



NUS Students' Computing Club

A Constituent Club of the NUS Students' Union

Phone: +65 6516 6759 | Website: nuscomputing.com | Email: connect@nuscomputing.com

Version as of 30th July 2023

AY 2023/2024 NUSSU STUDENTS' COMPUTING CLUB **Election Standing Orders**

I. Citation

1. This Standing Order may be cited as the **NUSSU Students' Computing Club Election Standing Orders**.

II. Definitions

2. For the sake of disambiguation, unless otherwise stated,
 - a. The NUS Students' Computing Club shall be referred to as "Computing Club".
 - b. The term "Club" shall, unless explicitly indicated, be synonymous with "Computing Club".
 - c. The Computing Club Constitution shall be referred to as "Constitution".
 - d. The Computing Club Management Committee, as defined in the Constitution, shall be referred to as "MC". This term shall refer to the office rather than a group of individuals unless explicitly mentioned otherwise.
 - e. The Presidential Wing of an MC shall be referred to as "PWing". Unless otherwise indicated, the term "PWing" shall refer to the Presidential Wing of the incumbent MC unless explicitly mentioned otherwise.
 - f. Members of Computing Club, as defined in the Constitution, shall be referred to as "Club Members".
 - g. A Club Member who has been nominated in an election shall be referred to as "Nominee". The term "Candidate" shall be synonymous with "Nominee".
 - h. Throughout this document, "position" shall mean an elected MC appointment.
 - i. Unless otherwise specified, all masculine pronouns used in this document refer equally to all persons.
 - j. This document shall be referred to as "ESO".



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III. Election

3. An election shall be held for the purpose of filling positions in the incoming MC.
4. An Election Committee shall be formed for the purpose of administering the election.
5. The election shall start with a Nomination period, which is immediately followed by a Campaigning Period, which is immediately followed by a Cooling Period, which is immediately followed by a Polling Period, which is immediately followed by a Vote Counting Period, which is immediately followed by and concluded with the Announcement of election results.
6. For any given election, the ESO shall be bound by the Constitution in force at the exact time of the announcement of the Nomination Period in accordance with Clause 29.
7. The election process should contain the following components:

Date	Event
14 August 2023	Nomination Period Start
23 August 2023, 1200H	Nomination Period Ends
24 - 28 August 2023	Campaigning Period
29 August 2023	Cooling Off Day
30 August 2023 - 1 September 2023	External Elections
5 September 2023	Results Release and announcement of External Elections
6 September - 8 September 2023	Internal Elections
13 September 2023	Results Release of Internal Elections
16 September 2023	45th NUSSU Council First Council Meeting
29 September 2023 (to be confirmed based on members' availability)	Club Annual General Meeting

IV. Election Committee

8. The Election Committee shall be bound by and shall uphold and enforce the Constitution and the ESO.



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9. The Election Committee shall consist of exactly one (1) Returning Officer and exactly two (2) Election Officers.
 10. No person who is not a Club Member shall be appointed as either Returning Officer or Election Officer.
 11. The Returning Officer shall have the following duties:
 - a. To chair the Election Committee;
 - b. To announce the outcome of the elections;
 - c. To maintain a neutral perspective of the elections process.
 12. The Election Officers shall have the following duties;
 - a. To maintain the integrity of the election process;
 - b. To enforce the provisions of the ESO.
 13. The Returning Officer and Election Officers shall be chosen by the incumbent MC at an MC meeting.
 14. The Election Committee shall have the right:
 - a. To reject or invalidate the election of any candidate found to have contravened any part of the ESO;
 - b. To invalidate any vote that does not conform to the specifications as dictated by the ESO and/or the Election Committee.
 15. The Election Committee comprises the following officers:
 - a. Returning Officer:
 - i. Tan Matthew Simon Castaneda
 - b. Election Officers:
 - i. Goh Pei Shan, Tricia
 - ii. Chung Yen Yee, Celine
 - c. Election Helper:
 - i. Thia Jean Shuen, Summer
 16. No member of the Election Committee for a particular election shall also be a Nominee in the same election.
 17. A decision shall be considered to have been made by the Election Committee if and only if the said decision has been made by a majority vote among members of the Election Committee.
 18. Members of the Election Committee shall be allowed to appoint helpers to assist in administrative matters.
 - a. Every helper shall maintain the integrity of the election process



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- b. No helper shall vote on decisions to be made by the Election Committee pursuant to Clause 17
 - c. No helper shall be a Nominee in the same Election



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V. Nomination

19. Only a Club Member shall be eligible to be nominated for an election.
20. The Election Committee shall prescribe a procedure for Club Members to follow in order to be nominated for the election. This procedure shall adhere to the following:
 - a. Any nomination of a Club Member shall be endorsed by a Proposer and a Secunder who must both be Club Members;
 - b. A Club Member shall not be the Proposer or the Secunder for his own nomination;
 - c. The Club Member being nominated must accept the nomination in writing before being considered a Nominee.
21. For the Management Committee Nominees, it is compulsory to declare the primary position they are contesting for. Declaring a secondary position will be optional. A Nominee will not be allowed to change their primary position after the end of the nomination period. A Nominee can change their secondary position up till the Internal Elections.
22. For NUSSU Executive Committee Representative (Exco Rep) Candidates, the nomination form shall be signed by an outgoing elected member of the Constituent Club Management Committee to indicate that the candidate has consulted with the member(s) of the Constituent Club Management Committee. This consultation will be on the expected roles and duties to be undertaken as a NUSSU Executive Committee Representative. In order to provide a more holistic view of the expected roles and duties, the consultation will be limited to elected members of the PWing. These members are,
 - a. Tan Matthew Simon Castaneda (matthew@nuscomputing.com)
 - b. Jirafe Aditya Vijay (adityajirafe@nuscomputing.com)
 - c. Ivan Chin Yue Ze (ivanchin@nuscomputing.com)
 - d. Jody Tng Jin Zi (jodytng@nuscomputing.com)
 - e. Pearlyn Liu Xiaoxuan (pearlynliu@nuscomputing.com)
23. The Election Committee shall accept the nomination of any Club Member who follows the procedure mentioned in Clause 20.
24. The Election Committee shall have the right to reject the nomination of any Club Member who deviates from the procedure mentioned in Clause 20.
25. Any Club Member whose nomination is rejected by the Election Committee shall have the right to a single appeal to the Election Committee. The Election Committee's decision following an appeal is final thereafter. The appeal must be submitted, in writing, to an Election Committee member.



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26. Every Nominee shall uphold the ESO, Constitution, NUS Student Code of Conduct and NUS Statutes and Regulations during the election.
27. No Nominee shall buy votes from Club Members by any means of exchange and/or extort votes from Club Members by means of any kind of threat.
28. No Nominee shall make any statement that, in the opinion of the Election Committee, construes a personal attack on any other Nominee in the same election.
29. Any Nominee found to have contravened any of the Clauses 25, 26 and 27 shall be referred by the Elections Committee to the incumbent MC's Presidential Wing for disciplinary action, which includes, but is not limited to, removal from the election.
30. The opening and closing date of the Nomination Period shall be made known to all Club Members at least seven (7) days before the start of the Nomination Period.
31. A Nominee shall have the right to withdraw from the election at any time before the end of the Campaigning Period.
 - a. Any Nominee who intends to withdraw from the election shall convey said intention, in writing and in person, to the Election Committee.

VI. Campaigning

32. The start date and end date of the Campaigning Period shall be made known to all Election Nominees upon their successful nomination.
33. Any Nominee may place for display or give out campaign material subject to the following rules:
 - a. All campaign material of a Nominee shall be removed by that Nominee at the end of the Campaigning Period;
 - b. Every Nominee must submit his campaign material to the Election Committee for written approval prior to giving out or placing said campaign material;
 - c. Should a Nominee, having previously placed his campaign material in a location approved by the Election Committee, wish to relocate said campaign material, the Nominee shall seek written approval from the Election Committee to perform the relocation;
 - d. The Election Committee shall make rules regarding the placement or giving out of campaign material and announce said rules before the start of the Campaigning Period.
34. A Nominee who wishes to give a speech in a lecture may do so only if he obtains prior permission from the lecturer and the Election Committee.



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35. The Election Committee may require all Nominees to speak at a General Meeting of the Club.
- Every Nominee must be present and speak at this meeting if the Election Committee requires it;
 - Only one Nominee shall speak at a time;
 - A question-and-answer segment shall follow each speech, during which only Club Members may pose questions;
 - The Election Committee or General Secretary of the incumbent MC shall have the right to disallow questions that are, in the opinion of the Election Committee or the General Secretary of the incumbent MC, derogatory and/or malicious;
 - Every Nominee is required to answer any question posed to him by Club Members during the question-and-answer segment following his speech, except those disallowed under Clause 34(d).
36. The Election Committee shall, during the Campaigning Period, convene an interview with each Nominee individually for the purpose of ensuring that every Nominee is aware of his responsibilities should he be elected and removing any Nominee who is egregiously unsuited for the position he is running for.
- The meeting shall be attended by the Nominee, at least one member of the Election Committee, at least one faculty advisor of the Club, and if possible, at least one member of the incumbent MC.
 - The Election Committee may base on their objective findings in the meeting, decide to begin the following process of removing a Nominee from the election using Clause 35(b)(i) or 35(b)(ii):
 - Rejection by incumbent MC
 - In the event that a Nominee is involved in any suspicious activity related to the Election, any club member can report directly to the Election Committee for further investigation.
 - The Election Committee presents its objective findings to the PWing.
 - The PWing may conduct an additional, recorded, interview of the Nominee in question, as well as any additional investigations the PWing deems necessary.
 - The PWing shall then vote to present the case to the incumbent MC. If a two-thirds majority is attained, the PWing shall call for an MC meeting and presents the objective findings of both the Election Committee and the interview by PWing (pursuant to Clause 35(b)(i)(2)) and/or investigations to the MC. If a two-thirds majority is not attained, the process is aborted.
 - The MC shall then vote to remove the Nominee from the election. If a two-thirds majority is attained, the Nominee



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- shall be removed from the election. If a two-thirds majority is not attained, the process is aborted.
6. If, at any point, the process of removing a Nominee is aborted pursuant to any of Clauses 35(b)(i)(3) and 35(b)(i)(4), the Nominee in question shall remain in the election without any facing any additional prejudice.
 7. Until the final decision has been made to remove the Nominee under Clause 35(b)(i)(4), the proceedings shall remain confidential and known only to the Election Committee, incumbent MC and faculty advisors to Computing Club.
 8. No Nominee who is also an MC member shall participate in the interview described in Clause 35(b)(i)(2) and/or vote on the motions described in Clauses 35(b)(i)(3) and 35(b)(i)(4).
- ii. Rejection by faculty advisor
1. After the interview mentioned in Clause 35, staff advisors can inform the incumbent PWing if they wish to remove a Nominee from the election.
 2. Advisors can reject Nominee based on, but notwithstanding, the following reasons:
 - a. Criminal records disclosed during the interview.
 - b. Track record in the club.
 - c. Academic records, if the advisors see the need for the Nominee to focus on studies.
 - d. Medical records, if the advisors do not think that the Nominee is fit to take up office.
 3. Should there be an overwhelming number of nominations submitted, the election committee and staff advisors have the right to reject any Nominee based on their performance during the interview mentioned in Clause 35.
 4. Year 1 students are exempted from Clause 35(b)(ii)(2)(b) and 35(b)(ii)(2)(c)
 5. The incumbent PWing can reject the rejection of a Nominee using Clause 35(b)(ii) by a majority vote. All rejected nominees will be given an opportunity to appeal within the appeal period.
 - a. A meeting with the Nominee, at least one member of the Election Committee, at least one member of the incumbent PWing and at least one faculty advisor of the Club will be conducted to handle the appeal.



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- b. The reason for rejection will be made known to the Nominee.
- c. A member of the Election Committee will take minutes of the meeting and send them to the incumbent PWing and all faculty advisors.
- d. The incumbent PWing and faculty advisors shall then vote to determine the results of the appeal. If a majority vote is attained, the appeal is deemed successful. If a majority vote is not attained, the appeal is deemed unsuccessful.

VII. Mode of Election

- 37. The mode of election can be an external election or an external-internal election. Refer to Article VII for the guidelines for an external election and Article VIII for the guidelines for an external-internal election.
- 38. The guidelines for Article VII and Article VIII shall not be used simultaneously.

VIII. External Election

- 39. Nominees will be voted into the position by the Club Members in an external election.
- 40. The External Elections shall be for the election by voting of the NUSSU Exco Representative of the Club and/or the Management Committee members.
- 41. Voting is carried out by means of an online ballot administered by the Election Committee.
 - a. The online ballot shall be carried out in a room to which extended access is permitted only to the Election Committee.
- 42. Each Club Member shall have exactly one vote. All other persons shall have no voting rights.
- 43. Voting by proxy is prohibited.
- 44. If two or more Nominees are contesting a position, the Nominee who receives the greatest net vote for that position shall be deemed elected to that position. The net vote for a Nominee for a particular position shall be defined as the number resulting from the subtraction of the number of votes of no confidence for that Nominee from the number of votes of confidence for that Nominee.



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45. In the event that there is exactly one Nominee for a position, the Nominee shall be deemed elected to that position if and only if at least 50% of the votes he receives are votes of confidence.
 46. In the event that two or more nominees are contesting a position and there is more than one nominee with the greatest net vote, the incumbent MC shall decide, by voting on a motion raised in an MC meeting, who fills the position in question.
 - a. No Nominee who is also an MC member shall vote on the motion described in Clause 44.
 47. Contingencies and By-Elections
 - a. If any position is left vacant at the end of an external election, the newly elected President shall decide if a single by-election will be conducted. If the newly elected President decides not to conduct a by-election, the internal replacement rules for vacant positions, as defined in the Constitution, shall be applied to fill the vacant positions.
 - i. However, if the President position is vacant, an MC meeting should be held to decide if anyone of the Vice-President wants to hold the President role, or else a single by-election will be held.
 - ii. If the single by-election fails to elect a President, the internal replacement rules for vacant positions, as defined in the Constitution, shall be applied to fill the vacant positions.
 - iii. Only Club Members otherwise eligible to be nominated for a position may be co-opted to that position.
 - iv. A Club Member may be co-opted to a position by majority vote among members of the MC newly elected in the most recent election.
 - v. A Club Member who has been co-opted to a position shall have all rights and responsibilities associated with the position, except those rights and responsibilities that are only accorded on condition of being elected.
 - b. A by-election shall follow all the rules of an election as defined in the ESO, with the exception of the appointment of the Election Committee. The Election Committee for a given by-election shall be the same as that of the associated and immediately preceding election.

IX. External-Internal Election

48. Nominees will be voted into the MC by the Club Members in an external election. Thereafter, elected Nominees will be voted to their respective positions in an internal election with the other elected Nominees.



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49. Voting is carried out by means of an online ballot administered by the Election Committee.
 - a. The online ballot shall be carried out in a room to which extended access is permitted only to the Election Committee.
 50. Each Club Member shall have exactly one vote. All other persons shall have no voting rights.
 51. Voting by proxy is prohibited.
 52. If a Nominee obtained the vote of confidence, the Nominee is elected into the MC.
 - a. In order to pass a vote of confidence, each Nominee shall secure the approval of no less than half (1/2) of all valid votes cast. Else, the Nominee is deemed to not obtain the vote of confidence.
 - b. Abstained votes are not used in the calculation.
 53. All Nominees who obtained the vote of confidence in the external election mentioned in Clauses 47 to 51 will be eligible to run for the internal election.
 54. The flow of the internal election will be as follows:
 - a. Positions put up for election will follow a tiering system, whereby Tier 1 is the first tier. Within each tier, the order of the positions put up for election will be determined by the number of contestants contesting for the position, with the most contested position being first.
 - i. Tier 1: President
 - ii. Tier 2: Vice-Presidents
 - iii. Tier 3: Secretaries
 - iv. Tier 4: Directors and all Deputy positions
 55. A Nominee will contest for their primary position. Should the Nominee fails to be elected into their primary position, they are allowed to contest for their secondary position, should the position is still vacant.
 56. Nominees, excluding Nominees that are running for the position, can vote in the internal election. However, they must be present for the entirety of the nominee's speech and Q&A.
 57. If a Nominee is from the incumbent MC, he or she shall forgo his ability to vote as a member of the incumbent MC.
 58. If two or more Nominees are contesting a position, the Nominee who receives the greatest net vote for that position shall be deemed elected to that position.



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59. The net vote for a Nominee for a particular position shall be defined as
- $$\frac{\text{Total for Votes}}{\text{Total for Votes} + \text{Total against Votes}} \times 100\%$$
60. In the event that there is exactly one Nominee for a position, the Nominee shall be deemed elected to that position if and only if
- $$\left(\frac{\text{Total for Votes}}{\text{Total for Votes} + \text{Total against Votes}} - 0.5 \geq 0 \right)$$
61. If two or more nominees are contesting a position and there is more than one nominee with the greatest net vote, another round of voting will be held.
- Should the second round of voting result in more than one nominee with the greatest net vote, each nominee will be given 1 minute to make another speech to the voters.
 - After all the nominees have given their speeches, another round of voting will commence.
 - Should the third round of voting result in more than one nominee with the greatest net vote, the position will be put till the last position of the election to be contested.
62. Contingencies and By-Elections
- If the MC has not been filled at the end of the external election, the newly elected President shall decide if a single by-election will be conducted.
 - After the completion of the external-internal election, if there are any positions left vacant, the internal replacement rules for vacant positions, as defined in the Constitution, shall be first applied to fill the vacant positions.
 - Only Club Members otherwise eligible to be nominated for a position may be co-opted to that position.
 - A Club Member may be co-opted to a position by majority vote among members of the MC newly elected in the most recent election.
 - A Club Member who has been co-opted to a position shall have all rights and responsibilities associated with the position, except those rights and responsibilities that are only accorded on condition of being elected.
63. A by-election shall follow all the rules of an election as defined in the ESO, with the exception of the appointment of the Election Committee. The Election Committee for a given by-election shall be the same as that of the associated and immediately preceding election.