

LEADERSHIP RACE REGULATIONS 2024

OVERVIEW

The following are the approved regulations for the election of Student Trustees, Executive Officers, Student Council Officers and Student Voice Representatives for the academic year 2024/2025 and should be read in conjunction with the Union's Articles of Association and Standing Orders. The election process will be governed by the Elections Committee which comprises:

- Richard Main MBE: Co-opted Trustee, Returning Officer
- Mia Shepherd: Student Voice Forum
- Rhys Davies: Student Council

In the event of challenged disputes, the ruling of the Appeals Committee shall be final. The committee will comprise:

- 3 individuals from outside the University of South Wales Students' Union

It is expected that all those involved in the elections conduct themselves in an appropriate manner. The elections, whilst hard work, should be enjoyable and candidates and their campaigners are charged with acting in a civil and honest manner; instances of offence, aggression and intimidation, etc., of other candidates/campaigners and/or the electorate will not be tolerated. Proven cases will result in instant disqualification from the election process. The rule of thumb is to act in the way that you wish to be treated.

Failure to agree to abide by the regulations or breach of them may result in disqualification from the election process. If you have any questions about the regulations, please feel free to contact the Deputy Returning Officer who can help you with your query. Emails should be sent to ellis.thomas@southwales.ac.uk

1. NOMINATIONS

1.1. At the time of nomination, students must be enrolled on a full or part time course at the University of South Wales. Student status will be confirmed with Student Registry. Discrepancies will render a nomination invalid.

1.2. Current full-time officers who have completed no more than one year in office, will also be eligible to stand in the election.

1.3. Students/full-time officers who are involved in a Union disciplinary matter or licensee ban at the close of nominations are **not** eligible to stand for election.

1.4. Students nominated as Student Trustees may not be nominated for any other role in the same election. Candidates standing for Student Trustee are not permitted to have any other paid role within the Students' Union

1.5. Students may be nominated for both Student Council and Student Voice Forum positions in the same election.

1.6. The name that the candidate wishes to appear on the voting paper MUST be shown on the nomination form and will be displayed as such. No changes can be made once nominations close.

1.7. In order to be nominated, a student must be proposed as a candidate by a fellow student. Nominations for Sabbatical Officer Roles must then be seconded by an additional 5 students. This is done by completing the relevant forms which can be found at www.uswsu.com

1.8. Students who have been nominated for other positions in the election may not propose or second any other candidates.

1.9. All proposers and seconders must be currently enrolled at the University of South Wales. It is the responsibility of the student who is proposing the candidate to ensure that all their supporters are current students at the University of South Wales. Student status will be confirmed with Student Registry. Discrepancies will render a nomination invalid.

1.10. As determined by the Student Administrative Services, all nominees, proposers and seconders for the following roles must be based at the relevant campus as their primary place of study:

Pontypridd Campus Officer (Consisting of Treforest, Glyntaff and the Sports Park)
Newport Campus Officer
Cardiff Campus Officer

1.11. For the 'Women's Officer' position, all nominees, proposers and seconders must be women. students currently enrolled on a full or part time course at the University of South Wales. Only women students are entitled to vote in the Women's Officer category.

1.12. Paid representatives of the Union are not permitted to propose or second any nomination.

1.13. All nominations must be submitted no later than 13:00pm on 29th February 2024.

1.14. No nominations will be accepted after the time stated in 2.4. The time will be determined by the University networked computer clock.

1.16. To be accepted as a complete nomination, all submissions MUST include:

A Nomination Form

Supporter Form

Trustee Declaration Form (Student Trustees and Full-time Positions ONLY)

Proof of Identity (Student Trustee and Full-time Positions ONLY)

Visa Status (International students standing for full-time positions ONLY)

1.17. In addition to the requirements in 2.6, Candidates may wish to submit:

1.18. A Personal Manifesto: This should highlight who you are and what are the main priorities you will work on if elected.

1.19. A Photograph (head and shoulders against a neutral background)

1.20. Campaign Team Form

1.21. Responsibility will not be taken for Candidates who are disadvantaged through non-submission of the optional forms.

2. CANDIDATES

2.1. At the close of nominations, students who fulfil the election criteria will become election Candidates.

2.2. Candidates who become involved in any Union disciplinary actions (including Licensee action) during the election period will be withdrawn from the election.

2.3. During the election (defined as the period from close of nominations to the close of voting), Candidates who are current full-time Executive Officers or Union student workers/employees are not permitted to campaign during working hours.

2.4. Candidates must uphold the Articles, Standing Orders, Election Regulations and all other policies of the Union at all times, which includes social sessions in the Union (all campuses). The behaviour of candidates may directly affect their continuing eligibility for the election.

3. CAMPAIGNING

3.1. Campaigning shall be defined as any action which is designed to affect the outcome of the election and shall include, but is not limited to, the use of verbal, electronic and hard copy publicity, promotion and communication.

3.2. Campaigns must be based on the positive impact that a candidate intends to make if elected.

3.3. Candidates are permitted to question the policies of other candidates and/or the status quo but must not comment negatively about other candidates.

4. CAMPAIGN TEAM

4.1. Other than the recruitment of Campaign Teams, there shall be no campaigning before the close of nominations.

4.2. The campaign period starts at the close of nominations and ends at the end of the voting period.

4.3. Campaign Teams will comprise one Campaign Manager and as many team members as the candidate requires; these will be the only people who can actively campaign for a candidate. It is

the responsibility of the Candidate to ensure that their Campaign Team is aware of the regulations.

4.4. Candidates are not permitted to recruit to their campaign team, past full-time Exec Officers, current Union or University staff, non-students or any paid representative of the Union.

4.5. All communications from Campaign Team members must clearly state which Candidate they are representing.

5. CAMPAIGN MATERIALS

5.1. Candidate manifestos shall be based on the following:

5.2. The candidate's personal skill set, experience and suitability of the Candidate to their chosen role and Key 'priorities' of thematic areas the candidate wishes to focus on.

5.3. These must not contain planned changes or work plans the candidate might wish to make to Union policy.

5.4. Campaign material (including manifestos) must not contain references to other candidates, their supporters, existing/previous Union officers or members of staff. Similarly, verbal campaigning must not reference other candidates, their supporters, existing/previous Union officers or members of staff.

5.5. Candidates shall be held accountable for all campaign/publicity material bearing their name, unless proven otherwise.

5.6. Removal or defacement of other Candidates' campaign material is strictly forbidden.

5.7. Publicity material may appear only on the nominated notice boards within the Union and in areas of the University once permission has been granted by the relevant department.

5.8. Personal expenditure on campaign materials and/or campaigning methods is restricted to £50.00. Candidates should keep all receipts for expenditure, as they may be asked to justify their spending. This expenditure will NOT be reimbursed by the Students' Union.

5.9. The use of donated items/services/sponsorship from Union/University suppliers is forbidden unless the same donation/service/sponsorship is made available (and communicated as such) to all Candidates.

5.10. Other than opportunities available through the election process, campaigning via academic e-mail, Union and/or University websites, SMS, radio stations etc., by the Candidate and/or their Campaign Team is forbidden.

5.11. Candidates may use social networking sites for campaigning if they wish. However, the Union is not in a position to monitor this and will only rule on complaints arising from this use where breaches of these regulations can be proven.

5.12. Celebrity 'endorsements' are prohibited.

5.13. Candidates must ensure that all campaign/publicity material is removed immediately following the close of voting.

6. Universal Campaigning

'Universal Campaigning' refers to the act of campaigning for students to engage in the Elections without promoting a specific candidate. Instead, the aim of campaigning is to get students to vote in the election.

6.1. 'Universal Campaigning' is an accepted campaigning tactic for the elections.

6.2. Campaigning classified as universal campaigning must not make reference to any candidates through verbal, electronic or physical campaign material.