



# Students' Representative Council, University of Sydney

## Information for Candidates

**All candidates at the time of nomination must be a member of the undergraduate student body, who have paid their nomination fee to Council.**

**All candidates should check their nominations have been received.** Automatic emails from the online election system will be sent to candidates Sydney University email address during the various stages of the nomination process. The Electoral Officer will provide access to a draft electronic version of the Election Edition of *Honi Soit*. It is **your** responsibility to check the posting and report any faults in names, spellings etc, otherwise both the ballot and the Election Edition of *Honi Soit* will reflect any such errors.

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## Part 1: Nominating

### 1.1 Close of Nominations

**Nominations close at 4:30pm on Wednesday 26th August 2020.**

For a nomination to be valid it **MUST**:

- a) have been completed online
- b) an SRC Affiliate Membership form be completed online, and the fee paid as per the directions listed on the online form, before the close of nominations

Go to <http://www.srcusyd.net.au/elections> and follow the cues.

**NOTE: If you have any problems or errors submitting your nomination forms online, please email [elections@src.usyd.edu.au](mailto:elections@src.usyd.edu.au).**

Nominations (and policy statements, photos etc.) must be submitted via the online election system (Big Pulse) **AND** completed online by the close of nominations.

If your nomination has not been completed online at the close of nominations the system will automatically lock the nomination and as such it **cannot not be accepted**.



## 1.2 How to nominate

Nominations can only be commenced and completed via the BigPulse election system which can be accessed via <http://www.srcusyd.net.au/elections>

In order to nominate, you must first register with BigPulse and to do so you will need to enter the following information:

- Your Student Id Number
- Your University First Name
- Your University Surname
- Your University Email Address

## 1.3 Who can nominate

You must be a member of the **undergraduate** student body and have paid the nomination fee to the Council to be a candidate.

To nominate a candidate for President you must be a member of the undergraduate student body. Undergraduates and non-degree students are eligible, but postgraduates are not. National Office-bearers of the National Union of Students are also ineligible. Full-time SRC Office Bearers are eligible to be NUS delegates even if they are not currently students.

## 1.4 Nomination forms and nominators

The online nomination form used depends on the election for which you are to be a candidate. There are **separate** forms for the President, *Honi Soit*, SRC and NUS on the BigPulse system.

Only Presidential nominations require nominators, all of whom must be registered members of the undergraduate student body. Nominators will be required to confirm their eligibility via emails automatically sent by Big Pulse to their Sydney University email address.

Candidates for President cannot nominate themselves.

For Presidential nominations, you will need ten (10) legitimate undergraduate nominators.

Please note that WITHIN groups (for *Honi Soit*, SRC and NUS), candidates will appear on the Ballot paper in the order that they are submitted by the campaign manager to the Electoral Officer. Each team campaign manager must advise the Electoral Officer via email of the group order i.e. order of candidates in ballot paper order. Failure to complete this form will result in group members being assigned randomly on the ballot paper under the group and or not attached to your group.

The SRC affiliate membership fee is per person, not per nomination.

### All Brands

- Brands must submit a cover sheet containing the name of that brand, the names of the tickets within it, and up to two (2) campaign managers. Provided the cover sheet contains the aforementioned information **and is submitted by email to [elections@src.usyd.edu.au](mailto:elections@src.usyd.edu.au) by 4:30pm on the 28th August 2020** it will be accepted regardless of formatting.

### SRC Representatives and NUS Delegates - grouped candidates (teams/tickets)

- The maximum number of candidates that may be grouped together is eight (8) for Representatives and seven (7) for NUS Delegates.
- Each team must nominate one person as their official contact person (campaign manager) for the Electoral Officer.
- Each team campaign manager must advise the Electoral Officer via email of the group order i.e. order of candidates in ballot paper order.
- Each candidate must complete an online nomination form.
- Where a series of tickets are lodged using the same banner or branding (Note: no more than eighteen (18) Council Tickets and/or four (4) NUS tickets in any one Brand), up to two (2) persons must be appointed as the official contact person / campaign manager with the Electoral Officer.

### *Honi Soit* Editor(s)



**SRC** activism  
advocacy  
representation

- The maximum number of candidates that may be grouped together is ten (10).
- Each team must nominate one person as their official contact person (Campaign Manager) for the Electoral Officer.
- Each team campaign manager must advise the Electoral Officer via email of the group order.
- Each candidate must complete an online nomination form.
- All candidates are nominated as a group (team) of one or more persons.

### All Candidates

- If you are nominating for more than one position, you **must** complete a separate nomination form for each position.
- Team names must not exceed thirty (30) characters (including spaces).
- Each team must nominate one person as their official contact person (Campaign Manager) for the Electoral Officer.
- Please ensure that **all** candidates and nominators have electronically signed the nomination via Big Pulse's online notification and confirmation processes.
- Throughout the nomination process, you will receive regular progress reports of your nomination from Big Pulse.

**ALSO PLEASE ENSURE THAT YOUR ONLINE NOMINATIONS ARE COMPLETED BY THE CLOSE OF NOMINATIONS.**

**PLEASE NOTE: PHOTOS CAN ONLY BE SUBMITTED ONLINE VIA BIG PULSE and NAMED WITH YOUR STUDENT ID e.g. 123456789. JPEG. FAILURE TO NAME CORRECTLY COULD RESULT IN YOUR PICTURE NOT BEING PUBLISHED IN *HONI SOIT***

**NOTE: If you have any problems or errors submitting your nomination forms online, please email [elections@src.usyd.edu.au](mailto:elections@src.usyd.edu.au)**

### 1.5 Election Issue of *Honi Soit*

The Election Issue of *Honi Soit* will appear on campus on the 14<sup>th</sup> of September and will contain policy statements, curricula vitae and photos of all candidates who submit them.

For inclusion in the Election Issue, all policy statements, curricula vitae and photos **must** be submitted online before the close of nominations. It is not essential to submit policy statements, curricula vitae and photos. Submitted policy statements, curricula vitae and photos will also be available to voters as part of the online voting system. Candidates are entitled to (and should) view the digital edition before it goes to print. This will be released by the morning of Monday 14<sup>th</sup> of September, with campaign managers and candidates notified by the Electoral Officer on how to access the Election Edition of *Honi Soit* or to proof the sample pdf.

**Note this is your ONLY chance to correct editorial or entry errors.**

### 1.6 Policy Statements

**Policy statements** may be submitted by all candidates. These **must** comply with the SRC Regulations.

Policy statements can only be submitted as a PDF or Word document via BigPulse, as an attachment after the image upload section. Please ensure that this document either Word or PDF is named "your student id number". Docx or "your student id number".pdf. Where the file is unable to be read due to file corruption, the Electoral Officer will contact the relevant campaign manager and request that the file be resent via email. This resubmitted policy statement must be submitted with the time limit specified by the Electoral Officer.

The length of the statements must not exceed the word limits set out in the regulations. These are summarised as follows:

President	500 words maximum
<i>Honi Soit</i> Editor(s) (group statement only)	500 words maximum
Representative (single candidate)	200 words maximum



NUS Delegate (single candidate) 100 words maximum  
Representative and NUS Delegates (grouped candidates)

These candidates may submit a combination of group and individual policy statements. The total of all policy statements for the group must not exceed the limit listed in the Regulations.

**Note:** The words in a group statement are counted towards the total word limit for the group.

**WE DO count the words in everyone's policy statements & CVs and anyone who exceeds the relevant limit will find themselves truncated mid-promise if a correction is not made within the relevant period as specified by the Regulations.**

### 1.7 CVs

A curriculum vitae **may** be submitted for each candidate. This can be submitted during the online nomination process.

The length of a curriculum vitae submitted by a Presidential candidate is not limited. Presidential candidates are required to submit two CV's, one the unlimited version for inclusion in the Election Edition of *Honi Soit* via email to the Electoral Officer and the other via the BigPulse online nomination system. CV's emailed to the Electoral Officer must be either as a Word docx or PDF named with "your student id number". Presidential candidates should ensure that the CV entered on BigPulse does not exceed the system limits (it will advise how many words remain) and they should utilise the preview feature to determine how it might look to prospective voters.

The length of a curriculum vitae for all other candidates is limited to **fifteen (15)** items. i.e. Fifteen in total, **NOT** fifteen with extra points.

### 1.8 Photos

All candidates may submit via Big Pulse a bona fide, unaltered photo for inclusion in the election *Honi Soit*. and for inclusion in the ballot.

It is strongly suggested that you utilise the preview feature of your application to see how your photo and CV will look.

**Important: Make sure that your photo is correctly named "your student id number".jpeg before submitting via BigPulse.**

Photos are not required for nominations, but, if desired, may be submitted online.

## Part 2: Campaigning

### 2.1 Campaign start date

No promotion of candidates is allowed until Wednesday 16<sup>th</sup> September 2020 being **9** (business) days before the first day of polling when 'online campaigning may begin. On campus campaigning may not begin before Monday 21<sup>st</sup> September 2020 being 6 (business) days before the first day of polling. This year that means **no campaigning in any form until after 12.01am 16<sup>th</sup> September 2020.**

### 2.2 Spending Limits

The regulations set out limits on the amount that can be spent on an election campaign.

**Honi Soit** teams \$1,500 total.

**Presidential Candidate** \$750 total.

**Representative candidates** \$100 per candidate on the Ticket to a maximum of \$400 total.



**NUS Delegate**

\$100 per ticket total

**There are also regulations relating to total expenditure for Brands i.e. Tickets running on a Brand. You should familiarize yourself with these (see Division 11 Campaign Expenditure)**

There are also regulations covering how much non-candidates may spend or donate to candidates, and how donations (monetary or otherwise) are calculated and dealt with when considering spending limits.

All candidates and groups will be required to provide details of the amount that they have spent, and this is highly likely to include documentary proof.

**Exceeding your spending limit is grounds for disqualification from the election, even after ballots have been counted.**

### **2.3 Practices Forbidden**

Practices forbidden are dealt with in Division 12 – Prohibited Practices of the SRC Regulations. It is your responsibility as a candidate to be aware of what constitutes a forbidden practice.

**Some points I'd like to draw your attention to are:**

- A person shall not engage in **any** dishonest practice in relation to an election.
- A person shall not engage in physical or verbal intimidation or non-consensual physical contact. Verbal intimidation may be seen to occur upon the repeated refusal of verbal interaction.
- **All** persons assisting or campaigning for a candidate in any way must be a current member of the student body eligible to vote in the election.
- A person shall not in relation to an election, print, publish or distribute, or cause, permit or authorise to be printed published or distributed, any matter or thing:

that is untrue.

that is, or is likely to be, misleading or deceptive.

that is discriminatory on the grounds of sex, sexuality, race and ethnicity and disability.

that is in any language other than the official language of the university (**English**)

**Publication or distribution includes flyer, t-shirts, A-frames, electronic and social networks such as Facebook, Twitter, Blogging, Emails, Texts, SMS, etc.**

- A person shall not make or publish any false or misleading statement in relation to the personal character or conduct of a candidate.
- All election material (leaflets, posters, how-to-votes, and electronic material etc.) must be properly authorised by the person responsible for it, by including their name, faculty, and year of enrolment.
- No election material Electronic or Hard Copy may be distributed unless it has been pre-approved by the Electoral Officer.
- No election material may be distributed in the University Library or any of its branches.
- No posters flyers or other material to be attached to buildings, walls, doors, etc in any way that damages the surface e.g. DO NOT use staple anywhere except notice boards.
- No display of posters, handing out of leaflets or chalking within ten (10) metres of a polling booth.
- No SRC resources (e.g. Office space, photocopiers, duplicating machines, computers, etc) are to be used in the production of election material or the promotion of candidates.
- Further, **no election material** may be stored, worn, or displayed on SRC premises.
- No person shall cause damage or defacement to any public or private property.
- This regulation then goes on to include in the definition of damage or defacement the affixing of stickers or posters to virtually anything that is not a noticeboard.

### **2.4 Chalking and Painting**



Candidates should also be aware of the University's rules regarding graffiti (chalking and painting) on campus. In brief, chalking is only permitted on the footpaths and roadways, and not at all in the main quad. DO NOT CHALK in covered areas. Chalking is not permitted at all at Cumberland College. Any chalk must be water soluble. Spray chalk and chalking containing hardening substances are not permitted. Painting is limited to the 'graffiti tunnel' between Science Road and the Griffith Taylor building. Certain sections of this tunnel are traditionally used by SUDS to advertise their productions, so please respect their use of these areas.

## 2.5 Automatic Disqualification

Candidates can be automatically disqualified if an appeal is upheld against them for breaching several regulations. These include distributing or printing material that is discriminatory, physical, or verbal intimidation, voting more than once, defacing/ damaging property and exceeding spending limits.

## Part 3: Other Things to Note

### 3.1 Complaints and Appeals

**Any person who is entitled to vote** may lodge a complaint with the Electoral Officer that the regulations have been breached. This should be done as soon as possible in writing and should specify exactly which regulation has been breached, by whom, and what action you think should be taken. Candidates should do this through their teams nominated official representative.

If the Electoral Officer is unable to deal with the matter to the complainant's satisfaction, then a formal complaint may be lodged for the Electoral Legal Arbiter (ELA) who is appointed for this purpose. The Electoral Legal Arbiter can be contacted by email [srcela2020@gmail.com](mailto:srcela2020@gmail.com)

### 3.2 Disclaimer

The SRC elections are conducted under Part Eight of the SRC regulations. This document is a summary only of some of the points that you need to know, and whilst every effort has been made to ensure that the information here is correct, if there is any discrepancy between the information provided here and that contained in the regulations, then **it is the latter that holds**.

**It is the candidates' responsibility to be familiar with the Election Regulations, particularly those relating to forbidden practices.**

### 3.3 Further Information

If you have any further questions or need more information please contact the Electoral Officer via email [elections@src.usyd.edu.au](mailto:elections@src.usyd.edu.au) in the first instance..

### 3.4 Reps-Elect and first meeting of Council

Successful candidates will be expected to attend the representatives-elect meeting to appoint office bearers for the 93<sup>rd</sup> SRC to be held after the Annual Elections. The first regular meeting of the 93<sup>rd</sup> SRC will be held on the first Wednesday in February of 2020

Geoffrey Field  
Electoral Officer 2020