

LSESU

COMMITTEE

LEADERSHIP

SPORT AND SOCIETY COMMITTEE POSITIONS

ELECTIONS

Club and Society Election Guide

In this guide is all the information you need to know about the election process, as well as what you need to do to run an election as a club or society.

Included in this document is:

The Basics

How the Election Works

Notice of an Election

The Basics

- Elections must take place during the groups AGM (Annual General Meeting)
- An AGM must take place in Lent Term (majority happen in March).
 - If an election is not run in this period your student group may be at risk of disaffiliation.
- Sport and Society Committee Position Elections must be held in an accessible space that does not allow the sale of alcohol at the time of the meeting.
 - Club and Society members are not permitted to consume any alcohol at the AGM.
- Elections will be automatically online unless you request for them to be held offline.
 - To request an offline election please send an email to su.arcstaff@lse.ac.uk with reasons for this request.
- Elections must be chaired by an outgoing executive committee member. If they are running for a position in the election, you must find another suitable chair.

Please note: The chair of the election is not eligible to vote to ensure impartiality during the election process.

The Election

- All elected positions will serve for one calendar year.
 - However, if a committee member steps down during the academic year and another is elected, they will only hold the position until Lent Term.
- All student groups must have a President, Treasurer or Secretary (or the equivalent).
 - If the role is a different title, please make this clear to your coordinator.
- Elections are won by a simple majority; each member (including committee members) may only cast one vote per role.
- In the event of a tie, a re-count must be held.
 - If the result is still a tie, then it must be reported to the Activities and Development Officer who will make a final decision, in consultation with the candidates.
- For your election to be valid you must achieve quorum of 10% of your membership.
 - 10% of your membership must attend and vote, or 10 members (whichever is greater).
 - If you are worried about achieving quoracy please contact your coordinator for further guidance.



Notice of an Election

- Notice of the election must be given to all members of the society a **minimum of 5 working days prior to the AGM.**
 - The approved way of **contacting all members** of your club or society **is via the LSESU website** as this list is up to date and doesn't include associate members.
- Notifying the Union of your Election
 - **Online Elections:**
 - please **fill in the Online Elections form** for the Students' Union stating what positions are up for election as well as a short description for each.
 - **Offline Elections:**
 - please **submit an Events Proposal Form** stating clearly that it is for your Club or Society AGM.