



# University of St Andrews Students' Association Joint Councils'

## MINUTES

Monday 15<sup>th</sup> September 2014 – Venue 1, 7.00pm

### Present

Charlotte Potter	Arts/Divinity Faculty President
Joseph Tantillo	Association Chair
Zara Evans	Association Community Relations Officer
Leon O'Rourke	Association Director of Events and Services
Ondrej Hajda	Association Director of Student Development & Activities
Fay Morrice	Association Director of Student Development & Activities
Madeline Belt	Association Environment & Ethics Officer
Fallon Sheffield	Association LGBT Officer
Pat Mathewson	Association President
Iain Cupples	Education Researcher
Sarah Thompson	President of the Athletic Union
Bryony Shepherd	Principal Ambassador
Katy Rae	Science/Medicine Faculty President
Sarah Gimont	SRC Accommodation Officer
Darya Smirnova	SRC Education Officer
Lydia Bowden	SRC Employability Officer
Walt Andrews	SRC External Campaigns Officer
Sium Ghebru	SRC Member for Racial Equality
Jo Boon	SRC Member for First Years
Omar Ali	SRC Member for International Students
Mel Turner	SRC Member for Mature Students
Verity Baynton	SRC Member for Private Accommodation
Alexandre Ciric	SRC Member for Private Accommodation
Sium Ghebru	SRC Member for Racial Equality
Alasdair MacIennan	SRC Member for Students with Disabilities
Tania Strutzel	SRC Postgraduate Convenor
David Norris	SRC Wellbeing Officer
Charlotte Andrew	SSC Debates Officer
Nathalie Mitchell	SSC Entertainment Convener
Lavin Ge Tian	SSC Entertainment Convener
Michael Thadani	SSC External Funding Officer
Anna Kennedy-O'Brien	SSC Member without Portfolio
Anna Merryfield	SSC Music Officer
Ben Anderson	SSC Performing Arts Officer
David van Brussel	SSC Postgraduate Officer
Courtney Lewis	SSC Societies Officer
Nicole Timpone	SSC Volunteering Officer

### **In Attendance**

Michael Telfer	Minutes Secretary
Caroline Magee	The Saint
Ali West	Feminist Society

### **Absent**

Roddy McGlynn	SRC Equal Opportunities Officer
Annie Newman	SRC Member for Gender Equality
Daniel Granville	SRC Member for Widening Access & Participation
Sean McDonald	SSC Broadcasting Officer

## **1. Adoption of the Agenda**

Mr Tantillo welcomed all the members back to the bubble and expressed his hope that everyone had had a good summer and were now all excited for a long and exciting year of Council meetings.

The agenda was adopted without dissent.

## **2. Apologies for Absence**

Kyle Bain	SSC Charities Officer	Charities Exec
Annie Newman	SRC Member for Gender Equality	Fellowship Meeting
Sean McDonald	SSC Broadcasting Officer	Travelling South for Work

**The apologies were accepted without dissent.**

## **3. Reports of the Sabbatical Officers**

### **3.1. Report of the Association President**

Mr Mathewson stated that it was wonderful to have everyone back in town as the place had been very quiet without all of them. Mr Mathewson stated that he was looking forward to working with all of the members. Mr Mathewson stated that he would like to preface his report with an apology, since he would have to leave town on family business and so would be leaving the meeting and be unavailable for the following week.

Mr Mathewson called for a round of applause for Mr O'Rourke and Ms Morrice for the brilliant Freshers week they staged and a round of applause for Ms Ge Tian who had made Venue 1 look amazing. Mr Mathewson stated that it was, to his knowledge, the only sell out Freshers Week in recent memory, and possibly ever.

Mr Mathewson reported that the Sabbatical Officers had secured an increase in the block grant for the Union, a portion of which was to be ring fenced to aid societies during the redevelopment.

Mr Mathewson reported that they had opened a dialogue with Sabbatical Officers across Scotland and was hoping to work closely with them in the future.

Mr Mathewson reported that they had opened a Private Rental viewing service and helped to link students without a home up with homes. Mr Mathewson reported that this had meant 300 students who had previously been unable to find accommodation were assisted in finding a place to live. Mr Mathewson stated that the service had received very positive feedback from the University and Rental Agencies across the town.

Mr Mathewson reported, jokingly, that there was to be a small vote throughout Scotland on the coming Thursday, which some of the members may have heard about. Mr Mathewson stated that he felt strongly that the Union should not take a stance on the matter but, instead, should encourage all students to get out and vote. Mr Mathewson stated that while the Students' Association wouldn't take an official stance on the matter they shouldn't feel unwilling to poke and prod at certain matters, such as encouraging students to vote, where they had concerns.

Mr Mathewson stated that the councils could previously have come across as a series of talking heads and that he would like to see that change. Mr Mathewson stated that he would like to see the Councils campaign collaboratively to achieve their goals, rally together for each task.

Mr Mathewson stated that the Sabbatical Officers had managed to campaign to preserve Raising Weekend as the University had been threatening to withdraw support from the event.

Ms Lewis asked where the Raising Foam Fight would be held this year.

Mr Mathewson answered that it would be on the Lower College Lawn.

### **3.2. Report of the Association Director of Services**

Mr O'Rourke joked that he had had a very easy week, apart from Freshers week, which had been really fun. Mr O'Rourke expressed his hope that that everyone had had the chance to attend the events they had wanted to. Mr O'Rourke stated that the Union had sold out of all of the events for Freshers week and the comparisons with the previous year's takings were good.

Mr Cupples stated that takings were up as compared to the previous year, though bills were still coming in.

Mr O'Rourke stated that they had been able to bring Scouting for Girls, Hot Tub Time Machine, and other big acts. Mr O'Rourke stated that, during Hot Tube Time Machine, he had learned that they did not have good ventilation as he had witnessed someone arrive in a pink shirt and leave in a red one.

Mr O'Rourke thanked everyone who had volunteered as their help had been essential.

Mr O'Rourke offered a huge thanks to Ms Ge Tian, and her crew of ENTS, as without them it would have been impossible to do everything they had done.

Mr O'Rourke thanked the other Sabbatical Officers as well as Ms Thompson for coming from the Athletic Union to help volunteer for Freshers week, which had never been done before by an AU President.

### **3.3. Report of the Association Director of Student Development & Activities**

Ms Morrice reported that she had spent the summer organising the orientation guide with the University. Ms Morrice stated that she apologised if not everyone's events had been included accurately but that there had been hundreds of them and there hadn't been time to make all the changes that were requested.

Ms Morrice reported that the Union had also redone the book, and had changed the design from the previous five years. Ms Morrice stated that they had essentially done the Keane album cover, so everyone should go and have a look at that.

Ms Morrice reported that she had organised the Freshers' Fair and also a Charitable and Volunteering Fair, at which over 60 groups had been represented. Ms Morrice stated that Freshers' Fair had obviously been very busy and that they had done their best to accommodate everyone.

Ms Morrice reported that all subcommittees should now have some sort of room booked for their meetings. Ms Morrice stated that all societies now, sort of, had places, which the University had been very helpful in organising.

Ms Andrew asked if there was a date by which they'd have the information on their budget allocations.

Ms Morrice answered that Board was meeting the following day and an email would be sent out on Wednesday with the information.

### **3.4. Report of the Association Director of Representation**

Mr Hajda thanked everyone for helping out and stated that Ms Ge Tian had been fantastic. Mr Hajda stated that the hours had been long but that it would have been impossible without her. Mr Hajda thanked the whole Sabbatical team in addition to the over 160 volunteers who had helped out.

Mr Hajda reported that they had had great events over Freshers week, one of which had been overseen by Mr Ali for international students, which had a fantastic turnout. Mr Hajda stated that LGBT had fantastic events, as had the Postgraduate Society.

Mr Hajda reported that the University would be undergoing a Learning and Teaching Review over the coming year, which would survey what it was doing, and largely be carried out in February and March. Mr Hajda stated that a report was in the process of being compiled for the review and had been over the previous year. Mr Hajda stated that he was announcing this review as it was possible that some, or all, of the members would be invited to take part. Mr Hajda stated that external people from all over Scotland and the UK would be visiting and they would like to find out what the members thought was working for them.

Mr Hajda reported that he had begun collaborations with other Sabbatical Officers from across Scotland, mainly from the University of Glasgow and GUSRC. Mr Hajda stated that he was looking to forge relationships with them and that he wanted the members of the councils to get in contact with their counterparts to discuss their activities and work together.

Mr Hajda reported that, as part of fulfilling an electoral promise, he had secured longer opening hours for the library, which would be open every day from 8am to 2am, starting in October. Mr Hajda stated that he had also secured the lower floor of the Gateway Building for study space, which

would also be open every day but from 8am until 7 pm. Mr Hajda stated that he was working on compiling a list of other study spaces which were available.

Mr Hajda reported that the Sexual Health Clinic was being moved from a Wednesday to a Tuesday, and they were hoping to double up the clinic. Mr Hajda stated that there would be a doctor and two nurses available, so they would be able to see more people. Mr Hajda stated that the first clinic would be the following day, from 1230 to 1630, and would be in Eden Court with Student Services.

Mr Hajda reported that 5 SRC Officers had undergone mental health first aid training over the summer and stated that he wanted to open that training up to all of the members of the councils. Mr Hajda stated that the training course for Councils members will run on two consecutive Sundays (Sep 28th, Oct 5th) 9am-5pm and that it would be a large time commitment. Mr Hajda asked which members would be interested.

**There was a large showing of hands.**

Mr Hajda stated that he would email all members of the Councils with the details about how they could get involved.

Mr Hajda stated that the training for Council members would be taking place on Saturday, Venue 1, at 11am and would likely be finished by 2pm. Mr Hajda stated that they would finalise what was taking place in the training the following day. Mr Hajda asked if there were any members who knew they wouldn't be able to make the training.

**A number of members showed their hands.**

Mr Hajda stated that those members who could not make the training would receive a handbook and be asked to meet with their line-managing Sabbatical Officer to receive their training on a one-on-one basis.

Mr Hajda stated that Class Representative elections would be taking place and asked that those members who lived in halls get in contact to put posters up. Mr Hajda stated that the elections would be taking place in week three and they were looking to elect 363 representatives, so they would need at least that many nominees, and that the representatives would be at the core of what he intended to do with Education.

Mr Hajda stated that one of the things they had discussed at the first meeting had been SRC reform. Mr Hajda stated that at the next meeting, the report which Mr Teddy Woodhouse had written will be placed up for debate and any suggestions for changes put forward. Mr Hajda stated that at the SRC meeting in four weeks' time, a motion to implement the reforms would be brought forward, and would then go before the SSC. Mr Hajda stated that he would, at that point, want feedback on the motion and then, the following week, it would hopefully pass with some amendments. Mr Hajda stated that every week the members would receive a report from himself concerning the progress of the reforms. Mr Hajda urged members with any questions to speak to him.

Ms Potter asked if it would be possible to take the Mental Health training course at some other time, if they were unable to attend the currently scheduled training event.

Mr Hajda answered that the community hospital would be organising training in November, so that could be a possibility.

#### **4. New General Joint Business**

There was no new Joint Business.

#### **5. Announcements**

##### **5.1. Semester 1 Reports**

Mr Hajda apologised for being unable to shut up. Mr Hajda stated that one thing he had discussed with Mr Tantillo was that all members of the Councils were expected to produce a written report, to be presented at the AGM scheduled for the 22<sup>nd</sup> of February. Mr Hajda stated that all members were expected to present their own reports. Mr Hajda stated that he would like all members to produce an additional report for Semester 1, to be handed in for the 23<sup>rd</sup> of November. Mr Hajda stated that was a Sunday. Mr Hajda asked that all members send him a report detailing what they had done up to that point and their plans for the remainder of their term. Mr Hajda stated that the report could be short but that the members should be aware it would be made publically available on the Union's website. Mr Hajda stated the report had the purpose of keeping the Sabbatical Officers informed of what they were up to, as well as keeping the Student Body informed.

##### **5.2.1. Council Member Clothing**

Mr Tantillo stated that he had received several requests to put in a second Councils' clothing order. Mr Tantillo, jokingly, stated that he was aware that some members would have seen the jackets other members were wearing and thought to themselves they should have checked their emails over the summer so that they could have gotten in on the early order. Mr Tantillo stated that he would be looking to place an order in the next few weeks. Mr Tantillo stated that there would not be a third order due to the time the orders took to process.

##### **5.2.2. Councils Photograph**

Mr Tantillo stated that last year they had produced a photograph of the Council Members, but had waited until semester 2 to do so. Mr Tantillo stated that, this year, they wanted to do it earlier and he was looking to do it either the coming weekend or the weekend after. Mr Tantillo stated that he would hold a Doodle poll to decide which time was best.

##### **5.2.3. Open Discussions during Meetings**

Mr Tantillo stated that he had discussed this idea with the Sabbatical Officers, which was to have an open discussion portion of the meetings to facilitate discussions which were not aggressive. Mr Tantillo stated that no one would have to vote on anything and they would be really casual chats as opposed to the motion, debate, vote, format they were used to. Mr Tantillo stated that they would allow the members to get a feel of the room and such. Mr Tantillo stated that they would happen every week in an additional section of the agenda titled Open Discussion.

Mr Andrews asked whether the topics would need to be submitted in advanced.

Mr Tantillo answered no, that the format would be loose, not have a lot of structure, and basically be around 20 minutes of discussion.

#### **5.2.4 'That's Union' Campaign**

Mr Tantillo stated that he wanted to announce the 'That's Union' campaign, which was something that he, the Sabbatical Officers and Ms West had been collaborating on. Mr Tantillo stated that one of the things they wanted to work on was shared responsibility while campaigning. Mr Tantillo asked the Councils how many of them had been fully aware of the structure of the Association when they had been elected.

#### **None showed their hands.**

Mr Tantillo asked how many had been aware of the existence of the Association Board.

#### **A small number showed their hands.**

Mr Tantillo stated that, mostly, students didn't understand how the Union worked and that they had not done a good job of advertising that information in previous administrations. Mr Tantillo stated that the campaign intended to teach students how it worked, though they didn't expect everyone to understand everything, like how to draft motions and the like. Mr Tantillo stated that the campaign would take the form of a viral online campaign, with a tonne of tweets, videos, and things to get people interested. Mr Tantillo stated that it would start out flashy but then progress to be more robust, and that a facet of the campaign would include boots on the ground or grassroots style campaigning.

Ms West stated that the campaign would then turn from an information campaign, which they'd never had, into actively engaging people and making sure they can act and are aware of the things they can do. Ms West stated that the members would get a document explaining what was being asked of them. Ms West stated that they would ask people to commit a certain amount of time engaging with people. Ms West stated that there would be a quick training session about that, as she was aware that not everyone had experience with that sort of campaign. Ms West stated that she would like the members to think about why they'd got involved with the Union originally, why they had ran for their position, and what had impelled them to run, and likewise for the other things they were involved in.

Mr Tantillo stated that the campaign would be launching in Week 2 and that the training would most likely take place at the Councils' Training session on Saturday.

Mr Hajda stated that was most likely.

Mr Tantillo stated that a big part of this would be practicing for other campaigns they would be taking part in, information sharing, retweeting, and other things, learning how to work together as one unit.

Mr Ali stated that on Wednesday, Thursday, and Friday, he would be emailing the members about putting together a couple of videos and it would be 'all hands on deck' in terms of involving the members to push the videos out the following week.

Ms Rae asked if participating in the campaign was voluntary or if they were obligated to do so.

Mr Tantillo answered that it was voluntary but that the Sabbatical Officers, and himself, looked on it as being part of their duties, and would be looking to see some volunteering from everyone. Mr Tantillo stated that the role was not mandatory but highly highly encouraged.

Ms Gimont asked if those who had forgot to collect the council clothing up could still do so.

Mr Tantillo answered that they could and that it was at reception.

Mr Andrews asked if the plan was for the campaign to run just that week or if it would continue afterwards.

Mr Tantillo answered that, if it were successful, the plan was for the hashtag to be used the entire year.

Mr Hajda stated that everyone had been provided with a schedule of all the campaigns that were to be run throughout the year.

**The SSC was dismissed.**

## **6. New General SRC Business**

### **6.1. R. 14-4 - A Motion to Approve the Procedures and Rules of the 2014 Rectorial Elections**

#### **THIS SRC NOTES:**

1. Once every three years, matriculated students of the University of St Andrews directly elect a Rector who becomes the 'Ordinary President' of the University Court (the highest governing body of the University) and ensures that student voice is not overlooked in and out of University Court meetings.
2. The Rector appoints an assessor who becomes a full University Court and Students' Representative Council member.
3. The term of the current Rector, Alistair Moffat, finishes in autumn 2014.
4. The University Court and Academic Council approved the 2014 Rectorial Elections schedule, procedures and rules after consultation with the 2013-14 Students' Association sabbatical officers.

#### **THIS SRC BELIEVES:**

1. The Rector plays a vital role in St Andrews life.
2. Students will benefit most from having an active Rector who uses their democratic mandate to build a strong relation with the student body, hold regular surgeries, and act as a staunch student advocate.



3. All students should actively engage with the 2014 Rectorial Elections by approaching and nominating suitable candidates for the role of the Rector, taking part in debates and hustings for Rectorial candidates, and voting for their new Rector.

**THIS SRC RESOLVES:**

1. To note the attached "Rectorial Elections 2014: Schedule".
2. To approve the attached "Rectorial Elections 2014: Procedures & Rules".
3. To mandate the Director of Representation (Chair of the Student Election Committee) to advertise for vacancies on the Student Election Committee (2 School Presidents, 1 SRC member, 1 sub-Honours student, 1 Honours student) by the end of Week 1.
4. To mandate the Student Election Committee to widely advertise the 2014 Rectorial Election to the student body.

# Rectorial Elections 2014: Schedule

---

Nominations Open - Monday 27 October (09.00)

Nominations Close - Wednesday 29 October (17.00)

Formal Campaign Period - Friday 31 October to Friday 7 November 2014

Voting Period - Wednesday 5 November (noon) to Friday 7 November 2014 (17.00)

Date of Election Result - Friday 7 November 2014

More details can be found on the Students' Association website [yourunion.net/rector](http://yourunion.net/rector).

# Rectorial Elections 2014: Procedures & Rules

---

## Procedures

1. The Rules of the Rectorial Election should be issued to the Students' Representative Council and posted on University noticeboards (including the web) no later than the September preceding a Rectorial Election.
2. The Senate Business Committee should nominate to Academic Council a panel to supervise the election process, as required by Ordinance. This should occur in May or June preceding a Rectorial Election, if possible. The same process should be used to identify a Returning Officer for the election.
3. Information regarding the role of the Rector should be prepared by the Court & Senate Office for appropriate dissemination to students and rectorial candidates. This information should include the fact that the Rector assumes office immediately upon election, as well as information about responsibilities as a charity trustee.
4. In addition to the above, the timeline for elections should be as near as possible to the following:
  - Announcement of an imminent Rectorial Election to all students: This should occur in the May preceding a Rectorial Election, if the vacancy can be anticipated. The announcement should include information about the role of the Rector, the conditions that candidates for Rector must meet, and the procedure to be used for making nominations.
  - Nomination forms should be available online from May preceding a Rectorial Election, if the vacancy can be anticipated.
  - Acceptance of nomination forms should occur during a three-day period, beginning approximately 10 days in advance of the beginning of voting. Such

forms must be submitted to the person identified as the Returning Officer, who will also be responsible for checking the validity of the nominations.

- The Returning Officer has authority to reject nominations of candidates that would be unable to sign their eligibility as a charity trustee or who would be unable to fulfil the requirements of the role. Nominated candidates will be required to declare their eligibility to serve as a trustee under OSCR guidelines.
  - A period of two days after the close of nominations is available for withdrawal of candidates, though subsequent withdrawal is permitted.
  - The beginning of the formal campaign period should begin after the two-day period following close of nominations.
  - On-line voting should begin one week after the close of nominations (normally on a Wednesday noon) and to end two days later (normally on Friday at 17.00).
  - Announcement of the election results should be made on the evening on which voting closes by the Returning Officer.
5. Whilst in previous years an attempt was made to prevent campaigning in advance of the beginning of 'formal campaigning' (as identified above), it is proposed to have no such restriction in the future. Such restrictions posed difficulties in distinguishing between 'familiarisation visits' and 'campaigning'. It also ran into problems in distinguishing between appropriate internet chatting about potential candidates and active campaigning.
6. **Because the Students' Association and the Athletic Union are representative of all students and in view of the role of the Students' Association sabbatical officers in administering part of the election process (see below), no resources from these bodies may be used in the campaign for any candidate and no serving sabbatical officer may campaign in any way for any candidate.**
7. Because the Rector presides at the University Court, and in some universities even staff are allowed to vote for the Rector, staff will be permitted publicly to discuss the merits of candidates and express views about these, but must not be part of any campaign team or publicity initiative on behalf of a candidate. Staff who are wardens or managers of buildings or lecture theatres should ensure that equal opportunities are available to (even if not taken up by) all candidates in any use that they offer of the buildings.
8. There will be no attempt to limit the kinds of media that may be used in campaigning.
9. There will be no attempt to prevent external endorsements of candidates.
10. **A Student Election Committee, chaired by the Students' Association Director of Representation and incorporating one other Students' Association sabbatical officer, two student School Presidents (one from Arts/Divinity and one from Science/Medicine), one Sub-Honours student representative, one Honours student representative, and a member of the Students' Representative Council, will be responsible for:**
- **promoting interest in the Rectorial election and ensuring a fair election designed to secure a well-qualified candidate for the post;**
  - **dealing with minor allegations of infringements of election rules, particularly with respect to campaigning;**
  - **the monitoring and reimbursement of election expenses incurred by the campaign teams;**
  - **arranging hustings and ensuring all candidates are offered equal opportunities in such events.**

## Rules

1. Any person can be nominated for Rector except:

- Matriculated students of the University
  - Members of staff of the University
  - Anyone 'actively involved' in any other Scottish Higher Education institution. A definition of 'active involvement' is appended (see Addendum 1 below)
  - Anyone who is unable to meet the requirements for a charity trustee as determined by the Office of the Scottish Charity Regulator.
2. Nominations must be submitted on the prescribed form for nominations. They must be signed by a minimum of 20 fully-registered and matriculated students of the University. In addition, they must be signed by a proposer, who will be responsible for the running of the election campaign and will be the main contact for communications related to the election. The proposer must also be a fully-registered and currently matriculated student.
  3. Students may only nominate one candidate. A student nomination of more than one candidate will be invalid.
  - 4. No sabbatical officer of the Students' Association or Athletic Union is permitted to nominate or propose a candidate.**
  5. Nomination forms must include the written consent of the candidate.
  6. Nomination forms must be accompanied by (i) a photo of the candidate, (ii) a statement of up to 200 words summarising the candidate's career and explaining why students should vote for the candidate, and (iii) a signed form of eligibility as a charity trustee (such forms being available with nomination forms).
  7. Nomination forms and accompanying materials should be delivered to the Court & Senate Office, College Gate, North Street within the period specified for receipt of nominations. Any nominations received after the closing date and time will not be accepted.
  8. Nominations will be checked by the Returning Officer for validity and completeness. The Returning Officer will consult the Chief Legal Officer of the University regarding any nominations that appear to be invalid or incomplete at or after the close of nominations. Any nominations determined to be invalid or incomplete at or after the close of nominations will not be accepted. No exceptions or re-submissions after the close of nominations will be permitted.
  9. By submitting a nomination, the candidate and his/her campaign team agree to abide by the Election Rules.
  10. By submitting a nomination, the candidate agrees to be bound by the protocol established by the University Court for the distinction of roles between the Rector and the Senior Governor.
  11. Candidates may withdraw their nominations at any time by submitting notification of withdrawal in writing to the Returning Officer via the Court & Senate Office.

## **Campaigns**

12. All candidates must appoint a campaign manager and campaign team. The campaign manager will normally be the individual who is identified as the 'proposer' of the candidate's nomination. The candidate and campaign manager will be held responsible for all campaign activity.
13. Campaign managers must attend a compulsory meeting arranged by the Returning Officer at a time to be arranged after the close of nominations. This meeting will also include sabbatical officers of the Students' Association and will provide information about the proper conduct of campaigns.
14. As the elected representatives of all students and in view of their responsibilities in administering the election process, no sabbatical officers of the Students' Association or Athletic Union may participate in the campaign for any candidate.
15. Campaign teams are expected to run responsible campaigns, which respect the rights of other candidates and others in the University and town communities.
  - There will be no restrictions on the media that may be employed for publicity, but candidates and their campaign teams must be aware that there may be legal constraints on use of flyers and other forms of publicity. They alone will be responsible for any legal penalties.
  - Candidates and their campaign teams are responsible for attention to health and safety considerations. They must not place themselves or others in jeopardy.
  - Candidates and their campaign teams must not break the law or bring the University into disrepute.
  - Candidates and their campaign teams must obtain permission from the warden, School Administrator or manager of any University building before posting or placing campaign materials in a University building. They also must obtain permission to campaign within a University building.
16.
  - **No Students' Association or Athletic Union resources may be used to support a campaign.**
  - All campaign materials (banner, posters, etc.) must be taken down within 48 hours of the close of voting.
  - Up to £350 may be expended on each election campaign. This includes all publicity expenses. The University, acting through the Student Election Committee, will reimburse expenditure up to this limit to the account of one nominated individual per campaign team upon submission of valid receipts up to the close of voting. Campaign managers must keep all receipts and a detailed record of all expenses for submission to the Student Election Committee. Candidates and their campaign teams who spend more than £350 (excluding a candidate's personal travel and subsistence costs) may be disqualified.
17. No candidate is permitted to provide free or discounted alcoholic drinks for students in the course of the campaign.
18. Where polling booths are established during the voting process, campaigning is not permitted within 3 meters of the polling booths.

## Voting

19. In the case of one candidate being validly nominated, no election shall take place and this candidate will be automatically appointed.
  20. Voting will take place online and will be open for a prescribed period.
  21. Voting will be open to matriculated, registered students of the University on the date that nominations close.
  22. Voting will be by secret ballot using the Alternative Vote system.
    - Each eligible voter will be allowed an alternative transferable vote and may indicate the order of preference in which (s)he wishes to place the candidates.
    - At the end of the first count of votes, if a candidate has received 50% plus one of the total votes, then (s)he will be declared elected.
    - If no candidate has an overall majority at the end of a count, then the candidate with the fewest votes shall be eliminated and each of his/her votes will be transferred to whichever candidate has been listed second in order of preference. These transferred votes shall each count as one full vote.
    - This process shall be repeated until either one candidate has obtained 50% plus one of the total votes cast or there are only two candidates left who have not been eliminated, in which case the candidate of those two with the most votes shall be declared elected.
    - In the case of an equality of votes for two or more candidates at any stage of the count, and where there are no candidates at that stage with fewer votes, then the candidate to be excluded shall be decided by the relative placings of the candidates at the most recent stage of the count at which their votes were unequal. If equal at all stages, then the Chancellor of the University (whom failing the Vice-Chancellor) will have the casting vote.
    - In all cases where a vote is held, provision will be made for a vote for RON (Re-open nominations). If this should be the 'elected' choice of the students, then no Rector shall be declared elected and a new election will be held the following year in accordance with the timetable determined by Ordinance.
23. Proxy voting and postal voting are not permitted. Where required, provision will be made for voting by disabled students.

## Rule Breaking

24. Campaign managers and their candidates will be held responsible for the conduct of their campaign and for any breaches of the rules.
25. **The Student Election Committee shall have the responsibility for dealing with minor allegations of infringements of election rules, particularly with respect to campaigning.**
  - **This should take the form of working with teams to resolve problems rather than imposing penalties or punishments.**
  - **More serious infringements involving penalties must be escalated to the Returning Officer and Senate-appointed supervisory panel, as well as any allegations relating to the Students' Association sabbatical officers.**

- **Dissatisfaction with the decisions of the Student Election Committee in dealing with minor infringements does not have an automatic right of appeal to the Senate-appointed supervisory panel. Concerns of this kind should be reported to the Returning Officer and escalation will be at the discretion of the Returning Officer.**

26. Serious breaches of the rules should be reported to the Returning Officer as soon as possible after the incident. The Returning Officer has discretion to refer any such case to the Senate-appointed supervisory panel for consideration and to take advice from the Chief Legal Officer. The Returning Officer may also refer the alleged infringement to the Student Election Committee as a potential 'minor breach'.

27. The Senate-appointed supervisory panel has full discretion in its response to alleged breaches of the rules. Depending upon the severity of the case, it may take actions which include but are not limited to written warnings, financial penalties or settlement of damages, vote fines and candidate disqualification. They may also declare an election null and void, in which case a new election will be initiated.

28. Any decision of the Senate-appointed supervisory panel is final. There is no further route of appeal.

#### **ADDENDUM 1: Definition of 'Active Involvement' in another Scottish HEI**

The University interprets 'active involvement' in another Scottish Higher Education Institution as follows:

- The prospective nominee holds a contract of employment at another Scottish HEI;
- The prospective nominee is a student (including evening or part-time student) at another Scottish HEI;
- The prospective nominee is a member of Court at another Scottish HEI;
- The prospective nominee is a member of a University Committee at another Scottish HEI (this includes management committees, School or Departmental committees, or Students' Association committees such as a Board of Governors). The following kinds of involvement do not fall within the definition of 'active involvement':
- The prospective nominee holds or is in recent possession of an honorary degree from another Scottish HEI;
- The prospective nominee is a parent or guardian of a student at another Scottish HEI;
- The prospective nominee holds a honorary appointment at another
- Scottish HEI (provided that said appointment does not involve regular or remunerated activities such as lecturing and teaching);
- The prospective nominee holds an Emeritus position at another Scottish HEI (provided that said appointment does not involve regular or remunerated activities such as lecturing and teaching).

**Mr Hajda proposed the motion.**

**Mr Mathewson seconded the motion.**

Mr Hajda introduced the motion as such: Rectorial elections happen every three years and Alastair Moffat's term will be finishing in Autumn 2014. Coincidentally, the elections will also be happening then. The University has set the dates as, officially, the Rector is a University office holder. The University Court, the highest academic body in the University, has already approved these rules. They were drafted cooperatively by a number of people including Mr Mathewson, at the time Rector's Assessor, Ms Hill, the then President of the Union, and the Vice Principal for Governance. They're basically asking us to take a look at the rules and approve them. We can debate them but they're really just asking us to take a note of them and to start operating in accordance with them. The nominations will open in the last week of October, Monday until Wednesday. To nominate all that needs to be done is collect the signatures of at least 25 matriculated students. Candidates need to be able to come to St Andrews so, unlike Glasgow University, we can't elect someone like Edward Snowden. We're looking for a working rector. The Rector is a very interesting position and there is a 25 page document on the University's website detailing its history. The rules mention the dates. The student elections committee will be composed of the Director of Representation, the President, two school Presidents, to be co-opted from the forum, a sub-honours representative, an honours representative, and a member of the SRC. If anyone from the SRC is interested in the position, please email me. I'll remind you all about this position. We will advertise the sub-honours and honours position. The committee will begin in week 2 onwards, starting the publicity work. We'll be trying to encourage people to approach candidates and get them involved. Some other important rules include that the Sabbatical Officers cannot be involved, which is a change from the last election. They all have to be impartial and they will be bound by confidentiality, so campaigners can speak to them. Also, no Athletic or Student Union resources can be used and the budgets for the campaigns will be strictly controlled.

Mr Ali asked if the members were allowed to publically support a candidate.

Mr Hajda answered that they were allowed to do so as an individual but not in their capacity as a member of the SRC. The sabbatical officers were required to be impartial.

Ms Boon asked if members of the elections committee could participate in campaigning.

Mr Hajda answered that they were also required to be totally impartial as they were organising events and such.

Mr Andrews asked why students were not able to run for the position.

Mr Cupples stated that the law forbade anyone from running who was active at a Higher Education Institution, which including being a student or member of staff at one.

Mr Hajda stated that individuals active at other institutions, such as Glasgow University, would not be able to run either.

**The motion was adopted without dissent.**



## **6.2. R. 14-5 - A Motion to Urge the Royal and Ancient Golf Club of St Andrews to Admit Women**

### **THIS SRC NOTES:**

1. That the Royal and Ancient Golf Club of St Andrews (R&A) currently employ a discriminatory men-only membership policy.
2. That the R&A will vote on a motion to admit women as members.
3. That the Feminist Society has written a letter calling on the R&A to vote in favour of admitting women.
4. That Principal Richardson has advocated for ending this discriminatory policy in the past.

### **THIS SRC BELIEVES:**

1. That discrimination on the basis of gender is unacceptable and should be ended in all aspects of our society.
2. That the Students Association has a responsibility to speak out against discrimination in the St Andrews community.
3. That the R&A ought to open its membership to people of all genders.

### **THIS SRC RESOLVES:**

1. To urge the R&A to vote to end its current discriminatory membership policy.

**Mr Andrews proposed the motion.**

**Ms Gimont seconded the motion.**

Mr Andrews introduced the motion as such: this is pretty self-explanatory; they've been a mess for a while. The Feminist Society has been doing some great campaigning on the issue. We should be doing our best to welcome them into the world of equality.

Ms Morrice asked what the members would be expected to do.

Mr Andrews answered that they would not be doing too much as the vote would coincide with the referendum. Mr Andrews stated that he would have loved to do more but that he did not see that it was worthwhile. Mr Andrews stated that they seemed likely to pass the motion so they did not need to give them such a hard time.

Ms Sheffield stated that she did not see it as the place of the Union to be involved in such matters, though she entirely supported their idea that they should admit women. Ms Sheffield stated that if they started doing such-like things, it would be difficult to know where to draw the line.

Mr Andrews stated that the existence of his position on the SRC would imply that they should be involved in campaigns like this, speaking out to represent the views of the Students. Mr Andrews stated that if Fife Council were doing something then it would be important for them to speak out. Mr Andrews stated that, especially as the Principal had made her position clear, though he didn't necessarily agree with everything she said, they should also be stating their position.

Mr Norris asked how Ms Thompson viewed the motion and how she thought it might affect her.

Ms Thompson stated that as the Ladies Golf Club was so large, they didn't want to make a statement as it could never represent the views of all of the members, this despite having been approached by the media to do so. Ms Thompson stated that she had been approached for a statement and she would be issuing one. Ms Thompson stated that it would affect students but, as it was coming from within the Committee and seemed likely to pass, she did not think it would cause too much difficulty for this motion to be passed.

Mr Ali asked what they were able to do in addition to voting.

Mr Andrews stated that they would be urging them to vote for the motion.

Mr Ali asked if they were being urged to vote yes.

Mr Andrews answered that, in essence, that is what the motion was saying.

Mr Hajda stated that this motion would mean that the Union had an official stance on the issue.

Mr Andrews stated that his philosophy was that they should be supporting as much as possible the activism and beliefs of the University and, since this was something the Feminist Society had been working on, so we should support them in that.

Mr Norris asked if the only thing the motion did was say that the SRC would have a position on the matter.

Mr Andrews answered that that was correct.

An objection to the motion was noted.

**A roll-call vote was held in the SRC.**

OFFICE	NAME	AYE	NO	ABS.
Arts/Divinity Faculty President	Charlotte Potter	X		
Association Community Relations Officer	Zara Evans	X		
Association Director of Events & Services	Leon O'Rourke	X		
Association Director of Representation	Ondrej Hajda	X		
Association Director of Student Development & Activities	Fay Morrice	X		
Association Environment & Ethics Officer	Madeline Belt	X		
Association LGBT Officer	Fallon Sheffield		X	
Association President	Pat Mathewson			
President Of the Athletic Union	Sarah Thompson	X		
Science/Medicine Faculty President	Katy Rae			X
SRC Accommodation Officer	Sarah Gimont	X		
SRC Education Officer	Darya Smirnova	X		
SRC Equal Opportunities Officer	Roddy McGlynn			
SRC Employability Officer	Lydia Bowden	X		
SRC External Campaigns Officer	Walt Andrews	X		
SRC Member for Ethnic Minorities	Sium Ghebru	X		
SRC Member for First Years	Jo Boon	X		
SRC Member for Gender Equality	Annie Newman			
SRC Member for International Students	Omar Ali		X	
SRC Member for Mature Students	Mel Turner	X		
SRC Member for Private Accommodation	Verity Baynton	X		
SRC Member for Students With Disabilities	Alasdair Maclennan			X
SRC Member for University Accommodation	Alexandre Ciric			X
SRC Member for Widening Access	Daniel Granville			
SRC Postgraduate Convenor	Tania Struetzel	X		
SRC Wellbeing Officer	David Norris	X		

**With 17 in the affirmative, and 2 in the negative, the motion was adopted in the SRC.**

#### **7. New General SSC Business**

There was no new SSC Business.

#### **8. Any Other Competent Business**

The meeting was adjourned at 1958.