

University of Regina Students' Union
Electronic Vote
August 10, 2015

Record of Decision

NOTICE OF MOTION

Notice of the proposed motion was distributed electronically to all members of the URSU Board of Directors at 12:04pm on Wednesday, August 5, 2015.

Included as attachments in the notice was supporting documentation. The document entitled, "Motion", included the wording of the proposed motion along with further information. The document entitled, "URSU Job Description", outlined the proposed job description of the CRO. Contents from both of these files are also provided in APPENDIX 1.

MOTION

WHEREAS URSU requires a CRO for the fall by-elections; and,
WHEREAS Lindy Whitehouse is the only candidate for the position; and,
WHEREAS Whitehouse has experience being the CRO; and,
WHEREAS Whitehouse is improving the election/referendum bylaws.
BE IT RESOLVED THAT URSU hire Lindy Whitehouse as the 2015/2016 by-election CRO

VOTE

13 YES
0 NO
0 ABSTAIN
1 NO RESPONSE

ADJOURNMENT

The vote was concluded at 11:59am on Monday, August 11, 2015

Motion:

Whereas URSU requires a CRO for the fall by-elections.
Whereas Lindy Whitehouse is the only candidate for the position.
Whereas Whitehouse has experience being the CRO.
Whereas Whitehouse is improving the election/referendum bylaws.
Be it resolved that URSU hire Lindy Whitehouse as the 2015/2016 by-election CRO

Reasoning:

Communication from Matt Mutschler:

Just looking at our timeline here and us execs want to have our CRO for the by election hired by the 24th which is before the next board meeting. Therefore we are going to need to do an email motion in order to stay on schedule.

We only received one applicant for the job, Lindy Whitehouse, who was the CRO for the election and referendum in the spring.

**URSU Job Description
Chief Returning Officer for Election and Referendum
August - September 2015**

TERM: 2 Months (August & September)
SALARY: \$2500

DUTIES :

- Responsible for running an URSU by-election in accordance with the Non-Profits Act and the URSU Election and Referendum Bylaw
- Attending URSU Board Meetings and providing regular updates to the Board of Directors
- Compiling a final report for the URSU Board of Directors

REQUIREMENTS:

- Impartial – the member chosen must not be affiliated (within reason) with candidates
- Flexible – must be willing to work days and/or evenings and work within candidates schedules
- Member of URSU in good standing – applicants must be students of the University of Regina who are members of the University of Regina Students' Union or must have been a member within the last 4 months.
- Administrative Skills – candidates must be able to perform word processing, filing, formatting and more in order to create a final report that meets the requirements of URSU policies
- English Language Competency – candidates must be able to communicate both orally and in writing in English in an efficient and professional manner

ASSETS

- Current knowledge of URSU, its Constitution, Bylaws and Policies (see; <http://ursu.ca/governance/>)
- Familiarity with working in a non-profit environment
- Familiarity with Roberts' Rules of Order
- Other languages – French and other languages

DESCRIPTION

The successful candidate will be responsible for planning and running the 2015 URSU By-Elections. The successful candidate will be expected to be in regular contact with the Vice President of Operations and Finance, who will be their primary point of contact.

This individual will be assisted by the URSU office staff, in executing duties such as, the promotion and logistics of the election. The student will be expected to work an average of 20 hours per week and to maintain some in-person and electronic availability for candidates and referendum participants who have questions.

Please submit resumes to frontdesk@ursu.ca by 4 p.m. on Tuesday July 28th, 2015.

