



UMSU INTERNATIONAL ELECTORAL REGULATIONS

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TABLE OF CONTENTS

1.	STATUS.....	1
2.	APPOINTMENT OF RETURNING OFFICER(S)	1
3.	RESPONSIBILITIES OF THE RETURNING OFFICER(S)	1
4.	ELECTION OFFICER(S)	1
5.	OPENING OF NOMINATIONS	2
6.	ELIGIBILITY TO STAND	2
7.	RECIEPT OF NOMINATIONS	2
8.	CLOSE OF NOMINATIONS	3
9.	VERIFICATIONS OF ELIGIBILITY	3
10.	NOTICE OF PROVISIONAL NOMINATIONS/UNCONTESTED POSITIONS	3
11.	WITHDRAWAL OF NOMINATIONS	3
12.	CAMPAIGNING	4
13.	PROHIBITED CONDUCT	5
14.	POLICY STATEMENTS AND SPEECHES	6
15.	VOTING	6
16.	ISSUING OF BALLOT PAPERS	6
17.	COUNTING OF VOTES	7
18.	DECLARATIONS AND NOTIFICATION OF RESULTS	8
19.	APPEALS AGAINST RESULTS OF ELECTIONS	9
20.	APPLICATION OF AMENDMENTS	9
21.	AVAILABILITY OF REGULATIONS	9

1. STATUS

The Electoral Regulations stated below are regulations for the conduct of the UMSU International Annual General Election (AGE) made under Part II of the UMSU International Regulations.

The Electoral Regulations hold the status of Department Policy as defined in C1.2(a) of the UMSU Constitution.

The Electoral Regulations shall take effect during all relevant periods of the AGE including, but not limited to, the nomination period, the policy speech session, the voting sessions, vote counting, the declaration of results and any period in between. All candidates will be subjected to these regulations.

2. APPOINTMENT OF RETURNING OFFICER(S)

2.1 The Central Committee shall be responsible for appointing an odd number of Returning Officers subject to Part II of the UMSU International Regulations.

- (a) The Returning Officer(s) should be of relevant experience and expertise.
- (b) The Returning Officer(s) must not be a candidate in the election.
- (c) The Returning Officer(s) shall be appointed before the notice is given for the AGE.
- (d) The Returning Officer(s) shall be appointed following approval by Executive Committee and by the Electoral Tribunal
- (e) The Returning Officer(s) must not provide any form of assistance to any candidates other than in accordance with the Electoral Regulations.

3. RESPONSIBILITIES OF THE RETURNING OFFICERS

3.1 The Returning Officer(s):

- (a) Is/are responsible for the conduct of the election;
- (b) May decide for all matters not provided for in the UMSU International Regulations or the Electoral Regulations;
- (c) Is/are subjected only to the Central Committee.
- (d) Is/are to report to the Central Committee with the results of elections.

3.2 The Returning Officer(s) must decide questions of facts on the balance of probabilities.

3.3 The Central Committee must provide the facilities, resources, and assistance necessary to enable the Returning Officer(s) to carry out the responsibilities under Part II of the UMSU International Regulations and the Electoral Regulations.

4. ELECTION OFFICER(S)

- 4.1 The Election Officer(s) is/are responsible in assisting the Returning Officer(s) as the Returning Officer(s) deem fit.
- 4.2 The Returning Officer(s) are responsible for the appointment of the Election Officer(s) before the AGE.
- 4.3 Sections 2(1) to 2(4) also apply to the appointment of Election Officer(s).

5. OPENING OF NOMINATIONS

- 5.1 For the AGE, nominations must open for at least two (2) weeks (non-academic).

6. ELIGIBILITY TO STAND

- 6.1 Under subsection 10.2 of the UMSU International Regulations, International Students are eligible to stand for any position in the AGE.
- 6.2 Under subsection 10.3 of the UMSU International Regulations, all non-International Students who hold an Australian Permanent Residency or New Zealand Citizenship are eligible to run for Director and Officer positions only.
- 6.3 Under subsection 10.4 of the UMSU International Regulations, Australian Citizens are eligible to run for Officer positions only.
- 6.4 Under subsection 10.5, of the UMSU International Regulations., any students who are not able to complete their full term as a Central member within the duration of their course are not eligible to run in any UMSU International Annual General Election or By-Election(s).
- 6.5 Under subsection 10.15, of the UMSU International Regulations., any students going on exchange during their full term as an UMSU International Central Committee member are not eligible to run in any UMSU International Annual General Election or By-Election).
- 6.6 When requested, all candidates must be able to provide a copy of their student card as evidence of their eligibility to stand.
- 6.7 All candidates must submit a declaration as part of the nomination form declaring that they are eligible to stand.
- 6.8 A candidate may be overseas during the period in which they are contesting the elections.
- 6.9 Notwithstanding the above subsections 6.1-6.4, only Members who are Graduate Students may be the nominator or seconder for candidates contesting the position of Graduate Director and Graduate Officer.

7. RECIEPT OF NOMINATIONS

- 7.1 Nominations must be given/emailed to the Returning Officer(s); left for the Returning Officer(s) in the locked box provided for that purpose in the UMSU International Lounge (if one has been provided); or submitted via the designated online nomination form which will be linked to on the event webpage of the elections.

- 7.2 After the close of nominations, the Returning Officer(s) shall give notice of nominations received within three (3) academic days.

8. CLOSE OF NOMINATIONS

- 8.1 For the AGE, nominations must be received by the Returning Officer(s) by 5.00pm seven (7) full academic days before the voting sessions.

9. VERIFICATIONS OF ELIGIBILITY

- 9.1 The Returning Officer(s) must verify that each person who has been nominated is eligible to run as soon as practicable.
- 9.2 Only one (1) position can be nominated on each nomination form.
- 9.3 If a student wishes to run for multiple positions, separate forms must be completed for each position. Students will not be able to indicate a preference, as the election will follow an order of counting as per subsections 16.2 and 16.3.
- 9.4 The maximum number of positions a student can be nominated for is two (2).
- 9.5 The nominator and the seconder:
- (a) Must be international students;
 - (b) Must not be another candidate running for a position in the election;
 - (c) Must not be the person being nominated or running for the position;
 - (d) Must not be the Returning Officer(s) or the Election Officer(s).
- 9.6 For the roles of Graduate Director and Graduate Officer the nominator and seconder must be Members who are Graduate Students.

10. NOTICE OF PROVISIONAL NOMINATIONS/UNCONTESTED POSITIONS

- 10.1 The Returning Officer shall issue a Notice of Provisional Nominations at least forty-eight hours prior to the nominations closing.
- 10.2 Issuing the notice of provisional nominations will enable potential candidates to gauge which positions are less contested, as well as which positions have a surplus of nominations.
- 10.3 Issuing a Notice of Provisional Nominations should eliminate the need to reopen nominations for uncontested or under-contested positions.

11. WITHDRAWAL OF NOMINATIONS

- 11.1 A candidate may withdraw their nomination at any time before close of polling.
- 11.2 Withdrawal must be in a written form with the signature of the candidate.
- 11.3 The withdrawal takes effect upon receipt of the withdrawal by the Returning Officer(s).

- 11.4 If a candidate withdraws, the Returning Officer(s) must proceed as if that candidate had never been nominated.

12. CAMPAIGNING

- 12.1 Each candidate is allowed to appoint up to two (2) student representatives to assist in the campaign.
- (a) Representatives are bound by the same campaign rules as candidates.
 - (b) Representative(s) can take turns assisting with physical and virtual publicity.
 - (c) Candidate representative list must be declared by the Returning Officer along with final candidate list
 - (d) The candidate(s) and representative(s) are considered to be campaigners.
- 12.2 Candidates and/or their representative(s) are only to campaign on actual days of voting sessions. Candidates campaigning on non-voting days may be disqualified from the election, subject to discretion of the Returning Officers. A campaign is deemed to be any organised course of action to arouse public interest in any candidate(s) that may include, but is not limited to, the use of:
- (a) Written material (Campaign Leaflets, Fliers);
 - (b) Posters;
 - (c) Internet (Social Media, Email, Blogs, Websites);
 - (d) Phone (SMS, Call networking).
- 12.3 Campaigning is not permitted anywhere within the same room of the polling station, or close enough to a person to see their vote or make a person feel that their vote might be seen.
- 12.4 Candidates are not to form groups or parties to run their campaign as a team.
- (a) Groups that candidates are not permitted to receive support from include, but are not limited to:
 - (i) Political Tickets;
 - (ii) Club endorsements;
 - (iii) Organisational endorsements;
 - (iv) Group Campaigns.
- 12.5 Candidates may not campaign jointly or for one another but are permitted to like and share posts by other candidates on social media.
- 12.6 The impact of subsection 12.4 does not extend to preventing candidates or elected Central Committee Members from having personal affiliations or being members of political parties.

- 12.7 All publicity materials are to have a copy registered with the Returning Officer(s) prior to distribution. Any doubts as to the accepted avenues of campaigning should be brought up to the Returning Officer(s) prior to campaigning.
- (a) Any publicity materials, election campaign leaflets, fliers, or any other form of written material directly or indirectly related to, or may be related to, the campaign of any of the election candidate(s), are only to be distributed, posted, or given out in any other way, by the candidate which the material supports or by the candidate's representatives.
 - (b) Candidates and their representatives are not allowed to distribute any material besides paper leaflets or flyers. Incentives such as gifts or sweets are not to be given out.
 - (c) All campaign materials must not contain the UMSU International logo or the UMSU International motto (i.e. Care for, Stand for, Act for International Students). However, the words "UMSU International" and "University of Melbourne Student Union International" may be used.
 - (d) The use of mailing lists and public online forums by any candidate(s) and/or representative(s) of the candidate(s), and/or any club(s)/society(ies)/entity(ies) for campaign purposes is not permitted.
- 12.8 If any of the candidate(s), or representative(s) of the candidate(s), are found to be in breach of section 12, by the Returning Officer(s) and/or Election Officer(s), the said candidate(s) may be disqualified from the election without prior warning by the Returning Officer(s). The Returning Officer(s) also has/have the authority to apply penalties including warnings, suspension from campaigning, suppression of candidates' publicity and exclusion from all or part of the campus.
- (a) With regards to section 12, the decision(s) of the Returning Officer(s) is/are final.
 - (b) Appeals against the results of the election may be made directly to the Electoral Tribunal as per section 19.

13. PROHIBITED CONDUCT

- 13.1 Candidates are prohibited from engaging in conduct that is dishonest, deceptive, or misleading or likely to mislead or deceive.
- 13.2 Candidates are responsible for the conduct of their representatives.
- 13.3 Prohibited conduct includes, but is not limited to the following:
- (a) Interfering with the act of voting or with the secrecy of the ballot;
 - (b) Attempting to vote or to encourage others to vote more than one time at the same election;
 - (c) Making false or defamatory statement;
 - (d) Unfairly interfering with a candidate's publicity;
 - (e) Physically or verbally harassing or bullying;

- (f) Using the resources of UMSU, UMSU International or the University for the purpose of their campaign, other than resources that are generally available to all students.
- 13.4 If any of the candidate(s), or representative(s) of the candidate(s), are found to be in breach of section 13, by the Returning Officer(s) and/or Election Officer(s), the said candidate(s) may be disqualified from the election without prior warning. The Returning Officer(s) also has/have the authority to apply penalties including warnings, suspension from campaigning, suppression of candidates' publicity and exclusion from all or part of the campus.
- (a) With regards to section 13, the decision(s) of the Returning Officer(s) is/are final.
 - (b) Appeals against the results of the election may be made directly to the Electoral Tribunal as per section 19.

14. POLICY STATEMENTS AND SPEECHES

- 14.1 Candidates running for executive and director positions are encouraged to prepare and present a policy statement for each position for which they are nominated at the designated Policy Speech Session.
- 14.2 All candidates running for non-executive or director positions are encouraged to attend a Question and Answer Session as part of the designated Policy Speech Session.
- 14.3 All candidates are encouraged to submit a photo and a statement limited to 250 words, which will be published by the Returning Officer(s).

15. VOTING

- 15.1 Under section 8 of the UMSU International Regulations, only UMSU International members and Central Committee members are eligible to vote in elections.
- 15.2 Under subsection 8.6 of the UMSU International Regulations, all elections must be conducted by secret ballot (physical, and/or electronic).
- 15.3 An UMSU International member or Central Committee member may only vote once in each election.

16. ISSUING OF BALLOT PAPERS

- 16.1 Issuing of Ballot Papers (Physical)
 - (a) Where physical ballot papers are being used, all voters must produce their University student cards to verify their identity as International Students.

- (b) A student who is unable to satisfy subsection 16.1(a) is only eligible to vote if the Returning Officer(s) is/are satisfied of his/her identity as an eligible voter.

16.2 Issuing of Electronic Ballot

- (a) Where voting is electronic, all eligible voters will be sent an email through their university student email account with a personal link that will enable them to vote a single time only.
- (b) Only students who receive a personal link as per subsection 16.2(a) will be able to vote.
- (c) If an eligible voter has not received an email with a personal voting link as per subsection 16.2(a), they may contact the Returning Officer(s) and request that such an email be sent to them. Such an email will only be sent on the condition that the Returning Officer(s) is/are satisfied that the request was made by an eligible voter.

17. COUNTING OF VOTES

- 17.1 Once official voting is closed, the Returning Officer(s) and Election Officer(s) may start counting the votes in a secure location.
- 17.2 Votes will be counted according to the order of counting. As such elected positions will be determined based on the order of counting and will not be influenced by candidate preferences.

17.3 The order of counting shall be as follows:

UMSU International President

UMSU International Vice-President (Education and Welfare)

UMSU International Vice-President (Cultural and Social)

UMSU International Vice-President (Media and Marketing)

UMSU International Secretary

UMSU International Treasurer

UMSU International Education Director

UMSU International Welfare Director

UMSU International Graduate Director

UMSU International Cultural and Social Director

UMSU International Media and Marketing Director

UMSU International Human Resources Director

UMSU International Partnership and Sponsorship Director

UMSU International Education Officer (multiple positions)

UMSU International Welfare Officer (multiple positions)

UMSU International Graduate Officer

UMSU International Cultural and Social Officer (multiple positions)

UMSU International Media and Marketing Officer (multiple positions)

UMSU International Human Resources Officer (multiple positions)

UMSU International Partnership and Sponsorship Officer (multiple positions)

18. DECLARATIONS AND NOTIFICATION OF RESULTS

- 18.1 The Returning Officer(s) must within four (4) full academic days after voting closes:
- (a) Declare the candidates who have been eliminated, have withdrawn or resigned from the AGE;
 - (b) Give notice of the results of the AGE.

19. APPEALS AGAINST RESULTS OF ELECTIONS

- 19.1 A candidate may appeal against the result of an election in written form addressed to Electoral Tribunal within one (1) academic day of the notice of the result of the AGE.
- 19.2 A candidate may only appeal against the result of an election on the grounds that there has been a defect in the conduct of the election and that it has materially affected the result.
- 19.3 The candidate appealing must notify the Returning Officer(s) of the appeal in writing immediately after they contact a member of the Electoral Tribunal.

20. APPLICATION OF AMENDMENTS

No amendment(s) to the UMSU International Electoral Regulations made during the election period shall have effect for and during the election period.

21. AVAILABILITY OF REGULATIONS

Copies of the regulations of the UMSU International Electoral Regulations must be made freely available to students on request.