

Student Leader Elections Regulations 2026

In order for all SUBU elections to be free and fair there are a number of regulations that must be followed.

This document outlines the regulations for the Student Leader Elections for **Part Time Officers**, **Clubs and Societies Committee Members** and **Nerve Media Committee Members**.

There are 6 guiding principles to ensure fairness and transparency for everyone involved.

It is the responsibility of the candidate to ensure that they take reasonable steps to understand the election regulations before the election commences.

Any reference to candidates equally applies to their campaign teams - others campaigning on their behalf. All campaigns should act within the spirit of the election, if candidates are in any doubt about the interpretation of these regulations, please contact the Deputy Returning Officer.

Breaches of these rules may result in sanctions including disqualification.

1) Principles

- a) Candidates shall conduct themselves in accordance with the Election Regulations, Union and University Policy, and the law
- b) Students must be free to cast their vote without undue pressure or influence
- c) Candidates must treat other candidates, students, staff and members of the public with respect
- d) Candidates must not undermine the fair and democratic running of elections
- e) Candidates must not do anything to gain an unfair advantage
- f) Candidates must respect the campus environment and the community

2) Election Officers

- a) This election is overseen by the Returning Officers who are responsible for the good conduct of the election and interpretation of the regulations of the elections. They will also determine complaints about the election, candidates and campaigns. They are the first point of contact, responsible for candidate engagement, day to day supervision and management of the election.
- b) **Clubs & Societies Returning Officer**
 - i) The Returning Officer is Tammy Bowie who may be contacted by studentopportunities@bournemouth.ac.uk
- c) **Nerve Media Returning officer**
 - i) The Returning Officer is Shani Legg who may be contacted by email at sumedia@bournemouth.ac.uk
- D) **Part-Time Officers and Faculty Reps only:**
 - a. **Returning Officers- Returning Officer and Deputy Returning Officer**
 - (1) The elections are overseen by a Deputy Returning Officer (DRO) with the assistance of a Returning Officer (RO). The DRO and RO are referred to as the 'Returning Officers' throughout this document and may be contacted by email at subdemocracy@bournemouth.ac.uk.
 - (2) The RO is an external, independent advisor, appointed to ensure that the election is run with third party scrutiny and expertise.

(3) The DRO is the first point of contact, responsible for candidate engagement, day to day supervision and management of the election. The RO will be consulted by the DRO whenever they see necessary throughout the process.

ii) Independent Election Adjudicator

(1) An external appeals body that is responsible for ruling on appeals and late complaints

3) Roles, Voting and Participation

- a) Once the nomination period has closed, no new nominations can be added to the election.
- b) Voting shall take place on the SUBU website via secret ballot using Alternative Vote for single-seat and Single Transferable Vote for multi-seat positions.
- c) Those who are elected shall officially take up their role from;
 - i) PTO and Reps from Monday 1st June 2025 for the duration of the 2026/27 academic year
 - ii) Clubs and Societies and Nerve Media committee members from Saturday 1st August for the duration of the 2026/27 academic year.
- d) In order to be eligible to contest one of the roles you must be eligible at the point of election and for the remainder of the 2026/27 academic year.
- e) There shall also be a 're-open nominations' candidate for all roles.
- f) Should there be a tie the Returning Officer for the election shall conduct a coin toss to determine the outcome.

g) Clubs and Societies:

- i) Mandatory Roles (must be filled by a Club and Society Member who are also Student Members of the Union):
 - (1) President
 - (2) Treasurer
 - (3) Secretary/communications
 - (4) Health and Safety Officer (For high-risk societies only)
- ii) Non-Mandatory Roles (must be filled by a Club and Society Members who is either an Associate or Student Members of the Union):
 - (1) Health and Safety Officer
 - (2) Events and Equipment Officer
 - (3) Any Additional Positions that relate to the club or society, that were submitted by the deadline outlined in pre-elections communication. There may be no more than 10 roles total per Society, including up to 5 bespoke roles.
- iii) Clubs and societies must not create expression of interest forms for their committee member roles
- iv) Candidates can only contest one mandatory committee position per Club and Society.
- v) Only Student Members of the Union who hold valid standard membership of the Club or Society shall be able to vote.
- vi) For the avoidance of doubt memberships may be purchased during the election period and Clubs and Societies may not alter their membership fee during the election period.
- vii) If a mandatory post does not receive any votes or the candidate for this post is disqualified or steps down, the post will remain vacant and the society will need to take part in a by-election later in the 25/26 academic year.
 - (1) In the event that one of three or less mandatory roles are filled the club or society will be closed and entered into the adopt-a-soc programme.

- h) Nerve Media only:
 - i) Roles must be filled by student members of the Union who are also a member of the corresponding Nerve Media outlet.
 - ii) Candidates can only contest one position across the whole of Nerve Media.
 - iii) Only Student Members of the Union who are also members of Nerve Media shall be able to vote.
 - iv) If a mandatory post does not receive any votes or the candidate for this post is disqualified or steps down, the post will remain vacant and the Nerve outlet will need to take part in a by-election later in the 26/27 academic year.
- i) Part-Time Officers and Faculty Reps only:
 - i) There are 10 Part-Time Officer positions including 4 Faculty Officers positions*, and an additional 8 Faculty Rep Positions available*. The roles are as follows:
 - (1) Asian, Arab and Ethnic Minority Officer (Liberation)
 - (2) Black Students Officer (Liberation)
 - (3) Disabilities, Accessibility and Neuro-Diverse Officer (Liberation)
 - (4) Lesbian, Gay, Bisexual, Trans, Queer + Officer (Liberation)
 - (5) Trans, Non-Binary, Intersex and Gender Identity + Officer (Liberation)
 - (6) Women's Officer (Liberation)
 - (7) Post Graduate Officer
 - (8) Faculty of Business and Law*
 - (a) + 2 Faculty Reps*
 - (9) Faculty of Health, Environmental and Medical Science*
 - (a) + 2 Faculty Reps*
 - (10) Faculty of Media, Science and Technology*
 - (a) + 2 Faculty Reps*
 - ii) Liberation Officer Particulars:
 - (1) In order to be eligible to vote or stand for a Liberation Officer you must be a Student Member of the Union and self-define as a part of the Liberation Group that the position represents.
 - iii) Faculty Officers and Reps Particulars:
 - (1) In order to be eligible to vote or stand for a Faculty Officer or Rep role you must belong to the relevant Faculty.
 - (2) In order to be elected to the Faculty Officer position you must also be a Student Member of the Union.
 - (3) This is a multi-seat position with 3 roles available per Faculty. The individual who receives the highest number of votes in the election shall be elected as the Faculty Officer, provided that they are a Student Member and willing to undertake the role. Further information can be found in SUBU's Bye-Laws.
 - iv) For the avoidance of doubt candidates can only contest one Part-Time Officer position. They may also contest a Faculty Rep position, but must indicate on application that they do not wish to contest the Faculty Officer role

Please note: Part-Time Officer roles may differ

4) Expenses

- a) Clubs & Societies only:

- i) Clubs and Societies candidates may not spend anything or use resources that others would not have access to as a part of their campaign.
- b) Nerve Media only:
 - i) Nerve media candidates may not spend anything or use resources that others would not have access to as a part of their campaign.
- c) Part-Time Officers and Faculty Reps only:
 - i) Candidates shall have £20 to spend on their election campaign. This must cover all materials purchased or primarily used during the campaign. This will be reimbursed by SUBU after the election, upon the presentation of proof of spend. Any products or services offered at a reduced price will be assigned a fair price by the Returning Officers.

5) Conduct and Campaigning

- a) Candidates are encouraged to participate in healthy debate
- b) It is strictly prohibited for candidates to supply electronic devices or to handle voter's devices.
 - i) Once a student has begun the process of voting, no candidate should make any attempt to speak to, influence or interfere with them in any way.
 - ii) For the avoidance of doubt, 'helping' a voter or 'showing them how to vote' will be regarded as a breach of the rules. If a voter needs assistance, please direct them to subudemocracy@bournemouth.ac.uk. Any candidate seen 'helping' students to vote is subject to disciplinary action.
- c) Candidates and supporters of candidates who have an official role within SUBU or BU, whether this be permanent staff, student staff, volunteers (including trustees, Part-Time Officers and current club, society and nerve committee members) may continue to act in this role but must not abuse their position including: endorsing candidates in an official capacity, campaigning while on duty or utilising resources that others do not have access to.
- d) Clubs and Societies can endorse specific candidates for any Clubs and Societies roles.
- e) Candidates must not campaign in any form before campaigning has officially opened. This includes social media.
- f) Candidates must not run on a slate, including running on joint platforms, pledges or branding.
 - i) A slate is a group of candidates that run in multi-seat or multi-position elections on a common platform. E.g., sharing values/political outlooks, manifesto or policy points, or branding
- g) Candidates must not split, share or gather their resources with other candidates.
- h) Candidates are responsible for their own campaign material. Any material left unattended is done so as the candidate's own risk - this includes posters. The Students' Union will not deal with complaints about campaign material being removed, except in exceptional circumstances.
- i) All campaign materials must be thoroughly removed before the announcement of the election result.
- j) Candidates must only use white tac or cable ties to secure items and no campaign material which is deemed to be semi-permanent by the Returning Officers may be used - this includes but is not limited to stickers, glue, Sellotape and chalk.
- k) Campaign materials that pose a health and safety risk will be removed.
- l) Clubs & Societies only:

- i) Candidates may only campaign in spaces created by their club and society such as closed group chats, social media pages, club or society meetings, activities or socials.
- m) Nerve Media only:
 - i) Candidates may only campaign in spaces created by Nerve Media such as the Nerve Studio, closed group chats, social media pages, Nerve meetings, activities or socials.

6) Complaints and recounts

- a) There are two separate complaints processes for the Part-Time Officers and Faculty Rep Elections, and the Club and Society and Nerve Media Committee Elections.
- b) Clubs and Societies complaints;
 - i) All complaints will be investigated by the Elections Returning Officer and dealt with in a reasonable and proportionate manner.
 - ii) Complaints should be made as soon as possible, and no later than one hour prior to the commencement of the count. Complaints cannot not be made after this time.
 - iii) Only complaints made in writing, via the complaints form will be considered.
<https://www.subu.org.uk/represented/dandc/regulationsandcomplaints/>
 - (1) Complaints must have the following information:
 - (a) Name and contact details of person making complaint (anonymous complaints will not be accepted)
 - (b) Name of person being complained about
 - (c) Details of incident (including time and date)
 - (d) Details of any witnesses/evidence
 - (e) Details of which rule has been broken
 - (f) Details of the action requested
 - iv) The Returning Officer shall review, determine and communicate the outcome of a complaint to the complainant and anyone to be sanctioned as soon as reasonably possible and no later than 2 days after the receipt of the complaint.
 - v) The decision of the Returning Officer is final and there shall be no opportunity to appeal the decision of the Returning Officer.

If you have any questions about the rules regulating the election, please contact the Returning Officers at studentopportunitiesteam@bournemouth.ac.uk

- a) Nerve Media complaints;
 - vi) All complaints will be investigated by the Elections Returning Officer and dealt with in a reasonable and proportionate manner.
 - vii) Complaints should be made as soon as possible, and no later than one hour prior to the commencement of the count. Complaints cannot not be made after this time.
 - viii) Only complaints made in writing, via the complaints form will be considered.
<https://www.subu.org.uk/represented/dandc/regulationsandcomplaints/>
 - (1) Complaints must have the following information:
 - (a) Name and contact details of person making complaint (anonymous complaints will not be accepted)
 - (b) Name of person being complained about
 - (c) Details of incident (including time and date)
 - (d) Details of any witnesses/ evidence

- (e) Details of which rule has been broken
- (f) Details of the action requested
- ix) The Returning Officer shall review, determine and communicate the outcome of a complaint to the complainant and anyone to be sanctioned as soon as reasonably possible and no later than 2 days after the receipt of the complaint.
- x) The decision of the Returning Officer is final and there shall be no opportunity to appeal the decision of the Returning Officer.

If you have any questions about the rules regulating the election, please contact the Returning Officers at sumedia@bournemouth.ac.uk

- c) Part-Time Officers and Faculty Reps only:
 - i. Candidates or their campaign team may request a recount within thirty minutes of the result being announced.
 - ii. All complaints will be investigated by the Returning Officers and dealt with in a reasonable and proportionate manner.
 - iii. Complaints should be made as soon as possible, and no later than one hour prior to the commencement of the count. Complaints made after this time will be considered in line with the Union's Bye-Laws (Bye-Law 3, Clause 12)
 - iv. Only complaints made in writing will be considered. Complaints must have the following information:
 - 1. Name and contact details of person making complaint (anonymous complaints will not be accepted)
 - 2. Name of person being complained about
 - 3. Details of incident (including time and date)
 - 4. Details of any witnesses/ evidence
 - 5. Details of which rule has been broken
 - 6. Details of the action requested
 - v. Complaints may be submitted on the online complaints form:
<https://www.subu.org.uk/represented/dandc/regulationsandcomplaints/>
 - vi. The Deputy Returning Officer (DRO) shall review, determine and communicate the outcome of a complaint to the complainant and anyone to be sanctioned as soon as reasonably possible and no later than 2 days after the receipt of the complaint.
 - vii. The DRO shall have discretion as to the appropriate course of action in relation to any complaint. The actions of the DRO may be as follows:
 - 1. Take no action.
 - 2. Issue warnings to one or all candidates.
 - 3. Disqualify a candidate.

4. Suspend or re-run the election (elections must not be suspended for longer than four working days); or
5. Take any other action which is deemed appropriate to uphold the fairness of the election, including but not limited to banning campaigning, or removing a candidate from the online voting site for a period of time.

Appeals

- i. A complainant appealing a decision of the Deputy Returning Officer (DRO) shall be referred to as the 'appellant' in this section.
- ii. An appellant may appeal a decision made by the DRO. Appeals must be made within twelve hours of the DRO's decision being sent to the appellant. Any such appeal will be referred to the Returning Officer (RO).
- iii. The outcome of the appeal shall be communicated to the appellant and anyone affected by the outcome of the appeal as soon as possible.
- iv. Once an appeal has been launched any sanctions imposed as a consequence will be placed 'on hold' until the outcome of the appeal has been announced.
- v. The request for an appeal must include the decision being appealed and the grounds for appeal. The appeal should be addressed to the DRO and sent to subdemocracy@bournemouth.ac.uk and may be made on one or more of the following grounds:
 1. There was a material procedural irregularity or misinterpretation of the rules governing the election that led to the decision of the DRO being unfair; and/or
 2. the decision of the DRO was inappropriate or disproportionate to the nature and seriousness of the complaint.
- vi. Evidence that was not presented to the DRO may not be presented to the RO, unless there are exceptional circumstances that warrant its inclusion. This is to be decided at the discretion of the RO.
- vii. Where the RO determines that the grounds for appeal have not been met the appeal shall be unsuccessful and the RO shall uphold the DRO's decision.
- viii. Where the RO determines that the grounds for the appeal have been met then the appeal shall be successful. The RO shall determine the action to take. Such action should be appropriate and proportionate, taking into consideration the seriousness of the complaint and the extent to which the DRO's course of action was reasonable in the circumstance.
- ix. Actions taken by the RO in response to a successful complaint shall include one of the following:
 1. Taking no further action, leaving the DRO's decisions/sanctions in place.

2. Overturning the decision of the DRO and removing sanctions imposed by the DRO.
 3. Issuing a warning/clarification to one or all candidates.
 4. Disqualifying or reinstating a candidate.
 5. Ordering the suspension of an election/count or allowing it to proceed.
 6. Ordering a recount.
 7. Voiding the election of a winning candidate.
 8. Confirming the election of a winning candidate; or
 9. Taking any action that is deemed appropriate and proportionate to the nature and seriousness of the complaint to uphold the fairness of the election.
- x. The RO shall provide a brief written statement with the reasons for its decisions, whether or not an appeal has been successful.
 - xi. An appellant may appeal a decision made by the RO. Appeals must be made within twelve hours of the RO's decision being sent to the appellant. Any such appeal will be referred to the Independent Elections Adjudicator (IEA).
 - xii. The outcome of the appeal shall be communicated to the appellant and anyone affected by the outcome of the appeal as soon as possible.
 - xiii. Once an appeal has been launched any sanctions imposed as a consequence of the original complaint will be put on hold until the outcome of the appeal has been announced.
 - xiv. The request for an appeal must include the decision being appealed and the grounds for the appeal.
 - xv. Appeals will only be heard on the grounds that:
 1. There was a material procedural irregularity or misinterpretation of the rules governing the election that led to the decision of the RO being unfair; and/or
 2. That the decision of the RO was inappropriate or disproportionate to the nature and the seriousness of the complaint.
 - xvi. Evidence that was not presented to the RO may not be presented to the IEA, unless there are exceptional circumstances that warrant its inclusion. This is to be decided at the discretion of the IEA.
 - xvii. Where the IEA determines that the grounds for the appeal have not been met the appeal shall be unsuccessful and the IEA shall uphold the RO's decision.
 - xviii. Where the IEA determines that the grounds for the appeal have been met then the appeal shall be successful. The IEA shall determine the action to take. Such action should be appropriate and proportionate, taking into consideration the seriousness of the complaint and the extent to which the RO's course of action was reasonable in the circumstance.

xix. Actions taken by the IEA in response to a successful complaint shall include one of the following:

1. Taking no further action, leaving the RO's decisions/sanctions in place.
2. Overturning the decision of the RO and removing sanctions imposed by the RO.
3. Issuing a warning/clarification to one or all candidates.
4. Disqualifying or reinstating a candidate.
5. Ordering the suspension of an election/count or allowing it to proceed.
6. Ordering a recount.
7. Voiding the election of a winning candidate.
8. Confirming the election of a winning candidate; or
9. Taking any action that is deemed appropriate and proportionate to the nature and seriousness of the complaint to uphold the fairness of the election.

If you have any questions about the rules regulating the election, please contact the Deputy Returning Officer at subdemocracy@bournemouth.ac.uk