BCIT SA Student Association
elections@bcitsa.ca

BCITSA ELECTIONS 2026-2027
BY-ELECTIONS OVERVIEW PACKAGE

Hello Candidate,

Thank you for your interest in participating in this year's BCITSA By-Elections. Your journey towards a rewarding leadership opportunity starts now.

The newly elected student executives will serve a term from the date of the election ratification until May 31st, 2027. During this term, they will receive student executive benefits including an office, discounts at all BCITSA retail stores and pub, free part-time courses, invitations to special events, a discount on parking, and a monthly honorarium during the school year.

This Nominations package is one of several documents (also available at www.bcitsa.ca/elections) which will assist you in your role as a prospective candidate in these elections and are as follows:

- This *Nominations Package* which includes important information about dates and deadlines, candidate eligibility, and available Executive positions.

- The *Campaign Rules* document is three pages, links to the full text of Regulations and Bylaws, and acts as a reference guide for candidates.

- The *Candidate Application Form* is five pages and must be submitted no later than **2:00pm on Monday November 23, 2026**. Please review it very carefully, as there are mandatory sections on each of the five pages which require your signature (five times in total) as well as three signatures from students supporting your nomination.

- The *Post-Campaign Declaration* is only two pages and is due at the end of the campaign period by **3:00pm on Monday December 14, 2026**.

Further information will be communicated directly to candidates regarding BCITSA's efforts to promote voter awareness of candidates, as well as scheduling for the All Candidates Meetings and the results announcements.

During this 2026 By-Elections period, there are several important dates with which prospective candidates will need to familiarize themselves:

- The nominations period, during which candidate applications may be submitted, runs from **Monday November 9th, 2026** until the deadline of **2:00pm on Monday November 23rd, 2026**.

- The campaign period is expected to begin at **6:30pm on Wednesday December 2nd, 2026**, following the mandatory "All Candidates' Meetings" taking place that week - the time slots for these meetings will be scheduled in conjunction with candidate applicants.

- The voting period begins at **12:00pm on Monday December 7th** and runs until **12:00pm on Monday December 14th**. Campaigning by candidates continues to be permitted during the voting period.

A full list of applicable dates can be found at www.bcitsa.ca/elections.

CONTACT INFORMATION FOR THE ELECTIONS ADMINISTRATOR AND ELECTIONS COMMITTEE

E-mail: elections@bcitsa.ca

The BCITSA Elections team is here to support you, the BCIT students seeking election to our Executive positions. Please feel free to reach out with questions or comments via email.

During the nominations and voting periods, we do receive a high volume of correspondence but will make every effort to adhere to reasonable service standards. Communications, irrespective of the medium, will receive same-day acknowledgement during ordinary business hours. Simple requests and questions will be answered by the end of the next business day, while more complex matters may require longer timelines, to be determined in conjunction with affected candidates.

PLEASE REVIEW CAREFULLY

CANDIDATE BIOS - Student Association website

For many years now the BCITSA has posted candidate photos, biographies, and social media links on its website, and this will continue. However, new deadlines are in place. There is no penalty to missing these deadlines; however, there is a risk that other candidates' information may be posted before yours. Late submissions will always be accepted and uploaded within a reasonable period of time, to ensure a level playing field for all.

By **5:00pm on Monday November 30th**, please submit the following: (i) a professional profile picture, (ii) one or more ways for students to contact you, and (iii) 200 to 250 words introducing yourself, explaining why you chose to run in the election, and what you propose to do if elected.

DISCOUNTS - Printed Campaign Materials

BCITSA is here to help! This year, *Campus Print & Copy* is pleased to offer a **25% discount** on all campaign-related materials. These can include posters, cards, buttons, pamphlets, etc. Please contact Tajinder Kaur at tkaur@bcitsa.ca to discuss package deals. For the purposes of candidate spending reports (max. $75), the value of this discount is $0, i.e. it does not need to be recorded as an expense. Just report what you actually paid.

PRIVACY - Sharing contact information

Many candidates have expressed that it is challenging to reach students and engage in campaign activities, especially during a pandemic. One of the ways which this can be overcome is through the online coverage provided by *The Link*, including its podcast *MicroLink*. The Elections Committee **will** share your email address and phone number with the *Link* editor, which may be used to contact you regarding the election campaign. You may notify the Association at any time if you decline to have your information shared. All personal information shall be protected in accordance with the BCITSA **Privacy Policy**, and any questions can be directed to privacy@bcitsa.ca.

CAMPAIGN RULES - no changes

There have been no BCITSA rules changes in the past twelve months.

BCITSA STUDENT EXECUTIVE POSITIONS AVAILABLE:

School and Satellite Campus Chairs, elected by their constituencies

- Chair of the School of Health Sciences

All candidates are reminded of BCITSA Bylaw 5.5 which prohibits dual candidacies. An applicant may only seek election to one BCITSA executive position at any given time.

The rights of BCIT students in relation to elections are found in section 2.7 of the *Bylaws of the BCIT Student Association*, copied below:

2.7. Each Member in good standing shall have:

(a) the right to vote in elections and referenda;

(b) the right to run for and hold office in the Association; and

(c) in relation to any School or Satellite Campus for which the Member is enrolled in a program or course, the following rights:

(i) the right to vote in elections for that School or Satellite Campus;

(ii) the right to run for and hold office as Chair for that School or Satellite Campus; and

(iii) the right to serve as an appointed Councillor for that School or Satellite Campus.

ELIGIBILITY

Candidates must:

- be a member in good standing with the BCITSA
- be a full-time student based on BCIT criteria or a Flexible Learning part-time student taking a minimum of three (3) courses
- have a minimum of sixty-five per cent (65%) previous term standing GPA (however, any candidates with no GPA at all should contact the Elections Administrator)
- for candidates from ATC, be a full-time student in Level 1 or Level 2 of first term
- not have previously been required to resign as an SA Executive, if (i) twelve months have not elapsed and (ii) Council has not, by a 2/3 Resolution, permitted them to run.

ROLES AND RESPONSIBILITIES OF STUDENT EXECUTIVES

The Student Executives are the Board of Directors, elected to govern the affairs of the BCITSA. The Student Executives set the strategic direction, and approve all major decisions that affect how the BCITSA represents its student membership and enhances student life. The full BCITSA Council includes the twelve Student Executives and all of the Councillors appointed by the Chairs and the Executive Board. Executives contribute to the work of Council by reviewing materials in advance, providing their insights and feedback, and leading or participating in the various Committees which bring forward items to Council, such as clubs sanctioning and external policies.

If elected, there are several important timelines to keep in mind. Generally, incoming Executives are invited to attend Council and Executive Board meetings to begin learning the ropes. All outgoing Executives are obligated under the Bylaws to maintain robust transition documents and provide a transition for any incoming Executives. Finally, the Executive Board does usually meet during the summer, in conjunction with mandatory training. As the training for 2026 has already occurred, the SA will work with successful candidates to ensure they are brought up to speed.

All Student Executives are expected to attend all scheduled Executive and Council Meetings, be informed and inform students of all things BCITSA, remain full-time students during the school year, and submit bi-weekly progress reports. In addition, Student Executives have the opportunity to lead and help implement projects to enhance student life.

The **President** chairs the Board and is responsible for the overall management of the Executive Board. The four **Vice Presidents** perform specific duties and tasks that contribute to overall student development. The seven **Chairs** perform duties and tasks specific to the School or Campus they represent, and focus on issues affecting their School or Campus.

The tables below further highlight the roles and responsibilities of each elected position:

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<tr><th colspan="2">President</th></tr>
<tr><td colspan="2">• Chairs the Council and Executive meetings
• Is the official spokesperson for the BCITSA
• Ensures that the Executive Members are fulfilling their duties
• Automatically becomes a voting member of BCIT's Board of Governors</td></tr>
<tr><th>VP Administration & Finance</th><th>VP Student Experience</th></tr>
<tr><td>• Chairs the Bylaw Committee and Finance Committee
• Assumes responsibilities of President in their absence
• Ensure financial reports are submitted to Council and the AGM
• Represents the BCITSA in any health & dental negotiations</td><td>• Chairs the Clubs Committee and Selection Committee
• Handles student issues and concerns, academic and non-academic
• Liaises with BCIT on all matters affecting student life
• Automatically becomes a voting member of BCIT's Education Council</td></tr>
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VP External	VP Equity and Sustainability
• Chairs the Advocacy and Policy Committee • Promotes and maintains good public relations with surrounding communities • Liaises with Ministry and Government regarding issues that affect BCIT • Represents BCITSA on the BCIT Alumni Board and any lobbying efforts	• Chairs the Equity & Sustainability Committee • Advocates for increased equity and inclusivity on campus • Champions sustainability initiatives • Promotes BCITSA alignment with UN Sustainable Development Goals

Chairs (7)
• Organizes and chairs monthly Set Rep meetings • Appoints Student Councillors from their School or Specialty Campus • Liaises between Council and their respective School or Specialty Campus • In the case of TCE Chair, acts as chair of the Student Spaces Development Committee

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