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# 1 Application

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- 1.1 These regulations apply to all elections held under the Constitution of the Student Association of the University of Notre Dame Australia, Incorporated.
- 1.2 If subsidiary and affiliated bodies of the Student Association do not pass their own election regulations their elections will also be governed by these regulations.
- 1.3 If there are any inconsistencies between the constitution and these regulations the constitution will prevail.
- 1.4 If any matter is not covered in either the constitution or these regulations, the matter should be referred to the Election Tribunal for a decision.

# 2 Election Tribunal

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- 2.1 The Student Association Council will appoint an Election Tribunal no later than Friday, week 4, Semester 2.
- 2.2 All elections are to be run by the Election Tribunal in accordance with the Student Association Constitution and these election regulations.
- 2.3 The Election Tribunal will include:
  1. A Disputes Resolution Officer;
  2. Two Returning Officers; and
  3. Two members of the outgoing Council not contesting the relevant election.
- 2.4 The powers and functions of the Election Tribunal will include:
  1. Setting and amending the dates for nominations and election;
  2. Resolving disputes between and of candidates;
  3. Counting the ballots; and
  4. Declaring and publishing the results of the election.
- 2.5 The responsibilities of the Election Tribunal will include:

1. Ensuring elections are run according to these regulations;
2. Ensuring these regulations are fairly and consistently interpreted and applied;
3. Deciding questions of fact on the balance of probabilities; and
4. Applying penalties for breaches of these regulations.

### 3 Notice

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- 3.1 The Election Tribunal will give written notice of the following dates at least 21 days before the election:
  1. Nomination period;
  2. Candidate announcement;
  3. Polling period; and
  4. Results announcement.
- 3.2 Notice under 3.1.1 and 3.1.3 must include specific times the period opens, adjourns and closes.
- 3.3 The Election Tribunal will give written notice of all polling places at least five days before the election.
- 3.4 The Election Tribunal will provide the Constitution and these regulations to all students with notice under 3.1.1.
- 3.5 The Election Tribunal will give written notice of each position to be contested with notice under 3.1.1.
- 3.6 The Election Tribunal will give written notice of the terms of reference of each position with notice under 3.1.1.
- 3.7 Written notice includes these forms of communication:
  1. The Student Association website ([www.ndsa.com.au](http://www.ndsa.com.au));
  2. Email (from [election.studentassociation@nd.edu.au](mailto:election.studentassociation@nd.edu.au)); and
  3. Social media.

### 4 Positions to be Contested

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The following positions are to be contested at the election:

- 4.1 Executive
  - 1. President (1)
  - 2. Vice President (1)
  - 3. Treasurer (1)
  - 4. Secretary (1)
  
- 4.2 Director positions
  - 5. Academic Committee Chair (1)
  - 6. Welfare Committee Chair (1)
  - 7. Events Director (1)
  - 8. Marketing & Strategy Director (1)
  - 9. Clubs Committee Chair (1)
  - 10. Assist Director (1)
  - 11. Environment Director (1)
  - 12. Sport & Health Director (1)
  
- 4.3 Other positions
  - 13. Ordinary Council Member (2)

## 5 Nominations

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- 5.1 Nominations must be made in writing and signed by the student nominating for election.
  
- 5.2 Nominations for executive, director and officer positions must include a policy statement written by the nominating student.
  
- 5.3 Students may nominate for multiple positions in preferential order.
  
- 5.4 The nomination period must be open for at least five days.
  
- 5.5 Nominations must be received at least ten days prior to the date of election.

## 6 Eligibility for Nomination

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- 6.1 Subject to the restrictions outlined in section 6.2, all ordinary members of the Student Association are eligible to nominate to stand as candidates for election to Council.
- 6.2 A student will be disqualified from candidature if he or she is:
1. Not a member of the Student Association;
  2. A member of staff excluding students employed on the Notre Dame Student Employment Scheme;
  3. A member of the Election Tribunal;
  4. Previously convicted of an offence under the *Associations Incorporation Act* or that carries a sentence of imprisonment.
  5. Is alleged to have contravened University regulations, policies or the University's student codes of conduct and proceedings have been commenced by the University, or has been found by a University Discipline Committee to have contravened University regulations, policies or the University's student codes of conduct;
  6. An undischarged bankrupt or someone who has entered into a scheme of arrangement with creditors; or
  7. A formerly expelled member of the Student Association Council or subsidiary body.
- 6.3 The Returning Officers will send written receipt of nomination.
- 6.4 The Returning Officers will review all nominations to ensure that candidates meet the eligibility requirements under s6.2 within 24 hours.
- 6.5 The Returning Officers will send written confirmation of the results of the review of their nomination to each student prior to the candidate announcement.
- 6.6 Students who have been advised of their failure to meet the eligibility requirements can appeal to the Disputes Resolution Officer who will review the decision within 24 hours.

## 7 Candidate Announcement

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- 7.1 The Election Tribunal will release the names of candidates at least 24 hours prior to the opening of polling.

- 7.2 All candidates will be advertised on the Student Association website in alphabetical order under the position(s) they are nominating for.
- 7.3 All candidates policy statements will be advertised on the Student Association website under the first preference position they are nominating for.

## 8 Campaign Material

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- 8.1 Candidates may distribute campaign material between the close of nominations and end of polling period.
- 8.2 Campaign material includes any written material, images, audio or video distributed with the purpose of supporting the election of a candidate or group of candidates.
- 8.3 Campaign material may not contain language or imagery that either explicitly or impliedly violates s5 of the Constitution:  
“No student or group of students shall be discriminated against on the basis of race, gender identity, sexuality, religion, political ideologies, physical or mental disability, or age.”
- 8.4 Campaign material may not maliciously target any student or group of students.
- 8.5 Campaign material may not offer any inducement in exchange for support of a candidate or group of candidates.
- 8.6 Campaign material may not contain any false, deceptive or misleading claims.
- 8.7 Campaign material may not contain any official logos of the University or the Notre Dame Student Association.
- 8.8 Any student may lodge a written complaint against distributed campaign material to the Disputes Resolution Officer, to which the alleged offensive material must be attached.
- 8.9 The Disputes Resolution Officer must make a decision regarding the validity of the complaint and advise all students involved of the decision within 24 hours.



- 8.10 Any campaign material found to be in breach of 8.3, 8.4 or 8.5 will be destroyed and the nomination(s) of the student(s) involved will be withdrawn.

## 9 Campaigning

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- 9.1 No student may act in a manner that either explicitly or impliedly violates s5 of the Constitution:  
“No student or group of students shall be discriminated against on the basis of race, gender identity, sexuality, religion, political ideologies, physical or mental disability, or age.”
- 9.2 No student may maliciously target any student or group of students.
- 9.3 No student may offer any inducement, financial or otherwise, in exchange for the support of another student.
- 9.4 No student may act in a dishonest or misleading manner.
- 9.5 No student may act in a manner intended to compromise the integrity of the election in any way.
- 9.6 Any student may lodge a written complaint against the campaign behaviour to the Disputes Resolution Officer, to which a description of the alleged offensive behaviour must be attached.
- 9.7 The Disputes Resolution Officer must make a decision regarding the validity of the complaint and advise all students involved of the decision within 24 hours.
- 9.8 Any student(s) found to have breached 9.1 – 9.4 will have their nomination(s) withdrawn.

## 10 Returning Officers

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- 10.1 The Returning Officers must:
1. Not be ordinary members of the Student Association; and

2. Be neutral and publically perceived as such.

10.2 The duties of the Returning Officers will be to:

1. Receive nominations;
2. Review nominations;
3. Approve ballots;
4. Supervise polling;
5. Count votes; and
6. Declare the results.

10.3 The Returning Officers may delegate polling supervision (10.2.5) to others who also fit the eligibility requirements under 10.1 and must give written notice of such.

## 11 Polling Times and Places

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- 11.1 Elections must be completed by no later than 14 days before the Annual General Meeting.
- 11.2 Polling must be held over at least four weekdays inclusive of one Monday and one Tuesday.
- 11.3 Polling places must be open between at least 8.30am – 4.30pm during the polling period.
- 11.4 Polling places must be familiar to all students and must be able to be accessed by all students.

## 12 Voting Eligibility

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- 12.1 Subject to the restrictions in s9.3, all ordinary members of the Student Association are eligible to vote for all positions in the election.
- 12.2 Students who are employed as full-time staff at the University are not eligible to vote.
- 12.3 Voting shall be voluntary.

## 13 Ballots

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- 13.1 The names of candidates on ballots will be in alphabetical order.
- 13.2 Elections for more than one position may be included on one ballot paper.

## 14 Voting

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- 14.1 Students may only vote once per election.
- 14.2 All votes shall be submitted anonymously. If an identifying mark is made the vote will be invalid.

## 15 Voting Method

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- 15.1 Voting in elections for the Executive (4.1), and Director Positions (4.2), and Officer Positions (4.3) shall be optional preferential.
- 15.2 For the purpose of 15.1, any mark identifying a clear intention to vote for one candidate shall be counted.
- 15.3 For the purpose of 15.1, if more than one candidate is marked the vote shall be counted invalid.

## 16 Counting votes

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- 16.1 Counting must commence as soon as polls close on the final day of the election.
- 16.2 Only the members of the Election Tribunal are permitted to count the votes.
- 16.3 The two students appointed to the Election Tribunal should attend the vote counting and act as scrutineers.
- 16.4 If students have preferenced positions in accordance with s4.3, they should be considered elected in that order and removed from ballots for other positions.

## 17 Results Announcement

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- 17.1 The Election Tribunal must give written notice of the result of the election to all students as soon as the votes have been counted.
- 17.2 Written notice includes these forms of communication:

1. The Student Association website ([www.ndsa.com.au](http://www.ndsa.com.au));
2. Email (from [election.studentassociation@nd.edu.au](mailto:election.studentassociation@nd.edu.au)); and
3. Social media.

## 18 Returning Officer's Report

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- 18.1 The Returning Officers shall, within three days, prepare a report following the conclusion of the poll that includes:
1. The results of the election;
  2. The number of votes gained by each candidate;
  3. The number of informal votes;
  4. The details of any decisions taken as a result of a breach of these regulations; and
  5. Any recommendations for future amendments to these regulations.
- 18.2 The report shall be approved and signed by all members of the Election Tribunal.
- 18.3 The report shall be presented to a Student Association Council meeting for debate and shall be published with the minutes of that meeting.

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