**Election Regulations 2021**

Any breach made to any of the below regulations will result in a strike.

**1.General Regulations**

Candidates are expected to treat all other candidates with dignity and respect and abide by the basic rules of fair play, as well as all election regulations.

Candidates must also ensure that their campaign teams adhere to these same regulations and will be penalised if regulations are broken by any of the campaign team working on their behalf.

Candidates (or their representative) must attend the candidate briefing provided to allow for full understanding of the election regulations, Failure to attend this meeting can result in being disqualified from running.

The Returning Officer, Vincent O’Brien (SU Administrator), shall be responsible for the conduct of the elections and all decisions made by the Returning Officer are **final**.

**2.Dates for the Election Summary**

● Nominations Open: 15th of March 2021

● Nominations Close: 19th of March 2021

● Executive Representative Hustings: March 23rd Officer Hustings: March 24th 2021

● Voting: March 29th - March 31st 2021

● Results: April 1st 2021

**3.Positions**

**Students’ Union Officer**

1. President (*Full Time Sabbatical Position*)

2. Communications & Engagement Officer (*Full Time Sabbatical Position*)

3. Education Officer (*Full Time Sabbatical Position*)

4. Welfare Officer (*Full Time Sabbatical Position*)

5. Entertainments Officer (*Full Time Sabbatical Position*)

6. Commercial & Fundraising Officer (*Full Time Sabbatical Position*)

**College Representatives**

1. College of Science, Engineering Food Science Representative (SEFS Rep)

2. College of Business & Law Representative (B&L Rep)

3. College of Medicine & Health Representative (Med & Health Rep)

4. College of Arts, Celtic Studies & Social Sciences Representative (CACSSS Rep)

**Campaign Representatives**

1. Irish Language & Culture Representative

2. Environmental & Sustainability Representative

3. Equality & Diversity Representative

**4.Eligibility**

All nominees must be a registered student with University College Cork and be capable of fulfilling the requirements of their positions. (For example: SU Officers are required to take a paid 12-month sabbatical year of leave starting in the summer June 1st 2021.)

All nominees for a College Representative position must be registered students in that college and must be an enrolled student for the entirety of their 12 month term (June 1st 2021- May 31st 2022).

**Nominations**

As a result of the Covid-19 pandemic, the nomination process will take place via Google Forms. Full-time candidates will require 10 individual nominations, while part-time positions will require 5 individual nominations.

All nominations must be completed by UCC students with a valid UCC student number.

Nomination forms must include candidate’s name, student number, photo of student card, contact details and title of the position the candidate is running for. Completed nomination forms must be submitted by the candidate before **5pm Friday 19th March 2021**, along with a copy of the candidate’s manifesto, by sending a digital copy to the following email address: elections@uccsu.ie. Failure to do so will result in the candidate being deemed ineligible to run.

No late applications will be accepted.

All candidates must scan and email a signed copy of the Election Rules and Regulations Agreement upon submission of their nomination. Candidates signing in acceptance of the rules and regulations and are signing on behalf of their campaign team.

**5. Campaigning & Campaign Materials**

The distribution of campaign materials (e.g. flyers, promotional materials etc.) is not permitted as per Covid-19 guidelines.

a) Candidates are not permitted to use materials owned by the UCC Societies or the Clubs Executive in their election campaign. This includes making use of society- or club-owned equipment, materials or software, or any use of society- or club-owned and/or affiliated social media.

b) Candidates may not be endorsed by any official UCC body. This includes using mailing lists; UCC owned or affiliated social media accounts; UCC owned companies, UCC Students’ Union Social Media (including pages, groups, branding, etc), UCC Clubs or Societies, **UCC Canvas**, or emails of recommendation from members of staff.

c) Given the ongoing restrictions, the use of on-campus posters will not be permitted.

d) The use of animals as part of campaigning is prohibited.

e) **In no circumstance**s is the use of alcohol as a promotional material allowed. This includes online endorsement from any off-licences, pubs or nightclubs (including display of any candidate’s printed materials on their premises); free drinks vouchers; free clubs passes; any alcohol affiliated logos or advertising; or anything else deemed by the Returning Officer to contravene the University Alcohol Policy. **Breaching these rules may result in instant disqualification.** See the University Alcohol Policy [here](https://www.ucc.ie/en/media/support/academicsecretariat/policies/studentexperiencepolicies/UCCStudentAlcoholPolicy.pdf).

f) Corporate sponsorship or endorsement of any candidate’s campaign is not permitted in any form. Promotional material must not include branding, names or logos of any third party.

g) Competitions or awarding of prizes as part of a campaign is strictly prohibited.

**6. Covid-19**

Any breach of Covid-19 guidelines will result in penalties as per the Returning Officer’s discretion, depending on the severity of the breach. Each candidate has a responsibility to keep up to date on the most current guidelines and to ensure their team is similarly following the public health measures in place at that time. Flagrant breaches of the

guidelines may result in instant disqualification, at the discretion of the Returning Officer.

An Example of such a breach includes; images/videos breaking guidelines or encouraging the same.

**7. Fineable Offense**

a) Any breach of election regulations as decided by the Returning Officer can result in the following penalties:

For the first infringement, a verbal warning and a €20 fine is issued.

For the second infringement, a written warning is issued along with a €40 fine.

A third infringement shall result in the disqualification from the race.

Infringements to the alcohol policy are treated separately.

Offence examples:

- Use of animals in the campaign

- Use of society/club/college branding and intellectual property

- Utilising society/club/college equipment and social media

- Seeking endorsements from any UCC body

- Corporate sponsorships

- Competitions/Prize awards being given out

**8. Campaign Allowance**

a) No candidate shall spend in excess of €300 for a Sabbatical position, €150 for a Part-Time position or €100 for a position as a College Rep on his/her election campaign.

**These regulations apply to all forms of campaigning, and includes any campaign donations made by an individual/ 3rd party to a candidate.**

A candidate is not permitted to spend more than ⅓ of their campaign allowance on social media advertising.

If any candidate is seen to be in breach of these regulations the Returning Officer will investigate the potential breach.

b) All candidates are required to complete an expense report and provide receipts for all campaign expenditure (or provide a valid reason for not doing so. In this case if the Returning Officer deems it necessary, an estimated cost for un-receipted materials will be added to a candidate’s expense report. This amount will then be included as a part of the candidate’s total spending allowance). The expense report must be submitted to the Returning Officer by no later than 6pm on Wednesday 31st March.

**Candidates will be required to submit proof of social media advertisements, and any sponsored post must list UCC Students’ Union Instagram account as a business partner to be deemed eligible. Failure to do so will result in the Returning Officer taking action.**

c) No candidate shall obtain any form of commercial sponsorship to support or aid their campaign.

d) Under no circumstances may any candidates use the facilities of UCC Students’ Union for production of campaign material, except for paid services that are available to all students.

e) Candidates will be refunded 50% of expenses up to a maximum of €150 for a sabbatical position, €75 for a part-time position and €50 for a College Rep position. Expenses will be paid after all expense reports have been carefully scrutinised by the Returning Officer.

**In the event of a candidate going over budget, expenses may not be reimbursed**.

**9. Voting**

a) Voting shall take place online on the following days;

**Monday 29th March (9am) - Wednesday 31st March (11:59pm)**

b) All registered UCC students may vote by successfully logging into the voting portal using a valid student number and password.

\*Students must be registered by Thursday March 25th to be eligible for voting.

c) For the election of College Representatives, only students within the respective college can vote in the respective elections, ie. a student registered in the College of Medicine and Health is not permitted to vote in the SEFS College Representative election.

d) Votes shall be cast using a link to the online portal, and all voters will be asked to give their consent at the beginning of the voting process. All votes are anonymous and data is securely stored in accordance with GDPR and the UCC Data Protection Policy.

The voting link will be circulated to all UCC students via e-mail.

e) Each ballot paper shall bear the name of the position contested, and will include the names of all validly nominated candidates.

f) The ballot paper shall contain the names of all candidates. In all elections where there are any nominations, ballot papers shall include as an option the statement “Re-Open Nominations”, which shall be treated as a candidate and shall be the last name on the ballot paper. If the “Re-Open Nominations” candidate is elected, the Returning Officer shall declare the vacancy unfilled and a new election shall be held.

**10. Complaints**

a) All complaints will be investigated by the Returning Officer.

b) Breaches of Students’ Union policy and University policy shall be subject to disciplinary action at the discretion of the Returning Officer.

c) Complaints will not be accepted after **11:59pm Wednesday 31st March 2021.**

d) In all cases the Returning Officer’s decision is **final.**

**11. The Count**

a) The count will completed on **Thursday 1st of April 2021.**

b) Results will be announced by the SU President throughout the day.

Please do not hesitate to get in contact with any member of the SU sabbatical team should you have any questions/worries regarding the above. Best of luck with everything.