

SAITSA

**GOVERNANCE
& ELECTIONS**

101

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SAITSA's Mission:

To create a community where students are inspired to learn, lead & be exceptional.

SAITSA in a nut-shell

SAITSA is a not-for-profit organization that serves its members by providing a variety of programs, operations, services and events designed to improve the SAIT student experience. There are countless ways students can become involved with SAITSA, this booklet outlines how students can become involved at the highest level - with our governance.

SAITSA's Governance

When we say SAITSA is run by and for the students, we're not kidding. SAITSA's highest governing bodies, the Board of Directors and the Executive Council, consist of SAIT students who are elected into those positions by the membership.

SAITSA's Membership

SAIT students who pay SAITSA fees are considered a member of SAITSA. Nearly all SAIT students are SAITSA members, to find out if you're a SAITSA member check the SAIT fee schedule.

Membership entitles you to access our programs and services, and to run and vote in our elections.

GOVERNANCE 101

What is a Students' Association?

In Alberta, Students Associations are regulated by the Post-Secondary Learning Act (PSLA). SA's provide for the administration of student affairs, including the development and management of areas related to student experience and welfare at the institution. For more information, refer to Section 93 of the Act.

What is Governance?

The term 'governance' is not easily defined, but to sum it up, governance outlines an organization's:

- Authority
- Decision making
- Accountability

SAITSA's governing documents are:

- The PSLA
- Our bylaws
- Our policies & procedures

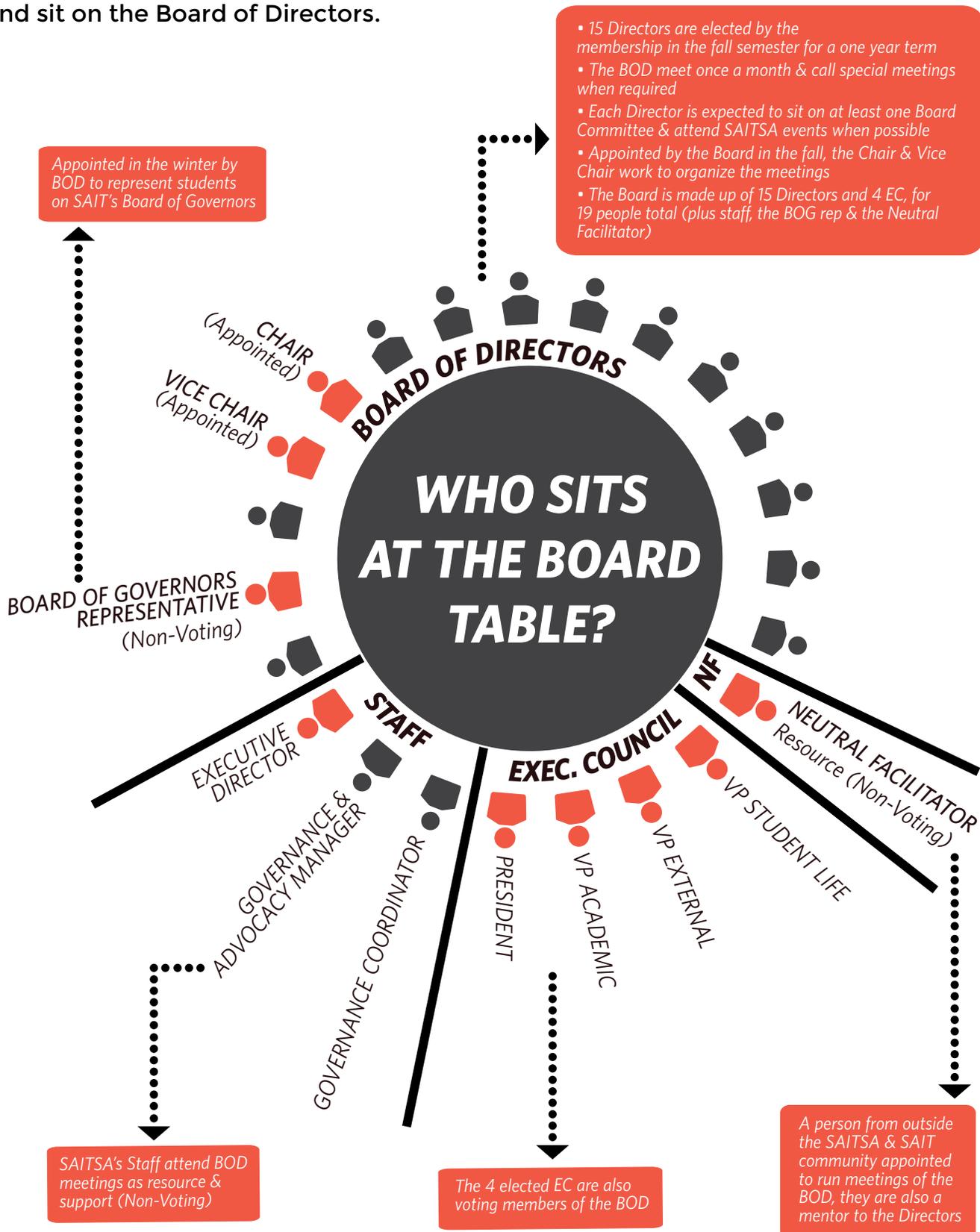
Who governs SAITSA?

Staff may keep the engines running day-to-day, but elected students are the ones who provide the strategic leadership and direction for the organization.

Our two highest governing bodies are elected by and from the membership. The Board of Directors and Executive Council are our two highest governing bodies and are the stewards of the organization.

SAITSA'S BOARD OF DIRECTORS

Together, the Executive Council and the Directors are all officers of SAITSA and sit on the Board of Directors.



BOD Meetings

In the fall semester fifteen directors are elected to the Board. After a comprehensive training retreat, the Directors begin their duties.

Directors' terms are for one year, and commit 10-20 hours a month to the organization. While considered volunteers, Directors are paid a small honorarium for their time.

Why two governing bodies?

While both the EC and BOD are officers of SAITSA, they play very different roles when it comes to day-to-day responsibilities. The Board as a whole provide strategic direction, while the EC oversee the organization's operations.

Main differences:

- Directors are volunteers
- EC are full-time staff

Main similarities:

- Both bodies are elected by the membership
- Both bodies are SAIT students when in office

For more information on the roles of both bodies, please refer to our bylaws.

SAITSA ELECTIONS 101

Those who are elected represent over 12,000 students to all levels of government, the community and SAIT executives.

**LEAVE IT BETTER THAN YOU FOUND IT
- GET ELECTED AND MAKE A DIFFERENCE**

Why do we have elections?

The Post-Secondary Learning Act prescribes that SA/SU's must be managed by a body who are elected by and from the members of the association (Sec.95).

The Act, our bylaws and our policies regulate SAITSA's election processes.

When are SAITSA's elections?

SAITSA holds two elections a year:

- I. Fall (Sept/Oct) for the Board of Directors
- II. Winter (Feb/Mar) for the Executive Council.

Who can run & vote in an election?

Any student who pays SAITSA fees can become a candidate and vote in an election. Voting is easy and is done through email. During voting days an email will be sent to SAIT student emails with instructions on how to vote.

If you're interested in becoming a candidate in an election, please ensure you read this booklet and review our governing documents and strategic plan.

Directors 101

In the fall semester fifteen directors are elected to the Board. After a comprehensive training retreat, the Directors begin their duties.

Directors' terms are for one year, and commit 10-20 hours a month to the organization.

While considered volunteers, Directors are paid a small honorarium.

Executive Council 101

In the winter semester four EC are elected: the President, VP External, VP Academic and VP Student Life.

The EC begin their term in May and undergo comprehensive training to prepare them for their duties.

EC terms are for one year, and are considered full-time staff of SAITSA.

The EC sit on the Board as voting members.

When are SAITSA's elections?

SAITSA holds two elections a year:

- I. Fall (Sept/Oct) for the Board of Directors
- II. Winter (Feb/Mar) for the Executive Council.

INTERESTED IN BECOMING A CANDIDATE?

Elections play a critical role in the organization, that means there's lots of rules to follow and things to know, but don't let that deter you!

**BECOMING A CANDIDATE IS EASY-
50 SIGNATURES IS ALL IT TAKES!**

Step 1:

Familiarize yourself with SAITSA's:

- Strategic Plan
- Election policies and procedures
- Nomination package

Step 2:

Determine the reasons why you want to run and why you'd be a good candidate. Then complete and submit the nomination package by the deadline.

Step 3:

After you've submitted your nomination package, you must attend a candidates' meeting prior to campaigning. Once you've attended the meeting, your campaigning begins!

Step 4:

Campaign! Encourage students to vote for you and await the results.

**NOT INTERESTED IN RUNNING?
MAKE SURE TO VOTE!**

SAIT STUDENTS' ASSOCIATION

Mission:

A community where students are inspired to learn, lead, and be exceptional.

Vision:

SAITSA improves the student experience at every opportunity.

Our governing bodies are just one way to get involved with SAITSA.

For a full list of SAITSA's services, operations, programs, volunteer and employment opportunities, please go to our website.

www.saitsa.com
Download our App
[@sait.sa](https://www.instagram.com/sait.sa)

Administrative Office: V204 – Campus Centre
Resource Office: MC107 – Stan Grad
Governance & Advocacy Office: NN118 – Senator Burns