

EDUCATION COUNCIL BY-ELECTION-SEPTEMBER 2020 CALL FOR NOMINATIONS –ONE (1) Student Position

To: All Students registered and taking Credit Courses at Douglas College

From: Registrar-Douglas College

RE: Student representative(s) to serve on Education Council for the period ending August 31, 2021.

- ✓ **Election Platform Statement**-Each nominee **will** be required to supply a brief platform statement of no more than 250 words which will be posted on the Education Council election website.
- ✓ **Platform Statements** will be sent to the Registrar, Rella Ng electronically at rella.ng@douglascollege.ca and Admin Officer, Mary Cope at copem@douglascollege.ca

CALL FOR NOMINATIONS – A by-election is being conducted to fill ONE (1) student position on Education Council. There are four (4) student positions on Education Council, three positions were filled in earlier elections.

Under the College and Institutes Act a **student** is defined as;
 "a person the Registrar recognizes to be enrolled and in good standing in a course or program of studies at the institution." Students who are registered in a **minimum of 1 credit course** are eligible to be nominated and to co-sign a nomination form.

Students will elect **ONE (1)** representative to the Education Council who will serve for the term ending August 31, 2021 and may be elected to two (2) additional consecutive terms. The student representatives will be elected from the students at large.

- ✓ A student from the Coquitlam campus is defined as registered in 50% of their courses offered at the Coquitlam campus.
- ✓ A student from the New Westminster campus is defined as registered in 50% of their courses offered at the New Westminster campus.

By-election Dates and Checklist

Date	Task	Complete (Y/N)
Monday-September 14, 2020	Notice of call for nomination	
Monday-September 21, 2020	Call for nominations –forms available on elections webpage	
Monday-October 5, 2020	Nomination period closes at 4pm	
Thursday-October 8, 2020	Voting and campaign period is October 8 to October 15, 2020	
	Note: campaigning may commence once the Registrar has received and approved a nomination form. Candidates will be advised of this when contacted via email to confirm nomination form.	
Friday and Monday-October 16 and October 19, 2020	Confirm by-election Results and notify all candidates via phone	

Nomination Requirements-Each nomination form must include:

- ✓ The name of the nominee, campus, address, email, phone and student number.
- ✓ **Nominees must submit fifteen (15) forms, (one from each nominator) in one (1) email** to Mary Cope, Admin Officer at copem@douglascollege.ca by 4:00pm on Monday-October 5, 2020. **Do not send fifteen (15) separate emails.** Emailed nomination forms should be marked: Attention: Education Council By-Election – Student Representative.
- ✓ The signature of the nominee indicating that the nominee has read the statement on the nomination form and is willing to run for by-election.

See the College Elections Procedures for more detailed specifications. Nomination forms are available at: <http://www.douglascollege.ca/about-douglas/governance/education-council/education-council-elections>

NOMINATIONS MUST BE RECEIVED VIA EMAIL BY 4:00 PM Monday October 5, 2020.
(Please use the official nomination form).

Note: Education Council meetings are scheduled on the third Monday of every month from 9:00 am to 11:00 am. There are ten meetings per year. Due to extenuating circumstances, and in consultation with Education Council, an extraordinary meeting may be requested

Enquiries regarding this Education Council by-election should be directed to the Registrar, Rella Ng at rella.ng@douglascollege.ca or to Admin Officer, Mary Cope at copem@douglascollege.ca