



ELECTION REGULATIONS

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1. Application and Interpretation

- 1.1 These regulations apply to all elections held under the Constitution of the Performing Arts Association of Notre Dame Australia.
- 1.2 These regulations must be interpreted based on the principle that all elections must be fair and equitable.
- 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 Returning Officer in consultation with the Clubs Director for a decision.

2. The Returning Officer

- 2.1 PAANDA will appoint Returning Officer no later than 14 days before the election.
- 2.2 All elections are to be run by the Returning Officer in accordance with the PAANDA Constitution and these Election Regulations.
- 2.3 The Returning Officer must:
 1. Be an outgoing member of the PAANDA committee not contesting the relevant election.
 2. Whereby there are no outgoing members of the PAANDA committee not contesting in the relevant election, the Clubs Director shall be the Returning Officer.
 3. Be equitable, neutral and publically perceived as such.
- 2.4 The powers and functions of the Returning Officer will include:
 1. Setting 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 Returning Officer will include:
 1. Ensuring elections are run according to these regulations;
 2. Ensuring these regulations are fairly and consistently interpreted and applied;
 3. Receive nominations;
 4. Review nominations;
 5. Approve ballots;
 6. Supervise polling;
 7. Count votes; and
 8. Declare the results.

3. Notice

- 3.1 The Returning Officer will give written notice of the Election Timeline as follows, at least 7 days before the election:
 1. Nomination period;
 2. Candidate announcement;
 3. Voting period; and

4. Results announcement.
- 3.2 The Returning Officer will provide the Constitution and these regulations to all members with notice under 3.5.
- 3.3 The Returning Officer will give written notice of each position to be contested with notice under 3.5.
- 3.4 The Returning Officer will give written notice of the terms of reference of each position with notice under 3.5.
- 3.5 Written notice must include these forms of communication:
 1. The PAANDA website (www.fremantlepaanda.com);
 2. Email (from fremantle.paanda@nd.edu.au); and
 3. Social media.

4. Positions to be Contested

The following positions are to be contested at the election:

- 4.1 Executive
 1. President (1)
 2. Vice President (1)
 3. Secretary (1)
 4. Treasurer (1)
- 4.2 Manager positions
 1. Events Manager (1)
 2. Marketing Manager (1)
 3. Technical Manager (1)
- 4.3 General Committee position(s)
 1. General Committee Member

5. Nominations

- 5.1 Nominations must be made via the nomination form provided in written notice under section 3.5.
- 5.2 Students may nominate for multiple positions in preferential order.
- 5.3 The nomination period must be open for at least five days.
- 5.4 Nominations must be received at least 48 hours prior to the date of election.

6. Eligibility for Nomination

- 6.1 Subject to the restrictions outlined in section 6.3, all members of PAANDA are eligible to nominate to stand as candidates for election to the PAANDA Committee.
- 6.2 Subject to the restrictions outlined in section 6.3 only current and previous members of the PAANDA Committee are eligible to nominate to stand as candidates for election to the PAANDA Executive.
- 6.3 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. The Returning Officer;
 4. An undischarged bankrupt or someone who has entered into a scheme of arrangement with creditors; or
 5. A formerly expelled member of the Student Association Council.
- 6.4 The Returning Officer will send written receipt of nomination.
 - 6.5 The Returning Officer will review all nominations to ensure that candidates meet the eligibility requirements under sections 6.1, 6.2, and 6.3 at least 24 hours prior to the election.
 - 6.6 The Returning Officer will send written confirmation of the results of the review of their nomination to each student prior to the candidate announcement.
 - 6.7 Students who have been advised of their failure to meet the eligibility requirements can appeal to the Clubs Director who will review the decision within 24 hours.

7. Candidate Announcement

- 7.1 The Returning Officer will release the names of candidates at least 24 hours prior to the opening of voting.

8. Voting Times

- 8.1 Elections must be completed by at least 24 hours before the Annual General Meeting.
- 8.2 Voting time must be accessible to all committee members.

9. Voting Eligibility

- 9.1 Only current members of the PAANDA Committee are eligible to vote.
- 9.2 Voting shall be compulsory.

10. Voting

- 10.1 The names of the candidates on ballots will be in alphabetical order.
- 10.2 Students may only vote once per election.
- 10.3 All votes shall be submitted anonymously.

11. Voting Method

- 11.1 Voting in elections for the Executive (4.1), and Manager Positions (4.2), shall be mandatory preferential.
- 11.2 Voting in elections for General Committee Positions (4.3), shall be an absolute majority of the voting body.
- 11.3 For the purpose of 11.2, any mark identifying a clear intention to vote for one candidate shall be counted.

12. Counting Votes

- 12.1 Counting must commence as soon as polls close.
- 12.2 Subject to section 12.3, only the Returning Officer is permitted to count the votes.
- 12.3 The current members of the PAANDA Committee may appoint a scrutineer in the event that the validity of the results are questioned.

13. Results Announcement

- 13.1 The Returning Officer must give written notice of the result of the election to all members within 3 days of the votes being counted.

14. Disputes

- 14.1 In the event that these Regulations are breached, the matter shall be referred to the Returning Officer in consultation with the Clubs Director.
- 14.2 In the event that the Returning Officer or Clubs Director has breached these Regulations, the matter shall be referred to the Student Association Executive.