

2015 Allard Law Students' Society Elections: Information and Policies

From March 11 - 13, 2015, the members of the UBC Law Students' Society will elect their representatives for offices on LSS Councils and the Careers Committee for the 2015-2016 academic year. Andrea Fraser, the current LSS President, will act as Chief Returning Officer in setting the elections procedures and in certifying the results accordance with the LSS Constitution and Bylaws. This document sets out information for candidates and electors regarding voting, available positions, candidacy, and other policies.

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1. Voter information

(a) Elections timeline

The LSS Elections will run from **Wednesday, March 11**, to **Friday, March 13**, with nominations and the posting of candidates happening the week prior. Voters should be aware of the following events and dates:

<u>Date</u>	<u>Event</u>	<u>Place</u>
Tuesday, March 3, 8:30am	Nominations period opens	Elections notice board
Friday, March 6, 4:00pm	Nominations period closes	Elections notice board
Wednesday, March 11, 12:30pm	Rock the Vote Elections Speeches	Franklin Lew Forum
Wednesday, March 11, 2:00pm	Voting opens	Bottom of central staircase
Friday, March 13, 2:00pm	Voting closes	Bottom of central staircase
Friday, March 13, 3:00pm	Democracy Friday Social starts	Franklin Lew Forum
Friday, March 13, 4:00pm	Election results are announced	Franklin Lew Forum

(b) Voting times

Voting will be by paper ballot at a single polling station located at the bottom of the central staircase in Allard Hall. Students will be able to vote at the following times:

<u>Date</u>	<u>Opening Time</u>	<u>Closing Time</u>
Wednesday, March 4	2:00pm	4:00pm
Thursday, March 5	10:00am	2:00pm
Friday, March 6	10:00am	2:00pm

(c) Informing yourself

Students will be informed by email and on the LSS website about which positions are contested. Candidates for contested positions will provide brief written statements (maximum 200 words) about themselves and their priorities in running for a particular office. Those candidates will also be invited to give a short speech at the Rock the Vote event over the lunch hour in the Franklin Lew Forum on Wednesday, March 11. Speeches will be limited to 45 seconds, except for candidates for President, who will be given 75 seconds. Students can also consult the elections notice board located just outside the Forum and across from the entrance to Room 106 for information on the candidates.

2. Nomination and candidacy

(a) Procedure

Nominations for positions with the Law Students' Society or Careers Committee will be open from **8:30am on Tuesday, March 3 to 4:00pm on Friday, March 6**. Students can self-nominate or nominate a peer by completing a nomination form and obtaining the signatures of ten fellow JD students in addition to the signature of the nominee. Nomination forms will be available from the elections notice board in Allard Hall or from the LSS website. Only completed nomination forms that are posted on the elections notice board as of 4:00pm on Friday, March 6 will be valid nominations.

If a position has only one nominee, he or she will win that contest by acclamation. If a position is contested between two or more persons, all candidates will be responsible for fulfilling the candidacy requirements in these rules, namely:

- a. Candidates must submit a short statement of maximum 200 words with information about themselves and their desire to fill the position they are running for by **12:00pm on Tuesday, March 10**.

- b. Candidates may prepare a poster to be posted on the elections notice board either by the candidate himself or herself, or by emailing it to Andrea at president@ubclss.com by **12:00pm on Tuesday, March 10**. Only one 8½” x 11” black and white poster is allowed.
- c. Candidates must deliver a short speech at the Rock the Vote event beginning at **12:30pm on Wednesday, March 11**. Speeches are limited to 75 seconds for candidates for President and 45 seconds for all other positions.

If a position does not receive any nominations the end of the nomination period, the positions remain available and nominations may be submitted by email to president@ubclss.com.

(b) Eligibility

Any first or second-year student may run for an elected office for the 2015-2016 year; only third-year students may run for Valedictorian.

A student who is part of an exchange, clinic, or externship program such that he or she will not be able to be on campus for more than two days per week will not be eligible to run for a position.

No student may run for multiple positions except:

- A person running for Vice President – Academic may also run for the position of Academic Director
- A person running for Vice President – Social may also run for a non-Executive position on the LSS Social Council

3. Policies regarding campaigning

In accordance with past practice, campaigning activities are strictly limited. The following activities are not permitted:

- Postering, or the distribution of printed or electronic materials, except for a single campaign poster place on the elections notice board (see below).
- Campaign websites or other social media promotion.
- Hanging around the polling station.

If you are a candidate, please advise your friends that they also cannot campaign for you. Violation of these rules may result in disqualification at the discretion of the Chief Returning Officer. Candidates are limited to the three points listed under Section 2 of this document (Nominations) in order to get their message out.

4. Positions available

There are 29 positions available on the various Law Students' Society councils and the Careers Committee for 2015- 2016 as well as the honour of Valedictorian at the 2015 Graduation Dinner and Dance. Position descriptions are listed below:

Law Students' Society Executive (10 positions)

President

The President is the chair of the LSS Executive Council and an ex officio member of the Social Council, Academic Council, and Faculty Council. In addition to coordinating the activities of the student administration generally, the President is also the chief representative of LSS members to the Faculty of Law administration, the University and the legal community generally. The President is also charged with the responsibility for upholding the LSS Constitution and Bylaws, the Statement of Values on Student Conduct, and working with members of the LSS Executive to set key policies in a way that promotes fairness and accountability. For more info, please send an email to Andrea at president@ubclss.com.

Vice President – Academic

The Vice President – Academic is a member of the LSS Executive Council and the chair of its Academic Council. The Vice President is charged with a range of academic and administrative issues that affect the Faculty of Law generally and students in particular: admissions, curriculum, examinations, equity, appointments, research, libraries, etc. This entails partnering with faculty and staff in various committees to set policy and address the needs of students. The Vice President also organizes important informational events for students and marshals student representation on Faculty Council, where students hold one-fourth of the voting seats. For more info, please send an email to Kristy at academic@ubclss.com.

Vice President – Social

The Vice President – Social is a member of the LSS Executive Council and the chair of its Social Council. The Vice President is responsible for a variety of events and activities that enhance the student experience at Allard Hall: Friday Socials and other special events, the funding and administration of sports teams and clubs, and the engagement of students generally in programming at Allard Hall. The position also entails managing the operations of the LSS, soliciting sponsorship, maintaining relationships with partners and suppliers, and getting students pumped about what the LSS has to offer. For more info, please send an email to Rosalyn at students@ubclss.com.

Director of Finance

The Director of Finance manages the financial business of the student administration and oversees the budgeting and funding for students clubs and sports teams at the law school. As the chair of the LSS Finance Committee, the Director of Finance prepares the budget for student activities and careers services at the law school for approval by a quorum of students and oversees the implementation of that

budget throughout the year through the careful supervision of inflows and outflows, the administration of finance rules, and the management of the LSS account with the AMS. The Director of Finance is a member of the LSS Executive Council and Social Council. For more info, please send an email to Braden at finance@ubclss.com.

Director of Sports and Clubs

The Director of Sports and Clubs oversees the creation, regulation, and registration of student organizations at the law school. This entails, among other things, organizing Clubs Day(s), ensuring that clubs fulfill funding requirements, liaising with club presidents, and sitting on the LSS Finance Committee along with the President, the Director of Finance, and students-at-large. The Director of Sport and Clubs is a member of the LSS Executive Council and Social Council. For more info, please send an email to Kellan at clubs@ubclss.com.

Director of Communications

The Director of Communications oversees and operates information channels between the LSS and its members and well as with Faculty and the community generally. The Director of Communications is responsible for the LSS's mailing lists and website, social media groups for students, disseminating information through the newflash and around Allard Hall, and the operation the all-important CANs database. The Director of Communications is a member of the LSS Executive Council and Social Council. For more info, please send an email to Kaitlin at info@ubclss.com.

Director of AMS Relations

The Director of AMS Relations is the LSS's delegate to the University's student association, the Alma Mater Society. The Director of AMS Relations attends various committee meetings to represents the interests of law students, participate in administration and policy creation for affecting all students at UBC, and relaying information between Allard Hall at the AMS, of which the Law Students' Society is a constituent. The Director of AMS Relations is a member of the LSS Executive Council and Academic Council and is also appointed to one faculty committee. For more info, please send an email to Alina at ams@ubclss.com.

Indigenous Director of Student Affairs

The Director of Indigenous Student Development is an important voice for indigenous students within the LSS Executive and Academic Councils to promote equity initiatives and to foster cultural and social inclusion of indigenous students at UBC Law. In addition to sitting on LSS Councils, the Director of Indigenous Student Development is its liaison to the Indigenous Legal Studies Program and work with the Ombudsperson on equity and diversity initiatives within the student administration. For more info, please send an email to Randy at indigenous@ubclss.com.

Senator

The Senate is the LSS's delegate to the University's highest governing body, the UBC Senate. The Senator attends various committee meetings to represent the interests of law students on important governance issues and also sits on student appeals committees to review issues of academic misconduct or academic standing. The Senator is a member of the LSS Executive Council and Academic Council and is also appointed to one faculty committee. For more info, please send an email to Brenda at senator@ubclss.com.

Ombudsperson

The Ombudsperson plays a number of key roles in student administration at the law school, including the confidential hearing and investigation of complaints within the law school, the oversight of equity issues within the student administration, and the advising of its Councils as a non-voting member. The Ombudsperson is charged with organizing the Legal Buddies program as well as the LSS's Diversity and Equity Committee. For more info, please send an email to Wes at ombuds@ubclss.com.

Law Students' Society Council Positions (8 positions)

There are 8 positions available on the LSS Social and Academic Councils to fulfill important functions in student administration, ranging from event planning and executive to participation in faculty committees. Please contact Kristy at academic@ubclss.com or Rosalyn at students@ubclss.com for more information.

Director of LSS Services

The Director of LSS Services is a member of Social Council who works with the Vice President – Social and the Upper-Year Social Council Representative to oversee the operations of the LSS and its events. The Director of LSS Services is responsible for event scheduling and licensing, supplier relations, and marshaling volunteers to set up and operate events.

Upper-Year Social Council Representative

The Upper-Year Social Council Representative is a member of Social Council who represents 2Ls and 3Ls and works with the Vice President – Social on event planning, sponsorship, and event operations.

Graduation Committee Co-Chair (2 positions)

The Graduation Committee Co-Chairs are members of the LSS Social Council who are tasked primarily with the organizing the Graduation Dinner and Dance for 3Ls every March. The Co-Chairs are responsible for, among other things, the preparation of the Legal Who and the Yearbook, as well as a variety of fundraising events and activities leading up to the event. For more information please contact Chantal or Emily at ubclawgrad2015@gmail.com.

Academic Director (4 positions)

Academic Directors are upper-year students who are members of the LSS Academic Council and who participate in one or more faculty committees that set policy and address issues like admissions, curriculum, examinations, equity, appointments, research, libraries in partnership faculty and staff. Academic Directors also occupy a voting seat on Faculty Council as a student representative.

Careers Committee (11 positions)

There are 11 positions available on the Careers Committee to fulfill important initiatives to bring students and employers together and to prepare students who are seeking articles or other employment in range of job markets: big or small, urban or rural, private practice, social justice, in-house, or something outside or legal practice. For more information, please contact Yvan at yvanguylarocque@gmail.com.

Careers Committee Chair

The Careers Committee Chair is responsible for organizing meetings of the Careers Committee in conjunction with staff from the faculty's Career Services Office. In addition to assisting in the organization and oversight of careers events, the Chair is the chief student careers representative to the administration and the Law Students' Society and solicits student input into the development and implementation of careers programs at UBC Law.

Secretary/Treasurer

The Secretary/Treasurer is responsible for maintain the business of the Careers Committee including taking minutes, budgeting, and managing the accounts of the Careers Committee.

Large Firm Representative (2 positions)

The Large Firm Representatives will act as the liaisons between the Careers Committee and large and medium size law firms in Vancouver and coordinating information exchange as well as their participation in hiring, networking, and skills development events.

Social Justice Representative

The Social Justice Representative will act as the liaison between the Careers Committee and legal employers that are not in private practice, namely, firms and organizations with a social justice or public interest mandate in the Lower Mainland; the Representative will coordinate information exchange as well as their participation in hiring, networking, and skills development events.

Non-Traditional Careers Representative

The Non-Traditional Careers Representative will act as the liaison between the Careers Committee and employers of law graduates outside of traditional legal practice located in the Lower Mainland; the Representative will coordinate information exchange as well as their participation in hiring, networking, and skills development events.

Small and Solo Firm Representative

The Small and Solo Firm Representative will act as the liaison between the Careers Committee and various small firm and sole practitioners in the Vancouver area; the Representative will coordinate information exchange as well as their participation in hiring, networking, and skills development events.

Canadian Bar Association Representative

The CBA Representative is responsible for promoting the CBA Mentorship program to the student body and overseeing its execution. The Representative will serve on the CBA Membership Committee act as the principal student liaison between the CBA, the Careers Committee, and the student body.

Head Careers Guide Editor

The Head Careers Guide Editor oversees the organization and publication of the UBC Legal Careers Guide, a key resource for all students seeking summer positions and articles in job markets in BC and across Canada. The position entails working with the Associate Editors and Career Services Office staff and collecting information from legal employers.

Associate Careers Guide Editor (2 positions)

The Associate Careers Guide Editors work with the Head Editor and Career Services Office staff to assemble information for the organization and publication of the UBC Legal Careers Guide.

Valedictorian

The Valedictorian must be a member of the UBC Law Class of 2015 who will be attending the Graduation Dinner and Dance and will be responsible for delivering the valedictory address to students, faculty, and guests at the event. The Valedictorian should be well-regarded among faculty and staff and must be prepared to speak for approximately 10 minutes with remarks that are appropriate, inclusive, and representative of the class. Any third year student may be nominated for this position.

5. Election results

The Chief Returning Officer is Andrea Fraser, the current LSS President. Election Results will be delivered at approximately 4:00pm at the annual Democracy Friday Social in the Franklin Lew Forum. The results will be certified by the Chief Returning Officer and two other appointees of the LSS Executive who are not candidates or nominees for any position elected or acclaimed.

6. Term of office

Pursuant to the LSS Constitution and Bylaws, the terms of all offices to be elected will begin, and the offices of the incumbents will end, on the Saturday of the last full week of March. This year, the changeover date is March 28, 2015.