

# SSMU Referendum

## Nomination Kit for Student-Initiated Questions

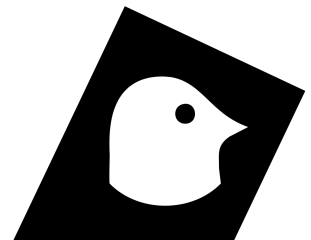
Winter 2026

Please be sure to read all the information in this package and fill out all the necessary forms.

Questions? Comments? More information?

### **Contact us**

[elections@ssmu.ca](mailto:elections@ssmu.ca)



## Élections de l'AEUM Elections SSMU

*Située sur les territoires traditionnels des collectivités Haudenosaunee et Anishinaabe.  
Located on Haudenosaunee and Anishinaabe, traditional territories.*

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Dear Applicant,

Thank you for submitting your question to the SSMU Winter Referendum! Please make sure to read all the information in this package and fill out all the necessary forms.

The Elections SSMU team is here to guide you through the process, so please don't be afraid to take advantage of us! Should you wish to virtually meet to discuss your question, please feel free to book an appointment [here](#).

You can ask us any questions you may have about the election process or just chat with us if you're unsure about running your question. If you have any comments or queries, please don't hesitate to contact us via email at [elections@ssmu.ca](mailto:elections@ssmu.ca) or [dro@ssmu.ca](mailto:dro@ssmu.ca).

Mike Lee  
Chief Returning Officer  
[elections@ssmu.ca](mailto:elections@ssmu.ca)

### Important Dates to Remember:

- **Referendum Question Writing Info Session (OPTIONAL):** Wednesday, January 21, 2026 at 6:00PM (Online)
- **Nomination Period and Signature Collection:** Thursday, January 29, 2026 to Thursday, February 12, 2026
- **Nomination Period and Signature Collection for Amendments of the Constitution and/or Internal Regulations:** Thursday, January 29, 2026 to Sunday, February 8, 2026
- **Legislative Council Review of Amendments of the Constitution and/or Internal Regulations:** Thursday, February 12, 2026
- **Review by McGill:** Monday, February 16th, 2026 to Friday, February 20th, 2026
- **Board Ratification:** Tuesday, February 24th, 2026
- **Campaign Meeting (MANDATORY):** Wednesday, February 25th, 2026 at 6:00PM. *(Subject to change. Campaigns formed after this date will be offered an alternate date.)*
- **Campaign Period:** Thursday, February 26th, 2026 to Friday, March 20th, 2026
- **Pensketches due (OPTIONAL):** Sunday, March 1st at 11:59PM
- **Polling Period:** Monday, March 9th, 2026 at 9:00AM to Friday, March 20th, 2026 at 9:00PM *(Please note the polling period may be extended by the decision of the Legislative Council if quorum is not met.)*
- **Announcement of results** (via email): As soon as results are verified, within 24 hours.

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### Basics of Referendum Question Submission

The SSMU has 2 routes of referendum question submission.

- a) **Legislative Council-Initiated Questions:** The Legislative Council may initiate a referendum question by way of a resolution of council. If passed by a two-thirds majority ( $\frac{2}{3}$ ), it will be put to Members during the following Referendum period.
- b) **Student-Initiated Questions:** Any SSMU Member may initiate a referendum question through a submission through Election SSMU. Once approved, the member shall collect the signatures of at least five hundred (500) members or the signatures amounting to two (2) percent of the membership, whichever is less, on a petition. The total signatures submitted shall be from at least seven (7) different faculties or Schools, with not more than thirty-five percent (35%) being from any one Faculty or School.

According to our [Internal Regulations](#), referendum questions may amend, establish, or rescind any policy of the society **except:**

- a. Membership fees or the finances of the Society;
- b. the composition of the Society's staff; or
- c. legal matters.

### **Process for Student-initiated referenda proposing a change to the Constitution or the Internal Regulations:**

Such questions can be submitted as a member-initiated question, however, after approval and signature collection, it will be presented as a recommendation to the Legislative Council for voting. **Note the modified timing for signature collection outlined above for these types of questions.**

If you want to initiate a question through the Legislative Council, feel free to contact any [SSMU Councillor](#) or Executive, who would be able to submit a motion through the Legislative Council. If you want to submit a student-initiated question, you are at the right place.

**For more guidance on writing referendum questions, please consult**

 **A Handy Guide to Writing a Student-Initiated Referendum Question**



## Steps of Student-Initiated Question Submission

1. Compose your referendum question, fill in all necessary information, schedule consultations, and **obtain permission from Elections SSMU** to run it. When composing your question, make sure it aligns with [the SSMU governance documents](#). You are welcome to consult us if you are unsure if the question is feasible.
2. Submit this completed kit by email any time before **February 12th, 2026 at 11:59PM**. Please submit each page of the nomination kit as **1 attachment** to [elections@ssmu.ca](mailto:elections@ssmu.ca), as well as your referendum question. **Please note that signature collection is also due at the end of nomination period, therefore the nomination kits must be submitted ahead of the deadline to allow time for Elections SSMU to approve your question and to collect signatures.**  
**Late forms will be rejected without appeal.**
3. We'll send you a confirmation email once we've received your kit. If you do not receive a confirmation email within 24 hours, your packet may not have been received. If this should occur, please email [elections@ssmu.ca](mailto:elections@ssmu.ca). You might want to keep a copy of this kit for your personal records before handing it in.
4. Collect signatures from at least **500 members of the SSMU** who wish to support placing your referendum question on the ballot, by asking them to fill out a Google Form which will be provided by Elections SSMU after gaining approval for your question and submitting this form. **No more than 35% of the signatures may be from students from the same faculty**, and shall be from at least seven (7) different faculties or Schools. We are very strict about this, and will remove entries with incomplete information. **It is your responsibility to ensure your signature sheet meets the requirements.**  
(\*Note: You might want to include extra signatures to ensure all of the required ones are valid. If you have more than 500 signatures but a certain faculty is overrepresented, you should gather more signatures from other faculties to offset the overrepresentation. Please note that the 35% rule applies to the total number of signatures and not just the first 500.)
5. Once you have more than 500 members, please inform Elections SSMU so we can start verification of signatures. Elections SSMU will inform you whether your question is accepted or if there are any issues with the number of signatures. Please note getting your signatures early means Elections SSMU has time to inform you of any issues. **Signature collection must be completed before 11:59PM on February 12th**, otherwise your question will not be accepted. No exceptions. Therefore, it is your responsibility to start early.

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6. Please note that all approved referendum questions, no matter legislative council-initiated or student-initiated, will be circulated and voted on by the Board of Directors on or before **February 24th**. If the Board of Directors rejects the question(s), they must provide a written explanation.
7. Elections SSMU requires that the conduct of all candidates respect the Constitution and By-laws of the SSMU. The officers of Elections SSMU are specially charged to maintain good electoral decorum and enforce campaign violation regulations. Please read the electoral by-laws and relevant constitution articles which can be found at:  
<http://ssmu.ca/governance/constitution-internal-regulations-policies/>
8. Attend the **mandatory** Committee Chairs' meeting on **TBA**. At this meeting, you will get a chance to meet the Elections SSMU Officers and fellow Committee Chairs, and find out how the election works. More importantly, we will explain the Elections By-Laws, as well as the rules, procedures and possible sanctions that are applicable. Please contact Elections SSMU as soon as possible if you cannot make it to this meeting.
9. Campaign exclusively during the Campaign Period: **Thursday, February 26th, 2026 to Friday, March 20th, 2026**

### Overview of the process

Nomination form completed and submitted.
The CRO approves/rejects questions, edit question wording if needed.
Collect 500 signatures from 7 faculties, with no faculties taking more than 35% of the signatures.
The CRO confirms signatures meet the requirement.
<b>(Only for questions pertaining to modification of Constitution and/or Internal Regulations)</b> The question is presented as a recommendation to the Legislative Council, and voted on.
The Board of Directors ratifies and votes on the questions.
The CRO makes available all the questions of the referendum to the membership.
The question appears on the ballot during the polling period.



## SSMU Student-Initiated Questions Nomination Kit

### Personal Information

Name	_____	Student ID #	_____
Faculty	_____	Program	_____
Phone #	_____	McGill Email	_____
Address	_____		

### Question Proposed

*(Include whereas clauses and questions)*

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Justification (See Page 9-10 for Instructions)

Issue

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Background and  
Rationale

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Alignment with  
Mission

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Consultations  
Completed

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Risk Factors and  
Resource  
Implications

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Sustainability  
Considerations

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Impact of  
Decision  
and Next Steps

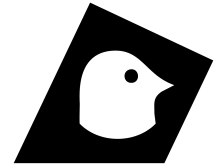
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### Instructions

#### Issue

Brief summary of issue.

*(max. 4 sentences)*

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#### Background and Rationale

Include a summary of key points required in support of discussion and/or a decision. Include information about when the issue was last discussed (as relevant) the reference numbers of previous documents, and/or approvals by Council/Board (as relevant).

Include the rationale for why this issue requires this motion and why the SSMU should adopt this position or take this action over alternatives.

*(max. 300 words)*

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#### Alignment with Mission

Briefly explain how the proposed motion aligns with the SSMU Mission (Service, Representation, Leadership) or other relevant Policies (e.g., Equity Policy, Indigenous Solidarity Policy, etc.).

*(max. 2 sentences)*

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#### Consultations Completed

Before bringing this motion to the floor, it is expected that you consult with the relevant Commissioner(s)/Committee(s)/Officer(s). Explain these consultations here.

Motions pertaining to finances must have been discussed with the Vice-President (Finance) in advance.

*(max. 150 words)*

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### Risk Factors and Resource Implications

Comment specifically on risk factors that taking this decision poses, including any human resource, finance, or other resource implications as well as communications/optics issues.

*(max. 5 sentences)*

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### Sustainability Considerations

Have sustainability implications been taken into consideration in the development of this proposal and, if pertinent, what impacts (social, economic, environmental) will proposed actions have on SSMU's sustainability efforts?

*(max. 4 sentences)*

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### Impact of Decision and Next Steps

The action that will be taken if the proposed resolution or recommendation is approved. If required, provide a communications strategy, including details as to when this matter can be made public or if it is to remain confidential.

Specifically note which Commissioner/Committee/Officer is being assigned a mandate and the timelines for that mandate (if applicable).

*(max. 200 words)*

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## Next Steps

### To be completed before Thursday, February 12, 2026 at 23:59:

- ☐ Wait for confirmation from Elections SSMU that the form was received and obtain Google forms link for collecting signatures.
- ☐ Collect signatures! Ensure you have more than 500 signatures, at least seven (7) different faculties or Schools, with none of the faculties representing more than 35% of the signatures. (You might want to include extra signatures to ensure all of the required ones are valid. If you have more than 500 signatures but a certain faculty is overrepresented, you should gather more signatures from other faculties to offset the overrepresentation. Please note that the 35% rule applies to the total number of signatures and not just the first 500.)
- ☐ Once you are done collecting signatures, submit the final list to Elections SSMU for verification. We will check if everyone is a SSMU member and if there are any duplicates within your list.

### Steps after nomination period:

- ☐ Wait for confirmation from Elections SSMU that the question is accepted and will be forwarded to the Board of Directors for final approval!
- ☐ Attend the Mandatory Candidates' Meeting for campaign