



# STUDENTS' UNION ELECTIONS

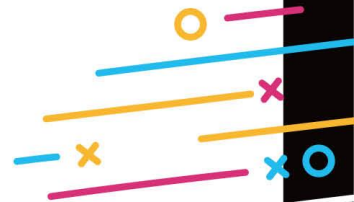
## Candidate Briefing

Marianne Melsen (Head of Student  
Voice and Insights)



## This session

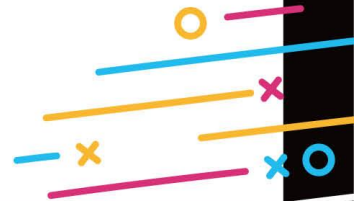
- The Candidate Briefing will cover the key elections rules to ensure all candidates are aware of the rules.
- Not knowing the rules is not an excuse for breaking the rules.
- If there's something you're unsure about, please ask for clarification. There's time for questions at the end, and you can contact us on [su-elections@qmul.ac.uk](mailto:su-elections@qmul.ac.uk) at any point during the elections period.
- The slides will be available in the Candidates Hub under 'Resources to download'.





## When are you allowed to campaign?

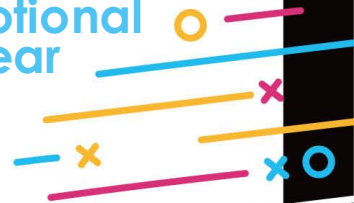
- You are permitted to start your campaign after the Candidates Briefing (so very soon).
- You must not buy any campaigning materials or undertake any forms of free campaigning (including social media posts) before the Candidates Briefing.
- You can campaign until the very last second of the voting period.
- During voting, you must not be present when a student is voting. If a student is using their phone, laptop or another device to vote, you must step away from them and allow them to cast their votes without you guiding them or looking at their votes.





## Where are you allowed to campaign?

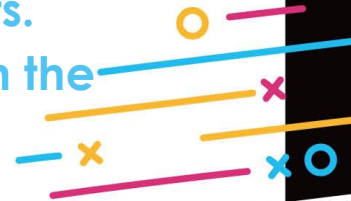
- You must not campaign in the libraries, labs (including computer labs) or any other space that a staff member has instructed you to not campaign in.
- You must not block any doors or access ways.
- If you want to place any printed materials (such as leaflets or posters) anywhere on campus (apart from designated areas within SU spaces), you must get permission from the relevant building manager.
- You must not use glue, stickers or cello tape to fix promotional materials to buildings, furniture or any other items – always use blu tack.
- Your promotional materials must not cover any other promotional materials or signage (only put your promo up if there's a clear space for you to use).





## How are you allowed to campaign?

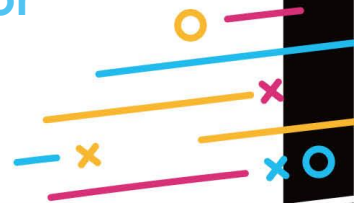
- All means of campaigning are allowed (including on-campus campaigning, social media campaigning and other forms of online campaigning), unless stated otherwise in the elections rules, or in rulings issued by the Returning Officer or their deputy.
- You are welcome to use existing social media accounts (but it might be worth going through your old posts to make sure you're happy for everyone to see these).
- You must not use any electronic sound equipment such as loudspeakers or loud hailer when campaigning.
- Student groups that are part of the Students' Union (such as societies and sports clubs) cannot endorse candidates or groups of candidates. This includes, but is not limited to, a student group using their grants or subs account to support candidates' activities, or endorsing candidate(s) through their mailing list or social media accounts.
- You must not use any logos (including the QM logo) apart from the Students' Union logo.





## And be nice! (Please)

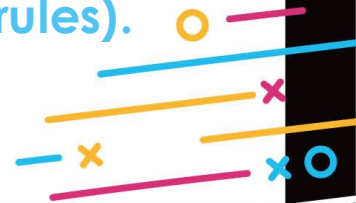
- All the rules set by QM and the Students' Union and any relevant legislation also apply during the elections and cover all your campaigning activities and promotional materials.
- You must not remove, damage or change promotional materials belonging to other elections candidates (for example, you must not draw on their materials or cause damage to their materials).
- Political debates are part of the elections and some people might not agree with you, but all forms of harassment and bullying are unacceptable. Please contact us on [su-elections@qmul.ac.uk](mailto:su-elections@qmul.ac.uk) or use Report and Support if you experience any harassment or bullying.





## Rules for your supporters

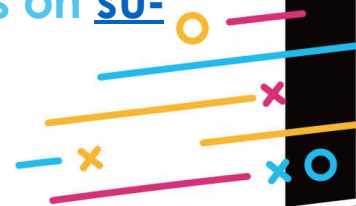
- You are welcome to have a group of supporters to help you with your campaign, but these must be full members of the Students' Union (so that means they must be current QM students).
- Your supporters can't be staff members, family or friends outside QM.
- If you have any supporters helping you with your campaign, it's your responsibility to tell them about the election rules (it might be a good idea to get them to read this briefing), and it may have consequences for you if your supporters break the elections rules (even if you were unaware, or didn't tell them to break the rules).





## Staff and student staff

- Staff must remain neutral. Don't waste your sweets and leaflets on us :)
- Student staff members employed by the Students' Union (for example, students that work in Ground or Qmotion) and Students' Union Executive Officers must not campaign during working hours and must not use any resources provided by the Students' Union (such as uniforms, access to printing or mailing lists) for the purpose of campaigning.
- If you are employed by the Students' Union, we are very happy to explain the rules in more detail – book a drop-in or email us on [su-elections@qmul.ac.uk](mailto:su-elections@qmul.ac.uk).







## Budgets

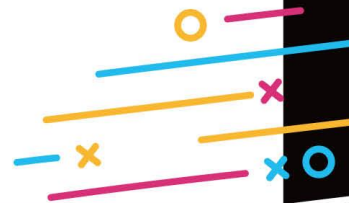
- You must not exceed the allocated candidate budget. Not even if you are willing to pay more out of your own money. You must keep all receipts and be prepared to submit these on request.
- The maximum budget is £100 for Exec candidates and £50 for Trustee candidates (unless you are on a slate – tell us if that's the case).
- You must not hold prize draws or use giveaways (regardless of whether these items are pre-owned, donated or purchased for the purpose of elections) to incentivise voting in general, or incentivise votes for a specific candidate. Giveaways of items of negligible value (such as sweets) is permitted, as long as these items are not given away in exchange for votes.





## What happens if someone breaks the rules?

- If you think someone has broken the rules, you can contact us on [su-elections@qmul.ac.uk](mailto:su-elections@qmul.ac.uk) to discuss the situation and get advice.
- You can submit a formal complaint to be considered by the Returning Officer or their deputy. You must use the complaints form (available in the Candidates Hub under 'Resources to download') and submit evidence to support your complaint.
- If a formal complaint is upheld, the outcome will depend on the nature and severity of the offence. Outcomes normally range from reminders about the rules to permanent exclusion from the elections.





# PUBLIC SERVICE ANNOUNCEMENT

Don't forget to complete your nomination if you still want to be a candidate.

You **MUST** submit your photo and 50-word statement by 12pm (noon) on Friday 14<sup>th</sup> February.

You can also submit your (optional) manifesto and plain-text manifesto until 12pm (noon) on Friday 14<sup>th</sup> February.

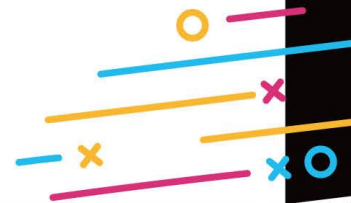
Sign up to take part in the Elections Debates.

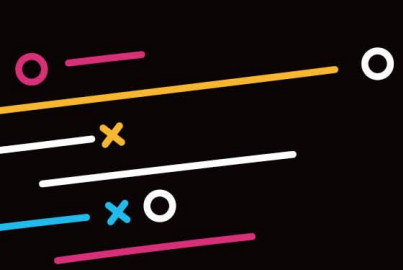




## Support

- Read the information in the Candidates Hub on the Students' Union website
- Read the emails we send you (yes, really)
- Campaigning kick-off – Thursday 13<sup>th</sup> February at 3-6pm (SU Hub + Garrod Foyer)
- How to win an election – Friday 14<sup>th</sup> February at 2-3pm (SU Hub) or Friday 21<sup>st</sup> at 2-3pm (online)
- Email us on [su-elections@qmul.ac.uk](mailto:su-elections@qmul.ac.uk) (we work Monday-Friday, 9am-5pm)
- Book a drop in on MS Bookings





 QMSU

 @QMSU

 Queen Mary Students' Union (QMSU)

[QMSU.ORG/ELECTIONS](https://qmsu.org/elections)

 Queen Mary University of London  
**Students' Union**

