

St Cuthbert's Society JCR

Article 1 DSU Assembly Elections

Order



1. DSU Assembly College Representative Election Rules

1.1. Procedure for Running the Election

- 1.1.1. This election is ultimately governed and superseded by the Memorandum of Understanding between St Cuthbert's Society Junior Common Room and Durham Students' Union (DSU).
- 1.1.2. The DSU will appoint a Returning Officer to oversee the election.
- 1.1.3. Governance Committee shall appoint from their membership a person to act as the Deputy Returning Officer (DRO), and they shall have the power to run the election and deal with complaints.
 - 1.1.3.1. The DRO must advertise on Cuth's Elections social media that people can email them if they have a complaint.
 - 1.1.3.2. Under the MoU, the DRO is required to undertake suitable training provided by the DSU.
- 1.1.4. Appeals against the decision of the DRO must be sent to the Returning Officer.
- 1.1.5. The Term of Office for this position shall be set out by the DSU, but shall normally be from the beginning of the following academic year from which they are elected until 30th June.
- 1.1.6. This election shall be run in JCR Meeting 2.3.

1.2. Eligibility to Run for SU Assembly College Representative

- 1.2.1. You are eligible to run for election to be St Cuthbert's Society's College Representative at DSU Assembly if you meet the following condition:
 - 1) You are a student at St Cuthbert's Society and will be for the duration of your term of office.
- 1.2.2. If a candidate is not a member of St Cuthbert's Society JCR, then they will only be permitted to enter the JCR Meeting in which they will huff for the position for the period of time in which their election is taking place.

- 1.2.3. If the winning candidate is a member of St Cuthbert's Society JCR they will become a Method I position-holder by being co-opted onto the JCR Executive Committee and holding the position of Students' Union and Livers-Out Representative.

1.3. Eligibility to Vote for SU Assembly College Representative

- 1.3.1. You are eligible to vote for the St Cuthbert's Society SU Assembly Representative position if you meet the following condition:
- 1) You are a student at St Cuthbert's Society, or
 - 2) You hold an elected sabbatical position within St Cuthbert's Society JCR.

1.4. Applying for the SU Assembly College Representative Position

- 1.4.1. By 7pm three days before the JCR Meeting in which they will hust, the candidate must electronically submit to the Deputy Returning Officer (DRO):
- 1) A copy of their manifesto,
 - 2) A 200-word summary of their manifesto (to be posted on the DUVS website by the DRO),
 - 3) A copy of their poster, and
 - 4) Optionally, an official photo to be used on the DUVS site (in JPEG format).
- 1.4.2. The candidate is strongly advised to speak with the incumbent holder of the position the candidate wishes to stand for to further understand the requirements of the position.
- 1.4.3. Members of the Governance Committee must inform the SRO and DRO (or the JCR Chair if the SRO is running in an election) seven days before the deadline.

1.5. Election Material Guidelines

- 1.5.1. As a guide, posters and manifestos should include:
- 1) The name and signature of the candidate,
 - 2) A photograph of the candidate,
 - 3) The position the candidate is running for, and
 - 4) The official St Cuthbert's Society crest.
- 1.5.2. The summary manifesto must be text-only and cannot contain the candidate's signature.
- 1.5.3. For each candidate, a total of 2 posters shall be placed by the Returning Officers across St Cuthbert's Society with 1 poster in each of the following locations:
- 1) St Cuthbert's Club (12 South Bailey), and
 - 2) Brooks House Bar.

- 1.5.4. For each candidate, a total of 2 manifestos shall be placed by the Returning Officers across St Cuthbert's Society with one manifesto in each of the following locations:
 - 1) 12 South Bailey JCR, and
 - 2) Brooks House JCR.
- 1.5.5. The JCR will reimburse the cost of printing from a University printer only upon the production of a valid receipt.
- 1.5.6. The removal or defacing of a candidate's poster(s) by any member of the Society (that is not the DRO, SRO or a Junior Returning Officer (JRO)) is forbidden.

1.6. Procedure for the Election

1.6.1. Election Materials

- 1.6.1.1. At the beginning of the JCR Meeting in which the candidate will be hustings they must submit in hard copy to the DRO:
 - 1) 2 copies of their manifesto,
 - 2) 2 copies of their official poster, and
 - 3) A fully signed election form, including on it a named proposer and seconder.¹

1.6.2. Hustings for Method I positions

- 1.6.2.1. Hustings shall be held in a JCR Meeting.²
- 1.6.2.2. All candidates for Method I positions may hust for a maximum of three minutes, unless the DRO deems otherwise for accessibility reasons. The new length of hust shall be at the DRO's discretion.
- 1.6.2.3. Hustings may not include any topic which conflicts with the Forbidden Campaigning Methods.
- 1.6.2.4. If a candidate is running in absentia, the candidate's speech will be read by a member of Governance Committee.
- 1.6.2.5. There shall be an opportunity for candidates to be asked questions by meeting attendees on their hustings, manifestos, and any other relevant topic after all the candidates have husted.
 - 1.6.2.5.1. Questions should not be aimed at a specific candidate, and must be answerable by all candidates.
 - 1.6.2.5.2. Any questions deemed inappropriate shall be declined by the DRO.

¹ Definition: Proposer and Seconder: Two Members who will support your application.

² Definition: Hustings: A small speech in which candidates in an election have the opportunity to address potential voters.

- 1.6.2.5.3. If a candidate is running in absentia, no questions shall be asked to any candidate in that election.
- 1.6.2.5.4. Candidates shall give their answers in alphabetical order by surname. For each successive question, the order shall shift up by one (i.e. first respondent becomes last respondent, second respondent becomes first etc.)

2. Campaigning Rules

2.1. Permitted Campaigning Methods

- 2.1.1. The period of official campaigning shall be between the times that the online vote opens and when the online vote ends.
- 2.1.2. Only Campaign Team members may campaign for the candidate. The candidate is responsible for all campaigning done on their behalf.

2.2. Social Media

- 2.2.1. All campaigning on social media should be from personal accounts.
- 2.2.2. On the Facebook Fresher's pages, the SRO will advertise the elections and the candidates fairly and impartially.

2.3. Forbidden Campaigning Methods

- 2.3.1. Candidates and campaign team members are forbidden from:
 - 1) Using amplified public address systems to endorse a candidate.
 - 2) Campaigning in either St Cuthbert's Club (12 South Bailey Bar,) St. Cuthbert's Dining Hall, or Brooks House Bar (except for when there are hustings).
 - 3) Any form of bribery or exchange of value for votes.
 - 4) Pressuring or coercing Members to vote for the candidate, with the candidate in attendance.
 - 5) Use of offensive and harmful language, especially based on any aspects of an individual's identity including but not limited to; gender, sex, sexual orientation, sexuality, disability, religion, race, nationality, ethnicity, educational background, age, appearance, or class. This may include misgendering individuals, making reference unnecessarily to any aspect of an individual's identity or personalising or belittling any person or group of people.
 - 6) Use of or references to subject matter that is construed as offensive including but not limited to, racist, xenophobic, homophobic, transphobic, misogynist, classist or ableist. Any

other behaviour or language that may be considered as harassing, threatening or violent.

- 2.3.2. The DRO may stop a candidate during their hust if there has been a violation of the aforementioned policy.
- 2.3.3. Any privileges associated with a current JCR position may not be utilised at any point during the election (including but not limited to: repurposing of official St. Cuthbert's Society social media pages and/or websites, emailing from an existing official St. Cuthbert's email account.)
- 2.3.4. Any campaigning violations may result in the sanctioning of the candidate.

2.4. Campaign Teams

- 2.4.1. A campaign team is defined as any person the candidate has asked to campaign on their behalf.
- 2.4.2. There is no limit to the number of campaigns teams members.
- 2.4.3. The proposer and seconder are members of the campaigns team of the candidate they propose or second.
- 2.4.4. A candidate's campaign team must be recorded and approved by the DRO at the start of the JCR Meeting in which the candidate will be husting.
- 2.4.5. Campaign team members must not:
 - 1) Be a member of an opposing candidate's campaign team, or
 - 2) Be a member of Governance Committee.
- 2.4.6. Candidates are responsible for the actions of the people within their campaign team.

2.5. Budget

- 2.5.1. The candidate has a budget of up to ten pounds sterling which will be reimbursed by the JCR on receipt of documentation detailing their spending.
- 2.5.2. Only campaign materials funded by the candidate's JCR budget may be used to campaign for election.

3. Voting and Results Procedure

3.1. Procedure

- 3.1.1. Voting shall be done via the Durham University Voting System (DUVS) which can be found at apps.dur.ac.uk/vote.

- 3.1.2. Voting shall be done using the Single Transferable Vote (STV) method³
 - 3.1.2.1. It shall be conducted by secret ballot.
 - 3.1.2.2. All elections shall incorporate Re-Open Nominations (R.O.N.) as a candidate.
- 3.1.3. In the event of any failure of the online voting system, the election shall be either restarted or shall be carried out via paper ballots with the voting point being available for at least ten hours in total in such a place as is accessible to all Members, at the discretion of the DRO.
 - 3.1.3.1. Voters must present their campus cards in order to be eligible to vote.

3.2. Election Duration

- 3.2.1. Online voting shall be open from midnight on the day of the meeting, and shall be open for a period of 48 hours, except for elections run during Meeting 2.1 which will open at midnight on the day of the meeting and shall be open for a period of 64 hours.

3.3. Counting of Votes and Declaration of Results

- 3.3.1. The counting of votes shall be carried out between the closing of voting and the declaration of results.
- 3.3.2. The counting of votes can only commence once the DRO is satisfied that there remains no outstanding complaints about the election, and the Returning Officer has been informed of this.
- 3.3.3. The count must be witnessed by at least two members of the Governance Committee, including the DRO and SRO.
- 3.3.4. Each candidate may nominate an independent observer of their choice who shall attend the count to ensure it is done fairly.
 - 3.3.4.1. They shall not be a member of the candidate's campaign team.
 - 3.3.4.2. They shall not be permitted to share the result with any other person until the results have been announced by the DRO.
- 3.3.5. The election results shall be announced on Cuth's JCR Elections social media and the full results published on DUVS.

³ Single Transferable Vote (STV): whereby the voter's second preference would become their first in the event that their first choice was removed.