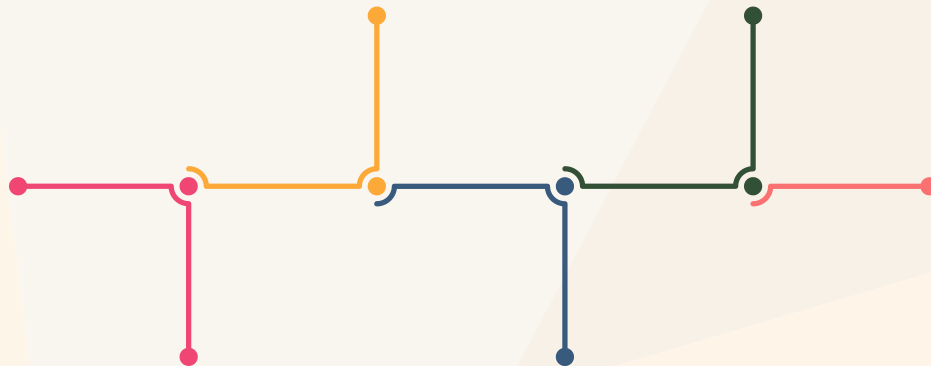




Students' Association Council Vacancy

September 14 Starting @ 5:30 p.m.
Interview Opportunity

September 26 @ 9 a.m.
Full Council Orientation



September 2 @ 9 a.m.
Nominations Open

September 21 @ 4:30 p.m.
New Councillor Orientation

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Notice of Election

As per the Students' Association Elections Policy, a notice of election is hereby given to fill the following positions within the Students' Association.

COUNCILLORS (3)

Nominations open at 9 a.m. on Wednesday, September 2nd, 2026, and close when all positions are filled.

As per Association policy, Council shall interview and elect Council Candidates to fill vacancies. There is no campaigning for this position.

Questions about Elections?

Please contact Marian Young, Election Administrator, with inquiries regarding the position and general election questions.

Marian Young
Election Administrator

Email: saelections@rdpolytech.ca

Office: 403-356-4964

Office Hours: Monday – Friday, 9 a.m – 4 p.m

Office Location: Room 2010A

Mission, Vision & Values

Our Mission

The Students' Association is dedicated to elevating the student experience at Red Deer Polytechnic by offering essential services, effective political representation, and impactful opportunities to enrich their educational journey.

Our Vision

The students at Red Deer Polytechnic are empowered to thrive in a learning environment where access and connection inspire transformative discovery, encourage a sense of community, and provide opportunities that foster a memorable experience.

Our Values

Affordability & Accessibility

We believe that access to quality education and essential student supports should be barrier free and affordable.

Community & Diversity

We embrace and celebrate the individuality of our Members and foster an inclusive, accessible, and safe community, recognizing that diversity enriches our lives.

Transparency & Accountability

We are accountable to our Members and transparent when making decisions on behalf of our Membership.

Sustainability & Continuity

We are committed to sustaining our organizational continuity by building and maintaining strong relationships, practicing good governance, and prioritizing continuous growth.

Wellness & Inclusion

We invest in the mental, spiritual, and physical wellness of our Members and foster a culture of inclusion, belonging, and growth.

Preamble

The Students' Association of Red Deer Polytechnic exists to support, represent, and advocate for students throughout their educational journey. Established under the Post-Secondary Learning Act, the Association is a not-for-profit organization led by elected student representatives who work to advance the interests, needs, and overall student experience of our Members.

All credit, collaborative, and apprenticeship students at Red Deer Polytechnic are Members of the Students' Association. Membership provides students with access to services, supports, representation, advocacy, and opportunities designed to enhance their experience both inside and outside the classroom.

The Association's purpose is to elevate the student experience by providing essential services, meaningful opportunities, and a strong student voice. Through advocacy, engagement, and connection, the Association works to support student success, wellness, and a sense of belonging within the Red Deer Polytechnic community.

The Students' Association is governed through a democratic process, with student representatives elected annually in March to serve in the following positions:

Executive Council:

- President (1)
- Vice President Academic (1)
- Vice President External (1)

Students' Association Council:

- Councillors (10)

Elected representatives serve on behalf of the Membership and are responsible for bringing forward student perspectives, making informed decisions, and supporting initiatives that benefit the student community.

The **Students' Association Council** is the highest governing body of the organization and provides strategic direction, policy oversight, and financial accountability in the best interests of students.

The **Executive Council** serves as the representative body of the Association, advocating student interests and representing Members on institutional committees and to the RDP Administration, the Community, and the Provincial Government.

The Students' Association is committed to creating an inclusive, accessible, and supportive environment where students have a voice in decisions that affect their education and opportunities to succeed. Through responsible governance, advocacy, and student-focused services, the Association works to make the student experience at Red Deer Polytechnic the best it can be.

For more information, Members may visit the Students' Association website at www.sardp.ca.

Eligibility: Council

Before the closing of nominations, students wanting to become a candidate for the position on **Councillor** read and be familiar with the Association Bylaws and Election policy.

To be eligible for Council, the student **must:**

- Be **enrolled** in a minimum of one (1) **credit course** at either the Institution or a collaborative institution during the Fall term,
- In good academic standing,
- Not an employee of the Association,
- Not an employee of the Institution, and
- Not a Community Board of Governors Member

What does a Councillor do?

Councillors are elected student representatives who serve as a voice for the Membership and help guide the direction of the Students' Association. Serving a one-year term from May 1 to April 30, Councillors participate in Council meetings, contribute to discussions and decisions, and ensure that student concerns, ideas, and interests are represented in the governance of the Association. Councillors are responsible for putting the interests of the Membership first, engaging with students, maintaining confidentiality, participating in Association events, and serving on at least one Council committee.

As a member of the Students' Association Council, Councillors help oversee the organization's policies, finances, strategic direction, and operations. Council members play an important role in approving budgets, reviewing financial statements, developing policies, and making decisions that support the objectives of the Association and improve the student experience.

No previous experience is required to become a Councillor. The role provides an opportunity to learn about leadership, non-profit governance, budgeting, advocacy, and how decisions are made on behalf of students. New Councillors receive orientation, training, and opportunities to connect with fellow student leaders while building skills, expanding their network, and contributing to the Red Deer Polytechnic community.

All newly elected Councillors must attend an additional MANDATORY Orientation Session on Monday, September 21 from 4:30pm – 8:00pm.

All Councillors and Executive Council MUST attend the MANDATORY Council Orientation on Saturday, September 26 from 9:00am – 5:00pm

Councillor Responsibilities

Councillors shall:

1. Ensure that the opinions and concerns of their student constituents are represented in the decision-making of the Council, by engaging with the Membership
2. Promote the interests of the Membership and put the interests of the Membership above their own interests
3. Participate in at least three Association events per fall and winter term
4. Maintain confidentiality
5. Perform other duties as provided for in the Bylaws or the Policies and/or as assigned by action of the Council, including but not limited to:
 - a. Sitting on at least one (1) Council Committee
 - b. Attending meetings prescribed by the Executive Council
 - c. Assisting Executive Council in their duties
 - d. Attending Council meetings
 - e. Submitting an end-of-term report as per Policy

Council Meetings

Council Meetings are generally on Monday evenings, with dinner at 4:30 p.m. and the meeting starting at 5:30 p.m.

Fall	Winter
September 14	January 11
September 28	January 25
October 5	February 8
October 26	February 22
November 9	March 1
November 23	March 15
December 7	March 30
December 21	April 12

*May be subject to change with notice

The Association Annual General Meeting will be held on Wednesday, November 12 at 1:00 p.m. in The Loft.

Detach and submit **ONLY the required documents. Please keep the remainder of the Nomination Package for reference.**

Checklist

Note: All sections of this form **MUST** be completed in full. Forms with missing information will not be accepted.

Prior to your interview being scheduled, you must complete and submit the following to saelections@rdpolytech.ca

	Nomination Forms Completed: • Self-Declaration Form
	Proof of Enrollment • Found on myRDP
	Fall Class Schedule

In addition, please review the attached Bylaw and policy excerpts. You may be asked about them during your interview.

Once you have submitted your required documents, Marian Young, Election Administrator, will contact you to arrange an interview time.

Councillor Vacancies Policy

POLICY

COUNCILLOR VACANCIES

Council

Amended: February 10 2025

Motion #: 24-25-120-C

Policy:

The Association shall make all possible attempts to fill any Councillor vacancies in a timely and efficient manner.

Procedure

1. Notice of all vacancies shall be published for at least one week.

Regarding Insufficient Nominations during the General Election:

2. A General Election shall be held for twelve (10) Councillor positions no later than March 30.
3. In the event there are less than four (4) Councillors elected through the General Elections: No later than April 30, the Council shall elect enough Councillors to meet quorum requirements between May 1 and September 30.

Regarding Vacancies:

4. In the event that Councillor positions become vacant after the General Election but before August 31, nominations shall open and remain open until such time quorum requirements are met. Once eligibility has been confirmed, Council shall interview and elect enough Councillors to meet quorum requirements between May 1 and September 30.
5. In the event that Councillor positions become vacant after August 31, nominations shall open and remain open until such time quorum requirements are met. Once eligibility has been confirmed, Council shall interview and elect enough Councillors to meet quorum requirements between October 1 and April 30.
6. Council Members who serve during the most recent Winter Term and do not run for re-election to Council during the general Election are not eligible to fill vacant Council positions for the upcoming fiscal year unless elected through a Fall By-Election

Excerpt from SARDP Bylaws:

Article 6: Students' Association Council

6.1 Governance of the Association

Council shall be the governing body of the Association. Council shall govern from May 1 to April 30.

6.2 Governing Structure:

Board of Directors:	Students' Association Council
Officers:	President, Vice President Academic, Vice President External, Executive Director
Executive Council:	President, Vice President Academic, Vice President External, Executive Director

6.3 Powers and Duties of Council:

- 6.3.1 Council shall be responsible for the advancement of the Association's objectives.
- 6.3.2 Council shall have vested in all of the necessary legislative, administrative and executive power for the proper management of the affairs of the Association.
- 6.3.3 Council shall have the power to conduct all actions necessary and expedient in carrying out the objectives and affairs of the Association.
- 6.3.4 Council shall have the power to control, deal with, and expend all monies collected through fees levied against the Membership of the Association.
- 6.3.5 Council shall be under no obligation to refund fees collected from Members that are withdrawing from the Institution if withdrawal does not conform to Institution policy respecting withdrawal dates.
- 6.3.6 Council shall have the power to expel any Member of the Association who is deemed to have seriously violated any portion of the Association's Bylaws and/or Policies.
- 6.3.7 Council shall approve an annual budget for the Association.
- 6.3.8 Council shall approve the audited financial statements of the Association.
- 6.3.9 Council shall make policies, rules, and regulations for operating the Association and using its facilities and assets.
- 6.3.10 Council shall, when deemed necessary, sell, dispose of, or mortgage any or all of the property of the Association.
- 6.3.11 Council shall, without limiting the general responsibility of Council, delegate its powers and duties to the Executive Council or the Executive Director.

6.5 Eligibility:

- 6.5.1 Any Member of the Association may let their name stand for a Councillor position unless they are a full-time employee of the Association.
- 6.5.2 Any member of the Association may let their name stand for nomination by Council and appointment by the Minister as the Board of Governors student member at large if they are:
 - 1. Enrolled in a minimum of one (1) credit course at either the Institution or a collaborative institution during the fall and winter terms,
 - 2. In good academic standing,

3. Not an employee of the Association,
4. Not an employee of the Institution, and
5. Not a Community BOG Member.

6.5.3 It is the responsibility of the Executive Director or designate to ensure a Council Chairperson is in place for the Association

6.6 Duties and Responsibilities of Council Members

6.6.1 Councillors

Councillors shall:

1. Ensure that the opinions and concerns of their student constituents are represented in the decision making of the Council, by engaging with the Membership.
2. Promote the interests of the Membership and put the interests of Membership above their own interests.
3. Participate in at least three Association events per fall and winter term.
4. Maintain confidentiality.
5. Perform other duties as provided for in the Bylaws or the Policies and/or as assigned by action of the Council, including but not limited to:
 - (a) Sitting on at least one (1) Council Committee
 - (b) Attending meetings prescribed by the Executive Council.
 - (c) Assisting Executive Council in their duties.
 - (d) Attending Council meetings.
 - (e) Submitting an end-of-term report as per Policy.

Self-Declaration

Note: This form must be completed in full and **may not** be typed.

CANDIDATE INFORMATION – please print clearly	
NAME:	Phone #:
EMAIL:	Student ID #:

I, _____ (print name) put my name forward to run for the position of Councillor for the 2026-2027 Students' Association Council.

I declare that I have read and will abide by the Bylaws, Policies, and regulations set forth by the Students' Association.

I recognize that the Students' Association of Red Deer Polytechnic values diversity and inclusion and serves its members of all race, nationality, colour, religion, age, sex, sexual orientation, gender identity and expression, marital and family status, and disability. I agree to conduct myself in a professional, inclusive manner.

If elected, I will act to the best of my abilities and will fulfill the roles and responsibilities awarded to me by virtue of my position.

By signing below, I acknowledge that I have read and that I understand the campaign requirements and commit to upholding the integrity of the Students' Association Council.

Signature of Candidate

Date

Acknowledgement of Receipt *FOR SA ELECTIONS STAFF USE*	
Received by:	
Date:	