

## Process of election of student members to the Academic Board

### 1. Introduction

- a. These rules detail the process of election of student members to the Academic Board, allowing representation of a broad range of students from across SRUC's teaching and research portfolio.

### 2. General

- a. Five student member seats will be available for election to the Academic Board.
- b. The Student President will be elected by the student body each year according to SRUCSA Operating Procedures, at a time determined by SRUCSA.
- c. The election of the 4 remaining Student Members will take place at the same time as the election of Staff Members, if held in that academic year.
- d. All students engaged in a full-time, part-time, or distance learning course at SRUC in the current academic year may stand for election.
- e. Nominees must confirm their willingness to stand.
- f. Student Members will hold their seat on the Academic Board for an initial period of 1 year, and may stand for re-election for a second 1-year term in a consecutive or subsequent academic year provided they continue to comply with clause 2.d.
- g. Representation will be based on the following constituencies:
  - i. Further Education,
  - ii. Higher Education,
  - iii. Postgraduate,
  - iv. Equality, Diversity, and Inclusion candidates (comprising groups which are traditionally underrepresented on Boards).
- h. Vacant seats will remain so until a student member is elected at the following election. In exceptional circumstances, the Academic Board may hold an interim election to fill such vacancies.

### 3. Nominations and Returning Officer

- a. The returning officer shall be the Company Secretary of SRUC, or such a person as nominated by the Board and SRUCSA if the Company Secretary is unable to act as Returning Officer.
- b. Nomination forms shall be sent to all eligible students in electronic format by the Returning Officer.
- c. Nominees must submit a signed nomination form, countersigned by one proposer who is also a matriculated student. This form may be submitted electronically or in paper format, and must be returned before the deadline set out by the Returning Officer.
- d. Nominees must submit a personal statement of no more than 250 words alongside their nomination form.
- e. The Returning Officer (or an administrator appointed on their behalf) shall issue to all students instructions on how to vote online.
- f. Candidates' personal statements will be made publicly available as part of this election process; by returning a completed nomination form and personal statement, each candidate is deemed to consent to this publication.

### 4. Voting & campaigning

- a. Voting shall take place electronically.
- b. The counting of votes shall take place within 1 working day of the deadline to vote online and shall be done by or on behalf of the Returning Officer.
- c. Each student will have one vote to cast for candidates in their constituency (FE, HE, PGT, PGR)
- d. Each student will also have one vote to cast for an EDI candidate
- e. The candidate with the highest number of votes from each constituency will be appointed to the Academic Board.
- f. Face-to-face (verbal) canvassing is permitted. However, candidates must not:
  - i. Issue mass emails either via the SRUC email system or another system;
  - ii. Issue printed materials including but not limited to flyers, brochures, posters (on noticeboards or flyposting) etc.;
  - iii. Create social media profiles, pages, or groups for the purposes of campaigning;
  - iv. Use any form of 3<sup>rd</sup> party canvassing e.g. emailing of the membership of a student society encouraging voting for particular candidates;
  - v. Any breach of this rule may result in disqualification of candidates.

#### 5. Other

- a. These rules may be varied by the Board of SRUC in consultation with SRUCSA at any time.
- b. The number of seats allocated to each constituency may be varied by the SRUC Board on the recommendation of the Academic Board in consultation with SRUCSA.