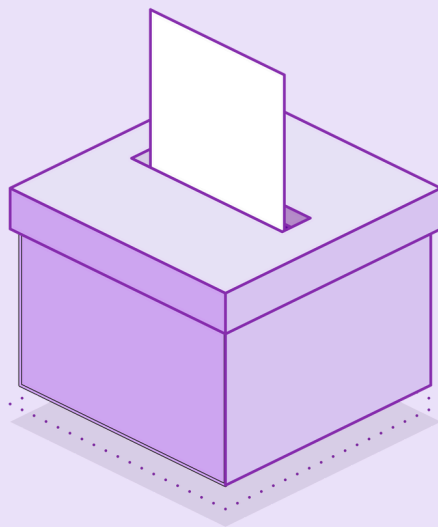




A Guide to Running in the ANUSA Elections

Discover the responsibilities our student representatives take on, and learn how to get involved!

- **How do I run for an ANUSA position?**
 - **How should I get started?**
 - **What election support do I get?**

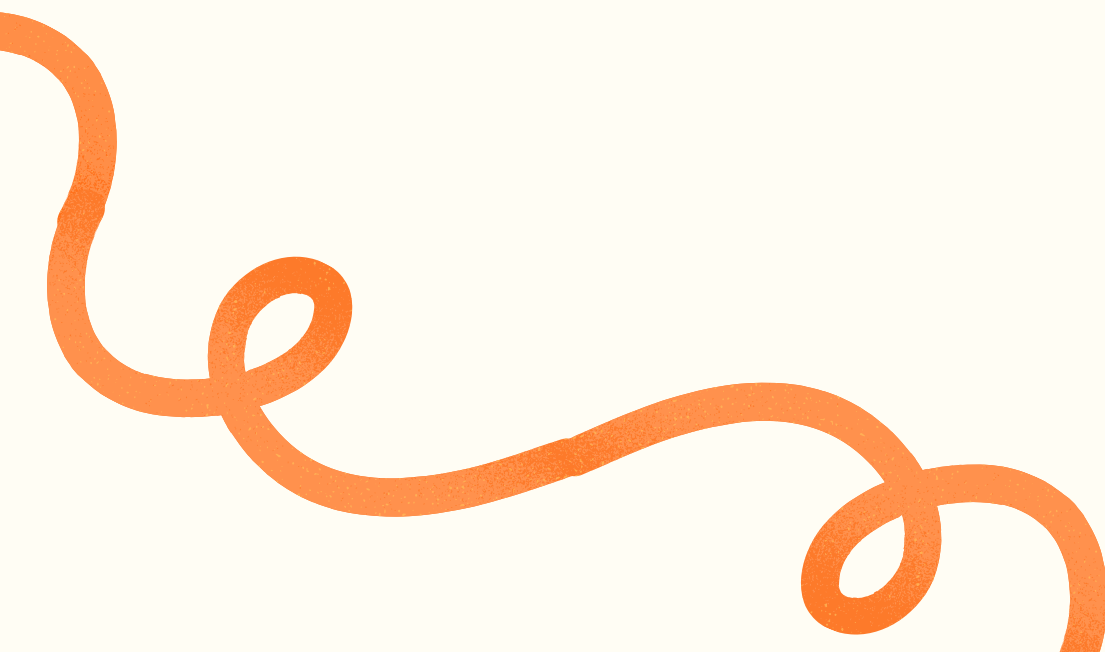


What is ANUSA?

The ANU Students' Association or 'ANUSA' is the peak representative body for all ANU students. ANUSA is run by elected student representatives and a team of professional staff members. Student representatives are elected by the student body in elections that take place in semester two.

What is this guide for?

This guide is aimed at providing an overview for anyone intending to run for a position during the elections held by ANUSA. Please note that only ANU students (including non-award students) are eligible to stand for election, and successful candidates hold office for 12 months commencing on 1st December. Along with reading this guide, it is recommended that you do your own research by referring to the ANUSA Constitution for the formally-worded electoral regulations, as well as by consulting previous reps who've held the position. All information in this guide reflects the information available as of 21st August 2024. ANUSA would like to thank Brandon Tan, Kai Clark, Isabella Keith, and Bec Donald-Wilson for their work and contributions towards producing this electoral handbook.



How do I get started?

If you're interested in running for ANUSA, a good start is to ask yourself, "Why?"

Do you feel passionate about student advocacy or in event planning on campus?

Is there a certain issue on campus you feel the ANU or ANUSA hasn't addressed?

Do you seek to reform ANUSA so it can best advocate for the student body?

Essentially, what problem exists on campus and what do you want to do to fix it?

Whatever your reasons for running, having a goal in mind will help give you direction not just in your campaign but, if elected, your term. **But you also need to be able to get there.**

Do you feel passionate about student advocacy or event planning on campus?

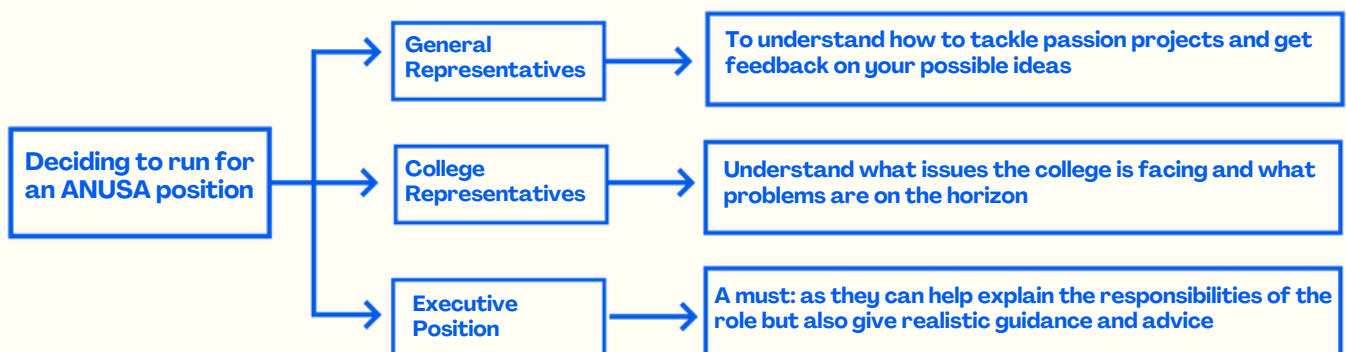
What particular skills or attributes can you offer?

These are difficult questions to answer, but they're good to think about when asking yourself why you want to run and how to best do so.

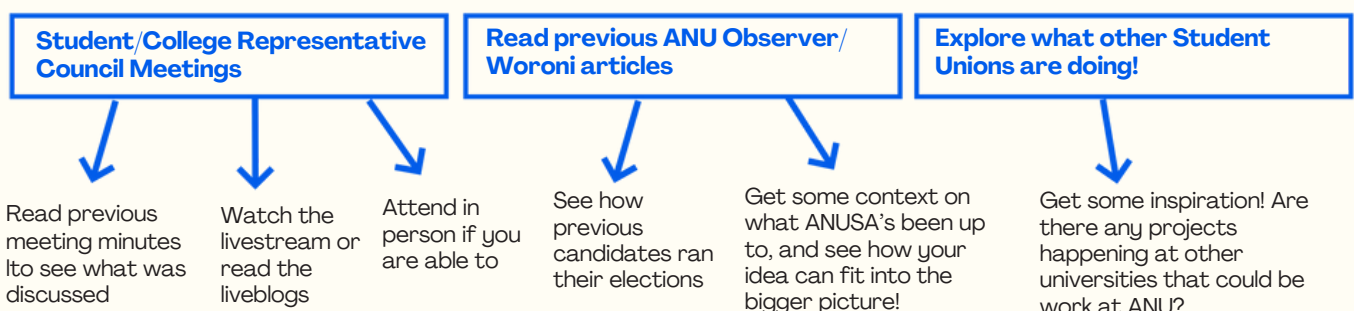
One good way to start answering these questions is to ask the current representatives on ANUSA. Just remember that it's always good to have your own ideas.

Make sure to reach out and consult people who currently hold the role you are interested in nominating for.

Why should I do that?



What other ways can I source more information?



It's also good to think more broadly about ANUSA's purpose. It's the peak representative body on campus that operates on three 'pillars', advocacy, social and welfare.

Is what you want to do something that helps advance student advocacy?

Do you want to see more social events on campus?

Or are you running on a platform of providing more services or support for students?

These are all simple suggestions and we encourage you to think outside of the box as much as you can. Whatever you choose to have as your goal, develop a plan and run with it.

What positions can I nominate for?

There are broadly three different types of roles that are contested during an ANUSA election, Student Representative Council (SRC), ANUSA Executive (which sits within the SRC) and roles which are not part of SRC but available as an elected position

The ANU Students' Association Student Representative Council

7 Department Officers

14 General Representatives

28 College Representatives (4 per academic college)

ANUSA Executive

- President • Vice-President • Treasurer
- General Secretary • Education Officer • Clubs Officer
- Welfare Officer • Undergraduate Coursework Officer
- Postgraduate Coursework Officer • HDR Officer

Not part of SRC but available as an elected position

6 NUS Delegates

- Undergraduate Member on ANU Council
- Postgraduate Member on ANU Council

Executive roles

Role	Duties
President	Sits on ANU committees to ensure the student voice is heard in these forums. Together with the Vice President, the President is involved in representation of and advocacy for ANU students. The President is also ANUSA's official spokesperson, communicating ANUSA activity and University changes to students and relevant groups.
Vice-President	One of the Vice-President's key areas is in student advocacy. They also manage the Brian Kenyon Student Space in the Di Riddell Student Centre.
Treasurer	Oversees ANUSA's financial affairs, including arranging for the books and accounts to be audited.
General Secretary	Responsible for the internal governance of ANUSA. They run and organise ANUSA's representative council meetings, and interpret the Constitution.
Education Officer	Deals principally with ANUSA's Higher Education policy. They are responsible for organising tertiary education campaigns (often in conjunction with the National Union of Students) and campaigns on other issues that affect students.
Clubs Officer	Responsible for organising and overseeing O-Week, Bush Week, the end-of-year clubs ball and ANUSA's social program. Also Chairs the Clubs Committee and focuses on promoting club interests.
Welfare Officer	Organises campaigns and advocacy on student welfare and wellbeing issues.

The other members of the SRC are comprised of:

Role	Duties
<p>College Representative</p> <p>(Four reps for each Academic College at ANU: CASS, CAP, CBE, CECC, Law, Science, Health and Medicine)</p>	<p>College Reps analyse academic issues of relevance to their College and formulate strategies and campaigns to ensure that the academic interests of students are represented. Academic issues are discussed at College Representative Council meetings where each team delivers a report.</p> <p>.For each college, two positions are designated as undergraduate positions, one position is designated as a postgraduate coursework position and one position is designated as a Higher Degree by Research (HDR) position. They also sit on the College Education Committee of their respective academic College. They also organise College-specific events and help-out with many of ANUSA's events and initiatives.</p> <p><i>Note: You are only allowed to run for a College Rep position if you are enrolled in that College.</i></p>
<p>General Representative (Fourteen available positions)</p>	<p>Tasked with implementing important projects that lie outside Executive portfolios. Gen Reps work in groups and report to the Student Representative Council. Gen Reps are invaluable in ensuring that ANUSA makes visible improvements to campus life over the year.</p> <p>Gen Reps are also a key communication link between the student body and ANUSA with regard to current issues. They also are the primary means of keeping the Executive accountable.</p>
<p>Department officers</p>	<p>ANUSA has six autonomous departments representing marginalised groups of our community. They head up the autonomous collectives that assist in advising and directing the actions and initiatives of the Department.</p> <p><i>Note: Positions for all departments except for the Environment Officer will be conducted internally, meaning the respective collectives will vote for the Officer. Please contact sa.president@anu.edu.au for further information</i></p>
<p>Undergraduate Coursework Officer</p>	<p>The Undergraduate Coursework Officer ensures that the needs of undergraduate coursework students are represented. Nominees must be students enrolled in a undergraduate coursework program as defined by the University.</p>
<p>Higher Degree by Research (HDR) Officer</p>	<p>The Higher Degree by Research (HDR) Officer ensures that the needs of HDR students are represented. Nominees must be students enrolled in a higher degree by research program as defined by the University.</p>
<p>Postgraduate Coursework Officer</p>	<p>The Postgraduate Coursework Officer ensures that the needs of postgraduate coursework students are represented. Nominees must be students enrolled in a postgraduate coursework program as defined by the University.</p>
<p>Parents and Carers Officer</p>	<p>The Parents and Carers Officer represents student members with parenting and caring responsibilities. This role must be held by a student who is a parent or carer.</p>

Additionally, positions for NUS Delegate, Undergraduate Member on University Council and Postgraduate Member on University Council are contested during the elections. However, these roles are not formally part of the Student Representative Council.

Role	Duties
<p>NUS Delegate (Six positions available)</p>	<p>The successful candidates will serve for a term from the commencement of the Annual State Conference immediately following their election until the commencement of the next Annual State Conference following their election. No student may be elected as a Delegate to the National Conference by the students represented by a member Organisation, where that student has already been elected as a Delegate to the same National Conference by the students of another Member Organisation.</p>
<p>Undergraduate Member on ANU Council</p>	<p>As the Undergraduate Member on ANU Council, they must attend University Council meetings and can be invited to attend SRC meetings.</p>
<p>Postgraduate Member on ANU Council</p>	<p>As the Postgraduate Member on ANU Council, they must attend University Council meetings and can be invited to attend SRC meetings.</p>

What Support do I get?

Expression of Interest Form

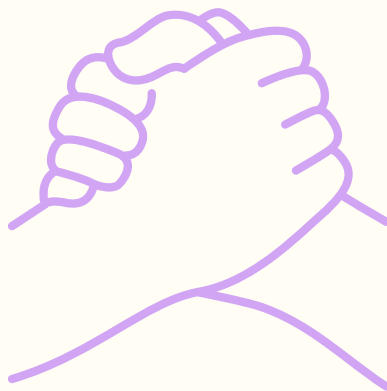
ANUSA publishes an "Expression of Interest Form". The results from the survey are only open to ticket convenors.

Probity Officers

Probity Officers are ANUSA officers and have powers of investigation and inquiry during the election. During this time, they can offer help on what you need to do during the campaign, or refer you to someone who is able to assist you. They conduct briefings ranging from conducting a safe and legal campaign and campaign finances.

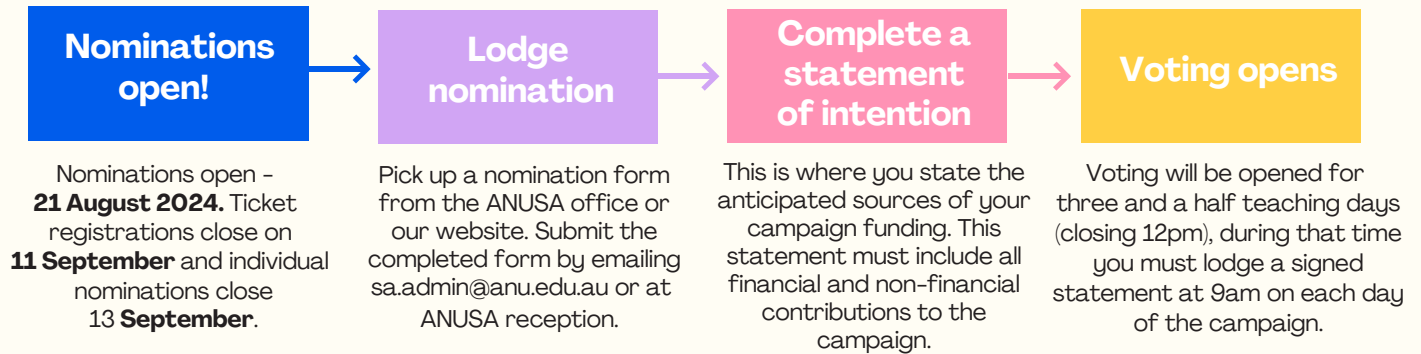
Support Options

Whether running on a ticket or independently, campaigning for 4 days can be exhausting, so don't forget that support is available. It's also important to balance your campaigning alongside your academic responsibilities.



More details on the election process

Following changes made during the 2019 AGM, all candidates can now register as a ticket to receive funding and other benefits. Each ticket requires nominations from 5 students (this can include yourself). If you don't do this, you will then be classified as "ungrouped" and won't receive funding and other benefits.



You can choose to run on a registered ticket as an individual, a small group or as a 'full ticket'. There is **no minimum number** on the number of people on a ticket, but tickets are limited by the number of positions available on ANUSA. **This means that each ticket can only contest up to 14 Gen Rep candidates, 4 College Reps for each academic college, 6 NUS delegates, as well as 1 person running for each exec role, 1 Undergraduate Member on University Council and 1 Postgraduate Member on University Council**. People running for a role on the SRC can also contest the roles of NUS delegate or Undergraduate Member on University Council or Postgraduate Member on ANU Council.

While you are able to nominate for multiple positions, you may need to make a decision about which position to take if you are elected for two or more positions in: the ANUSA Executive, ANUSA Departments, General Representatives, College Representatives, or any other position declared to be a Representative under the Constitution or Regulations.

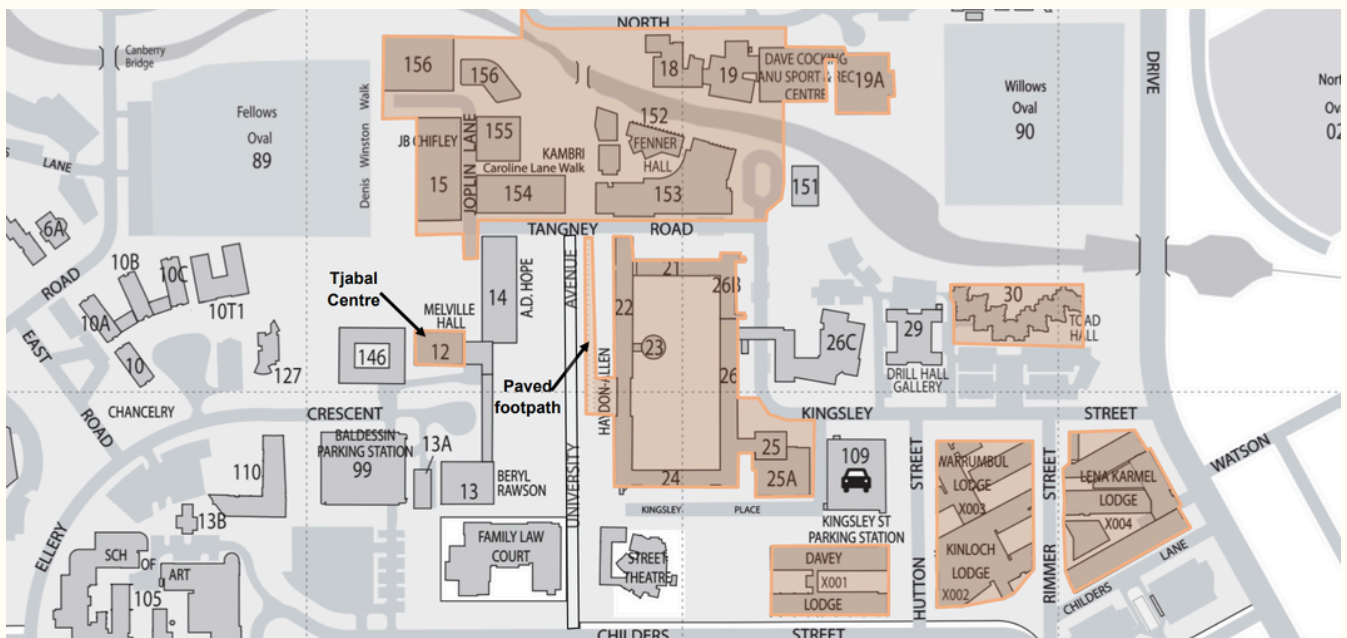
Positions for all departments except for the Environment Officer and ANUSA Parents and Carers Officer will be conducted internally, meaning the respective collectives will vote for the Officer. Please contact sa.president@anu.edu.au for further information

Exclusion Zones

Exclusion zones stipulate areas within the ANU campus where you are not permitted to campaign. You should not display any election-related campaign material (shirts, banners, posters, merchandise), discuss campaign policies, or handout flyers, as it is an offence under the electoral regulations. For illustrative purposes, the red areas within diagram below highlight some of the exclusion zones on campus. Remember you should not approach anyone who has chosen to wear an “opt-out” lanyard.

For an up to date and full list of the exclusion zones during the ANUSA election, please refer to Schedule B of the ANUSA constitution.

Please note that the campaign period does not begin until the notice of Call for Nominations on August 21. Any campaigning (online or in person) prior to this time is an electoral offence.



Not pictured are the following exclusion zones: 3. Inside residential halls, and a 15-metre radius around associated entrances; 6. Inside ANU libraries, and associated walkways; 7. Inside ANU rooms where lectures, tutorials, labs, or other teaching takes place, including online spaces; 8. Inside any autonomous department space

In addition, no campaigning other than putting up posters may take place inside any other building on the ANU campus. Campaigners are permitted to campaign in all other areas. For the avoidance of doubt, the Returning Officer or their nominee will clarify exclusion zones before the beginning of the Campaign Period. This include but is not limited to a map of exclusion zones. The Returning Officer or their nominee may temporarily suspend an area so debates or other informative events may be held.

Limits on campaign expenditure

There is a set amount you can use for your election campaign, which is determined through the formula provided in section 2.9.1 of ANUSA Electoral Regulations. It's important to make sure you're familiar with all the information in the Electoral Regulations including campaign expenditure.



Amount for when a ticket contests for only one position



Maximum amount for a "full ticket" team

This amount limits how much you can broadly use on promotion-related items such as merchandise, clothing & costumes, and advertising. Full information can be found within section 2.10 of the Electoral Regulations. It is an offence to offer gifts, bribes, money, food, drink, or any other enticement, or to otherwise exert undue influence, over electoral officials or voters at any time.

Non-financial contributions include but are not limited to the use of printing facilities, paper, paint, glue, T-shirts, advertising including online advertising, and other sundry items

Notably, it is a breach in campaign rules to falsify any campaign expenditure, so please declare all expenditure. For instance, paying someone to film your campaign video ads will need to be reported as a financial contribution, but if you create your own video, it should be reported as a non-financial contribution. If in doubt, ask the probity team at sa.probityofficers@anu.edu.au.

The forms of expenditure that are specifically excluded from counting to the limits on campaign expenditure set out in these provisions include:

- (a) Design services and still photography;
- (b) The time associated with campaigning;
- (c) The time associated with policy and platform development, 'policy' here is used in the generic sense, not as defined in the Constitution; and
- (d) Other expenditure deemed by the Probity team not to be covered.

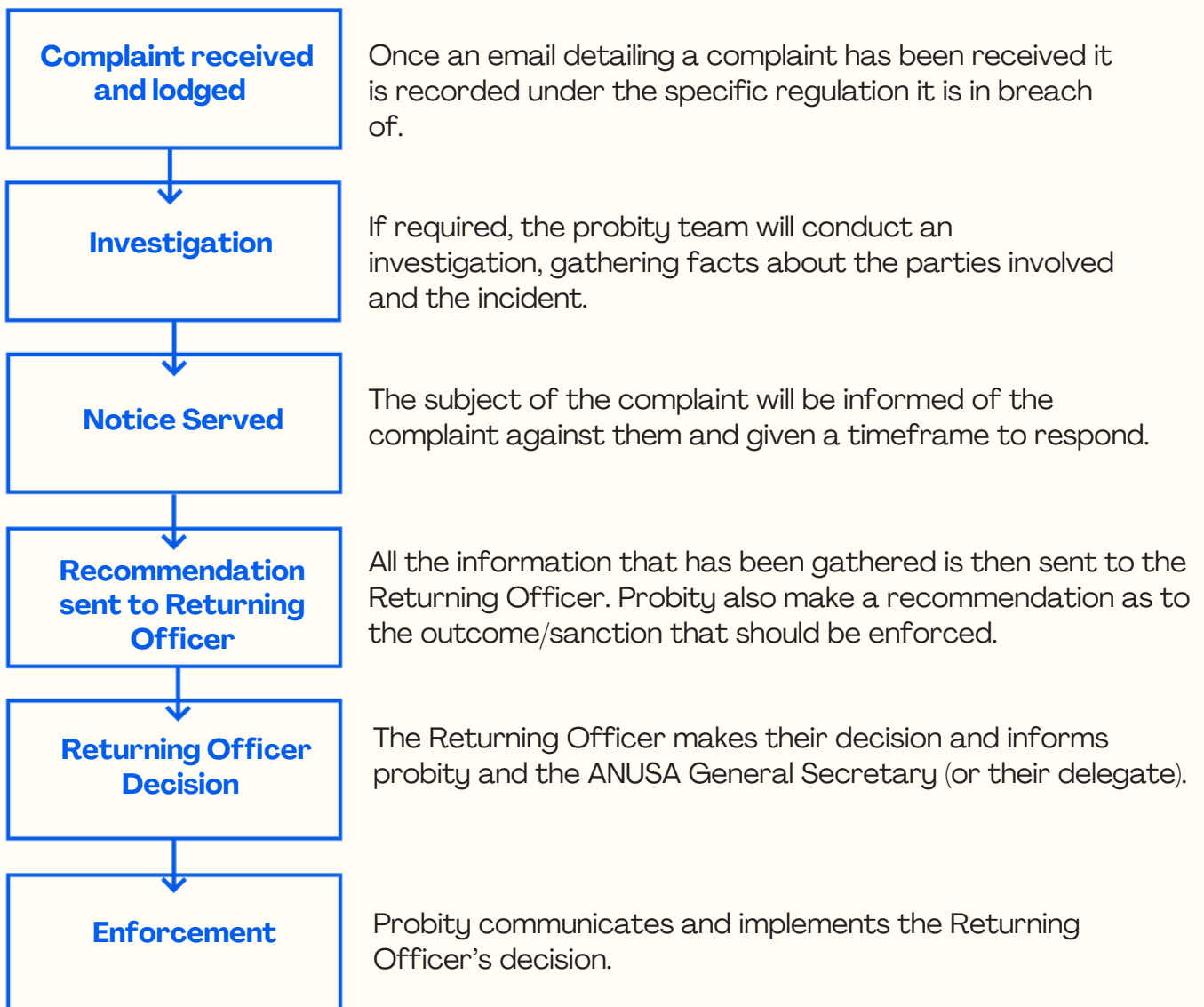


What happens when an election complaint is submitted?

To ensure a fair campaign, there are restrictions on what you can do. A full list of electoral offences can be found in Section 3.1 of the Electoral Regulations within the ANUSA constitution.

Following a breach of electoral regulations, Probity Officers will make a recommendation to the Returning Officer. The Returning Officer will decide on sanctions such as issuing a warning, a fine, a campaign ban, or even disqualification.

If you have any concerns during the campaign period please contact the Probity Officers at sa.probityofficers@anu.edu.au.



After the release of polls, the Probity Officers will compile a report of election complaints to be released by the General Secretary.

On a final note

If you aren't successful in the ANUSA elections, there are still lots of ways to get involved. Committees such as Education and Welfare Group are integral to the running of ANUSA, and anyone can attend meetings, organise events, and run advocacy campaigns. There are also positions available within these Committees for you to take a more active role.

ANUSA also has six autonomous Departments: Disabilities, BIPOC, Indigenous, International, Queer*, and Women's, as well as the non-autonomous Environment Collective.

These Departments are open to anyone who identifies as being part of the group they represent, and they all host regular meetings and advocacy campaigns that you can get involved in.

And don't forget that every student is **automatically a member of ANUSA** If you need any help at all, ANUSA should be your first port of call. We offer free legal services, Student Assistance, as well as offering free breakfast and other services in the Brian Kenyon Student Space located in the Di Riddell Student Centre in Kambri.

