Takunda Mwinjilo, Takudzwa Marwendo, Nancy Ainomugisha

SOCA ELECTIONS SPRING 2022
NOMINATION COMMITTEE ELECTIONS REPORT

Elections Results and Survey Report + Nomination Committee Reflections

GOALS

- To recruit and vet candidates for suitability to the organization's goals, and monitor the conduct of the elections as per the SOCA Constitution
- Present a Draft Election Policies for the SOCA Membership to approve and vote on outlining the process for recruiting and pre-nominations, nominations, campaigning, voting, and vote counting, as well as the communication protocol for each piece,
- Recruit candidates to be spread across all positions open for elections, and communicate back and forth with the potential candidates to strive for having the most candidates for the most positions
- Ensure a free, fair and clear election during all election periods
- Provide an election report with recommendations for the next Nominating Committee

HOW TO MEET THESE GOALS?

Since the creation of the Committee, we've held weekly meetings on Sundays to assign tasks and follow up within each period (save Sunday 20th March 2022 due to scheduling conflicts)

COMPLETED TASKS

- The Nominating Committee was formed on February 16, 2022.
- Hosted 9 meetings plus a workshopping session and a special meeting to count votes
- Elections Policies presented and voted on
- Created and sent out the nomination form to the mailing list and vetted candidates based on their responses to the questions included in the form
- Created template poster for the Candidates to use if they don't have their own posters, or prefer to use the template
- Created and sent out the voting link, and continued to promote the elections throughout the election period
- Counted the results and write a report for recommendations

ELECTION RESULTS

<u>Election Vote Totals</u>

PRESIDENT: Sophonie Priebe won with 89.5% of votes cast
Yes: 34, No: 0, Abstain: 4

VICE PRESIDENT: Emmanuel Adegboyega won with 95.2% of votes cast
Yes: 33, No: 0, Abstain: 5

SECRETARY: Gift Kituza Astrida won with 47.4% votes cast
Yes: 18, Other candidates: 16, Abstain: 4

TREASURER: Samia Ishimwe won with 86.8% of votes cast
Yes: 33 , No: 0, Abstain: 5

EXTERNAL RELATIONS OFFICER: Oghenekaro Lauretta Umukoro won with 86.8% of votes cast
Yes: 33 , No: 0, Abstain: 5

INTERNAL RELATIONS OFFICER: Linda Chobang won with 71.1% of votes cast
Yes: 27 , Other candidates: 8, Abstain: 3

INFORMATION TECHNOLOGY OFFICER: VACANT (Acting Will Be Appointed till next By-Election)

EVENTS COORDINATOR: Eden Tekie Ghirmaya won with 89.5% of votes cast
Yes: 34, No: 0, Abstain: 4

EXEC AT LARGE: Balqees Jama won with 65.8% of votes cast
Yes: 25, Other Candidates: 8, Abstain: 5

FIC REP: Richard Goodluck-Agbor won with 92.1% of votes cast
Yes: 35, No: 0; Abstain: 3

GRAD REP: VACANT (Acting Will Be Appointed till next By-Election)

FIRST-YEAR REP: Janaye Majer won with 86.8% of votes cast
Yes: 33, No: 1; Abstain: 4

Every year, a question on what membership wants to see from SOCA is added to the mandatory ballot, alongside the votes for candidates. This year the results were as follows (unsummarized):

What would you like to see SOCA do over the next year 2022/2023?

- More events for the black community at SFU to meet each other and or black centred celebrations and just events in general- both on and off-campus + more events in person for instance:-
  - Catch A Vibe events and hangouts on Tuesday/Thursday
  - Wholesome Afrobeat dance parties
  - Events centered around Black womanhood
  - Book clubs
  - Community building
  - Awareness projects
  - A plus is ensuring the events are safe
- More socials- events and activities including sporting activities
- Continued but also increased active advocacy and solidarity for Black lives on campus [in SFU and SFSS]
- Re-establish the Black caucus space.
- More collaborations with the ALAS, NSA, SSA, many other groups on campus and Black student unions in Canada
- More active communication regarding updates about events, SOCA meetings (have links available on the website and social media)
- More services for black students with increased funding
- Spend the levy $65,000 funding!!

OPTIONAL SURVEY RESULTS REPORT

This year, the Nominating Committee decided to add optional survey questions and release the results to the incoming Executives so that folks may know what is the pulse of the voters, and what they want from SOCA. The Nominating Committee decides on these questions and should collaborate with the outgoing Executives to create them. In addition to the optional survey questions, there may be other engagement questions to meaningfully engage membership that may be added including, but not limited to, "Do you want to volunteer with SOCA/join the SOCA general membership WhatsApp group chat?", "Are you interested in an appointed position?" etc. These results are also shared with the Executives for their purposes. Below are the results from these optional survey questions.

Question 1: On a scale of 1-5, do you think SOCA advocates well on your behalf? (1 means Very Poorly, 5 means Very Well)

45 responses
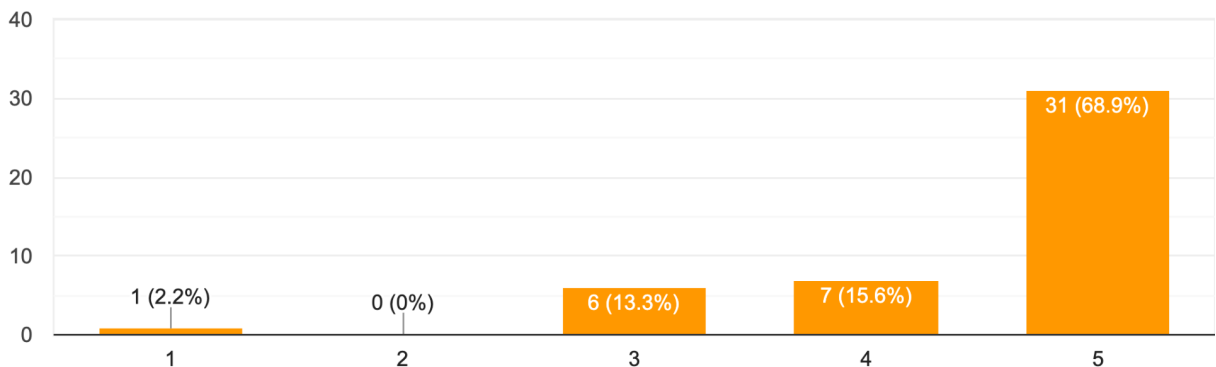
Question 2: Any additional comments on the above question?
- Keep up the great work!!
- I don't participate in SOCA events much but my friend does and they seem great and empowering
- SOCA does an excellent job of keeping meetings open. Students are doing the best we can with the resources we have, and somehow are making huge impacts at SFU on all kinds of things. Black students have more acknowledgement and support, with things like Black counseling, more Black faculty, more Black student consultations, as a direct result of SOCA and Black community members' work.

Question 3: Do you feel as if SFU is equipped to handle anti-Black racism in the classroom or on

SFU campus?
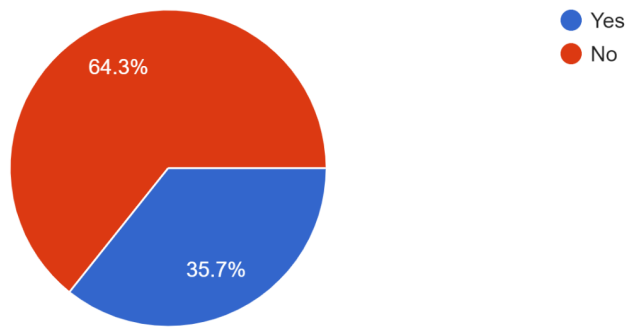
Question 4: How can SOCA advocate for you better?
- I feel like SOCA does a great job at advocating for POC especially when they surveyed the school about the issues and needs of Black and Indigenous individuals.
- More engagement in SFU decision making
- Reinventing the NSA
- By strengthening relationships with other community groups so we can have each other's backs
- By constantly seeking members' input and opinions
- Ensuring students are represented and are involved in governing SFU Black Caucus
- Get permanent health and counselling for Black students and also multiple Black counsellors available;
- Get funding for off-campus mental health services like UBC's Mental Wellness Pilot Project for Black Students, Faculty and Staff
- Reporting of racist events through SOCA?
- SOCA is doing good as it is
- One on one consultation

Question 5: Do you agree that SFU SOCA does well to make Black folks feel heard or empowered on campus?

31 responses
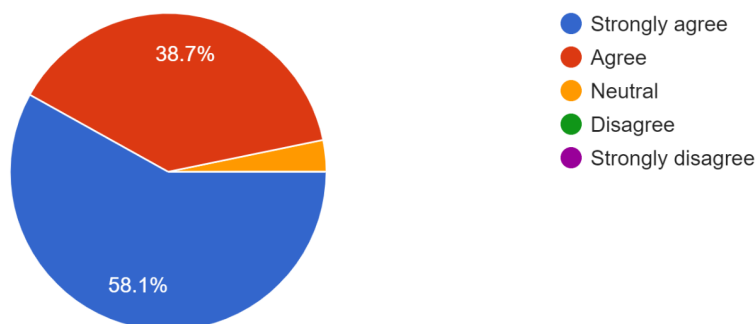
Question 6: Any additional comments on the above question?
- "Unity not division"
- I personally don't think SFU takes racism as seriously as it should-additional comments to: Do you feel as if SFU is equipped to handle anti-Black racism in the classroom or on SFU campus?

- SFU still doesn't collect race-based data like they promised they would, and still don't have a reporting mechanism and accountability/support process in place for racial discrimination. general 'anti-bullying' approaches don't work to address systemic racism. The best support for anti-Black racism currently is SOCA and Black community members doing the best we can to support each other emotionally or through existing mental health supports, reporting or legal processes.

Question 7: Would you like to volunteer for SOCA?

28 responses

- Yes
- No
- Maybe later on

32.1%

64.3%
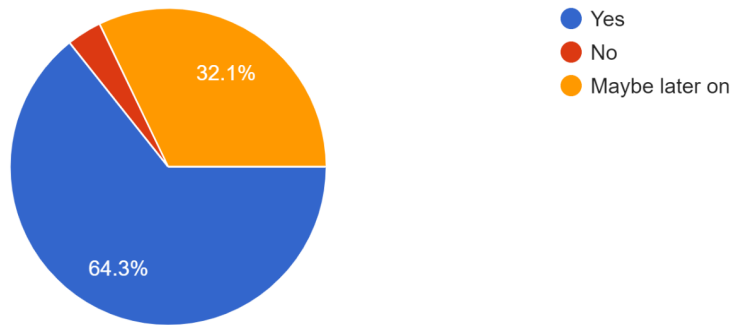
NOMINATING COMMITTEE REPORT - GENERAL

FULL OUTLINE AND OVERVIEW

The Nominating Committee derives its power from the SOCA Constitution Section VII.3. In SOCA, the Nominating Committee's role includes recruiting potential candidates, and ensuring that each position is filled. This can be achieved by working with potential candidates to determine their preferences after they have been vetted for suitability, eg: if the potential candidate's level of commitment is aligned with the organization's overall goals.

The pre-election period comprises ensuring the Nominating Committee has enough members to reasonably meet and partake in the activities as is necessary for a committee of this nature. As a result, on February 16, 2022, the Membership appointed Takudzwa Marwendo, Takunda Mwinjilo, Nancy Ainomugisha to sit on the SOCA Nominating Committee for the SOCA Spring 2022 General Elections. In addition to this, the election periods were called and outlined in that same meeting (Nomination Period: Feb 22 to Mar 2, Campaign Period: March 3 to 12, Voting Period: March 14 to 16 (09:00 am to 11:59 pm), in line with the SFSS Bylaws and the SOCA Constitution. The SOCA Constitution stipulates that the General Election must be held in March of every year, while the SFSS Bylaws, say that the Council Election (SOCA has a seat on Council) must be held within weeks 7 to 10, which also falls in March.

Between the appointment of the Nominating Committee, and our first meeting on Feb 16, 2022, the Nominating Committee engaged in an online dialogue to get versed in the various documents, constitutions, policies and procedures for running elections, as well as regarding SOCA via WhatsApp. This included talking about prior Election policies, the nomination and election processes, and the recruiting and transition planning. Following this, we hosted our first meeting on February 16, 2022, and had weekly meetings up until March 27, 2022, totalling 7 official weekly meetings and 2 special meetings. We also created a Google Group to have discussions via email, and to use this as a point of contact for the candidates or other SOCA members to contact the Committee (Address: nominatingcommittee-sfusoca@googlegroups.com).

In February, we focused on finalizing policies to send to the Membership for approval, finalized the graphics and social media release schedule (ie: what posters to create and when to post them), as well as requested access to SOCA's various social media platforms to complete the Nominating Committee work (ie: Mailchimp, Facebook, SOCA Weebly Website, Instagram, Canva). This enabled us to prepare and promote the elections at various periods. Also in February, we decided which page of SOCA's website all information pertaining to the elections would be posted, (ie: candidate information, platforms, various election activities, various links such as the nomination form and voting link, and housed the SOCA constitution and the elections policies (Election - SFUSOCA)).

In line with the various election periods (Pre-nomination, Nominations, Campaign and Voting), we conducted meetings focused on how to organize and prepare for the said period. For example, in early February, prior to the nomination period, we focused on creating the nomination form and the mailing list to send out said forms, while in late February, we focused on recruiting new candidates to submit nomination forms. On the forms, we requested information to be used for each candidate's platform (eg: why they are running, their time commitment/availability, relevant experience, a picture for their campaign poster. We provided a template poster on Canva for them to post candidate information, however, candidates also had the option to use their own poster). We also collected information to be put on the Executives page on SOCA's website after the elections.

At the beginning of March, we finished recruiting candidates; we successfully recruited candidates for all but two of the positions available (graduates representative and information technology officer). We also hoped to recruit potential candidates for these vacant positions but ended up failing.

At the end of the voting period, we had a special meeting to count the ballots. This included counting all eligible votes to see if the candidates got the requisite number of votes. Candidate votes by ineligible voters were not counted in the tally, but their answers from the optional survey were recorded. Therefore, we removed submissions that were from community members that are not current SFU or FIC students AND who did not sign up to the Mailing List by the cut-off date as outlined in the election policies.

On March 27, 2022, we met and worked on the SOCA Nominating Committee report, compiling our key findings. In addition, we cleaned up the motions for the submissions for agenda items for the next SOCA meeting. Here are our minutes from all Nominating Committee meetings with personally identifiable candidate info and communications redacted

📄 SOCA 2022 NOMINATING COMMITTEE MEETING MINUTES

TIMELINE

Prenomination Period	
February 16, 2022	Appointment of Nominating Committee by SOCA Membership
February 16, 2022	Whatsapp Group Chat for Nominating Committee created
February 16 - February 20, 2022	Nominating Committee members got acquainted with the relevant docs
February 20, 2022,	Nominating Committee meeting - went over policies and governing documents, set graphics schedule, amended draft policies, got access to SOCA social media accounts, set Nominating Committee process
Nomination Period (February 22 - March 2)	
February 22, 2022	Nominating Committee meeting
March 2, 2022	Nominating Committee meeting
Campaign Period (March 2 - March 12)	
March 6, 2022	Nominating Committee meeting
Voting Period (March 14 - 16)	
March 13, 2022	Nominating Committee meeting
March 18, 2022	Nominating Committee meeting - vote counting and updating social media

Nancy Ainomugisha

Summary

Being on this committee was definitely a learning experience for me. I thought it would be difficult given how well the last committee executed the nomination process. Having individual external commitments also posed a bit of a challenge to how quickly we got things done; however, the weekly meetings and constant and timely communication between the other committee members guaranteed a smooth and successful process.

What we did well that we should continue doing:
- Assigning individual tasks and deadlines + checking in to ensure every committee member has completed their tasks

What we should improve
- At the end of every nomination process, the committee should organize documents relative to their nomination period in one folder so as to avoid confusion for future committees.

Something we should not do next time, that we did this time
- N/A

Policies and Training Process:

The first meeting where we received and reviewed all the relevant documents was a bit overwhelming as it seemed like it would be a lot to take on especially considering how I have external commitments.

What we did well that we should continue doing:
N/A

What we should improve
- Reducing the amount of time spent on this process so as to not overwhelm the committee members.

Something we should not do next time, that we did this time
- N/A

Various Election Periods (Pre-voting, Nominating, Campaign, Voting, Post-voting)
Summary: The nomination period up to the voting was the most hectic in my opinion. It took us some time to locate all the relevant documents and templates from last year so we could start the process. Also, during nomination, recruiting candidates and updating last-minute entries was also a bit frantic as there was a short window between the different periods. While it was fast-paced, the daily communication among the committee members made the process manageable.

Communications (How we communicated):
We used WhatsApp on a daily basis to keep on track of our tasks and take note of what was next on the agenda. Overall, we communicated well

What we did well that we should continue doing:
- Having one main platform for daily communication
- Google Groups email for nominees/potential candidates to reach out to us

Good that we should improve:

- Monitor the google groups more, maybe designate a person, or else rotating person, who will monitor this and respond to incoming mail

Something we should not do next time, that we did this time:

N/A

Meetings:

Summary: We had weekly meetings throughout the process from pre- to post-voting period. These meetings were productive and helpful for outlining our tasks, touching base on what needed to be addressed, and the next steps. We wrote down action items for each member so everyone knew exactly what they had to accomplish for a given period of time.

Good that we should continue doing:

- Check-ins not just regarding the nomination process but also with each other as it helps to build rapport with each other
- Individual action items

Good that we should improve:

- Try to realistically estimate the duration of meetings so that they don't eat up the day

Something we should not do next time, that we did this time:

N/A

General Pain Points

N/A

General Recommendations

- Having a shorter and more concise policies and training process so as to not overwhelm the next committee
- The committee should organize documents relative to their nomination period in one folder so as to avoid confusion for future committees.
- Meeting at regularly scheduled times.

Takudzwa Marwendo

Summary

I had an amazing time on the committee. The meetings were well designed, good agenda and good camaraderie within the nomination committee. Previous work by early committees made sure we were not completely lost. A lot of the work from there on end was communicating with the general SOCA membership, updating social media, and compiling the survey responses.

Policies and Training Process:

After the formation of the committee we received the relevant documents, motions and sections of the constitution. This included the past elections policies that needed revision so we could amend and present them to SOCA for adoption. After this process, at our first meeting, we went through everything that the committee members needed to know (the Constitution section on execs and elections, the Elections Policies, the Motions related to the elections that set the timeline and the struck the committee and other relevant docs like the SOCA manual). After this, we met regularly and tried to decide on issues as a group.

Good that we should continue doing
- Send documents way in advance of first meeting
- Have a separate training session separate from the first meeting

Good that we should improve
- N/A

Something we should not do next time, that we did this time
- N/A

Recruitment of Candidates (Nominating) Process:
- We mostly reached out to potential candidates via the WhatsApp group and also reached out to previous executives to see if they were interested in running again. Going forward I think compiling a list of people we have contacted to avoid asking the same person multiple times would be a good idea.

Good that we should continue doing
- Utilizing the WhatsApp group for outreach

Good that we should improve
- N/A

Something we should not do next time, that we did this time
- Have a spreadsheet with all the people we have already reached out to prevent reaching out to the same person more than once.

Election Period Notes (Voting, Post-Voting):

- I think this period went well and besides scheduling issues.

Good that we should continue doing
- Flexible with setting meetings

Good that we should improve

- N/A

Something we should not do next time, that we did this time
- N/A

Communications (How we communicated):
- We communicated using the WhatsApp group chat.

Good that we should continue doing
- N/A

Good that we should improve
- N/A

Something we should not do next time, that we did this time
- N/A

Meetings:
- We had meetings every Sunday and during the week when necessary. Meeting minutes were done on a voluntary basis and we tried to have explicit action items.

Good that we should continue doing
- Having a consistent day and time for general meetings
- Meetings were brief with minutes made and action items

Good that we should improve
- N/A

Something we should not do next time, that we did this time
- N/A

General Pain Points

- Election period coincides with the midterm season so it was difficult to find a time that works for everyone.

General Recommendations
- N/A

Takunda Mwinjilo

Summary

Overall the committee was good. Though on my initial acceptance I did not fully understand what the position would entail, with guidance and help from the rest of the committee we managed to get the nominations and elections done and dusted. Overall I had a very positive experience and am appreciative of the support the nomination committee received from former, now graduated, nomination committee members.

Policies and Training Process

Training was short and overwhelming. The entirety of the information was given to us at once which initially had me worried we would not be able to complete it all. After 3 meetings though, we managed to get a consistent schedule and a breakdown of tasks to do which made each period that much easier.

Good that we should continue doing
- Introduce new committee to any external resources such as people, old documents etc

Good that we should improve
- Create a checklist of items to get done in each period, rather than have to read the policies to locate what needs to be done

Something we should not do next time, that we did this time
- Leave out a member in the initial meeting. We thought we could catch them up through meeting minutes but for the initial meeting where we receive a lot of information, it is a good idea to have everyone present or reschedule the meeting.

Recruitment of Candidates (Nominating) Process

This was easily the toughest period. We had yet to fully establish media communications (Instagram, Email, Whatsapp and Facebook) so some time was lost finding templates. The way we recruited was also haphazard at the start. We did not make hard posts on social media or properly track who we messaged. With help from former nomination committee members, namely Giovanni Hosang, we managed to obtain all the necessary templates, log the people who we contacted for nominations and recruit candidates for almost every position.

Good that we should continue doing
- Contact as many people as possible

Good that we should improve
- Use the SOCA mail list
- Keep track of who has been contacted in a spreadsheet and who needs a follow-up

Something we should not do next time, that we did this time
- Waiting until nomination period to look for prospective candidates. If possible look for interest beforehand to get an initial inflow rather than getting everyone applying right at the end

Election Period Notes (Voting, Post-Voting):

This period went well. All the necessary voting links were made and the voting procedure was established well in time. The only issue came in that votes had to be counted mid-week to see if there was a need for an additional tie-breaking election voting. None of the committee members were free during the week of the elections so we had to meet haphazardly. Luckily there was no need for a tie-breaker so final votes were tallied and counted and posted by Friday, March 18th.

Post went slower. Due to external commitments, the nomination committee was unable to meet on Sunday, March 20th to complete the report and thus met on Sunday, March 27th to complete it.

Good that we should continue doing:
- Having a mid-week meeting to get a scope of the voting landscape so that tiebreakers can be planned in advance

Good that we should improve
- Pre-planning the mid-week meeting instead of having it impromptu so that it is in everyone's schedules

Something we should not do next time, that we did this time
- Leave report writing until after collection results. Evolve the document as we do each step. Short iterations will allow for the report to be released the same day as the election results

Communications (How we communicated):
We used Whatsapp for all informal communication and Zoom for our weekly meetings. We also used the google groups, nominatingcommittee-sfusoca@googlegroups.com, to formally contact nominees and have emails visible to the entire team. We also used the website, sfusoca.ca, Facebook page and Instagram page to disseminate all election-related information to the general public

Good that we should continue doing
- Using platforms like WhatsApp (or social media) for quick, informal communication
- Planning consistent weekly meetings
- Assigning a person to be in charge of each media platform when putting out information

Good that we should improve
- Obtained all necessary media platform logins and run a tutorial on how to use them before nomination period
- Checking emails more consistently than once per day

Something we should not do next time, that we did this time
- Using stories alone to promote messaging
  - We relied heavily on Instagram/Whatsapp for getting information out during the nomination/recruiting period. Using a more diverse approach would work better overall

Meetings:
The meetings were good. Most ran between 20 mins and an hour. This changed depending on whether we were completing work during the meetings or simply assigning tasks.

Good that we should continue doing
- Keeping meetings brief and focusing on agenda and action items
- Running meetings at the same time every week

Good that we should improve
- Planning meetings for election period during the week

Something we should not do next time, that we did this time
- N/A

General Pain Points
- Templates were initially difficult to find. Potentially store templates in their own template document rather than have them with policies

General Recommendations
- Have a checklist of nominating committee tasks for the next election. It will help a lot in the initial stages (pre-nomination/policies training) seems overwhelming.
- Continue with the mentorship of former nomination committee members. It helped us immensely to get through this year's elections and I know it will help future committees.

MEETING MINUTES AND DOCUMENTATION

- Google Groups: nominatingcommittee-sfusoca@googlegroups.com
  - SOCA Gmail now has access to this. For future
- Elections Policies: 2021/2022 SOCA ELECTIONS POLICIES (sfusoca.ca)
- SOCA Constitution: soca_constituion_approved_mar_2019.pdf (sfusoca.ca)
- Minutes of Nominating Committee meetings:
  - SOCA NOMINATING COMMITTEE MEETING MINUTES - Google Docs
- Nominating Committee Report: SOCA Nominating Committee Report 2022
- SOCA Canva Designs: Look in the Canva for Old Created Designs for Elections
- Candidate Platform Poster Template: SOCA ELECTION PLATFORMS TEMPLATE
- SOCA Elections Call for Nominations Instagram - link
- SOCA Nomination Link: http://bit.ly/SOCANominations2021
- SOCA Elections Candidate Announcements Mailchimp: SOCA This Week | Instagram: SFU SOCA (@sfusoca)
- Candidate promotions post: Facebook - link | Instagram - link
- SOCA Voting Link: https://bit.ly/SOCAVotes2022
- SOCA Elections Voting Period Open: SOCA Elections 2022: Voting Period is Now Open
- | Facebook - link | Instagram - link
- SOCA Results Announced: March 17: SOCA UPDATE | Instagram - link | Facebook - link