

HUU Election Rules & Regulations 2018

Section 1. General Principles.

The rules and regulations for the HUU elections are designed as guidance on how to stand as a candidate and get involved. We have developed these rules with the ambitions that:

- Our elections should be open to all students on an equal basis;
- Our information for voters should be full, transparent, and accurate; and
- Campaigning should not cause nuisance to voters or to members of the University or local community.

Section 2. Nominations.

2.1 *Eligibility.* Any student may nominate themselves for a position as long as they are a registered student at the University of Hull and a full member of Hull University Union. For exceptions see Appendix 2.

2.2 *Limitations.* No one may stand for more than one position.

2.3 *Timing of nominations.* Nominations have to be submitted online via: www.hullstudent.com/nominatenow.

- Nominations open for all candidates at 09:00 on Wednesday 28th February 2018.
- Nominations close for all candidates at 15:00 on Wednesday 7th March 2018.

2.4 *Candidates' Meeting.* All candidates standing for a position are encouraged to attend the Candidates' Meeting, 15:00 to 17:00, Friday 9th March 2018, in MR 1. Student Officer candidates must attend the meeting or send a delegate. If a Student Officer candidate (or their delegate) cannot attend the meeting, an apology and reason for absence must be sent to elections@hull.ac.uk.

2.5 *Withdrawal.* A candidate may withdraw from the race at any time up until the start of voting by notifying the Returning Officer Team by email.

2.6 *Conflict of interest.* Members of University staff and permanent HUU staff who are also registered as a student may not stand for any position due to a conflict of interest.

Section 3. Voting.

3.1. *Voting method.* Voting shall be conducted online. Each student shall have a single transferable vote for every election with the exception of the races listed in Appendix 3.

Voters will rank the candidates in order of preference according to STV. Voters will have the option to vote for 'Re-Open Nominations'. If 'Re-Open Nominations' wins, the election may be re-run at a future date.

Candidates require 50% + 1 of the first preferences to win. If no candidate reaches this threshold, the candidate with the lowest number of first preferences is eliminated. The process continues until one candidate achieves the 50% + 1 threshold.

3.2. *Timing.* Voting opens at 09:00 on Monday 12th March 2018. Voting closes at 17:00, Friday 16th March 2018.

3.3. *Process.* No one may interfere in anyway with the voting process of another student.

3.4. *Results.* Results will be published on the HUU website.

Section 4. Campaigning.

4.1. *Definition.* Campaigning is understood as any activity or action that is used to promote the candidate.

4.2. *Positive Campaigning.* Campaigning is limited to positive use only. Candidates may question and criticise other candidates' policies but must not refer to their personality or character. Campaigning must be undertaken in a responsible and respectful manner as defined by the Returning Officer Team.

4.3. *Timing.* Candidates must not campaign, including online, before the close of the Candidates' Meeting on Friday 9th March 2018.

4.4. *Liability.* Candidates are liable for their campaign and publicity. Candidates must not bring Hull University Union or the University of Hull into disrepute.

4.5. *HUU premises.* No union offices may be used for the storage, assembly or display of publicity material or for campaign meetings.

4.6. *Slates.* A candidate may endorse other candidates during their campaign and share campaign activities. However, campaign materials and budgets must be clearly assigned to one candidate only and cannot be shared. Penalties against one candidate will not affect other candidates on the same slate.

4.7 *Campaign Teams.*

- Anyone distributing publicity or campaign material, or actively encouraging other students to vote for a candidate, will be classed as a campaign team member.
- Candidates are responsible for the conduct of their campaign team.
- Candidates are responsible for briefing their campaign team on the rules.
- Campaign team members must be full members of HUU.
- Breaches of the rules by campaign team members will be treated as breaches by the individual and the candidate.

4.8 *Campaigning Online.*

- Campaigning online is subject to the same rules as any other campaigning activity.
- No candidate or member of a campaign team may use any society, departmental, or any other mailing list to harvest email addresses, phone numbers, or any other data for campaign purposes.
- No candidate or member of a campaign team may use existing closed groups on Social Media for campaigning purposes. Campaigning on Social Media is restricted to platforms specifically created for the purpose of the campaign, such as a candidate's Facebook page.
- If something unacceptable is posted online by the candidate or anyone associated with the campaign it must be removed within 1 hour. Failure to remove the offending material may result in the disqualification of the offending candidate from the election.

4.9 *Unfair advantages prohibited.* Candidates may not use any campaign material which is unavailable to the other candidates and gives them an unfair advantage. No candidate may use any position of responsibility (e.g., society positions) to actively advertise their campaign.

4.10 *Question Time.* All Student Officer candidates or their designated delegate are invited to take part in the Question Time to debate their manifestos. This event will take place on Monday, 12th March 2018.

4.11 *Location.* Campaigning is permitted across campus, but is not allowed in any designated study areas.

4.12 *Neutrality.* All HUU employees (including Student Officers) and volunteers must remain neutral throughout the elections period whilst performing their duties. This includes student staff while on shift, student volunteers when acting in an official capacity and Student Officers. Societies, Sports Clubs and Standing Committees must remain

neutral and cannot endorse candidates as a committee/group. However their members may take a stance as an individual.

Section 5. Publicity.

5.1 *Definition.* Any material that is used to promote a candidate is understood as publicity.

5.2 *Display.* Candidate publicity can be displayed on any public noticeboard across campus. No student is to interfere with any candidate publicity without the candidate's approval.

5.3 *Removal of publicity.* All publicity must be taken down by Friday 16th March 2018, 6pm. Candidates will be charged for any costs incurred.

5.4 *Budget.* All purchases related to publicity material need to be recorded and counted towards each candidate's budget. Student Officer candidates may spend no more than £75. All other candidates may spend no more than £15. The budget allocated to each candidate may only be used for publicity for that candidate. Failure to record all expenses or to keep within the budget may result in the disqualification of the candidate.

5.5 *Reimbursement.* All candidates are entitled to a reimbursement of their full expenses. All candidates must declare all their expenses, with accompanying receipts, to the Returning Officer team before 3pm on Friday, 16th March 2018 (the last day of voting). Candidates running to be a Student Officer may request their campaign budget from the HUU Cash office in advance rather than being reimbursed after the elections period.

5.6 *Content.* No publicity shall contain any reference to another candidate. No publicity shall contain any offensive or threatening language or content. The Returning Officer team reserves the right to remove any offensive publicity. Each printed poster and flyer must contain the date of the voting period (12th-16th March).

5.7 *Unfair advantage prohibited.* Candidates may not use any publicity material which is unavailable to the other candidates and gives them an unfair advantage. This includes the reuse of any publicity material from previous years. No sponsorship or 3rd party endorsement is allowed on any publicity or campaign material.

5.8 *Illegal activity.* Candidates must, under no circumstances, illegally 'fly-poster'. Hull University Union accepts no responsibility for the distribution of publicity.

5.9 *Edible Goods.* All costs of production and/or purchase of any edible goods (e.g., cakes or sweets) must be deducted from the candidate's budget. No candidate is permitted to give out free or discounted alcohol as a way of promoting their campaign.

Section 6. Welfare.

6.1 *Zero tolerance policy.* HUU has a zero tolerance policy regarding bullying, harassment or threatening behaviour.

6.2 *Disciplinary action.* If anyone is found to be bullying, harassing or threatening another student, they may be removed as a candidate, and referred to the Union for further disciplinary action through HUU's disciplinary procedure.

Section 7. Complaints and Appeals.

7.1 *Rule compliance.* By electronically submitting the online nomination form, candidates agree to comply with the Elections Rules.

7.2 *Submission.* Complaints must be submitted in written form by the candidate to the Returning Officer team by emailing elections@hull.ac.uk.

7.3 *Timing.* Complaints ought to be made within 24 hours of the incident, and submitted at the latest by the close of voting, and must be supported by evidence.

7.4 *Discretion.* The Returning Officer team has complete discretion over any actions they wish to take.

7.5 *Appeal.* The decisions of Assistant Returning Officers can be appealed to the Returning Officer in writing. The decision of the Returning Officer is final.

The Returning Officer Team

8 December 2017

Appendix 1. Positions Elected.

1.1 Student Officers

- President
- Education Officer
- Welfare & Community Officer
- Activities Officer
- Sports Officer

1.2 Part-Time Officers

- Environment and Ethics Officer
- Councillors for Scrutiny (2x for each zone)
- Black, Asian and Minority Ethnic (BAME) Officer
- LGBT+ Officer (2)
- Women's Officer
- Disabled Students Officer
- Mature Students Officer
- Part-Time Students Officer
- International Students Officer
- Postgraduate Research Students Officer
- Postgraduate Taught Students Officer
- Chair RAG
- Chair Societies Executive Committee

1.3 Student Trustees

Appendix 2. Nominations.

Eligibility. Any student may nominate themselves for a position as long as they:

- Are a registered student at the University of Hull and a full member of Hull University Union.
- (For Black, Asian and Minority Ethnic (BAME) Officer only) identify as a BAME student.
- (For LGBT+ Officer only) identify as an LGBT+ student.
- (For Women's Officer only) identify as a female student.
- (For Disabled Students Officer only) identify as a disabled student.
- (For Mature Students Officer only) identify as a mature student.
- (For Part-Time Students Officer only) are registered as a part-time student.
- (For International Students Officer only) identify as an international student.
- (For Postgraduate Research Students Officer only) are registered as a postgraduate research student.
- (For Postgraduate Taught Students Officer only) are registered as a postgraduate taught student.

Appendix 3. Voting.

Voting method. Voting shall be conducted online. Each student shall have a single transferable vote for every election with the exception of the following races:

- (For Black, Asian and Minority Ethnic (BAME) Officer only): Only students identifying as BAME shall have a single transferable vote in this election.
- (For LGBT+ Officer only): Only students identifying as LGBT+ shall have a single transferable vote in this election.
- (For Women's Officer only): Only students identifying as female shall have a single transferable vote in this election.
- (For Disabled Students Officer only): Only students identifying as disabled shall have a single transferable vote in this election.
- (For Mature Students Officer only): Only students identifying as mature students shall have a single transferable vote in this election.
- (For Part-Time Students Officer only): Only students registered as part-time students shall have a single transferable vote in this election.
- (For International Students Officer only): Only students identifying as international students shall have a single transferable vote in this election.
- (For Postgraduate Research Students Officer only): Only students registered as postgraduate research students shall have a single transferable vote in this election.

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