

**LEAD DCUSU**

# RULES & REGULATIONS

SCHEDULE E

2022/2023



The success of the SU elections is down to you, the candidates. Your ability to successfully promote yourself, engage students with your ideas and convince them to vote. The ideal election is exciting, good-natured and leads to a high turnout at the polls of well-informed, engaged voters. This Schedule is designed to make this possible.

Our ethos in a sentence:

**all candidates must conduct themselves in a ‘free and fair’ manner that reflects the principles, values, and policies of the Students’ Union and University Regulations.**

It is impossible to provide a set of rules and regulations that cover every potential scenario that could happen during an election campaign. When investigating conduct, incidents or complaints, the Returning Officer alongside the ERC will make a judgement based on the above ethos.

If in doubt, we advise you to run your campaign ideas (in complete confidence) past the Returning Officer before you put them into action.

The following rules and regulations are correct as of November 2021 and are subject to change during the course of the elections and as the union continues to respond to the Covid-19 pandemic. This Schedule will remain valid up until it is refreshed at Class Rep Council.

# GENERAL

The elections will be overseen by the Returning Officer (RO).

The Returning Officer will delegate responsibility to the Electoral and Referenda Committee (ERC). Both the Returning Officer and ERC are empowered to investigate any matters related to the election, infringement of election rules or complaints regarding candidate or campaign team conduct. If they find that there has been an infringement they may:

- i. Warn the candidate that any future infringement will result in a campaigning ban or disqualification
- ii. Issue a sanction e.g. a campaigning ban
- iii. Disqualify the candidate

To stand as a candidate, you must be a registered DCU student, supported by twenty other students detailing this in the official online nomination form which will be published when nominations open.

# PRINCIPLES

**We want you, as candidates, to be free to campaign in clever and creative ways without worrying about remembering long lists of rules. Instead, the five principles should guide candidates' decisions making about their campaign.**

1. Students must be free to cast their vote without undue influence or pressure
2. Obey the law, union, and university policies (including Covid-19 policies)
3. Treat others as you wish to be treated
4. Campaign within the allocated budget
5. Run your campaign with fairness and equality

# CAMPAIGNING

When standing as a candidate, you are representing not only yourself but also the SU & DCU. As such, we expect certain behaviours of our candidates to ensure the election is fair.

- Candidates should only do what other candidates have the opportunity to do.
- There must be no '**negative campaigning**', such as candidates or their supporters making unsupported attacks on other candidates' manifestos or making attacks of a personal nature against other candidates. Any challenge which is not deemed to be of a personal nature is allowed.
- All candidates must attend any scheduled Candidates' Briefings or send a representative unless prior leave is given by the RO.
- You are responsible for your supporters and their conduct, so if they contravene the rules, you may be penalised.
- You cannot be endorsed, receive public support from, or have someone campaign on your behalf from anyone who is not a DCU student.
- Only DCU students can campaign on your behalf.
- To help publicise voting times, any posters or online material must contain information about the elections and voting (this will be provided).

A club/society cannot campaign or share campaign materials of one candidate over another

Candidates must not campaign early and until they have submitted a signed a code of conduct. This includes, but is not limited to: no live websites, social media accounts specifically supporting their campaign; no distribution of posters or other print; no visible campaign team activity; no communications that request voters' support. Candidates may announce that they are standing and gather feedback from students to inform their campaign messages.

Candidates are encouraged to implement sustainable practices in their campaign and if printing posters, candidates may hang up a max. of 50 posters across all campuses and only in designated areas.

# FINANCES

**Candidates for full-time positions may spend up to a limit of €250 of which the Students' Union will reimburse up to €150**

**Candidates for part-time positions may spend up to a limit of €100 of which the Students' Union will reimburse up to €75**

This allowance is to be spent on a single candidate's campaign and will be refunded on the production of receipts at the end of the election using the expenses form provided.

Campaign expenditure is any expenditure that is carried out with the purpose of promoting a candidate's campaign.

No candidate may receive financial or other material sponsorship from any source to assist with their campaign that would not have been available to other candidates unless it is accounted for in their budget.

The following items do not need to be counted as part of a candidate's allowance and do not need to be receipted. However, candidates should declare them on their expenses sheet. Scissors, pens, sellotape, string, adhesive tape, blu-tac, cable ties, drawing pins.

Candidates are advised to be extremely careful about what they claim to be 'free' materials, particularly in cases where these are provided by friends and relatives and you should always check first.

# COMPLAINTS

All complaints must be submitted within 24 hours of the alleged incident, via the official online complaints form, and will include the following information:

- i. Name and contact details of person making complainant (anonymous complaints will not be considered)
- ii. Name of the campaign being complained about
- iii. Details of incident and evidence
- iv. Details of which rules have been breached and their impact
- v. Details of the action requested

All complaints will be investigated by the Returning Officer, alongside the ERC, who will consider the facts and make an appropriate decision.

All complaints must be received within one hour of voting closing. Any complaints considered after this time will not be investigated as part of the elections process. All complaints will be reviewed and ruled upon **prior** to the count.

# KEY DATES

**Key dates for all SU Elections will be set and published prior to the start of campaigning**

## **Elections 2022/23**

### **Nominations Open**

10 am, Tuesday 11th January 2022

### **Nominations Close**

4 pm, Tuesday 25th January 2022

### **Campaigning Begins**

1 pm, Monday 7th February 2022

### **Polling Days**

7 am, Wednesday 16th February - 7 pm Thursday 17th February 2022



# POSITIONS

## **FULL-TIME SABBATICAL OFFICERS**

President

Vice President for Academic Life

Vice President for Community and Citizenship

Vice President for Diversity and Inclusion

Vice President for Wellbeing

## **PART-TIME (NON SABBATICAL) OFFICERS**

Clubs Officer

Societies Officer

DCU Business School Faculty Rep

Engineering and Computing Faculty Rep

Humanities and Social Sciences Faculty Rep

Institute of Education Faculty Rep

Science and Health Faculty Rep

Oifigeach Gaeilge/Irish Officer

Postgraduate Officer

CONTACT

[SUELECTIONS@DCU.IE](mailto:SUELECTIONS@DCU.IE)

**LEAD DCUSU**