



THE STUDENT ASSOCIATION

# Election Regulations

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**The Student Association at the Stockholm School of Economics**

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# Chapter 1 – What These Regulations Govern

## 1 §

The SASSE Election Regulations govern the SASSE elections and associated activities.

This document also aims to clarify how elections at SASSE are held, define the parties responsible and clarify the allocation of tasks between these various parties.

These Regulations govern elections for the posts of elected officials within SASSE, the bodies within SASSE that are responsible for these elections and the criteria that such elections should satisfy.

These Election Regulations supplement the SASSE Statutes and the Disciplinary Statutes of SASSE, but are subordinate to these.

It is an obligation of each candidate in the election, the Election Committee, the SASSE Board and the Board of Directors to be informed about, and to understand, the content of these regulations. Any violation against these Regulations may result in disciplinary actions in accordance with this document and the disciplinary statutes of SASSE.

The Election Regulations must be made available to all members of SASSE.

# Chapter 2 – SASSE Election Governance

## 2.1 § – THE ELECTION COMMITTEE

The Election Committee is responsible for Student Association Elections (the Elections) being held in accordance with:

- The SASSE Statutes
- Democratic values that do not discriminate against any individual member of SASSE
- Other guidelines, regulations and policies contained in these and other SASSE documents.

If there is a risk that the Election cannot be held according to the three criteria above, the Election Committee shall immediately summon the Statute Interpretation Committee and together with them take necessary action to remedy the situation. The Election Committee shall present a report on the situation and any actions taken as a result of one of the two closest Student Council Meetings. The report must be presented no later than the last Student Council meeting of the SASSE year during which the Elections were held.

If there is suspicion that any individual SASSE member, candidate or not, deliberately or through gross misconduct, acts in a way that challenges the possibility of the Elections being held according to any of the three criteria above, the Election Committee shall immediately report this to the Statute Interpretation Committee, who will decide upon appropriate action and any repercussions in accordance with these regulations and the Disciplinary Statutes of SASSE. The Election Committee shall present a report on the situation and any actions taken as a result on one of the two closest Student Council Meetings. The report must be presented no later than the last Council meeting of the SASSE year during which the Elections were held.

The work of the Election Committee shall be examined by auditors in accordance with 4.26 § of SASSE Statutes.

Minutes shall be kept of the meetings of the Election Committee.

The Election Committee constitutes a quorum when at least half of the members are present.

The Election Committee shall make decisions by a simple majority. The President of the Election Committee shall have the deciding vote in the event that voting is tied. As the Election Committee President is the one ultimately responsible for the elections, the Election Committee President has the right to ask the Board of Directors for a second opinion on any decision made by the Election Committee. In this case, the Board of Directors' decision is considered final.

The Election Committee is responsible for holding the two different Student Association elections within SASSE, one in the spring and one in the fall.

## 2.2 § – THE QUESTIONING GROUP

A Questioning Group appointed by the Election Committee is responsible for the questioning of the candidates. The purpose of the questioning is to inform all members of the different candidates in an informative, objective and entertaining way, for all involved parties.

When appointing the questioning group, seniority and engagement in SASSE shall be key criteria. Theatrical skills shall also be taken into account, but is secondary. The questioning group shall be equal in terms of gender (aiming for at least 40-60).

Members of the Election Committee may not belong to the questioning group. A person candidating to a position that requires questioning may not be part of the questioning group.

All Questioning Groups shall send in a draft of their proposed questions and presentation to the Election Committee at least one week prior to the scheduled questioning. In case of any controversial material, the Election Committee President should consult the Board of Directors.

It is the Election Committee's assignment to attract appropriate candidates by marketing the available positions towards the members of SASSE. This shall be done in accordance with the Statutes, regulations, policies and other guidelines of SASSE.

## 2.3 § – POSITIONS THAT REQUIRE QUESTIONING

The following positions in the Student Association require some form of questioning, interviewing, debate or similar process to determine different candidates' ability and suitability for the position they are candidating for:

### Fall Elections

1. The President of the Student Association
2. The Vice President of the Student Association
3. The Treasurer of the Student Association
4. The President of the Education Committee
5. The President of the Business Committee
6. The President of the Sports Committee
7. The President of the International Committee
8. The President of the Entertainment Committee
9. The President of the Media Committee
10. The President of the Tech Committee
11. The President of the Social Committee

### Spring Elections

1. Board of Directors
2. Chair of the SASSE Council

Other positions in the Student Association may also be subject to this process, but it is not required.

The choice of who should be interviewed, questioned, part of a debate or similar activity lies with the Election Committee.

## Chapter 3 – Election of the Election Committee

### 3.1 § – ELECTION OF THE ELECTION COMMITTEE PRESIDENT

Prior to the election held during the fall term, the Election Committee President shall be nominated by the Board of Directors through a recruitment and interview process conducted by the Board of Directors. The nomination is confirmed during a closed council session by simple majority in the Council.

The process of public recruitment for the Election Committee President should be carried out in line with the SASSE Recruitment Regulations. The process of interview for Election Committee President should adhere to the following procedures:

All applicant will be admitted to an interview. Interviews shall be held by at least two directors of the Board of Directors. The type of the interview questions are to be a mixture of personal experience and role specific competency. All Interview questions are to be documented and accessible to the Council. In presenting the nomination to the Council, the Board of Directors shall also present the total number of applicants.

If the President of the Election Committee resigns before completing both elections, that person is responsible for recruiting a new Election Committee President, in cooperation with the Board of Directors, to be presented and approved by the Student Council.

### 3.2 § – RECRUITMENT OF THE ELECTION COMMITTEE

The Election Committee President is then responsible for recruiting an Election Committee.

The President of the Election Committee must inform members of SASSE about the available positions within the Election Committee when recruiting. Information shall be announced in such a way that all members can easily gain access to it. Remaining procedure shall be in line with the SASSE Recruitment Regulations.

## Chapter 4 – SASSE Elections

### 4.1 § – GENERAL GOVERNANCE OF THE ELECTIONS

The Student Association Elections (the Elections) for the positions SASSE Board, Internal Auditor and 6 out of 8 ordinary Council Members positions shall take place in the fall term. All ordinary members are entitled to run for any position in accordance with 4.4 § of SASSE Statutes.

The Student Association Elections (the Elections) for the positions of Board of Directors, Chair of the Council and 2 out of 8 ordinary Council Members shall take place in the spring term. All ordinary members are entitled to run for any position in accordance with 4.4 § of SASSE Statutes.

Any and all information about the Elections shall be distributed in English.

The Election Committee is responsible for announcing the Elections and for providing relevant information about the Elections to members of SASSE no later than three weeks before the deadline for nominations.

The SASSE Board is responsible for providing updated post descriptions for each of their respective positions.

The Board of Directors is responsible for providing updated post descriptions for all other positions, including Election Committee President, and Equality Representative.

Members of SASSE should be able to access these post descriptions at all times via the SASSE website.

Information about the elections of the Student Association, under the auspices of the Election Committee, shall be conveyed via public announcement, via [sasse.se](http://sasse.se), posters, the SSE website, SSE's intranet, or through other relevant channels in order to create awareness and to reach the entire student body.

### 4.2 § – NOMINATIONS

Any member of SASSE may nominate themselves or any other member for any position open to



election.

The deadline for nominations for positions described in Chapter 4 of SASSE Statutes is to be proposed by the Election Committee in their project plan and decided upon by the Student Council.

### 4.3 § – CANDIDATURE

Any member of SASSE may run for any position open to election. A nomination from another member is not required for a member to candidate. It is possible to nominate yourself.

A candidature is submitted by accepting a nomination and sending in election promises to the Election Committee through a designated channel (see below).

The deadline for candidature for positions described in 4.8 § of the statutes shall be specified in the project plan submitted to the Council by the Election Committee. This information shall be announced in good time to all members through suitable channels.

All candidates shall draw up election promises, in accordance with instructions issued by the Election Committee. The election promises must be provided to the Election Committee in the manner and form specified by the Election Committee. These instructions, as well as potential templates, will be supplemented to all members through suitable channels beforehand. All Election Promises shall be provided in English. At a minimum, the election promises must contain the candidate's name and student ID number.

All candidatures are to be kept secret until the election promises are presented. The Election Committee is responsible for choosing an appropriate time to present election promises. However, this time shall be no later than three days after the deadline for submitting election promises.

No official campaigning by the candidates is allowed until after the election promises are presented.

The deadline for candidature to a position shall be extended if no candidates have announced their intent of running for said position. This shall be announced no later than one scheduled day after the previous deadline. This procedure shall be repeated for positions that remain vacant, though without delaying the elections for other positions. The Election Committee is responsible for setting

a suitable time-frame for the new deadline. This information must be clearly communicated to all members.

## 4.4 § – CAMPAIGNING

Campaigning in SASSE Elections should follow fair sportsmanship and the following

1. All official campaigning shall be in English and may only start once the election promises have been published.
2. Any unsportsmanlike behavior, or behavior meant to disrupt the democratic process, shall be looked upon very seriously and may result in any of the reprimands specified in the Appendix below or if severe, lead to a disciplinary errand in accordance with the Disciplinary statutes of SASSE.
3. The usage of school premises for campaigning is strictly forbidden (e.g. no run-ins (“inspring”) or public speeches in the atrium). A candidate that has an ongoing commitment within SASSE should abstain from any type of SASSE-related public activities both physically and digitally (e.g. run-ins or posts on SASSE Channels). Exceptions can be made for official events and activities organized by the Election Committee or when approved by the Election Committee. The Election Committee should consider the implications on the function of the existing role.
4. Any type of public slander against candidates is strictly forbidden, regardless whether this is from another candidate or any other SASSE member.
5. Flyers are not allowed as campaign material, neither on nor off school grounds, unless otherwise stated by the Election Committee.
6. When using posters, the official poster guidelines must be followed at all times.
7. Candidates are not allowed to contact members en masse, except in events organized by the Election Committee or unless otherwise instructed by the Election Committee.
8. Campaigning in SASSE or SSE related social media channels is not allowed. The Election Committee may choose to give all candidates equal opportunities to market themselves in internal social media channels or may do so itself.

9. No official SASSE logos may be used in campaigning. This includes using pictures showcasing official SASSE logotypes or other branded features.
10. Using paid advertisements in any type of communication channel is forbidden.

## 4.5 § – SANCTIONS

Violating any rules set up by SSE or SASSE shall be treated as breaking the rules of the election. Such violation may lead to disciplinary actions in accordance with the disciplinary statutes of SASSE or the Appendix of the election regulations.

The sanctions below can be imposed on candidates who do not follow the Election Regulations.

If suspicion is either brought to the Election Committees' attention or suspected by the Election Committee itself, the Committee is to immediately consult with the Statute Interpretation Committee (the Disciplinary Committee) to decide whether or not a candidate has broken the Election Regulations, Statutes or any other relevant SASSE document.

Once such a consultation and possible investigation is completed, a sanction can be imposed on a candidate.

This reprimand is then authorized and put into effect by a decision made by the Statute Interpretation Committee. The Statute Interpretation Committee may not take this decision without first consulting the Election Committee. The decision taken by the Statute Interpretation Committee is final and may not be revoked by any other entity.

## List of possible sanctions

#### 4.5.1 §

The Election Committee may impose the following sanctions on a participant in the election (Candidate or any SASSE member), after a consultation with the Statute Interpretation Committee:

- a) Undisclosed Warning. An undisclosed warning is given to the participant. This may be written or verbal.
- b) Official Statement. A formal statement from the Election Committee is published on the SASSE portal. The statement shall include which part of the Election Regulations, and in what way, the participant has violated them. The candidate shall also be notified that repeated violation of the rules may lead to disqualification from the elections.

#### 4.5.2 §

The Statute Interpretation Committee (the Disciplinary Committee), after consultation with the Election Committee, can make a decision to impose the following sanction on a participant in the election:

- a) Disqualification from Election. A candidate cannot be elected to any position in the SASSE election for the current year. The candidate must discontinue her/his campaign immediately. A formal statement from the Election Committee must be published on the SASSE portal. The statement shall include which part of the Election Regulations, and in what way, the candidate has violated.

If a candidate, or any other SASSE member, has severely violated the Statutes of SASSE, or any other relevant SASSE document, that individual may be subject to an investigation with repercussions that exceeds the elections. If this is the case, the disciplinary statutes of SASSE is to follow as it overrules what is stated in the Election Regulations. Guidelines for reprimands can be found in the appendix of this document and in the disciplinary statutes of SASSE.

#### 4.6 § – Appeal

Any reprimand given by the Election Committee can be appealed to the Statute Interpretation Committee. It is not possible to appeal a decision taken by the Statute Interpretation Committee regarding the elections and different sanctions.

Any appeal errand shall be considered with utmost haste; however, no guarantee can be given that such an appeal will not affect the campaign of the sanctioned candidate.

If a decision is taken by the Statute Interpretation Committee during the election, this should be reported to the Student Council during the following meeting together with a description and explanation of what has happened and why a certain decision was taken.

## 4.7 § – VOTING

The Election Committee is, together with the President of the Tech Committee, responsible for creating and upholding an electoral register. This register shall be completed no later than two days before voting starts.

When voting, it shall not be possible to trace a particular vote to any individual voter.

Voting may be executed electronically, through an online survey or other means, or through using physical ballot boxes.

While voting, ballot boxes shall be supervised by at least two members of the Election Committee. During other times, the ballot boxes and their contents must be stored in a safe until the Student Association Council has approved the results of the elections. The only exception to this is when votes are counted.

When voting, the Election Committee shall verify voters against the electoral register. The voting system should be constructed in a way that ensures that every member only gets to vote in the election once.

In case of using an electronic voting system, the system shall be configured by the Election Committee in cooperation with a SASSE member who has the necessary skills. This member may not be a candidate in the Elections. When an online survey is used, the Board of Directors shall approve the structure of said survey before it is sent out.

Only the Election Committee, at least one Internal Auditor and up to two members of the Board of

Directors may be present when votes are counted.

The counting of votes shall be summarized in the minutes of the Election Committee. The Keeper of the minutes and the Election Committee President, who may not be the same person, must both sign these minutes.

Only members who have paid their membership fee before the voting period begins are allowed to vote in the elections.

## 4.8 § – INTERVIEWING, DEBATING AND QUESTIONING

As stated previously, the election needs to contain some sort of interviewing process, a debate between candidates, a possibility to ask questions to the candidates or similar. This shall be carried out during the weeks before the election week and, if necessary, during the election week.

This process may not violate the integrity of any SASSE member or the values of SASSE. The process may not violate any of the regulatory documents of SASSE (Statutes, regulations, policies and guidelines). Any such violation may lead to a disciplinary errand.

All activities and events shall be held in English, as this is the formal language of SASSE. Rarely, exceptions can be made if there is an external party involved.

All candidates for each position shall have an equal opportunity to express why they are the most suitable person to be elected.

A potential violation of the Election Regulations, the Statutes or any other relevant document of SASSE by an interviewer, Election Committee representative, or any other member of SASSE, is treated equally as a candidate's and governed by sections 4, 4.1 and 4.2. in this document.

## 4.9 § – ANNOUNCEMENT OF ELECTION RESULTS

The Election Committee shall organize the Election Pub Evening, which takes place on the evening of the last Election Day.

The Election results shall be announced during the Election Pub evening. The results shall also be made available under the auspices of the SASSE Board. in such a way that all members easily can gain access to the information.

The SASSE Board is responsible for organizing activities for candidates to the SASSE Board, in collaboration with the Election Committee, on the Election Pub Evening.

Arranging activities for the positions of Board of Directors and Chair of the Council during the spring election is optional, and it is if deemed appropriate the Board of Directors' responsibility to organize these in collaboration with the Election Committee.

The results shall be made available on the premises of the Student Association, as well as on SASSE.se, no later than one working day after the Election Pub evening. These results shall also be announced in the next newsletter of SASSE on the Student Portal, on SSE's intranet or other suitable channels.

One person may not have two different elected positions within the Student Association simultaneously. If the person already has an elected position or has been elected to two different positions during the same election, the person has to disclaim all but one position in such a way that the individual will not violate the first sentence.

If running for multiple positions, that person shall inform the Election Committee of preference before-hand. If elected for multiple positions, the candidate shall be considered to disclaim all but the one with the highest preference.

The SASSE Council shall approve the result of the Elections and put them on file. The Election Committee shall present the result to the SASSE Council no later than the last Council meeting of the calendar year in which the elections took place for the fall elections. For the spring elections, the results are approved directly after the meeting minutes from the next ordinary Council Meeting has been approved and signed by the protocol validators.

## Chapter 5 – Interpretation of these Regulations

### 5.1 §

If there is any uncertainty regarding these regulations, the Board of Directors shall make a first interpretation.

If any one part wishes to appeal this interpretation, the Statute Interpretation Committee shall be summoned. The interpretation from said committee may not be appealed.



# Appendix – Clarification on the Imposition of Sanctions

## A.1 – GENERAL INFORMATION REGARDING REPRIMANDS

The reprimands can be given in any order. Each reprimand can be given several times. A participant who deliberately violates the Election Regulations shall be more severely punished than a candidate who does so by mistake. However, not knowing about the rules of the election is not a mitigating condition for the participant.

The deciding bodies shall take into consideration the history of reprimands when judging whether or not to give a participant a reprimand. A participant who already received a reprimand before has a lower threshold.

## A.2 – EXAMPLES

The following examples are meant to guide the Election Committee in the giving of reprimands. It should be emphasized that these examples are meant as guidelines, not rules.

### A.2.1 – Warning

1. A candidate puts up a poster in a place where it is not permitted. For example in the school premises, on the walls or by putting up several posters at each poster board.
2. A candidate campaigns in official SASSE Facebook groups.
3. A candidate makes an official campaign speech at a SASSE event without connection to the Elections.

### A.2.2 – Official statement

1. A candidate campaigns officially in the school premises.
2. A candidate has already received a warning for putting up posters where it is not permitted. The candidate now campaigns in an official SASSE Facebook channel or takes other actions that might in the first case have resulted in a warning.
3. A candidate is campaigning by spreading negative publicity against other candidates.

### A.2.3 – Disqualification

1. A participant acts in a way that is illegal according to Swedish law.
2. A participant has repeatedly broken the Election Regulations and/or is behaving in a way that goes against fundamental values of the Student Association.

### A.3 – Other Sanctions

Above stated examples give a picture of possible sanctions. However, if a member (candidate or not) has seriously violated the election regulations or other documents of SASSE, the repercussions may exceed merely a disqualification from the election. If serious enough, a disciplinary errand investigation may be initiated, which may result in expulsion from SASSE. More information on this can be found in the Disciplinary Statutes of SASSE.