be approved by the primary user of it.

## **Electronic Media**

1. In order to help the EA's keep track of online campaigns, a whitelist will be implemented. Each candidate must submit a list of groups/chats/pages that they will be advertising on, in a google sheet. This list **can be** updated at later dates. Requested campaigning material will be reviewed and approved by the Elections Administrators and/or another Elections team member.
  - a. The whitelist must be submitted before candidates begin any form of campaigning. Candidates must create a **COPY** of this spreadsheet:

SUS Fall Elections 2026 Whitelist and submit any whitelist related things here.

**Candidates must enable link editing access to ensure Elections chairs and administrators can approve and make changes to the whitelist**

- b. When the whitelist sheet is created, **all candidates must rename the file** to include their name and the position they are running for.
  - c. The whitelist must consist of the platform, name of the group/chat/page, and a link (if possible). The whitelist must also contain all of the graphics (linked to a Google Drive).
  - d. Candidates do not have to specify which materials they will be using in a certain location
  - e. When updating the list, comment on the google sheet and email [elections@sus.bc.ca](mailto:elections@sus.bc.ca) and the assigned administrator with the word ADDITION to get approval for updated material.
  - f. Example: Facebook, Science Class of 202X, (link if possible)
  - g. If candidates post anything campaign material-wise, they must link the post accordingly to the sheet rules. For posts that are on Candidates' Instagram stories, candidates must let the Elections Committee know that they posted on their Instagram story.
  - h. Both Election Co-chairs (2) and at least one (1) Elections Administrator must be following the candidate on Instagram.
2. Candidates may send campaign-related emails provided they are not using a closed e-mail list. Candidates must use the "bcc:" function to preserve the privacy of all recipients.
  3. **The Elections Administrator must be cc'd on any promotional campaign e-mails.**
  4. Facebook, Instagram, Reddit, Discord, Slack and X are recognized mediums for campaigning upon the condition that the use of these sites does not contravene this document, SUS Governance Documents or other superseding documents.
  5. Facebook groups and events are acceptable media for campaigning upon the condition that an **Elections Administrator is invited** to join the group or event for supervisory purposes. This counts as "approval of campaign material." Facebook group/event messages can only be addressed to members of the group and not members who have pending invitations or have yet to indicate attendance.
  6. Facebook profile pictures, group and event photos, and media flyers are acceptable forms for campaigning upon the condition that these materials must adhere to the Fall Elections Guidelines 2023, in particular, sections regarding **Designing Materials**.
  7. Candidates are not allowed to use their Administrator-specific privileges on any Facebook event, page, or group to advertise their own candidacy or campaign, including but not limited to mass private messaging, modifying the description or photo for events/pages/groups, or modifying membership/attendees of events/pages/groups. However, **basic privileges available to non-administrators, such as writing on walls or posting in events/pages/groups, are suitable avenues for campaigning.**
  8. For the use of online servers, group chats, and/or online groups (ex. Discord, Facebook

Messenger, WhatsApp):

- a. The server/group must be public, or have an easily accessible link to join, and should be targeted at UBC Science students.
  - i. You may advertise in club group chats (on Slack, etc), but cannot recruit any individual to campaign for you. Club chats can be private.
  - ii. If it is not public, please state this to the EA's in the whitelist.
- b. The server/group must be large enough (at least 50), and made up of a majority of UBC Science students, OR be a server/group that encompasses a majority of your major/department. Essentially, we do not want the candidates messaging groups for ECON, for example, even if many science students take the course.
- c. The server/group can be a study group or a class group (ex. CHEM 121 Discord group).
- d. Candidates cannot make a large group chat to tell everyone to go vote, or use it to recruit people to advertise for their campaign.
- e. Candidates cannot use existing groups to recruit people to help campaign for them.
- f. Candidates can use group chats that they are a part of to say "Hey I'm running... (include necessary info)", but they cannot use it to recruit people to help campaign for them. For example, they cannot tell a club group chat to share their graphics on the club's Instagram story.

## **Results**

1. Election results will be announced after the completion of ballot counting and published on the SUS website post-approval. Announcements can be delayed by election irregularities at the discretion of the Elections Administrators.
2. Election results are not official until accepted by majority vote of the SUS Executive Council.
3. In the event of a tie, the AMS election guidelines will be followed. Please consult these guidelines [here](#).

## **Complaints and Protests**

1. Complaints should be made in writing or via email to the Elections Team no more than 24 hours from the time the violation is noted.
2. The Elections Team will investigate all complaints and make a ruling within 24 hours of receiving the complaint as to whether or not the action contravenes any election guidelines.
3. Appeals of SUS Elections Team rulings may be made in writing to the AMS Election Team, no more than 48 hours after the first ruling.
4. While an appeal decision is being made, the penalty must still be adhered to.
5. An anonymous report form for the general public and other candidates to submit their concerns to will be made available during the campaigning period.

## **Interpretations**

The Elections Administrators are the sole judges of the interpretation of these guidelines.