May 2, 2005

Senior Honors Project

"Student Government Association Elections Ethics Chair Handbook"

By: Rachel Parsons

Introduction

In the fall of 2004, I was appointed the Ethics Chair for the 2005 Student Government Association. Though I had been involved in elections before through aiding campaigns, I had not previously served on election commission or ethics committee, nor had I had any interactions with either. Needless to say, I had a lot to learn. I decided to put this information together as part of my senior honors project because no guidebook previously existed for the ethics chair. By creating this packet, it is my hope the future ethics chair will be able to use past experiences to maintain a successful and ethical election.

As ethics chair, my chief responsibilities were leading and holding meetings of the ethics committee, an eight-member body, consisting of seven appointed members and the election commissioner, who sits on the committee as an ex officio (by virtue of position) member and serving as an ex officio member of the election commission. In addition to these duties, my time spent included meeting with representatives from the Dean of Students office, speaking with candidates and campaign managers concerning ethical violations, speaking at mandatory meetings, editing the ethics helpful hints packet, and reporting the minutes from ethics meetings concerning complaints.

In this packet, I will include a timeline for the committee, suggestions for leading efficient meetings, hints on how to interpret the ethics packet, information from 2005 ethical violations, and research on how Southeastern Conference schools conduct elections.

The University of Tennessee holds one of the largest and well-funded college elections in the country. When I was appointed as ethics chair, I will be the first to admit

I was clueless. Without the help of 2005 election commissioner Troy Weston, I would not have been able to learn how I could work to ensure the fairness of this election. I created this packet with the hopes the ethics chairs after me would better understand their position, how to effectively run the committee and how to work with political parties. Keeping this in mind, please remember I can only use my experience and knowledge to describe this effort, and I only hope this can serve as one of the tools used to conduct a successful election.

I wish you the best of luck!

Sincerely,

Rachel Parsons

My definition of a good ethics chair...

Being the ethics chair is not a "glamour" position. You and seven other people must remain neutral throughout the election. Therefore, your friends who are affiliated with other political parties may not get to spend as much time with you. Troy always told me the committee members should be "above reproach." For this reason, there are a few distinguishing characteristics of a good ethics chair.

1. **The ability to remain neutral.**

   Being the ethics chair is not a "glamour" position. You and seven other people must remain neutral throughout the election. Therefore, your friends who are affiliated with other political parties may not get to spend as much time with you. For this reason, the ethics chair must be sure he or she can keep confidential issues discussed at meetings. He or she must make efforts to equally interact with members of all parties and never show favoritism to one party over the other.

2. **Have a background in SGA elections, through service to a political party or election committee.**

   Coming into this position, it is important to have a basic knowledge the UT election system, how the elections are run, and how candidates and parties operate. By knowing these elements, the ethics chair is in a better position to interpret the election packet because he or she understands the candidates' perspective on elections.

3. **Compassionate.**

   The ethics chair must be open-minded and willing to listen to all sides of the story. From the moment a complaint is filed, it is important for the ethics chair to

have the compassion to listen to all sides of the story and present those sides to committee members as well so a fair decision can be made. Each election season, some parties spend in excess of $8,000 to come away without the title of SGA President or Vice President. Because so much is at stake, an ethics chair must realize each situation is not always black and white and have compassion for situations that may arise.

4. **Have the ability to make and stand by tough decisions.**

   The ethics committee has the power to disqualify political parties and candidates. Because of the time each candidate has invested in elections, making decisions to impose heavy penalties is very tough on the ethics chair. But just because these decisions are tough does not mean they should not be made. An ethics chair must be willing to make these decisions and ensure they are rooted in fact and thoughtful conversation by the committee so he or she can stand by those decisions.

5. **Approachable**

   If a candidate or political party is having difficulty, it is important they feel they can approach the ethics chair with any questions. In addition, while conducting ethics meetings, he or she wants members of the committee to feel as though they can safely voice their opinions. Being a friendly face during elections can reassure uneasy candidates and parties, and may help to prevent ethical violations.

6. **Have the ability to work well with the election commissioner**

   The election commissioner is one of the only people who can understand what the ethics chair goes through during elections and vice versa. Each person receives

the brunt of criticism and puts in numerous hours to ensure election's success. The two are also usually those best familiar with the election packet, rules, and procedures. For this reason, the election commissioner and ethics chair can act as an information source and advocate for the other. Building and maintaining this close relationship is vital for the election's success.

Ethics Chair Timeline

Mid-September

The ethics chair is typically appointed at this time. Once you are appointed, start considering potential committee members. Although you are not responsible for appointing these members, you will be able to make recommendations for the committee. When considering these, remember you want a variety of opinions, election experience, and backgrounds. This ensures better discussions from all sides.

Early October

Send SGA President and Vice President your committee recommendations. Also encourage them to appoint a committee before the end of the month! You never know when you will have ethics complaints and require a quorum. It is also a good idea at this time (if you have not already) to be in touch with the Dean of Students' office regarding meeting for elections. My particular contact in this matter was J.J. Brown. Yours may be someone else. It is usually a good idea to meet and make sure everyone is on the same page and prepared for the year ahead.

November

By this time, your committee should be appointed. Once they are appointed, arrange an organizational meeting. At this time, you should speak with members concerning confidentiality and also pass around member information forms (see FORMS section of notebook.) Give the committee an update of where the election commission is in regards to revising the election packet. In addition, you can distribute a copy of the election packet as it stands and encourage them to begin reading.

At this time, you will also have been appointed an assistant. Meet with this assistant to discuss expectations for the coming year. Your assistant can play a variety of roles, from helping to file reports on ethics complaints, to calling candidates to come in for ethics meetings. In addition, do not be afraid to ask he or she for help if you have too much paperwork.

End of November

By this time, you should have an approved copy of the election packet. Hold a final ethics meeting to firm meeting times, confidentiality issues, and packet changes for the committee. Prepare them for the upcoming season because when you come back for spring, elections are in full swing.

Over Christmas Break

Take this time to get organized! Make sure you know the packet inside out as well as mark important dates on your calendar. Prepare a member information sheet for each ethics member so you can have phone numbers, instant messenger names, etc. should you need them. Make sure your notebook is in working order and have your complaint forms ready. I have included a copy of my complaint form in the FORMS section of the notebook.

Early January

You have returned from Christmas Break and election season is on everyone's minds! At this time, you should begin to revise the ethics helpful hints packet. Call building supervisors to see if poster-plastering rules have changed. Also, make sure the ethics complaint form is available on the votesga website. This way if someone does wish to file a complaint, you can refer them to the website.

Meet with your committee and make sure the agreed upon time works for most people (for me it was 7:30 a.m. Friday morning – mornings usually work best.)

Early February

Usually the first or second week in February marks the first set of mandatory meetings. For the 2005 election, the election commission chose to break up the meetings into two sessions, but future election commissions may choose to change this. At these meetings, you will be responsible for discussing the ethics helpful hints packet, how complaints are filed, and encouraging candidates to run a clean and fair election. I have included an outline of suggested notes for mandatory meetings in the FORMS section of the notebook.

Late February

You should be receiving some complaints by now! Also, petitions will be due at this time. You may have to hear ethics complaints regarding late petitions, forms, etc. Be prepared for these meetings.

Early March

At this time, the election commissioner should contact the executive candidates or campaign managers regarding attending an executive committee meeting. Attending these meetings is a great way for party members to familiarize themselves with you. The election commissioner, assistant commissioner, and ethics chair should attend these meetings and give out a handout with their contact information on it for the candidates should they need to get in touch with you. In turn, the election commissioner will hand out a contact information sheet for committee members. Keep a copy of this sheet for your records to ensure you will be able to contact party members when necessary.

Late March/One Week Before Elections

You should prepare your committee for a busy week! The committee can meet anywhere from once to three times a day during elections, so you should arrange potential meeting times for the upcoming week. Again, stress neutrality. The ethics chair and committee are under increased scrutiny during this time, and must remain in a respectable position. This does not mean you have to ignore your friends, but always be mindful of your actions and they manner in which they may be interpreted by other candidates and party members.

You should reserve a room for ethics meetings, and remind candidates during election season, they are "on call" 24 hours a day. This means if you hold a late meeting, they may have to come in before the committee to hear a decision. Therefore, you should hold your meetings in a place that encourages discussion and is also befitting an ethics meeting. For me, this place was the Law Building. You can contact the law school main office to reserve the room. A time that usually works best is around 9:00 p.m.

Election Week

Be prepared for ANYTHING!!! Have your notebook in order, your complaint forms up to date, and know the packet inside out. It is probably best to carry one with you at all times, should someone have a question. Make yourself available to all candidates and parties. Election Commission should be taking inventories of campaign stops, so make sure you visit these as well. It is important to make your presence known at this time, and to appear conscientious of all things elections. Set potential meeting times with your committee, especially during election days when complaints must be answered as quickly as possible.

Last Day of Elections

You will have dinner with the committee and election commission during this time prior to campaign managers, candidates arriving in the Dean of Students office. After dinner, party officials will arrive, and the election results will be read without names. You, however, will see the results of the election. You will also validate the unofficial results with members of election commission. Make sure your committee members also see the results – they have worked hard to make the election run smoothly.

After this, you will go to the University Center to read the official results before candidates, campaign managers, and anyone else who wants to know! Maintain your composure and assist the election commissioner in anything he or she may need at this time. They are responsible for reading the results.

After the results are read, you will wait and then attend each party's celebration. At this time you will see many happy candidates and many unhappy ones. Be respectful. These candidates have spent thousands of dollars to lose an election. Thank them for **running a clean election and encourage them about the job they did.**

Post-Election

The committee will meet one to two more times after the election has concluded. The first will be to ensure no complaints will be filed by the final complaint deadline concerning Campaign Value Reports and other possible irregularities. The final meeting will be to thank committee members for their service and also to solicit any suggestions for next year's ethics chair and committee. Make sure these suggestions are recorded and sent to the next ethics chair. In addition, write personal thank-you letters to your

committee and to those especially helpful to you during the campaign season. They have worked hard for the election and certainly deserve recognition at this time.

Useful Definitions/Explanations

In this section, I will further describe some aspects mentioned in the timeline for further clarity.

Campaign Value Reports

Parties have spending limits each year – in 2005, the limit was $8,500. Parties are required to turn in three sets of campaign value reports complete with bank statements, donor lists, etc. Incorrect or incomplete CVRs are one of the chief complaints issued to the ethics committee. For this reason, you should familiarize yourself with the format. It is typically the role of the assistant election commissioner to be in charge of finances. Assist this person if at all possible and become aware of financial situations as they arise.

Complaints

Anyone in the student body, affiliated with UT, etc. can file a complaint. The complaints are filed to contend a political candidate or party has broken a rule within the election packet or in Hilltopics, which are also considered in ethics deliberations.

When filing a complaint, it is important to stress providing proof. If the committee has no proof a rule was broken, then it becomes one person's word against another. If the complaint concerns e-mails, then proof could include copies of the e-mails. If the proof concerns something that could have witnesses, people can sign statements saying they saw a particular event take place. Regardless, the committee cannot make a decision without proof.

Once a complaint is filed, usually to the votesga@utk.edu account, the complaint must be answered within 36 hours. Once a complaint has been filed, notify the person who filed it to let he or she know you have received it. Also note you will not tell the

person the decision of the complaint – if he or she wants to know, they can look in the ethics notebook in the Dean of Students office. Call the ethics committee to meet, and discuss the issue. At this time, it is important to consider a few questions:

1. If the complaint is true, what portions of the packet or Hilltopics did the political party violate?
2. How severe is the violation? Will it directly affect other candidates' right to a fair election?
3. What questions, if any, do you have for the person who filed the complaint? What questions do you have for the party the complaint is filed against?

If you have established the complaint is a violation of the election packet, then you can proceed to discuss potential punishments for the violation (see the punishments section for further explanations.) Discuss how the punishment could change based on the testimony of party members. Be prepared for every possible reaction. Also, remember the committee does not punish a particular person in violation of the rules; instead the entire party is punished. For this reason, ignorance is rarely an acceptable excuse for violations. An election packet is always in effect, and parties are always governed by rules, even before they become official candidates.

If you think the complaint can be discussed and an action decided in a reasonable amount of time, then you can call executive candidates and campaign managers in to hear the punishment at the same meeting time. I would usually schedule an ethics meeting at 7:30 and ask the party to come in at 8:15 or 8:30 to discuss the issue. This way, you do not have to call another meeting soon thereafter.

If the issue will be highly debated, or you are unsure whether it presents a violation, wait for the committee to make a decision before calling in party members. For example, if you have a meeting at 8:00 a.m. and make decisions, then you can notify the party and ask someone to come in around 1:00 or later. The entire committee does not have to present to issue the decision, but you should allow them to come should they be able to attend. Typically, you will be the person telling the party the decision, but you can allow the committee to answer questions or speak should he or she be an expert on a particular issue.

Contesting the Validity of the Election

After the Election Commission has unofficially validated the election, a complaint can be filed contesting the validity of the election. This type of complaint must contend there were substantial irregularities in the election causing it to remain invalid.

Needless to say, this is the kind of complaint you want to avoid at all costs. You may not always be able to avoid it, but by making every effort to provide a fair election, you can. When a validity complaint is filed, the committee has the option to consider it, or pass it on to the student tribunal. In general, it is a good idea to forward the complaint to the tribunal. Ideally, the committee has already made decisions concerning the complaint and would offer no different decision based on the complaint. Therefore, it is important to have new pairs of eyes to view the issue and to help the parties feel as though they have received a fair election. See the section on the student tribunal for more information.

Punishments

The ethics committee can employ a variety of punishments when considering an issue, the most significant being disqualification. The committee can take away campaign time, speaking engagements, and interest meetings. The most important thing to consider when deciding a punishment is consistency. For example, if the committee punishes a particular party for an issue, should a similar issue arise, another party should receive a similar punishment. In addition, when deciding a punishment, you must consider the seriousness of the violation – what could happen that would be worse than this punishment, what could happen that would be less?

When beginning discussions with the committee, we all agreed how the committee handled the first complaint could be considered the most important. By being firm and showing the committee will follow through on enforcing the packet, other parties will know they will face similar punishments should they break the rules. While I have stressed the importance of compassion, let me also stress the importance of consistency and fairness. By following the packet, and administering punishments founded in the rules, you will be ensuring the fairness of the election. It is not fun to make these tough decisions, especially to deliver them to your peers, but they must be made and people will respect you more in the end for making them.

Student Tribunal

The Student Tribunal is a body of students assembled by the Judicial Affairs office who are not directly affiliated with the election. Should a party wish to appeal a decision of the ethics committee, the appeal goes before the student tribunal. The tribunal is a more formal atmosphere, conducted much like a courtroom. Student lawyers from the

law school will represent each side, and will call witnesses for each side in the proceedings.

The existence of the student tribunal is one of the chief reasons why ethics discussions, consistency, and decisions rooted in the packet are important because you will have to defend these decisions in front of the tribunal. If the decision has been carefully thought out, then you should have no trouble defending it in front of the tribunal.

Bibliography

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"Student Government Association Code of Laws Title IX Election Law." 2005. University of Alabama. 8 April 2005. http://sga.ua.edu/.

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"Title VI Student Elections." 2005. Vanderbilt University. 8 April 2005. http://www.vanderbilt.edu/sga/constitution.php.

APPENDIX M
ELECTION COMPLAINT FORM TEMPLATE

Please print the following information:

Complainant's Full Legal Name:

_____

_____

Campus Address _____ _____
Street Box or Number Phone Number

Is this complaint filed on behalf of a political party?

Yes _____ If so, what political party? _____ ___

No _____

Student I.D. Number _____ ___

Please provide as much of the following as possible:

Name of Respondent

_____

_____

Campus Address _____ ___
Street Box or Number Phone Number

_____

Please attach one (maximum) typewritten statement clearly and concisely explaining your complaint against the aforementioned parties.

For Ethics Committee Use Only:

Form Submitted on: _____, __, 2005

Ethics Committee Meeting Scheduled for: : _____, __, 2005

Ethic Committee 12/3/04

1 Ethics Committee Members:

Assistant Chair: Kristi Bogle

Members: Zac Johnson, Brent Lackey, Alee Lynch, John Michael Pantlik, Steve Dolgner, Troy Weston

*Please fill out your information sheets!

2 Confidentiality Agreements

-Expectations of Ethics members

-Please sign the confidentiality agreements

3 For the future...

-Next semester's meetings

-Get ready for lots of fun!

Rachel's Contact Info: Cell: (423) 413-7860 Dorm: 595-6237

Massey 712 e-mail: rparson2@utk.edu

2005 Ethics Committee Confidentiality Agreement

As a member of the 2005 Ethics Committee, I will keep confidential the matters discussed in all meetings and conversations, formal or informal.

I will also remain a neutral, unbiased party during elections. I will not share confidential information with party candidates or members. I understand that failure to do so will result in my dismissal from the Ethics Committee.

If I am dismissed from the Ethics Committee, I understand that I am not eligible to aid or consult another political party during the 2005 SGA campaigns.

_____ _____

Signature Date

_____ _____

Witness Date

Ethics Committee Meeting Report

Date:
Description of Event:

Members Present:

Name	Absence Excused?

Problems/Concerns from Event:

_____
_____
_____
_____

Presiding Officer: _____

Signature: _____

2005 Ethics Committee Contact Information

Kristi Bogle, Assistant Chair
Address: 821 Volunteer Blvd. #604
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Im Name: kbogle27

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Home: 694-4155 Cell: 696-4155 E-mail: chaya@utk.edu

Zac Johnson, Committee Member
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Brent Lackey, Committee Member
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IM Name: todreamup DOB 3/7/83

John Michael Pantlik, Committee Member
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IM Name: notawhittle DOB: 10/12/82

Rachel Parsons, Ethics Chair
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Home: 595-6237 Cell: (423) 413-7860 E-mail: **rparson2@utk.edu**
IM Name: RTP1Par DOB 6/1/83

Troy Weston, Election Commissioner
Cell: (423) 416-4360 e-mail: tweston@utk.edu
IM Name: TroySWeston DOB: 9/2/83

Ethics Information for Mandatory Meeting, Part Dos

-Intro of Ethics Committee Members Present:

-Definition of Ethics Committee- seven member body made of students who will remain neutral during elections. Ethics is responsible for hearing complaints, using information provided to determine if a violation of the packet has been made, then make a judgment.

-As an ethics committee we have assembled a few things to help you out, contained in our "ethics helpful hints" page. The page gives lots of details about poster plastering in specific buildings, etc. Because this is the environmental semester at UT, it is very important that campaigns be aware and conscientious of being "environmentally friendly" while poster plastering.

-COMPLAINTS

-Now I wanted to give everyone an idea about Ethics' other job, dealing with complaints. The complaint form is on the sga website and is also in your election packet as appendix M.

-Please submit this form via the votesga account.

-When submitting this form, we want you to think about a few things- whether the complaint is truly a violation of the packet, and if you are able to prove this violation- must be some element of proof

-Once complaint is submitted, ethics has 36 hours to respond.

-Candidates, campaign managers are "on call" during these times.

-Committee will meet with candidates, campaign managers, etc. to discuss. The representative must know your campaign inside out, because they are speaking for your entire campaign.

-Once the committee meets, a verdict is decided, and can include limiting speaking engagements, campaigning time, taking away interest meetings, and (in the worst case scenario) disqualifying the candidate.

-All complaints are public record, in the Dean of Students office.

2005 Ethics Meeting Minutes

Date: 1/14/05
Description of Event: General meeting; Discussion about the Ross Smith and Rachel Frey "Facebook" potential complaint. Meeting began at 7:30 a.m. and concluded at 8:30.

Members Present:

Name	Present	Reason for Absence
Rachel Parsons	X	
Troy Weston	X	
Kristi Bogle	X	
Steve Dolgner		Overslept ☺
Zac Johnson	X	
Brent Lackey		Had visitors staying with him.
Alee Lynch	X	
John Michael Pantlik		Overslept ☺
Also Present:		
J.J. Brown	X	
Chaya Chandrasekaran	X	

Problems/Concerns from Event: At the meeting, we discussed the presence of a Facebook group titled "Ross and Rachel 4 SGA." Facebook is an online program where members can add friends, create groups, and message each other. It is not sponsored by the university. While Ross and Rachel are not members of the group, the VoteSga e-mail account received a complaint from a student concerned with p. 13 of the packet, under General Election Rules and Procedures, item III, Pre-election procedures. The packet reads "All other electronic media included (e.g. instant messaging) shall be deemed campaign material for the purposes of the Student Government Elections. Use of this type of media prior to campaign week is strictly prohibited."

The following is the discussion minutes from the meeting:

Questions raised:

-Is the administrator of the group a friend or exec member?
-Is the administrator of the group inviting people to join?
-Are exec members in the group? How can we really determine exec when they potentially give us a fake exec list?
-What's fair and reasonable? What can and can't we do? What can and can't we sanction?

The following points were made:

-Facebook is more similar to e-mail because people can receive messages, etc.
-Groups can't send messages to people who aren't members. Any messages sent would stay within the group.
-This particular group is one that can be joined only by invitation or approval.

2005 Ethics Meeting Minutes

Date: 2/9/05
Description of Event: Exploratory meeting. Discuss with candidates Ross Smith and Rachel Frey the nature of the facebook complaint filed 2/6/05.

Members Present:

Name	Present	Reason for Absence
Rachel Parsons	X	
Kristi Bogle	X	
Chaya Chandrasekaran	X	

Problems/Concerns from Event: At the meeting, we met with Ross and Rachel to discuss the Facebook complaint, and how much they knew about the complaint. The following are questions and answers from the meeting.

1. Were you aware of the Facebook group?

R.S. Over Christmas break, I became aware of it, and I contacted Rachel because I didn't know who started it.
Rachel said she knew who started it and contacted that person to ask if they would take it down. She said at that point, the girl who was administering the website made it so other people couldn't join.
She said that Mary did not ask them if she could make the group beforehand.
Ross said that Mary is not a part of their exec, nor is she affiliated with their campaign, and as soon as they became aware of it, they asked their exec members not to join. He also said to his knowledge, none of their exec members were a part of the site.
Timeline:
Mid-December- The Facebook group is started. Sometime around then Ross and Rachel are informed about it.
January 14- the day I printed off the site- we know it was removed sometime thereafter.

Presiding Officer: Rachel P.

Signature: _____

Ethics Committee Meeting Report

Date: 2/11/05 at 2:30
Description of Event: Ethics Committee Meeting with Rachel Frey and Ross Smith, OneTenn candidates

Members Present:

Name	
John Michael Pantlik	
Zac Johnson	
Troy Weston	
Rachel Parsons	
Alee Lynch	

Details: Meeting with Ross Smith and Rachel Frey regarding a complaint concerning a Facebook group started in their name. The group was started in mid-November, and was taken down in mid-January. The group was started by a non-exec member and non-senate candidate. Based on the electronic media clause of the election packet and their participation in starting the group (which was limited,) the ethics committee determined OneTenn's speaking engagements would be delayed by 24 hours.

Presiding Officer: Rachel Parsons

Signature: _____

2005 Ethics Meeting Minutes

Date: 3/11/05
Description of Event: General meeting; Discussion about complaint against OneTenn party.

Members Present:

Name	Present	
Rachel Parsons	X	
Troy Weston		
Kristi Bogle	X	
Steve Dolgner	X	
Zac Johnson	X	
Brent Lackey	X	
Alee Lynch	X	
John Michael Pantlik		
Also Present:		
J.J. Brown		
Chaya Chandrasekaran	X	

Problems/Concerns from Event: The Ethics Committee considered two complaints against the One Tenn party. One complaint considered the presence of an announcement on a sorority agenda concerning an interest meeting held by One Tenn. The complaint contended the written announcement could be considered campaign material, which cannot be distributed until the beginning of the election.

Due to the fact the announcement was not a printed announcement in proper form, approved by the election commission and was distributed prior to campaign week, the ethics committee found the flyer to be in violation of the election packet.

The second complaint filed concerned One Tenn's interest meeting, which was held on March 10th in the Art and Architecture Building Atrium. The complaint contended the atrium was

> "a main thoroughfare for those walking from Humanities to many places, including the music building and Fraternity Park. Having the interest meeting in the Art and Architecture Atrium therefore violates section IIIC, page 13, because it is, in fact, being held in a public forum."

The ethics committee considered the accessibility of the building, the likelihood those uninterested in the meeting may be affected, and section IIIC of the packet. One Tenn was found to be in violation of the packet.

Due to the two violations, the committee chose to prohibit One Tenn from holding an interest meeting during the week of March 14-18.

Presiding Officer: Rachel Parsons

2005 Ethics Meeting Minutes

Date: 3/16/05
Description of Event: General meeting; Discussion about complaint against Impact party.

Members Present:

Name	Present	
Rachel Parsons	X	
Troy Weston	X	
Kristi Bogle	X	
Steve Dolgner	X	
Zac Johnson	X	
Brent Lackey		
Alee Lynch	X	
John Michael Pantlik	X	
Also Present:		
J.J. Brown	X	
Chaya Chandrasekaran		

Problems/Concerns from Event: The Ethics Committee met to discuss a complaint concerning an e-mail sent from a "friend of the party" for Impact. In the e-mail, the author did not announce an interest meeting in the format designated by the election packet, nor did the author remove identifying signatures. In relation to the packet, the complaint contends:

> "The above email is not only in violation of Section III C, page 13 because it does not follow the clear format for interest meeting emails, but it also violates Section IIIC because the author has a signature on the email. As quoted from the 2005 Election Packet, "no other text can be included in the email, including automatic signatures."

The e-mail was also not copied to votesga@utk.edu, which is a requirement of the election packet.

Based on discussions with Carmen Bandy, Impact Campaign manager, and proof produced by the complaint the committee considered to what extent Impact was responsible for the author's mistake. Because ignorance is not considered an excuse, and the author had attended party meetings, Impact was found to be in violation of the packet.

In consideration of this issue, Impact will not be allowed to hold a campaign stop from 8-10 a.m. at Humanities Plaza on Wednesday, March 30.

Presiding Officer: Rachel Parsons

2005 Ethics Meeting Minutes

Date: 3/16/05
Description of Event: General meeting; Discussion about complaint against Impact party.

Members Present:

Name	Present	
Rachel Parsons	X	
Troy Weston	X	
Kristi Bogle	X	
Steve Dolgner	X	
Zac Johnson	X	
Brent Lackey		
Alee Lynch	X	
John Michael Pantlik	X	
Also Present:		
J.J. Brown	X	
Chaya Chandrasekaran		

Problems/Concerns from Event: The Ethics Committee considered two complaints against the One Tenn party. One complaint considered the presence of an announcement on a sorority agenda concerning an interest meeting held by One Tenn. The complaint contended the written announcement could be considered campaign material, which cannot be distributed until the beginning of the election.

Due to the fact the announcement was not a printed announcement in proper form, approved by the election commission and was distributed prior to campaign week, the ethics committee found the flyer to be in violation of the election packet.

The second complaint filed concerned One Tenn's interest meeting, which was held on March 10th in the Art and Architecture Building Atrium. The complaint contended the atrium was

> "a main thoroughfare for those walking from Humanities to many places, including the music building and Fraternity Park. Having the interest meeting in the Art and Architecture Atrium therefore violates section IIIC, page 13, because it is, in fact, being held in a public forum."

The ethics committee considered the accessibility of the building, the likelihood those uninterested in the meeting may be affected, and section IIIC of the packet. One Tenn was found to be in violation of the packet.

Due to the two violations, the committee chose to prohibit One Tenn from holding an interest meeting during the week of March 14-18.

Presiding Officer: Rachel Parsons

2005 Ethics Meeting Minutes

Date: 3/29/05
Description of Event: Meeting to discuss complaint against Tennessee's Tomorrow concerning late campaign value reports.

Members Present:

Name	Present	
Rachel Parsons	X	
Troy Weston	X	
Kristi Bogle	X	
Steve Dolgner	X	
Zac Johnson	X	
Brent Lackey	X	
Alee Lynch		
John Michael Pantlik	X	
Also Present:		
J.J. Brown		
Chaya Chandrasekaran	X	

Problems/Concerns from Event: Meeting to discuss the late Campaign Value Report turned in to the SGA office. The first CVR, as stated in the election packet was due Monday, March 28 at noon. Tennessee's Tomorrow turned in their CVR after the noon due date. In addition, the CVR was absent of deposit slips, donor lists, receipts, and candidates who paid party dues.

Due to reminders in the packet and e-mailed by Election Commissioner Troy Weston, Tennessee's Tomorrow was found to be in violation of the election packet. In addition, the campaign violated the packet through failure to submit a complete CVR. According to the election packet, "Failure by a political party to submit a Campaign Value Report by the specified deadlines...will result in a violation of the Election Rules and Procedures and disqualification."

In lieu of the violations, the Ethics Committee will issue a warning to Tennessee's Tomorrow notifying them that failure to turn in a complete second CVR on time will result in disqualification. In addition, the party will not be allowed to hold any campaign stops on Friday, April 1, from midnight to midnight.

Presiding Officer: Rachel P.

Signature: _____

2005 Ethics Meeting Minutes

Date: 3/29/05
Description of Event: Meeting to discuss complaint against Eric Harkness concerning late campaign value reports.

Members Present:

Name	Present	
Rachel Parsons	X	
Troy Weston	X	
Kristi Bogle	X	
Steve Dolgner	X	
Zac Johnson	X	
Brent Lackey	X	
Alee Lynch		
John Michael Pantlik	X	
Also Present:		
J.J. Brown		
Chaya Chandrasekaran	X	

Problems/Concerns from Event: Meeting to discuss the late Campaign Value Report turned in to the SGA office. The first CVR, as stated in the election packet was due Monday, March 28 at noon. Eric Harkness' party turned in their CVR after the noon due date, at 12:55. In addition, the CVR was incomplete. The complete CVR, not mailed in proper form, was mailed to the votesga account at 4:44 p.m.

Due to reminders in the packet and e-mailed by Election Commissioner Troy Weston, Eric Harkness was found to be in violation of the election packet. In addition, the campaign violated the packet through failure to submit a complete CVR. According to the election packet, "Failure by a political party to submit a Campaign Value Report by the specified deadlines...will result in a violation of the Election Rules and Procedures and disqualification."

In lieu of the violations, the Ethics Committee will issue a warning to Eric Harkness warning him that failure to turn in a complete second CVR on time will result in disqualification. In addition, his party will not be allowed to hold any campaign stops on Friday, April 1, from midnight to noon.

Presiding Officer: Rachel P.

Signature: _____

2005 Ethics Meeting Minutes

Date: 3/29/05
Description of Event: Meeting to discuss complaint against Chris Jones concerning the absence of campaign value reports.

Members Present:

Name	Present	
Rachel Parsons	X	
Troy Weston	X	
Kristi Bogle	X	
Steve Dolgner	X	
Zac Johnson	X	
Brent Lackey	X	
Alee Lynch		
John Michael Pantlik	X	
Also Present:		
J.J. Brown		
Chaya Chandrasekaran	X	

Problems/Concerns from Event: Meeting to discuss independent senate candidate Chris Jones' failure to turn in the first Campaign Value Report. The first CVR, as stated in the election packet was due Monday, March 28 at noon. Jones failed to turn in any CVR relating to his campaign.

Due to reminders in the packet concerning CVR due dates, Chris Jones was found to be in violation of the election packet. According to the election packet, "Failure by a political candidate to submit a Campaign Value Report by the specified deadlines...will result in a violation of the Election Rules and Procedures and disqualification."

In lieu of the violations, the Ethics Committee will issue a warning to Jones warning him that failure to turn in a complete second CVR on time will result in disqualification. He received an e-mail from the votesga account detailing the CVR process March 29 at 11:35 p.m.

Presiding Officer: Rachel P.

Signature: _____

2005 Ethics Meeting Minutes

Date: 3/29/05
Description of Event: Meeting to discuss complaint against Melvin Buchanan concerning the absence of campaign value reports.

Members Present:

Name	Present	
Rachel Parsons	X	
Troy Weston	X	
Kristi Bogle	X	
Steve Dolgner	X	
Zac Johnson	X	
Brent Lackey	X	
Alee Lynch		
John Michael Pantlik	X	
Also Present:		
J.J. Brown		
Chaya Chandrasekaran	X	

Problems/Concerns from Event: Meeting to discuss independent senate candidate Melvin Buchanan's failure to turn in the first Campaign Value Report. The first CVR, as stated in the election packet was due Monday, March 28 at noon. Buchanan failed to turn in any CVR relating to his campaign.

Due to reminders in the packet concerning CVR due dates, Melvin Buchanan was found to be in violation of the election packet. According to the election packet, "Failure by a political candidate to submit a Campaign Value Report by the specified deadlines...will result in a violation of the Election Rules and Procedures and disqualification."

In lieu of the violations, the Ethics Committee will issue a warning to Buchanan warning him that failure to turn in a complete second CVR on time will result in disqualification. He received an e-mail from the votesga account detailing the CVR process March 29 at 11:33 p.m.

Presiding Officer: Rachel P.

Signature: _____

2005 Ethics Meeting Minutes

Date: 3/31/05
Description of Event: Meeting to discuss complaint against Tennessee's Tomorrow, concerning allegations of illegal campaigning via electronic media.

Members Present:

Name	Present	
Rachel Parsons	X	
Troy Weston	X	
Kristi Bogle	X	
Steve Dolgner	X	
Zac Johnson	X	
Brent Lackey	X	
Alee Lynch	X	
John Michael Pantlik	X	
Also Present:		
J.J. Brown		
Chaya Chandrasekaran		

Problems/Concerns from Event: Meeting to discuss complaint received concerning an alleged illegal e-mail sent through the electronic medium, TheFacebook.com According to the student,

"I received a message through www.thefacebook.com that calls all Vols for Bush group members to help with the campaign for Tennessee's Tomorrow the day before the official kick-off for campaign week."

The student included the e-mail, which endorsed the Tennessee's Tomorrow candidates. The ethics committee discussed the issue, and found the e-mail was received after official campaigning had begun, and was therefore a legal electronic media message.

Presiding Officer: Rachel P.

Signature: _____

2005 Ethics Meeting Minutes

Date: 3/31/05
Description of Event: Meeting to discuss complaint against Old School, concerning alleged illegal poster plastering in North Carrick residence hall.

Members Present:

Name	Present	
Rachel Parsons	X	
Troy Weston	X	
Kristi Bogle	X	
Steve Dolgner	X	
Zac Johnson	X	
Brent Lackey	X	
Alee Lynch	X	
John Michael Pantlik	X	
Also Present:		
J.J. Brown		
Chaya Chandrasekaran		

Problems/Concerns from Event: Meeting to discuss complaint received concerning an alleged poster placement by the Old School party in North Carrick Hall. The hall director filed a complaint, reading:

"Specifically, flyers from the Bandeian/Christenson campaign have been placed on various floors of North Carrick without my permission. Please remind candidates to ask permission of each Hall Director before posting literature throughout our campus' residence halls."

Although the ethics committee publishes poster plastering guidelines, neither the commission nor the committee have the manpower to find every illegal poster on campus. In addition, facility services workers, hall directors, and other UT employees have the jurisdiction over removing the posters. The ethics committee considers excessive/illegal poster plastering a self-correcting problem: posters placed illegally will be removed and campaigns will have lost the time and money spent to produce and place the posters.

The committee elected to ask Old School to remove the improperly placed posters, and write a letter of apology to the hall director. The e-mail to the hall director was mailed to the hall director, Friday, April 1.

Presiding Officer: Rachel P.

Signature: _____

2005 Ethics Meeting Minutes

Date: 4/3/05
Description of Event: Meeting to discuss complaint against Joe Biedlingmaier, GSS Presidential candidate concerning late campaign value reports.

Members Present:

Name	Present	
Rachel Parsons	X	
Troy Weston	X	
Kristi Bogle	X	
Steve Dolgner	X	
Zac Johnson		
Brent Lackey		
Alee Lynch		
John Michael Pantlik	X	
Also Present:		
J.J. Brown		
Chaya Chandrasekaran		

Problems/Concerns from Event: Meeting to discuss GSS Presidential candidate Joe Biedlingmaier's failure to turn in his second Campaign Value Report on time. The second CVR, as stated in the election packet, was due Friday, April 1 at noon. Biedlingmaier turned his report after the noon deadline.

Due to reminders in the packet concerning CVR due dates, he was found to be in violation of the election packet. According to the election packet, "Failure by a political candidate to submit a Campaign Value Report by the specified deadlines...will result in a violation of the Election Rules and Procedures and disqualification."

In lieu of the violations, the Ethics Committee will issue a warning to Biedlingmaier warning him that failure to turn in a complete third CVR on time will result in disqualification. He received an e-mail from the votesga account detailing the CVR process April 3, 2005.

Presiding Officer: Rachel P.

Signature: _____

2005 Ethics Meeting Minutes

Date: 4/3/05
Description of Event: Meeting to discuss complaint against Andrew Haddow, GSS Presidential candidate concerning late campaign value reports.

Members Present:

Name	Present	
Rachel Parsons	X	
Troy Weston	X	
Kristi Bogle	X	
Steve Dolgner	X	
Zac Johnson		
Brent Lackey		
Alee Lynch		
John Michael Pantlik	X	
Also Present:		
J.J. Brown		
Chaya Chandrasekaran		

Problems/Concerns from Event: Meeting to discuss GSS Presidential candidate Andrew Haddow's failure to turn in his second Campaign Value Report. The second CVR, as stated in the election packet, was due Friday, April 1 at noon. Haddow did not turn in a report by the deadline.

Due to reminders in the packet concerning CVR due dates, he was found to be in violation of the election packet. According to the election packet, "Failure by a political candidate to submit a Campaign Value Report by the specified deadlines...will result in a violation of the Election Rules and Procedures and disqualification."

In lieu of the violations, the Ethics Committee will issue a warning to Haddow, warning him that failure to turn in a complete third CVR on time will result in disqualification. In addition, the committee also requested Haddow turn in a completed CVR by Monday, April 2 at 5:00 p.m. He received an e-mail from the votesga account detailing the CVR process April 3, 2005. Haddow turned in his complete second CVR by the Monday deadline.

Presiding Officer: Rachel P.

Signature: _____

2005 Ethics Meeting Minutes

Date: 4/5/05
Description of Event: Meeting to discuss complaint against Tennessee's Tomorrow concerning illegal poster plastering and alleged physical and verbal abuse.

Members Present:

Name	Present	
Rachel Parsons	X	
Troy Weston	X	
Kristi Bogle	X	
Steve Dolgner	X	
Zac Johnson	X	
Brent Lackey	X	
Alee Lynch		
John Michael Pantlik	X	
Also Present:		
J.J. Brown		
Chaya Chandrasekaran		

Problems/Concerns from Event: Meeting to discuss complaint received April 5 concerning an issue arising from concerns over illegal poster plastering. The student who filed the complaint alleges he was in the process of removing illegally placed posters when he said he was confronted by members of Tennessee's Tomorrow. His statements are as follows:

> "I was: assaulted (Verbally and physically) called names (Faggot, loser) physically stopped from removing signs, had chips thrown in my face from a distance of 2 feet, threatened that the UTPD would be called, and demeaned as a human being. The group at the center of this negative attention was Tennessee's Tomorrow. The one group that actually said I had a RIGHT to do it and told me to just bring the posters back to them was 110.
>
> While a member of TN Tomorrow wanted to, "Knock me the fuck out" a member of 110 agreed with me that the posters were in violation and wanted me to return them so they could put them in a area where they wouldn't be in violation."

The student also spoke with Dean of Students J. J. Brown and Election Commissioner Troy Weston concerning the issue. The ethics committee discussed the issue, considering illegal poster plastering first. Although the ethics committee publishes poster plastering guidelines, neither the commission nor the committee have the manpower to find every illegal poster on campus. In addition, facility services workers, hall directors, and other UT employees have the jurisdiction over removing the posters. The ethics committee considers excessive/illegal poster plastering a self-correcting problem: posters placed illegally will be removed and campaigns will have lost the time and money spent to produce and place the posters.

2005 Ethics Meeting Minutes

Date: 4/5/05
Description of Event: Meeting to discuss complaint against Tennessee's Tomorrow concerning conflict of interest and campaign spending limits.

Members Present:

Name	Present	
Rachel Parsons	X	
Troy Weston	X	
Kristi Bogle	X	
Steve Dolgner	X	
Zac Johnson	X	
Brent Lackey	X	
Alee Lynch		
John Michael Pantlik	X	
Also Present:		
J.J. Brown		
Chaya Chandrasekaran		

Problems/Concerns from Event: Meeting to discuss complaint received April 5 concerning conflict of interest resulting from Tennessee's Tomorrow candidate Jeremy Durham previous ownership of a textbook company, which is a part of his platform. Also in the complaint were concerns arising from the spending limit and how much items, particularly a promotional bus would cost during the campaign.

These issues were noted by the ethics committee. Specifically, the portion of the complaint reading, "I do have a problem with Mr. Durham using the SGA election process as free advertising for his website and feel that the benefits in advertising he receives from including this website in his campaign should be reflected in his party's Campaign Value Report. These costs could be estimated by researching the costs of similar advertising on media such as websites, buses, and print media (all of which are being used to advertise Mr. Durham's private venture)."

The ethics committee moved to request Durham include the promotional costs from his textbook website to be reported on his campaign value report.

Presiding Officer: Rachel P.

Signature: _____

2005 Ethics Meeting Minutes

Date: 4/10/05
Description of Event: Meeting to discuss complaint filed by One Tenn to contest the validity of the 2005 election.

Members Present:

Name	Present	
Rachel Parsons	X	
Troy Weston	X	
Kristi Bogle		
Steve Dolgner	X	
Zac Johnson	X	
Brent Lackey	X	
Alee Lynch	X	
John Michael Pantlik	X	
Also Present: Patrick Hunter		Assistant Election Commissioner
J.J. Brown		
Chaya Chandrasekaran	X	

Problems/Concerns from Event: Meeting to discuss complaint filed by One Tenn contesting the validity of the 2005 election. After discussion, the committee decided to send the complaint to the Student Tribunal out of the office of Judicial Affairs for review. In regards to the complaint, the committee did, however, emphasize several points, which are as follows.

In considering an appeal to contest the election's validity, as outlined in the election packet, the committee must consider two questions (Page 19, Section H.) 1. Whether or not there is a substantial irregularity and 2. Whether or not the irregularity changed the outcome of the election.

Tennessee's Tomorrow was found in violation of the campaign spending limit as set forth by the election packet. The party was in excess of $1,500, chiefly due to an excess 500 t-shirts ordered on behalf of the party by the presidential candidate's fraternity not reported on the campaign value report.

Although it is impossible to quantify material with votes, the ethics committee finds difficulty linking 500 t-shirts with the 1,500-plus votes Durham and Levy received. Admittedly, this matter could be left to speculation, however, the winning presidential and vice presidential candidates won by 602 votes and 862 votes, respectively. Attaching a percentage to the excess Tennessee's Tomorrow spent along with the votes received would not equal enough votes to defeat the winning candidates.

STUDENT GOVERNMENT ASSOCIATION
2005 ELECTION
RULES AND PROCEDURES

Prepared by the Election Commission
Questions Regarding All Election Issues Should be Addressed to:
votesga@utk.edu

Questions? votesga@utk.edu

Tuesday, March 29, 2005	Final date for student voters to certify their addresses and/or college for voting purposes at Student Data Analysis, Student Services 202, for voting purposes
	(5:00 PM) Candidates and political parties may distribute campaign material
Friday, April 1, 2005	(12:00 PM) Second Campaign Value Report (CVR) due in the Student Government Association office (Appendices F and G)
Tuesday, April 5 – Wednesday, April 6	ELECTION DAYS
Thursday, April 7, 2005	(4:00 PM) Campus clean-up at University Center Plaza
Friday, April 8, 2005	(9:00 AM – 4:00 PM) Election run-off, if necessary
	(12:00 PM) Final Campaign Value Report (CVR) due in the Student Government Association office (Appendices H and I)
	(5:00 PM) Deadline for contesting the validity of election

Questions? votesga@utk.edu

A. General Information

I. Date/Times

The Student Government Association election will be conducted from Tuesday, April 5 through Wednesday, April 6, 2005. Official voting will begin on April 5 at 6:00 AM and will last through April 6 at 7:00 PM.

The 2005 Student Government Association election will be conducted using an on-line ballot. As such, no polling locations will be used. In addition, absentee ballots will not be utilized.

II. Mandatory Meetings

The first of two rounds of mandatory meetings will be conducted from 8:00 – 9:00 PM on Wednesday, February 9, 2005 in the Shiloh Room of the University Center to explain 2005 pre-election procedures for all potential candidates and Executive Committee members.

- If an interested candidate or Executive Committee member cannot attend the mandatory meeting, a make-up meeting will be conducted from 8:00 – 9:00 PM on Thursday, February 10, 2005 in the Shiloh Room of the University Center.

The second of two rounds of mandatory meetings will be conducted from 8:00 – 9:00 PM on Wednesday, February 23, 2005 in the Shiloh Room of the University Center to explain 2005 election procedures for all candidates and Executive Committee members who have turned in all required forms.

- If an interested candidate or Executive Committee member cannot attend the mandatory meeting, a make-up meeting will be conducted from 8:00 – 9:00 PM on Thursday, February 24, 2005 in the Shiloh Room of the University Center.

III. Definitions

A. Campaign Material – Campaign materials for the purposes of the Student Government elections shall be defined as any paraphernalia bearing the name of a candidate or party including, but not limited to flyers, literature, pamphlets, buttons, clothing, table tents, and advertisements. Political signs that can be staked into the ground or any type of self-adhesive material (e.g. stickers, etc.) are strictly prohibited as campaign material. No campaign materials are to be taped to the ground. Chalking is strictly prohibited.

- Building-specific information regarding acceptable locations for campaign material may be obtained via the building representatives. A list of current representatives can be found at http://web.utk.edu/~space/bldreps.html.

B. Campaigning – Campaigning for the purposes of the Student Government elections is defined as, but not limited to, any statement, display, distribution of any campaign material and/or activity that is intended to promote an individual candidate or specific political party.

C. Campaign Value Report – One of three reports to be submitted on specified dates to the Election Commission in which a candidate or political party provides accurate and correct information verifying all donations, both monetary and in-kind, received by the specified date, as well as any expenditures of funds by the political party or candidate. This documentation is to be submitted in addition to all other documentation required by the Election Commission, e.g. Statements of Non-Monetary Contributions (Appendices F, H, I).

D. Eligible Voters

- For purposes of the Student Body President, Student Body Vice-President, and Student Senate elections, any graduate or undergraduate student, currently enrolled at the University of Tennessee (Knoxville campus), who is taking one (1) or more hours is eligible to vote.

B. Student Body President and Student Body Vice-President Elections

I. Representation

Voting shall be for Student Body President and Student Body Vice-President.

II. Qualifications

A. Candidates for Student Body President and Student Body Vice-President shall be currently enrolled as full-time students at the University of Tennessee. All candidates, including write-in candidates, must have at least a 2.5 cumulative GPA.

B. Candidates must be able to show evidence that they will:
   - Be in attendance as full-time students at the University for no less than two semesters following the Student Government elections, excluding the summer semester; and
   - Schedule no other activity (class, work, internship, study abroad program, etc.) that would conflict with the Student Body President or Vice-President's regularly scheduled meetings or obligations for the two semesters following the Student Government elections, excluding the summer semester.

   Such proof of evidence (Appendix A) shall be turned into the Student Government Association office by 5:00 PM, Wednesday, February 23, 2005.

C. To have his/her name placed on the official ballot, a candidate must submit a petition (Appendix L) to the Election Commission with at least 250 eligible student signatures by 5:00 PM, Wednesday, February 23, 2005.
   - The Election Commission recommends that each candidate solicit 500 signatures so as to provide the candidate with a better chance of obtaining the requisite number of signatures required to run in the election.

D. A student cannot be a candidate for more than one Student Government Association elected office in any one election.

E. A completed qualifying statement (Appendix A) must accompany each petition for each candidate. All Presidential and Vice-Presidential candidates affiliated with a political party and all Executive Committee members must fill out Appendix N. Appendices A, B, C, K, L, and N must be submitted to the Student Government Association office by 5:00 PM, Wednesday, February 23.

F. The Election Commission shall certify all candidates by Friday, March 4, 2005. If a candidate wishes his/her name not to be placed on the ballot, or to change party affiliation or name presentation, the candidate must notify the Election Commissioner in writing by 5:00 PM, Monday, March 14, 2005. An email sent from the candidate to votesga@utk.edu by 5:00 PM, Monday, March 14, 2005 is acceptable.

III. Eligible Voters

For purposes of the Student Body President and Student Body Vice-President election, any graduate or undergraduate student currently enrolled at the University of Tennessee (Knoxville campus), taking one (1) or more hours is eligible to vote.

semesters following the Student Government Association elections, excluding the summer semester.

Such proof (Appendix A – Qualifying Statement) shall be turned in to the Student Government Association office by 5:00 PM Wednesday, February 23, 2005.

C. Candidates for a Student Residential Seat must be able to show evidence that he/she is residing in that particular district or plans to do so. A candidate may run in a district in which he/she is not currently residing; however, the candidate must reside in the district for which he/she was elected beginning the following Fall Semester. A candidate cannot move out of this district during his/her term without forfeiting his/her Senate seat. Candidates for a Student Academic Seat must be able to show evidence that he/she is pursuing an undergraduate degree in the academic unit that he/she is seeking to represent.

D. To have his/her name placed on the official ballot, a candidate must submit a petition (Appendix L) to the Election Commission with at least 50 signatures, or candidates running for positions in the Colleges of Architecture, Nursing and Social Work must obtain at least twenty-five 25 signatures from the designated constituency of the Senate seat for which he/she is running by 5:00 PM, Wednesday, February 23, 2005. Election Commission recommends that each candidate obtains at least twice the number of required signatures.

E. A student cannot be a candidate for more than one Student Government Association elected office in any one election.

F. A completed qualifying statement (Appendix A) must accompany each petition (Appendix L) for each candidate.

G. The Election Commission shall certify all candidates by 5:00 PM, Friday, March 4, 2005. If a candidate wishes his/her name not to be placed on the ballot, or to change party affiliation or name presentation, the candidate must notify the Election Commissioner in writing by 5:00 PM, Monday, March 14, 2005. An email from the candidate sent to votesga@utk.edu by 5:00 PM, Monday, March 14, 2005, is acceptable.

III. Eligible Voters

For purposes of the Student Residential Seat election, any graduate or undergraduate student, currently enrolled at The University of Tennessee (Knoxville campus), who is taking one (1) or more hours, is eligible to vote.

For purposes of the Student Academic Seat elections, any undergraduate student currently enrolled at the University of Tennessee (Knoxville campus), who is taking one (1) or more hours, is eligible to vote.

E. Referenda

I. Eligible Participants

A. Any student or official student organization, as recognized by the Office of the Dean of Students, may petition that a referendum be placed on the ballot of the Student Government Association elections.

B. Any graduate or undergraduate student, currently enrolled at the University of Tennessee (Knoxville campus), who is taking one (1) or more hours is eligible to vote.

II. Procedures

A. For a referendum to be placed on the ballot, a petition (Appendix J) must be signed by at least 750 eligible student voters.

B. The referenda petitions shall be due in the Student Government Association office by 5:00 PM, Wednesday, February 23, 2005.

C. The Election Commission shall verify all petitions for referenda. Valid referenda shall be posted at the Student Government Association office by 8:00 AM, Tuesday, March 28, 2005. Discrepancies with wording must be addressed in writing to the Election Commission by 2:00 PM, Tuesday, March 28, 2005.

D. The Ethics Committee shall evaluate all referenda. The Ethics Committee may reject any referendum that is offensive, frivolous, violates federal or state law, and/or University Policy. If a referendum is rejected on any of these grounds, the Ethics Committee shall provide a written statement detailing the decision to the referendum's sponsor within 48 hours of the rejection.

E. The sponsor of the referendum must schedule a meeting with Dean of Students and a representative of the Student Government Association prior to Wednesday, February 23, 2004, which is the submission date for the Referendum Petition.

F. The Student Senate may override any referendum rejection made by the Ethics Committee with a simple majority vote.

G. Any referendum must receive a majority of the votes cast in an election in order to be passed.

H. The implementation of any passed referenda is the responsibility of the new Student Government Association administration and other relevant campus groups and administrators. The Election Commission and the Ethics Committee shall hold no responsibility in regard to referenda other than the administration of the vote.

necessary forms. The Ethics Committee will then notify the non-complying candidate by 8:00 PM, FRIDAY, March 4, 2005, of his/her disqualification from the election. No grace period will be observed for any candidate; a failure to submit all of the necessary forms and/or petitions will result in the candidate's immediate disqualification from the Student Government elections. Candidates who submit incomplete forms and/or petitions will also be disqualified from the Student Government elections. Illegible or inaccurate information on petitions will be considered invalid. It is recommended that candidates submit all forms well in advance of the deadline, which will be strictly enforced.

C. Election Commission recommends that each candidate procure at least one hundred (100) signatures (Election Commission recommends that each candidate in the Colleges of Architecture, Nursing and Social Work obtain at least 50 signatures) so as to provide the candidate with a better chance of not being disqualified for not obtaining the requisite number of signatures required to run in the election.

D. Candidates may only use the forms (petition forms, qualifying statements and Campaign Value Reports) provided in this packet. Duplication of blank forms is permitted as needed. Only original forms provided in this packet and/or the Election Commission thereof may submit copies for certification.

E. The Ethics Committee shall hear and investigate any alleged violations or improprieties relative to the election rules. All disputes regarding the Student Government Association elections and Student Government Association sponsored debates between candidates running in said elections will be under the jurisdiction of the Ethics Committee. While charges may be filed with the Student Government Association during the course of the campaign, all charges must be registered with the Student Government Association no later than 5:00 PM, FRIDAY, April 8, 2005. All charges must be filed through a formal complaint form (Appendix M), which can be taken from this document or filed via the online petition, which can be found at http://sga.utk.edu. Charges may be registered by anyone observing an irregularity. Regarding complaints filed prior to the election, the Ethics Committee will meet within 36 hours of the time that the complaint was registered.

F. Upon finding an individual or party guilty of a specific violation, the Ethics Committee shall recommend an appropriate sanction that may include disqualification from the election and/or disciplinary action by the University as outlined in *Hilltopics*. Ethics Committee decisions may be appealed to the Student Tribunal (see *Hilltopics* p.17).

III. Pre-Election Procedures

A. Speaking Engagements – The only form of campaigning that shall be allowed before the posting of the ballot will be speaking engagements. A speaking engagement is to be defined as an occurrence in which one or more candidates or representatives of a political party speaks on behalf of the candidate or political party about campaign issues with a group of students. Candidates are permitted to begin speaking engagements at 5:00 PM, Wednesday, February 23, 2005.

B. Campaign Material – Campaign materials for the purposes of the Student Government elections shall be defined as any paraphernalia bearing the name of a candidate or political party, including but not limited to flyers, literature, pamphlets, buttons, clothing, table tents and advertisements. Political signs that can be staked into the ground or any type of self-adhesive material (stickers, etc.) are strictly prohibited as campaign material. No campaign materials are to be taped to the ground. No chalking is allowed.
   - Campaign material may not be distributed until the posting of the ballot. The ballot will be posted on the SGA Election website (http://sga.utk.edu) by 5:00 PM, Sunday, March 13, 2005 and by 12:00 PM, Monday, March 14, 2005 in the Student Government Association office. Students may begin distributing campaign material at 5:00 PM, Tuesday, March 29, 2005.

IV. Residence Hall Guidelines

1. The involvement of residence halls in the Student Government elections shall proceed with two goals in mind:
   - To provide opportunities for residents to involve themselves in political campaign activities;
   - To preserve the right to privacy of those who do not want to participate.

2. Residence Hall areas are available for group rallies and/or demonstrations. However, specific guidelines and regulations apply. (see *Hilltopics* and Guidebook/Calendar for University Housing)

3. Contacts for speaking engagements must be made through the Hall Director. Guest speakers may enter the living areas of a residence hall only at the invitation of all residents of that particular living unit and only for speaking purposes.

4. Door-to-door solicitation for business, political or other purposes, is not permitted in residence halls. (see Guidebook/Calendar for University Housing).

5. Candidates living in residence halls must observe the privacy of their roommates and suite mates by following the prescribed noise, visitation and escort policies. Candidates must not monopolize phone or room use at the expense of other residents of that room, suite or apartment.

6. All campaign material and/or other literature distribution must comply with residence hall rules as outlined in the Guidebook/Calendar for University Housing.

7. No campaigning shall take place in any residence hall until the candidate or political party has spoken to the Hall Director of that residence hall. Residence hall meeting rooms may be reserved by contacting the Hall Director. Hall Directors reserve the right to stop inappropriate campaigning in their respective halls. This includes but will not be limited to the removal of improperly placed campaign material.

8. Prior to election week, the Hall Director may approve the placement of campaign tables in the hall lobby for the purpose of distributing literature and answering questions about candidates, subject to the following guidelines:
   - Candidates should contact the Hall Director of each hall in which they wish to set up a table. (In some cases, tables are not available in the hall and will need to be provided by the candidate.)
   - The Hall Director will indicate the location of the table in the lobby and discuss the hours and days of use. Candidates must be willing to remove their tables if the staff feels that there will be interference with a planned hall activity.
   - Money may only be solicited at these tables by registered campus organizations by obtaining approval from the Office of the Dean of Students (413 Student Services Building).
   - Campaigners must clean their areas before leaving each day.
   - Campaigners will be asked to leave if they harass residents, force a resident to take literature and/or interfere with normal hall operations.

9. Prior to election week, Courtyard areas may be reserved by registered campus organizations by contacting University Housing's East and West Area Coordinators for reservations and prior approval. Reservations must be made a week in advance in conjunction with a solicitation form.
   - The East Area Coordinator's Office is located in Massey Hall (4-2451). This office is responsible for Greve, Massey, Clement, Melrose, Strong and Hess Hall courtyards.
   - The West Area Coordinator's Office is located in North Carrick Lobby

- Any disputes regarding the placement of the candidates' names on the official ballot shall be under the jurisdiction of the Ethics Committee.

C. For any political party to be recognized as such it must be a registered student organization, as determined by the Office of the Dean of Students.

D. An eligible student voter may vote only once.

VI. Voting Procedures

A. The computer will generate a screen providing the voter with the voting parameters that were downloaded to the student voter master from the Student Record Master on Wednesday, March 30, 2005. Those who have failed to submit any changes in their local address or college with Student Data Analysis as of that date must vote according to their old classifications. Appeals may be made to the Office of the Dean of Students (413 Student Services).

B. The voter may scroll through the ballot screens and change their original selections.

C. When the voter finishes candidate selection he/she will choose the VOTE button on the final ballot screen. The vote will not be cast until this button is selected. Once the vote has been submitted, the vote cannot be reversed or changed, regardless of situation.

VII. Campaign Finances

A. The Election Commission shall annually establish a spending limit for all independent candidates and political parties. These limits shall be listed and explained in the Election Rules and Procedures. Running totals of campaign expenditures will be listed on the Student Government Association website.

B. Compliance with the spending limit is mandatory. The Election Commission is responsible for checking the records of all political parties and independent candidates. All financial information of the political parties and independent candidates is public record.

C. Anonymous donations are prohibited.

D. Failure by a political party and/or candidate, whether affiliated with a political party or not, to submit a complete Campaign Value Report (CVR) by the specified deadlines, falsifying information, or failure to adhere to the spending limits will result in a violation of the Election Rules and Procedures and disqualification. All violations of the Election Rules and Procedures will be submitted to and reviewed by the Ethics Committee.

E. Limits on Donations and Expenditures
- Political parties may not exceed the amount of $8,500 for all services provided to the party and for all campaign materials.
- An independent candidate for the office of President, Vice-President, GSS President, and GSS Vice-President shall not exceed the amount of $3,000 for all services provided to the candidate and for all campaign materials.
- An independent candidate for the office of Student Senator shall not exceed the amount of $150 for all services provided to them and for all campaign materials.
- The above financial regulations shall apply to the total operating budget for all political parties and independent candidates. The total operating budget shall include all money spent and all materials or services donated to a political party or independent candidate.

F. Proper Reporting of all Donations and Expenditures
- All independent candidates and political parties shall submit a series of forms called Campaign Value Reports (CVR) in which they shall declare their sources and amounts of

VIII. Write-In Process

In cases where voters wish to cast write-in votes, they will use a computer keyboard to type the name of the candidate into the electronic system. No write-in candidate shall win with fewer than fifteen (15) votes. Write-in candidates must comply with all candidate qualifications set forth in this packet.

IX. Voter Credentials

The student voter data used for Election 2005 is based on information from the Student Record Master. This will be used to determine the district and college races for which a student may vote. This information will be based on information downloaded from the University Student Record Master on Wednesday, March 30, 2005.

X. Results and Certification of the Election

A. The candidate receiving the highest number of all votes tabulated for each student government position will be declared the winner of that election.

B. After unofficial certification of the election, the Election Commission shall announce the unofficial results immediately upon completing a tally of the votes and shall make a release of the results available in the Student Government Office and publish the results and official proceedings in the Daily Beacon.

   Election results shall be printed and reviewed in the presence of the Election Commission and a representative of the Office of the Dean of Students. Each political party and independent candidate may have one representative present to observe the proceedings.

C. Upon completion of tabulation, the Election Commission shall unofficially certify the election results as being final and valid by an affirmative vote by at least a majority of members. The University and the Election Commission reserves the right to preserve the electronic record of the election until such time as the election has been certified. Certification of the election must be made before the Student Tribunal hears any challenge. Final certification by the Election Commission must be within seven (7) days after the election. Appeals may be made to the Office of the Dean of Students.

D. After unofficial certification of the election, a student wishing to contest the validity of said election and/or file charge(s) regarding violations or improprieties relative to the Election Rules and Procedures has until 5:00 PM, Friday, April 8, 2005 to appeal to the Ethics Committee. Failure to appeal within prescribed time will void any claim or challenge. All charges must be filed through a formal complaint form (Appendix M). If an appeal is made within the appropriate time, then the Ethics Committee shall review and make a decision on those charges by 5:00 PM, Sunday, April 10, 2005.

E. The Ethics Committee shall investigate and make decisions on alleged violations or improprieties relative to the election rules. Upon finding an individual or party guilty of a specific violation, the Ethics Committee shall recommend an appropriate sanction that may include disqualification from the election and/or disciplinary action by the University as outlined in *Hilltopics*. Ethics Committee decisions may be appealed to the Student Tribunal (see *Hilltopics* p. 17).

F. Upon appeal, the Student Tribunal can recommend an appropriate sanction that may include disqualification from the election and/or disciplinary action by the University as outlined in *Hilltopics*.

Questions? votesga@utk.edu

APPENDICES

A. Student Body President, Student Body Vice-President, Graduate Student Senate President, Graduate Student Senate Vice-President, and Student Senate Qualifying Statement

B. Student Body President, Student Body Vice-President, Graduate Student Senate President, Graduate Student Senate Vice President, and Student Senate Petition

C. Statement of Financial Agreement

D. Campaign Value Report #1

E. Statement of Contributions #1

F. Campaign Value Report #2

G. Statement of Contributions #2

H. Campaign Value Report #3

I. Statement of Contributions #3

J. Referendum Proposal and Petition

K. Clean-Up Bond

L. 2005 Student Government Association Election Petition Form

M. 2005 Election Complaint Form Template

N. Executive Committee Member Qualifying Statement

Questions? votesga@utk.edu

APPENDIX B
Student Body President, Student Body Vice President, Graduate Student Senate President, Graduate Student Senate Vice-President, and Student Senate Petition
Due: Wednesday, February 23, 2005 by 5:00 PM

We the undersigned, petition that

_____
Legal First Name Middle Name, Initial, or Nickname Legal Last Name

of the _____ be placed on the ballot for
Name of Party or Independent

Election of (Check One)
_____ Student Body President
_____ Student Body Vice-President
_____ Student Senate
_____ GSS President
_____ GSS Vice-President

I, _____
Legal Name
of the _____ do affirm that the below named students are
Name of Party or Independent
students (one or more credit hours) of the constituency I wish to represent.

_____
Signature of Candidate Date

Petitions must be returned to the Student Government Office by 5:00 PM, Wednesday, February 23, 2005. Two hundred-fifty (250) signatures are required for this petition if the candidate is running in election of Student Body President, Student Body Vice-President. Fifty (50) signatures are required for this petition if the candidate is running for Graduate Student Senate President or Vice-President. Fifty (50) signatures are required for this petition if candidate is running in the election for Student Senate (candidates running for positions in the College of Architecture, Nursing, and Social Work are only required to obtain 25 signatures). However, Election Commission recommends that each Presidential and Vice-Presidential candidate procure at least five-hundred (500), each Senate candidate procure at least one hundred (100) signatures (Election Commission recommends that each candidate in the Colleges of Architecture, Nursing and Social Work obtain at least fifty (50) signatures), so as to provide the candidate with a better chance of not being disqualified for not obtaining the requisite number of signatures required to run in the election.

ATTACH COMPLETED PETITION FORM(S) TO THIS PAGE PRIOR TO SUBMISSION.
ONLY THE PETITION FORM PROVIDED IN THIS PACKET AND/OR
COPIES THEREOF ARE PERMITTED.

Questions? votesga@utk.edu

APPENDIX D
Campaign Value Report #1
Due: Monday, March 28, 2005
Attach Duplicates of this form if necessary, provided each page is signed.

Item Number	Date	Description	Deposit	Payment	% Discount	Fair Market Value	Balance
TOTAL							

- This Campaign Value Report must be submitted with Appendix E and all receipts, statements, etc.
- All receipts of expenditures, bank statements, deposit slips, and other documentation recording expenses and donations received must be included for this CVR to be considered complete.
- Cost free donations must be marked at a 100% discount, non-discounted items at a 0% discount.
- For explanation of Fair Market Value, see page 17.

Print Full Legal Name: _____

Signature of Candidate: _____

Party (if applicable): _____

Questions? votesga@utk.edu

APPENDIX F
Campaign Value Report #2
Due: Friday, April 1, 2005
Attach Duplicates of this form if necessary, provided each page is signed.

Item Number	Date	Description	Deposit	Payment	% Discount	Fair Market Value	Balance
CVR #1 Total							
TOTAL							

- This Campaign Value Report must be submitted with Appendix G and all receipts, statements, etc.
- All receipts of expenditures, bank statements, deposit slips, and other documentation recording expenses and donations received must be included for this CVR to be considered complete.
- Cost free donations must be marked at a 100% discount, non-discounted items at a 0% discount.
- For explanation of Fair Market Value, see page 17.

Print Full Legal Name: _____

Signature of Candidate: _____

Party (if applicable): _____

Questions? votesga@utk.edu

APPENDIX H
Campaign Value Report #3
Due: Friday, April 8, 2005
Attach Duplicates of this form if necessary, provided each page is signed.

Item Number	Date	Description	Deposit	Payment	% Discount (of Fair Mkt. Value)	Fair Market Value*	Balance
CVR #2 Total							
TOTAL							

- This Campaign Value Report must be submitted with Appendix I and all receipts, statements, etc.
- All receipts of expenditures, bank statements, deposit slips, and other documentation recording expenses and donations received must be included for this CVR to be considered complete.
- Cost free donations must be marked at a 100% discount, non-discounted items at a 0% discount.
- For explanation of Fair Market Value, see page 17.

Print Full Legal Name: _____

Signature of Candidate: _____

Party (if applicable): _____

Questions? votesga@utk.edu

APPENDIX J
Referendum Proposal and Petition
Due: Wednesday, February 23, 2005 by 5:00 PM

This form must be returned to the Student Government Office by 5:00 PM, Wednesday, February 23, 2005. At least 750 signatures are required for this referendum to be placed on the ballot.

Each sponsor must schedule a meeting with the Dean of Students prior to Wednesday, February 23, 2005.

Sponsor _____
Legal First Name Middle Name, Initial, or Nickname Legal Last Name

I,_____
Full Legal Name

Do affirm that the below named students are students who are eligible to vote on referenda.

_____
Signature(s) of Sponsor Date

Referendum:

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

We, the undersigned, petition that the above referendum be placed on the 2005 SGA Election Ballot.

_____
Signature(s) of Sponsor

ATTACH COMPLETED PETITION FORM(S) TO THIS PAGE PRIOR TO SUBMISSION.
ONLY THE PETITION FORM PROVIDED IN THIS PACKET AND/OR
COPIES THEREOF ARE PERMITTED.

Questions? votesga@utk.edu

APPENDIX L
Election Petition Form
Due: Wednesday, February 23, 2005 by 5:00 PM

Candidate's Full Legal Name_____ Office_____

	Print Full Legal Name	Last 4 digits of ID Number	Signature
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			
19.			
20.			

I, _____ (print full legal name) do hereby acknowledge that I have reviewed the above listed names for accuracy and clarity (ease of review). In addition, I certify that these signatures are legitimate.

_____
Signature of candidate

Page _____ of _____

Duplication of this blank form is permitted

Questions? votesga@utk.edu

APPENDIX N
Executive Committee Members Qualifying Statement
Due: Wednesday, February 23, 2005

I,_____, an executive committee member of my respective political party, fully understand that University Policy as defined in *Hilltopics* is applicable to my conduct, and that removal of opponent's campaign materials and/or defacing University Property are grounds for disqualification from this election and/or forfeiture of office.

I have read and thoroughly understand all of the Election Rules and Procedures. Furthermore, I fully understand that ignorance of the Election Rules and Procedures shall not be an acceptable defense in response to any offense committed in any election under these Election Rules and Procedures.

Signed_____ ***Date***_____

Please print the following information:

Committee Member's Full Legal Name and Position on Party Executive Committee

_____

Campus Address _____ ___
Street Box or Number Phone Number

Party Affiliation _____ ___

Student I.D. Number _____ ___

Student Government Elections

Poster Plastering "Helpful Hints"

Distributed by: The 2005 Ethics Committee

Student Government Elections

Poster Plastering "Helpful Hints"

Distributed by: The 2005 Ethics Committee

Helpful Hints for Poster Plastering and Distributing Campaign Materials ...

Alumni Memorial Building – Avoid painted surfaces and please use bulletin boards.

Art / Architecture Building - They don't like to see campaign materials on the windows or the doors. They would prefer you use the bulletin boards and don't mind the hanging of banners inside as well.

Austin Peay Building - Avoid painted surfaces and please use the bulletin boards.

Ayres Hall - You may use the main hallway, but please steer clear of the offices.

Buehler Hall - Please do not post any material on the bulletin boards, the walls, or the doors. Please take any material you would like to post to the main office in Buehler 552.

Burchfield Geography Building - Please use the bulletin boards.

Claxton Education Building and Claxton Addition - Please use the bulletin boards, windows, and doors. Avoid painted surfaces.

Communications Building - Avoid placing campaign material on the doors. Please use the Bulletin Boards.

Dabney Hall - Please use the bulletin boards.

Dougherty Engineering Building - Please use the bulletin boards.

Estabrook Hall - Please use the bulletin boards, windows, and doors. Avoid painted surfaces.

Ferris Hall - Please use the bulletin boards.

Geological Sciences Building - You may use the bulletin boards and the glass doors.

Helpful Hints for Poster Plastering and Distributing Campaign Materials ...

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Dougherty Engineering Building - Please use the bulletin boards.

Estabrook Hall - Please use the bulletin boards, windows, and doors. Avoid painted surfaces.

Ferris Hall - Please use the bulletin boards.

Geological Sciences Building - You may use the bulletin boards and the glass doors.

Please be Respectful of our Campus!

In regards to buildings such as The Black Cultural Center and The International House...

- Please consult the Directors for permission on where to place Campaign Material.

In regards to Residential Halls...

- Please refer to The Election Packet Residence Hall Guidelines beginning on page 14 and see the hall director for specifics within that hall.

In regards to the Panhellenic Building...

- "Posted materials in the Panhellenic Building must be cleared through the Panhellenic Office. In the past, it was decided that no posted materials would be allowed from individual candidates or candidate parties. Our Panhellenic SGA Liaison can present materials platforms and such to the Panhellenic Council and can post in a non-biased manner, or post things to encourage voting or attending informational sessions." - Megan Fields,
Panhellenic Affairs Advisor

In regards to Fraternity Housing...

- Please consult the Fraternity House / Property Manager for permission on where to place Campaign Materials.

"This packet does in no way replaces the set 2005 Election Packet. It is simply meant to help candidates place campaign materials in areas that are congruent with the building directors. Each and every candidate and executive party member is still responsible for the guidelines posted in the Election Packet and rules set forth by the University of Tennessee Hilltopics. Thank you and good luck!"

- The 2005 Student Elections Ethics Committee

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- The 2005 Student Elections Ethics Committee

Links/Information From Other Schools

I have included information from other SEC schools regarding their election processes. Often, much of what we do is based on good ideas from other schools. As you will see, the election packets for other schools are significantly smaller than those at UT, as well as spending limits are nonexistent or much smaller as well.

Auburn University

http://www.auburn.edu/student_info/sga/elections/

Louisiana State University

http://appl003.lsu.edu/sg/sg.nsf/$Content/Downloads?OpenDocument

University of Alabama

http://sga.ua.edu/

University of Arkansas

http://www.uark.edu/studorg/asg/sitemap.htm

University of Georgia

http://www.uga.edu/~sga/constitution.htm

University of Kentucky

http://uksga.com/involvements.htm

University of Mississippi

http://www.olemiss.edu/orgs/asb/elections.html

University of South Carolina

Cahttp://www.sg.sc.edu/PDF/Apps/Complete%20application.pdfrolina

Vanderbilt University

http://www.vanderbilt.edu/sga/constitution.php

Other Schools At –A Glance

School Name: Auburn University

Election Dates: In early February, in 2005 February 2 through 8

Election Website: http://www.auburn.edu/student_info/sga/elections/

Spending Limits: President, Vice President and Treasurer $1,000

School/College Senator-$100

At-Large Senator- $150

Senators Elected: 34

Special Notes: At Auburn, major candidates (President, Vice President, Treasurer, Miss Auburn) may not form political parties. Only minor candidates running for office are allowed to form parties. Also, campaigning is not allowed on voting days.

Campaign managers are required to appear at a standing violations meeting every night during campaign week.

School Name: Louisiana State University

Election Dates: For the spring election, no sooner than the 20th day of class and ending no later than the 55th day of class.

Election Website: http://appl003.lsu.edu/sg/sg.nsf/$Content/Downloads?OpenDocument

Spending Limits: Student Body President and Vice President (combined on one ticket) - $1,000

At-Large position- $500

Non-At-Large position- $300

Senators Elected: half of the seats are elected in the fall, the other half in the spring

Special Notes: In order to run for senate at LSU, senate candidates are required to attend a standard meeting of the student senate and speak with the current representative from the jurisdiction they wish to represent.

School Name: University of Mississippi

Election Dates: First primary on a Tuesday and the runoff on the Thursday immediately following the primary.

Election Website: http://www.olemiss.edu/orgs/asb/

Spending Limits: Student Body President and Vice President- $1,000

Student Body Secretary and Treasurer- $925

Student Body Judicial Council Chairmen- $700

Campus Senate- $75

Senators Elected: 48 – by dorm and academic seats

Special Notes: The University of Mississippi also votes by ballot instead of a computer system. Campaigning is limited to word of mouth, advertisements in the *Daily Mississipian*, and other campus media. Elections penalties can include financial penalties that range from $5 to $50. The university has three different classes of violations, including minor, intermediate, and major violations, each with a proscribed penalty.

School Name: University of South Carolina

Election Dates: On a Monday and Tuesday three weeks before spring break.

Election Website: http://www.sg.sc.edu/sgindex.htm

Spending Limits: President, Vice President and Treasurer $500

Senators: $75

Senators Elected: 50

Special Notes: The election commissioner is paid a $150 stipend at the University of South Carolina. In addition, he or she appoints his own committee. The university also votes using ballots and polling stations. The ethics committee is required to disqualify any candidate receiving five or more ethics violations.

School Name: Vanderbilt University

Election Dates: Primary- the second-to-last Tuesday in February

General- one week after primary elections

Election Website: http://www.vanderbilt.edu/sga/constitution.php

Spending Limits: SGA President and Executive Vice President- $500

Senate and Council President- $75

Senators- $25

Senators: $75

Senators Elected: 24, elected according to class in school and major

Special Notes: The election commissioner is known as the attorney general. The SGA holds fall elections to fill seats reserved for freshman in addition to any vacancies. The spring elections elect SGA President and Vice President, senate seats, and council seats. In the spring, primary and general elections are held.

2005
Major Candidate Campaign Packet

SGA President
SGA Vice President
SGA Treasurer
Miss Auburn

www.auburn.edu/elections

Board of Elections
Mission Statement

"The Auburn University Board of Elections, a board affiliated with the Auburn University Student Government Association and composed of students and a Student Affairs staff member, has been established to oversee and supervise this learning experience for Auburn University students. It is the mission of the Board of Elections to ensure that all parties involved in the election process adhere to the rules and regulations of the SGA Code of Laws, as well as Auburn University rules and regulations." (Tiger Cub 700.4)

Contact Information

Director of Elections	Chris Price	334-524-7126	pricewc@auburn.edu
Secretary of Political Affairs	Jonathan Jennings	334-477-7344	jennijk@auburn.edu
SGA Office	Gloria Stroud	844-4240	strougj@auburn.edu

Email is the preferred method of communication

Your Board of Elections Contact:

Name: _____

Home Phone: _____

Cell Phone: _____

Email: _____

Pre-Qualification Checklist

____	Monday, Oct.18	8:00am	Miss Auburn Nomination Available
____	Monday, Oct. 18	8:00am	**Campaign Organization begins for all Candidates**
____	Wednesday, Nov. 3	8:00pm	Spring Election Information Session Foy 213 *General information on running for office*
____	Thursday, Nov. 4	5:30pm	Spring Election Information Session Foy 217 *General information on running for office*
____	Friday, Nov. 5	4:00pm	Miss Auburn Nominations due to Cater Hall
____	Wednesday, Nov. 10	All Day	Miss Auburn Interviews for Top 20 at Cater Hall
____	Wednesday, Nov. 10	10:00pm	Top 20 Miss Auburn Callouts at Cater Hall
____	Thursday, Nov. 11	All Day	Miss Auburn Interviews for Top 5 at Cater Hall
____	Thursday, Nov. 11	10:00pm	Top 5 Miss Auburn Callouts at Cater Hall
____	Monday, Nov.15	4:00pm	Declaration of Intent Due to SGA Office *All candidates and campaign managers.*
____	Tuesday, Nov.16	7:00pm	Spring Elections Orientation/Foy Ballroom *Not required but highly encouraged!*
____	Monday, Nov. 29	7:00pm	All Candidates and all Campaign Managers Campaign tests – Lowder 113A
____	Tuesday, Nov. 30	8:00am	Test results posted outside SGA Office and online
____	Tuesday, Nov. 30	8:00pm	Re-tests - Foy 213
____	Wednesday, Dec. 1	8:00am	Test results posted outside SGA Office and online List of all Qualified Candidates posted
____	Wednesday, Dec. 1	**8:00am**	**Campaign Preparation begins for Qualified Candidates**

Each candidate must submit a copy of their own individual items regardless if they are running in a party.

All items should be submitted in the manner described by the Board of Elections.

REMEMBER: If a campaign is planning on using any of the following Campaign Materials during any portion of the Formal Campaigning period, you must, at this time, submit your Campaign Material. The Campaign Material must be submitted in as close to actual format without printing as possible. For example, nametags should be submitted as you would want the nametag to be distributed in exact color, size, etc. No exceptions!

___	Thursday, Jan. 13	8:00pm	Campaign Mtg./Candidates & Campaign Managers SGA Office Give out Locations to get Contracts for: Billboards Marquees Windows
___	Friday, Jan. 14	8am-5pm	Initial Material Approval Pick-Up Consultation Hours – Board of Elections Office *Members of the Board of Elections will be present to consult with Candidates on Initial Material* *Note: It is the responsibility of the each candidate to pick up their material and make any changes required. If they do not, material may not be approved during Final Material Approval.*
___	Tuesday, Jan. 18	12:00pm	Final Material & Contracts Due (SGA Office) *Only those items that the Elections Board has requested you to change must be submitted again. All submissions must include two copies just as they were required during Initial Material Approval.* All items should be submitted in an envelope with your name on the outside and the Final Material Checklist included. Major Candidates should also include two copies of all contracts they were required to obtain.
___	Wednesday, Jan. 19	8am-5pm	Final Material Approval Pick-Up Consultation Hours – Board of Elections Office *It is the responsibility of each candidate to pick up his or her material.*
___	Thursday, Jan. 20	8:00pm	Campaign Mtg./ Candidates & Campaign Managers SGA Office Choose final locations for: Billboards Marquees Windows
___	Tuesday, Feb. 1	4:00pm	Budget Form and All Receipts Due

Official Declaration of Intent
Auburn University Student Government Association

By signing this form I do hereby declare my participation in the upcoming SGA Elections for the 2005-2006 term of office. My participation in the forthcoming election will be undertaken in accordance with and will be governed by: All applicable Auburn University policies and campus regulations; the SGA Constitution and Code of Laws; and the Board of Elections. I acknowledge that these rules apply to my staff and supporters. I acknowledge that based upon my conduct, or the conduct of my staff or supporters, I will be subject to the decisions and sanctions of the Board of Elections.

A copy of the official Constitution and Code of Laws of the Student Government Association may be found in the *Tiger Cub (online)* at www.auburn.edu/tigercub/rules/ or on the Board of Elections website at www.auburn.edu/elections.

I, the undersigned acknowledge that injuries or loss can result from participation in Student Government Association events. I, therefore, assume all risk of injury, loss of life and loss or damage to property, arising out of participation in the 2005 Spring Election. I release Auburn University, its Board of Trustees, Faculty, Staff and the Student Government Association and Board of Elections from all liability as to any right of action that may accrue to me, my heirs or representatives, for any such injuries or loss, that I may suffer while participating in this university sponsored program.

By signing this form, I agree to participate in this election in an ethical manner.

I understand that my academic record will be checked to verify my GPA.

Printed name	Signature Date
Position Sought (e.g. SGA President, Senator, or Campaign Manager)	Witness Date
Cumulative GPA	Dean's Verification Date

Student ID Checked: **Yes** **No**
Initials: _____

Initial Material Checklist

Must be completed and submitted with Initial Material.

Candidate's Name: _____

	# Ordering/Making	Printing Company	Est. Cost
Billboards *2 Designs*	_____	_____	_____
Table-Toppers *2 Actual Table-Toppers*	_____	_____	_____
Marquees *2 Copies of Script for Marquees*	_____	N/A	N/A
Nametags *2 Actual Nametags*	_____	_____	_____
Painted Windows *2 Designs*	_____	N/A	_____
Candidate Posters *2 Actual Posters*	_____	_____	_____
Handbills *2 Actual Handbills*	_____	_____	_____
Gimmicks	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____

2 Actual or Designs of All Proposed Gimmicks you are seeking approval for. Do not assume that any gimmick may be used until approved by the Board of Elections.

Concourse Info Must be Included if you Plan to Participate
2 Descriptions of Concourse Presentation

Eagle Eye Script Must be Included if you Plan to Participate
2 Copies of Eagle Eye Script

Campaign Staff Form

Candidate:

Name _____

Phone Number _____

E-mail Address _____

Sign _____

Date _____

Campaign Manager:

Name _____

Phone Number _____

E-mail address _____

Sign _____

Date _____

Any persons working directly on the Campaign of the above Candidate should complete the following portion of the Campaign Staff Form:

Name _____ Name _____
Position _____ Position _____

Sign _____ Sign _____
Date _____ Date _____

Name _____ Name _____
Position _____ Position _____

Sign _____ Sign _____
Date _____ Date _____

Platforms

All Platforms should be TYPED using Times New Roman 12 pt. Font in the following format. All Platforms (not including Office, Name, Ballot #, Party, Year, Major, or Qualifications) must be 500 words or less when checked by Microsoft Word 2002 (this includes a, and, the, etc). Any platforms over 500 words will simply but cut off at 500 words. You may only list up to FIVE qualifications.

All Platforms must be turned in on two floppy disks. The disk should be labeled on the outside with your name, position, sought, and ballot position.

Example
Name: Jane Doe
Ballot #: 3
Year: 04
Major: Business
Qualifications:
Impact
SGA Cabinet
Social Sorority
Camp War Eagle Counselor
Freshman Forum

Platform: (only section that counts against your 500 words)

(Example) I would be a great Major Candidate because.....

2005 Major Candidates Budget Record

Candidate: _____ Position: _____

Campaign Manager: _____ Total Spent: _____

I, _____ (Candidate) hereby certify that the information presented above is accurate and complete. I understand that I am accountable for all declared and/or undeclared campaign expenses in this campaign budget form. The reporting of incorrect or incomplete information may result in a violation, disqualification, or impeachment as noted in Section 707.13.

Signature: _____ Date: _____

Reminders

- Include all receipts!
- Include a list of name of students, faculty, staff, etc. that have purchased T-Shirts.
- Make sure all donated items are included in the Budget at the Fair Market Value as described in Chapter 709.
- Budget form and receipts must be submitted by 4:00pm to the SGA Office on Tuesday, February 1st.
- Any Candidate that exceeds the set dollar amount for maximum Campaign expenditures for his or her desired office will be required to surrender Campaign Materials equaling the amount in which they exceeded their Budget to the Board of Elections.

For Elections Board Use Only

Date & Time Budget Received: _____ Approved: _____

Approved By: _____ Date Approved: _____

2005 Major Candidates Violation Form

Please write a DETAILED account of the situation in the space below (you may use the back if necessary) and place the completed form FACEDOWN in the box of Jonathan Jennings in the SGA mailroom.

Candidate(s)/ Campaign in Question(s): _____

Date of Violation: _____ Time of Violation: _____

Description:

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

Name of Reporter: _____ Signature: _____

Date Reported: _____ Time Reported: _____

Louisiana State University
Student Government Election Code

Preface

The primary purpose of the Student Government Election Code is to provide guidelines to ensure honest elections, which are fair to all involved. In upholding its responsibility to the Student Body, the Election Board will endeavor to hold candidates to the highest level of accountability for their actions or actions on their behalf.

Article I: General Provisions

Section 1. Election Code; accountability

Every person who files for an office elected under the authority of the Student Government Constitution and Bylaws shall receive a copy of this Election Code. All candidates and their volunteers shall be responsible for knowing its contents. A copy of the Election Code shall be given to prospective candidates at the time of filing. All questions about the Code shall be addressed to the Commissioner of Elections. A representative from each ticket, or those running independently, shall attend a mandatory meeting prior to active campaigning.

Section 2. Tickets; definition

A ticket is recognized by this election code as an affiliation, by common name or slogan, of candidates who group together to organize campaigning for an election.

1. Tickets are not required to have a presidential/vice presidential candidate.
2. Tickets as a whole may be held responsible for infractions to this code.
3. Candidates may be cross-listed on multiple tickets.

Section 3. Election Code; power of the Election Board

The Election Board shall have the power to interpret and apply this Code.

Section 4. Election Code; amendments; effective dates

Amendments to the Election Code and their effective dates may be made as specified in the Student Government Constitution.

Section 5. Election Board; meetings

The Board shall meet at the discretion of the Commissioner of Elections to discuss improvements in the election process and to decide upon election dates for the next semester.

Section 6. Election Board; appeals

Any decision of the Election Board may be appealed to the Judicial Branch of the Student Government.

Section 7. Multiple candidacy; prohibition

No person may be a candidate for more than one (1) office established under, or elected under the authority of, the Student Government Constitution.

Section 4. Election Board; appointments

A. There shall be five (5) members of the Election Board, not including the Commissioner of Elections, who shall vote only in the case of a tie. Five (5) members of the Board will be appointed by the Student Body President and approved by the Senate

Formatted: Bullets and Numbering

B. Members shall serve a term of two semesters.

C. Election Board seats shall be divided in half, with half of the board appointed by the third week of the fall semester and half of the board appointed by the third week of the spring semester.

D. Upon confirmation, Board members shall be designated in the following way:

1. Fall board members shall be named A, C, E.
2. Spring Board members shall be named B, D.
3. These letters will be assigned after appointment and confirmation by the student Senate based upon alphabetical order of the appointees' last names.

E. If a vacancy occurs on the Election Board, the seat may be appointed by the Student Body President and confirmed by the Senate.

F. Members of the Election Board shall not be involved in any other branch of student government in any capacity.

G. Members of the Election Board that wish to seek another office within LSU A&M Student Government must resign immediately.

H. Members of the Election Board shall remain politically neutral and shall be removed if they express any form of support for a particular candidate at any time.

Section 5. Election personnel

A. All election personnel, such as poll workers, shall be appointed by the Board five (5) class days prior to each Election Day per semester.

B. A list of all poll workers shall be comprised and made available to the candidates three (3) class days prior to any election.

Section 6. Election Board; quorum

A quorum of the Election Board shall consist of the presence of at least three (3) members and the Commissioner of Elections. The Board may not conduct business without the presence of quorum. If in the case of vacancy, quorum shall consist of a majority of the remaining seats.

Section 4. Filing period

A. A person shall file as a candidate by:

1. Filing his/her intention, choice with the Election Board during the filing period and
2. Verifying his/her eligibility by the Election Board.

B. A three (3) class day period for filing shall be opened no less than twenty-one (21) calendar days before the date of the General Election. Any student may file an intention of candidacy form provided by the Board for the office he/she seeks from 9:00a.m. to 4:30p.m. during these days.

C. Once a student has filed for a certain office, he/she may not change to any other office. The student may either run for the position for which he/she originally filed for, or may drop out of the race completely. The only exception to this provision is for those students filing for Student Body President or Vice President, as outlined in Subsection D of this Section.

D. President/Vice President replacement candidates

1. Candidates for Student Body President and Vice President shall be listed together on the ballot. The names of the two candidates shall both be listed on the ballot and identified as to which office each candidate seeks. There shall not be separate voting for Student Body President and Vice President.

2. If, after the close of filing, a candidate for Student Body president or Vice President has not qualified, has been disqualified, or has withdrawn, then the remaining candidate may submit to the Commissioner of Elections the name of a replacement candidate; provided, that said replacement's name is submitted to the Commissioner of Elections the replacement candidate must be qualified by the Commissioner of Elections by 4:30 P.M. on the fifth (5th) class day preceding the General Election.

Section 5. Mandatory meetings

A. Senate Meetings

During the forty-two (42) days prior to the election, each candidate for the office of Student Senate shall be required to attend one entire meeting of the Student Senate. They shall sign in at the beginning of the meeting and out at the end with the Speaker or his/her appointed representative. There should be allowed time after the completion of the meeting to answer any questions those candidates may have about the Student Senate. In the event that candidates are unable to attend a regular meeting of the Student Senate, the Speaker shall specify through the Commissioner of Elections an alternate informational meeting for the candidate to attend. A copy of the Election Code shall be given to prospective candidates at the time of filing. All questions about the Code shall be addressed to the Commissioner of Elections.

B. Ticket Meeting(s)

A ticket meeting shall be held in conjunction with the Election Board at a time specified in the election time frame. A ticket Representative shall attend this meeting. The ticket Representative shall submit to the Commissioner of Elections the name of the ticket that they represent and a list of all candidates affiliated with said ticket at the first Ticket meeting. In addition, the ticket Representative may name two proxies to attend ticket meetings in his/her absence.

Section 11. Run-off Election

Except as otherwise provided in this Election Code, if no candidate in the General Election receives a majority of the votes cast, the two (2) candidates receiving the highest number of votes in said election shall be in a Run-off Election. The Run-off Election shall be held within three (3) to six (6) class days after the General Election. Provisions for ties are included in Article XII of this code.

Section 12. Run-off Election results

The unofficial results of the Run-off Election shall be announced in the same manner as the results of the General Election.

Section 13. Validation of Run-off Election results

If no complaints or appeals are registered by 4:30 p.m. within two (2) class days of the announcement of the Run-off Election results, all election results shall be deemed final.

Article IV: Campaign Practices

Section 1. Campaigning; definition

Campaigning is any activity by a person that is intended or likely to encourage or discourage a voter to cast a ballot or to affect how he/she votes. This includes the placement of any signs or the like on display.

Section 2. Campaigning; on campus; rules and regulations

Campaigning on campus must be conducted in compliance with all University rules. The only permissible place to post campaign signs on-campus is on bulletin boards, and a candidate's name may appear on only one sign per bulletin board. Campaign signs on bulletin boards must be no larger than 8.5 by 11 inches.

A. Active campaigning is:
   1. Distributing campaign materials other than private distribution to immediate campaign staff;
   2. Posting any campaign materials;
   3. Soliciting the vote of any LSU student;
   4. Wearing apparel reflecting one's candidacy or ticket affiliation; and/or,
   5. Announcement of potential candidacy including ticket name in a public forum.

B. Active campaigning does not include:
   1. Discussion among individuals and/or groups, including solicited emails, concerning issues and ticket formation prior to active campaigning. However, soliciting votes prior to active campaigning is prohibited, and will result in disciplinary action from the Election Board.

C. Members of a list-serve are considered willful participants and therefore may receive any email concerning candidacy, ticket issues, and information prior to active campaigning, and may receive e-mails soliciting votes during the active campaigning period only.

Section 2. Spending limits; Run-off Election

The expenditure limit for the Run-off Election of any candidate or ticket shall be one-half of the limits stated for the General Election.

Section 3. Expenditures; scope

A candidate's total expenditures shall include all goods and services purchased by or donated to a candidate or any supporter for use in the election or use in any way furthering that candidate's campaign or detracting from the campaign of any or all of that candidate's opponents.

Section 4. Expenditures; valuation

All goods and services shall be valued at the fair market value of that good or service. Barring a reasonable doubt, the Board will recognize the retail value paid for a good or service at its fair market value. The Board reserves the right to revalue a good or service in response to a complaint that the good or service is not reported at its fair market value. The Election Board must submit three (3) price references from East Baton Rouge Parish merchants in estimating the value of any contested price.

Section 5. Expenditure reports; General Election

All candidates are required to submit expenditure reports on forms provided by the Board at the time of filing and these reports shall be public record after the election. Candidates shall sign their reports and certify that they are accurate and complete under penalty of disqualification. The expenditure report is due by 8:00 a.m. the day after the General Election.

Section 6. Expenditure reports; Run-off Election

Expenditure reports for the run-offs are to be received by 8:00 a.m. the day after a Run-off Election and are to be applicable to Section one (1) of this article.

Section 7. Expenditures; unopposed candidates

Candidates who are unopposed are considered elected and therefore are not allowed to spend any money campaigning after the posting of the official ballot. These candidates are still required to file expenditure reports.

Section 8. Expenditures; application to single candidate only

Money expended and reported for a candidate is applicable only for the campaign of that candidate. Money expended and reported for a President/Vice President team up are applicable only for the campaign of that-team up.

Section 9. Expenditures; in-kind contributions

An in-kind contribution shall be regarded as anything contributed to a candidate or ticket other than money, excluding campaign volunteers. In-kind contributions for the use of campaign fundraising or printing of campaign paraphernalia must be reported and will count toward the maximum expenditure a candidate or ticket may spend. Receipts must be submitted with expenditure reports and are subject to the same rules outlined in section 4 of this article.

Article VIII: Appeals and Complaints Procedure

Section 1. Complaints; time limits

Complaints of violations of Election Code provisions must be submitted in writing to the Commissioner of Elections and the defendant(s) by 4:30 p.m. within two class days of the alleged violation. The Board will then, by the end of the next class day, decide what action shall be taken as a result of the complaint and notify both parties of said action at least twenty four (24) hours prior to any hearing. A copy shall be submitted to the Student Body President and the Speaker of the Student Senate.

Section 2. Complaints; standing

Complaints of Election Code violations may be brought to the Election Board by any LSU student.

Section 3. Complaints; procedure

A complaint concerning irregularities in the conduct of an election by the Board may be brought by any LSU student. This complaint must be filed with the University Clerk of Court by 4:30 p.m. two class days after the closing of the election polls of the election in question.

Section 4. Complaints; burden of proof

The person making the complaint shall have the burden of proving the alleged violation. If that person or his/her representative is not present at the hearing (if such presence is requested by the Board), the complaint shall be dismissed.

Section 5. New election

If the Board determines that the action(s) of itself, any person, or any organization has cast a reasonable doubt on the fair outcome of an election, it may order that particular election run over.

Section 6. Notification of the plaintiff, defendant

After a complaint has been ruled on, the Election Board shall take immediate action to notify the plaintiff and defendant in writing within two (2) hours of the Board's ruling.

Article IX: Penalties for Violation

Section 1. Sanctions; violations of campaign spending limits rules

Any candidate failing to file any report of campaign expenditures required by the Code shall be disqualified. Any candidate exceeding the limit on campaign expenditures set by this Code shall be disqualified.

Section 2. Sanctions; failure to attend a mandatory meeting

Any candidate failing to attend at least one (1) of the mandatory Senate meetings shall be disqualified, unless the candidate has made special provisions to meet personally with the Board or the Board has approved his/her absence due to extraordinary circumstances.

Section 3. Petition; submission; time limit

A petition must be submitted to the Student Body President within twenty-eight (28) calendar days of its registration. The President shall immediately transmit any petition received to the Election Board.

Section 4. Petition; verification of signatures

The Election Board shall verify the sufficiency of the petition within seven (7) calendar days of submission. The Election Board shall verify as valid only those signatures which:

A. Contain the name of the student with the date of the signature in the handwriting of the signer;
B. Are Student Body members as defined by the Constitution as of the date of submission;
C. For a matter affecting a student assessed fee, are members of the group assessed or to be assessed; and,
D. Were actually collected after registration of the petition and before the submission deadline.

Section 5. Election dates

The board shall set a tentative election date within three (3) days of submission, except when the petition calls for a constitutional amendment, when the President shall set a tentative date. If the petition is verified as sufficient, a final election date shall be set within one (1) day of verification. If no final date is set, the tentative election date shall be the final election date.

Section 6. Polling times and places; ballot question

Within one (1) day of the final election date being determined, the Board shall announce the polling times for the election and announce the official ballot, which shall contain a clear, short, accurate question with a positive, favoring the petition. Polling places shall be the same as those used for the Fall and Spring elections.

Section 7. Election Code applies to petition campaign

Except as expressly provided in this Article, all other provisions of this Code apply to the petition campaign.

Section 8. Certain persons considered as candidates

The following persons shall be considered as candidates and have full responsibilities as such:

A. The person who registers the petition;
B. In a recall petition, the person who is the target of the recall;
C. In a petition seeking to amend the Constitution, the Student Body President;
D. In a petition to levy, amend, repeal, or otherwise regulate a student self-assessed fee, the recipient or proposed recipient; or,
E. In a referendum, the group or entity receiving funds from the proposed referendum shall be recognized as candidates.

Article XIII: Miscellaneous Rules and Guidelines

Section 1. Student Senate Seats; naming

A. Student Senate seats shall be divided in half after apportionment in which one-half (1/2) of the seats available in a college shall go up for elections in the Fall and the other half (1/2) shall be up for election in the Spring.

B. Students will be able to vote for as many candidates as there are seats allocated.

C. Upon election, Student senators shall be designated in the following way:
   1. Fall senators shall be named A, C, E, etc.
   2. Spring senators shall be named B, D, F, etc.
   3. These letters will be assigned after elections based upon alphabetical order of the candidates' last names.

Section 2. Student Senate Seats; vacancy

If a Senate seat becomes vacant during a semester, then the College Council shall appoint someone to serve the remainder of the term. Any seats with a half (1/2) term or more remaining that are vacant at 4:30 p.m. on the Friday before filing begins shall be elected as a half (1/2) term Senate seat in the upcoming election.

Section 3. University Court Justices; naming

Elected University Court Justice seats shall be divided in the same way as Senate Seats. Two Justices (2) will be elected in the Fall and two justices (2) in the Spring.

Section 4. Apportionment of Student Senate; procedure for change

If apportionment causes an academic area to have more or less Senate seats than it previously had, then two lettered seats will be added or removed, as the particular case calls for. In the event that seats are removed, any Senators whose seats have been discontinued shall be allowed to serve out their regular terms. In the event that seats are added, then they shall both be placed on the Spring election ballot, one as a full term and one as a half (1/2) term.

Section 5. General Election

In order to win the General Election, a candidate must receive a percentage majority of the votes cast plus one. For example, if there are two (2) seats available, a candidate would need to get 25% plus one vote, a percentage majority, to win outright. Percentage majority is determined by dividing 100 by the number of seats available, and then dividing that number by two (2). If more candidates receive the percentage majority needed than there are seats open, then the candidate(s) that receive the highest number of votes shall be declared the winner(s). For example, if three (3) people are running for two (2) seats and all three (3) attain the percentage majority needed, then the two (2) candidates with the most votes are the winners in the General Election.

Section 6. Run-off Election; determination

A: If all seats are not filled in the General Election, then for each remaining seat the next two highest vote recipients will run in the Run-off Election. For example, if four seats are contested and only two contested receive a percentage majority plus one, then the remaining two seats will be determined by placing the next four highest vote recipients in the Run-off Elections.

University of Alabama

STUDENT GOVERNMENT ASSOCIATION CODE OF LAWS
TITLE IX

ELECTION LAW

Candidate Eligibility – Executive Offices

Undergraduate Candidates shall have the following:
2.30 GPA on 4.00 scale (UA points only)
36 UA credit hours
Graduate Student Candidates shall have the following:
3.00 GPA on 4.00 scale (UA points only)
9 UA credit hours
Law School Candidates shall have the following:
2.50 GPA on 4.00 scale (UA points only)
12 UA credit hours
A Graduate or Law School candidate may forego the credit hour requirement if his or her undergraduate degree was earned at the University of Alabama, provided his or her undergraduate GPA was a 2.30 on a 4.00 scale (UA points only)

Candidate Eligibility – Legislative Offices

Undergraduate Candidates shall have the following:
2.30 GPA on 4.00 scale (UA points only)
12 UA credit hours
Graduate Student Candidates shall have the following:
3.00 GPA on 4.00 scale (UA points only)
9 UA credit hours
Law School Candidates shall have the following:
2.50 GPA on 4.00 scale (UA points only)
12 UA credit hours
A Graduate or Law School candidate may forego the credit hour requirement if his or her undergraduate degree was earned at the University of Alabama, provided his or her undergraduate GPA was a 2.30 on a 4.00 scale (UA points only)
To be listed on the ballot, candidates shall file a notice of candidacy no later than 21 days prior to the election.

Chapter 910 Campaign Procedures

Chapter 910.1 Candidates shall maintain records describing the amount and source of campaign funds and other contributions.
Chapter 910.2 Such records shall be filed with the Elections Board each week.
Chapter 910.3 Campaign spending shall not exceed limits set by the Elections Board.
Chapter 910.4 The SGA Office and all SGA functions not expressly intended as election campaigning activities shall be considered neutral ground, and campaigning is strictly forbidden.

Chapter 920 Voting

Chapter 920.1 Any student currently enrolled at UA may vote in SGA elections.
Chapter 920.2 A student may cast one vote for a Senator in his or her college of enrollment, and one vote for each executive office.
Chapter 920.3 All Student Government Association elections shall be conducted using an electronic ballot via the Internet under the procedure outlined by Article VI and the policy of the Elections Board.
Chapter 920.4 Write-in votes shall be permitted in any Student Government Association election; hence, a designated area on the electronic ballot must allow voters to be able to insert the name of their preferred candidate. Absentee votes shall not be allowed.

University of Mississippi

Title V

CAMPUS ELECTIONS

F) The Fall General Election shall be conducted by the Elections Commission of the ASB for the election of Homecoming Queen, Miss Ole Miss, Colonel Reb, and 10 Campus Favorites. Spring General Elections shall also be conducted by the ASB and include ASB and SPB Officers. Election of Senior Class Officers shall follow election of ASB and SPB officers in the spring.

Section 104. Filing of Petitions.

A) No student shall be qualified as a candidate or nominee for any office or honor provided for the ASB Constitution or Code of Laws, except upon presentation of a petition. At the time a candidate requests his or her petition, that candidate shall receive the Code Subtitles covering their election. The Attorney General and the Deputy Attorneys General and/or the Election Commission shall explain and answer any questions concerning these elections at the time the petition is filed. Only official petitions, signed by the candidate, may be accepted.

B) The following offices shall require the personal petition of the candidates containing the names of the twenty-five (25) qualified electors: President, Vice-President, Secretary, Treasurer, Judicial Council Chair, SPB Director, SPB Associate Director, Miss Ole Miss, Colonel Reb, Homecoming Queen, and Class Favorites.

C) Candidates for the office of Campus Senator shall be required to present a personal petition signed by 25 qualified electors from the candidate's district, and designating a District and Post from which the candidate seeks election.

D) If a grade average is required, the candidate or nominee shall submit proof by way of an unofficial transcript or a notice from the Registrar of first year status and good academic standing. The same shall be required for hour requirements.

E) All petitions for the elections of Campus Senators shall be received between 1:00 p.m. and 4:00 p.m. on the Friday prior to the certification meeting on Monday.

F) All petitions for other offices and honors shall be received between 1:00 p.m. and 4:00 p.m. on the Friday two weeks prior to the certification meeting.

G) Petitions must be turned into and certified as correctly filled out by either the ASB Attorney General, Deputies, or members of the Elections Commission. These officials shall keep hours set forth in Section 104 (D or E) for the purposes of checking and correcting any errors in the petition form and for checking the qualifications of the candidate or nominee. All

of the Elections Commission) by 12:00 noon of the day after the first primary election. This write-in's name shall be placed second on the run-off ballot. In the event that any person receives as a write-in so many votes as to ordinarily be duly elected for an office or honor, such person shall be deemed so elected upon completion of the requirements established in the Item. If the individual does not meet the requirements then a runoff between the next two highest vote getters shall be held.

E) In the event that a person receives so many write-in votes in the first primary that his/her name would ordinarily be placed on the ballot for the runoff, but fails to meet the requirements established in (D) above, their name shall not be placed on the ballot for the runoff, the ballot for the runoff in the case shall contain the names of the two qualified students with the next highest vote totals.

Section 106. Voting.

A) All voting in all elections shall be done by secret ballot.

B) To vote in any election, each qualified student voter shall present his/her I.D. card to the proper poll official to be marked in a manner to indicate the student has voted. NO STUDENT MAY USE ANOTHER STUDENT'S I.D. CARD TO CAST A VOTE.

C) Each qualified voter shall sign an official roster before voting.

D) To be qualified elector in any election of the ASB, one must be qualified according to Article I of the Constitution. In the case of Campus Senate Elections, to vote for an academic post, one must reside off-campus and be enrolled in the academic school the post entails. To vote for a dorm post, one must reside in the specific district in which the dormitory election is held.

E) Students of the University of Mississippi who will be absent from the campus or for any other reason be unable to vote on election day, in order to vote, shall be required to take their I.D. card to the Associated Student Body office between the hours 1:00 p.m. and 4:00 p.m. on the day before the election day and present their card for marking and vote, and sign an absentee roster under the supervision of either the Attorney General, his/her deputies, a member of the Elections Commission, or the Chair of the Elections Commission.

F) The officials enumerated in (E) of this section shall be responsible for making absentee voting procedure known with an announcement notice required by this Title.

Section 110. General Certification Rules.

A) To be certified, a candidate shall submit a correctly and completely filled out petition as to substance before the deadlines as set forth in the Title, and shall meet all the requirements for qualifications set up for the office or honor provided in this Title or in the Constitution.

B) Qualifications and requirements shall be subject to review by the entire membership of the Elections Commission. The certification meeting shall be open to the public and shall begin at 7:00 p.m., two weeks prior to elections on a Monday. If, at said certification meeting, a candidate or nominee is determined not to meet the substantive qualifications and requirements set forth by this Title, such candidate or nominee shall be deemed not certified. Appeals to such decisions shall be filed with the Judicial Council within 24 hours of said decisions.

C) For Campus Senate Elections, The certification meeting will be held one week prior to the election, on a Monday ant 7:00p.m.

D) All candidates or nominees are required to attend the certification meeting. An excuse for absence must be received by the Elections Commission before 5:00 p.m., the night of the certification meeting. Any absence not excused must be due to class or an extremely mitigating circumstance as determined by the Elections Commission. If such circumstances are not proven, a denial of certification or disqualification shall be imposed.

E) At the certification meeting, the candidate shall be presented with the election rules, verbally and/or on paper.

SUBTITLE B

CAMPUS SENATE ELECTIONS

Section 111. Senate Qualifications.

A) For the office of campus senator, the following qualifications shall be required: nominees shall be a currently enrolled freshman in Good Standing or an upper class student with a minimum 2.0 GPA. An individual may not serve as senator and hold office in the Executive Branch or the Judicial Branch. Academic school senators must be enrolled in the school from which elected. Dorm senators must be domiciled in the district in which they seek election.

1) Miss Ole Miss

a) Completed 60 semester hours, 12 of which at the University of Mississippi.
b) Must have a minimum 3.0 GPA.
c) Must have completed 10 hours of community service in the one-year prior to the election.
d) Must be a female.
e) Must serve as representatives of the University of Mississippi, through the office of Admissions, in two or more university sponsored multiple high school college fairs during their elected term.

2) Colonel Reb

a) Same requirements as for Miss Ole Miss except they must be male.

3) Homecoming Queen

a) Completed 60 semester hours, 12 of which are to have been completed at the University of Mississippi.
b) Must have a minimum 2.0 GPA.
c) Must be a female.

4) Campus Favorites

a) All nominees for Campus Favorites shall have successfully completed 60 semester hours, 12 of which at the University of Mississippi.
b) There will be five male and five female class favorites, unless there is a tie, as explained in Section 109 (B).
c) No student who has been elected campus favorite in a previous election is eligible for re-nomination.

Section 114. <u>Campaign Rules for Fall General Elections.</u>

A) In the case of Homecoming Queen, Colonel Reb, and Miss Ole Miss, campaign material shall be limited to flyers, banner, and advertisements in campus media only. All other forms of campaign material, as designated by the code, shall be prohibited. Violation of this section shall be considered a major offense and could result in disqualification.

B) For all other rules, refer to Subtitle D.

Section 115. <u>Fines for Fall General Elections.</u>

D) For the purposes of this section "campaign material" shall be defined as any material, apparatus, or other property used by a candidate or nominee for the purpose of campaigning as defined by this section. All campaign material shall be identified as such. Any infringement upon this item shall be subject to major violation.

E) No candidate or nominee, or his or her respective agents, may indulge in campaigning prior to the beginning of the open campaigning period. This period shall open at 7:00 p.m. on the Monday following the certification meeting. Any ASB sponsored or sanctioned debates will not be considered a violation of this rule.

F) Any meetings regarding the nature of the campaign before the open campaigning period shall be limited to twenty people. This shall serve as a major violation and grounds for possible disqualification.

G) Emails shall be considered word of mouth campaigning. Sending emails to more than one person before the start of the campaign period is prohibited.

H) The use of list serves or the sending of unsolicited emails to persons unknown to the sender for the purpose of campaigning is prohibited and shall be considered a major violation.

I) No campaign material may be displayed in a public fashion in an academic building except those areas designated by the building mayor. No more than one campaign flyer per candidate may be placed at these designated areas. Violations of this section shall constitute an intermediate offense.

J) In non-academic areas, as many as two campaign advertisements may be posted on bulletin boards or other regular posting areas. This shall include the large bulletin board on the second floor of the Union. Violations of this item shall constitute a minor offense.

K) Campaign materials for posting shall not exceed eight and a half by eleven inches in size. Violation will result in an intermediate offense.

L) Each candidate or nominee may have only one banner displayed at one time. No banners shall be displayed in or on the Student Union Building. A banner shall be defined as any poster larger than eight and one-half by eleven inches. This constitutes a major offense.

M) No hand-held signs or posters of any kind shall be permitted near the polls on Election Day. Violations constitute a major offense.

disqualification unless shown to have been done in ignorance at which point the Elections Commission may impose a lesser punishment.

Z) Any attempt, by a candidate, campaign, or supporter, to coerce, bribe, intimidate, or force a person to vote shall result in instant disqualification.

AA) Each candidate shall remove his or her campaign material from public areas of the campus within that time which is specified by the Elections Commission or Attorney General. The deadline shall not be less than 48 hours and those who violate the set deadline will be subject to a fine of five dollars each day after the deadline.

Section 118. Regulations for Campaigning Within Campus Housing.

A) The candidate, along with one other person will be allowed to campaign in resident halls only on the Wednesday and Sunday night before the primary from 7:00-10:00 p.m. In the case of a runoff, a candidate, along with one other person, may campaign in residence halls the Wednesday before the runoff from 7:00-10:00 p.m. Violation of this item shall be considered a major violation.
B) The resident of a particular dorm room must give permission in order for a candidate to hang a flyer on that resident's door. Further, there is to be no sliding of campaign material under doors of dorm rooms or any other type of random distribution of campaign materials. Violation of this item shall be considered an intermediate violation.
C) Open forums may be held in the lobby of any residence hall at any time provided the time and place are arranged and confirmed by the residence hall director. Violation of this item shall be considered a major violation.
D) There will be no flyers in the windows of a residence hall, posted on the building directly, or on the bulletin boards of the residence halls. Violation of this item shall be considered an intermediate offense.
E) In addition to prosecution by the ASB Elections Commission, violations of the items in this section are subject to prosecution by the RHA Judicial Council and possibly the UPD.

Section 119. Rules Regarding Expenditures.

A) This section shall be subject to those penalties, which are noted in the section titled "Penalties Assessable."

B) Spending limits for candidates campaign expenses shall be as follows:

ASB President	$1000.00
Vice-President	$1000.00
ASB Secretary	$925.00
Treasurer	$925.00
ASB Judicial Council Chairman	$700.00

have been used in previous campaigns, or which may be used in future campaigns or which is donated by the candidate or their supporters to their campaign efforts. "Campaign Expenditures" which must be reported as expenses are those for materials which are specifically incidental to the campaign, this includes expenses for administering, publicizing, and other wise conducting the campaign.

H) Campaign organizations of individuals may conduct fund-raising activities. These activities shall be subject to the regulations concerning campaigning, the posting and distribution of literature, the times and types of campaigning that may occur, and particularly, capital funds necessary for conducting these fund-raising activities need not be reported as campaign expenses.

I) Advertisements in the *Daily Mississippian* and over radio and television stations shall be unlimited within the limits of the campaign expenditures section of this subtitle during the time of campaigning. This type of campaigning is not considered to be word of mouth, and should be included on the expense voucher.

J) Any costumes and/or uniform attire specifically purchased for the use in a campus-wise election must be reported on the candidate's expense voucher.

K) The expense reports, which candidates submit to the Elections Commission, must include the valid receipts for all campaign expenses incurred on or before the Monday preceding the first primary for that report, and all expenses incurred throughout the campaign for the second expense report including the firm or person from whom campaign materials were purchased or donated. Copies of the candidate's receipts must be stapled to the expense voucher in an orderly manner.

L) Any candidate who's campaign expenses total more than the limits prescribed under Section 122 of this Title, upon proper determination of the Elections Commission, will be subject to a fine equal to three times that amount of overspend. The prescribed limits are for the duration of the elections, including runoff. If the overspend is found to be blatant and grossly in excess of the limits (10% or more over) the candidate shall be disqualified.

M) The Elections Commission shall have the power to grant economic relief to any candidate whose campaign materials are destroyed or damaged beyond use by acts or force beyond the control or knowledge of the candidate. In case of special elections because of more that one runoff or invalidated elections, economic relief may be granted by the Elections Commission.

Section 120. <u>Rules of Elections-General</u>

B) A candidate or nominee may be disqualified for violations of campaign or election laws or regulations subject to the procedure outlined in the Elections Commission Hearing Procedure section.

C) All fines collected for violations of this Title shall be remitted to the General Treasury of the ASB.

Section 122. ELECTION COMMISSION HEARING PROCESS.

A) All concerned parties hall shall have the right to 24 hours notice prior to the hearing date and time. Notice may be waived by the parties in a written or oral waiver taken by a member of the Elections Commission or the Attorney General.

B) At the time of notification of a hearing the parties involved shall be informed of the time, date, and place of hearings. All parties concerned shall be advised as to the nature of the charges levied against them and specific grounds thereof.

C) The candidate shall be informed of their right to have legal counsel present at the hearing, to bring witnesses on their behalf, and to bring physical evidence on their behalf.

D) No violation shall be heard by the Elections Commission unless the physical presence of complainant listed is on the violation form. If complainant was not a witness to alleged violation, a witness must be produced for testimony and questioning.

E) The Attorney General or one of the Deputy Attorneys General will serve as prosecution in the case of violations concerning vouchers and any cases brought before Elections Commission by the Attorney General's Office charging a candidate or nominee with violating any area of this Title. Cases where the Attorney General serves as prosecution, he or she shall not be allowed to serve as an ex-officio member of the Elections Commission as stated under "Responsibilities of the Attorney General."

F) In complaints filed by parties outside of the Attorney General's Office, those parties shall serve as prosecution. The Attorney General and/or his deputies may be present at the hearing in an advisory capacity to the Commission is reviewing the case.

G) The decision of the Commission, including the vote, reason, and causes thereof, shall be filed in writing by the Elections Commission Chair with the Attorney General within 24 hours following its determination.

E) All appeals of Elections Commission decisions under this section must be writing and delivered to the Judicial Council within the allotted time period.

SUBTITLE F

OFFICIALS RESPONSIBILITIES

Section 124. Campus Senate Elections Committee.

A) The Campus Senate Elections Committee shall have; the power to investigate the proper execution of such election laws as provided in the Constitution and the Election Code Title V, the power to review all audits of expense vouchers by the Elections Commission, and the power to aid the Attorney General and the Elections Commission in proposing legislation concerning the ASB elections.

Section 125. Duties of the Attorney General During Elections.

A) The Attorney General of the ASB shall be charged with the supervision of the elections organizations within the Justice Department and all legal aspects and questions concerning laws and regulations provided for in the Constitution, Code, and customs in administering the elections process, and shall keep permanent files of all such actions and elections results. For the purposes of this item section "elections organizations" shall include the Elections Commission.

B) The Attorney General shall act as the Election Commission's agent in enforcing its decisions, and in such capacity, the Attorney General shall be an ex-officio, non-voting member of the Elections Commission.

C) The Attorney General shall not run for any elected office or honor.

D) To produce a clear and easily understandable summary of any proposed Constitutional Amendments to supplement the Amendments themselves and present both to the Elections Commission for display at the polls on Election Day.

E) The Attorney General shall have the following powers and duties under this act:

B) No member of the Elections Commission shall be a candidate for, or shall hold any elective or appointive office or honor in the ASB or any other unit of campus government.

C) The Elections Commission shall have the following duties and powers:

1) To place the names and/or Constitutional Amendments upon and order the ballots to be printed, such order to be made by the Friday before the elections at the latest.

2) To be responsible for all public notices provided in this Title.

3) To supervise the counting of the ballots.

4) To comply with certification or results requirements as previously stated in this Title. To include in said certification the number of ballots cast for each candidate and for each proposed Constitutional Amendment.

5) To levy fines, or dismiss with or without hearings or to call a hearing, depending on the evidence produced, complaints files against candidates.

6) To choose to hold hearings as determined necessary on any violations of this Title and to dismiss charges, or fine or disqualify the candidate.

7) To audit the expense vouchers of candidates and nominees within 24 hours after each deadline for submitting a voucher and inform the Attorney General in writing of all infractions and excesses within the same. In addition, all returned vouchers shall be filed with the Attorney General, and such filing shall constitute a warrant of their validity after which the candidate shall not be liable under the law.

8) To keep all tallies and ballots intact as required by this Title.

9) To keep hours in the ASB office, take petitions, certify candidate, attend the review meeting on certification and take absentee ballots as required by this Title.

10) To promulgate such forms as are necessary to the proper execution of its duties.

University of South Carolina

401.00 Authority of the Elections Commission

401.05 The Elections Commission shall exist as a service to the student body. Funding shall be derived from student activity fees on the same basis as other commissions of Student Government. Authority shall be derived from and regulated by the Student Government Constitution and Constitutional Codes.

401.10 The Elections Commissioner shall present to the Senate Finance Committee a detailed budget by line item for the Elections Commission during the Spring and/or Fall budgeting process.

401.15 All expenditures by the Elections Commission shall be approved by the Elections Commissioner and the Student Government Coordinator.

401.20 The Student Government Election and the Student Government Inauguration shall be the responsibilities of the Elections Commission.

401.25 The Elections Commissioner shall receive a stipend of $150.00 to be paid following the Spring Election upon completion of the job to the satisfaction of the Student Government Advisor.

401.30 The Student Government Advisor shall advise the Elections Commission.

402.00 Nature of the Elections

402.05 The following elective offices shall be filled in the designated Spring Elections: Student Government President, Student Government Vice President, Student Government Treasurer, and Student Government Senators.

402.10 In elections for SG Executive Offices, a winner shall be determined at such time as one candidate gains a majority of the votes cast, which shall be defined as fifty percent plus one.

402.15 For the Executive races, a run-off election shall be held if any Executive Office Candidate does not receive a majority of the votes cast. The two persons receiving the highest number of votes cast shall be eligible for the run-off election.

402.20 In elections for Student Senate, a winner or winners shall be determined as stated in the Student Government Constitution.

402.25 In the races for Student Senate, a run-off election shall be held in the event of a tie for one or more of the seats pursuant to 402.45.

402.30 Eligibility for office is defined in the Student Government Constitution.

402.35 Each candidate shall submit a filing form certifying that he/she meets the requirements for the office, has read the appropriate rules, and grants the Student Government advisor permission to certify academic eligibility.

402.40 Any candidate utilizing a campaign staff must provide to the Elections Commissioner, in writing, the names of his/her campaign manager and any other persons associated with his/her campaign. In the event that a candidate's campaign staff changes, the candidate must provide to the Elections Commissioner, in writing, the names of persons who are no longer associated with his/her campaign. If a candidate adds additional members to his/her campaign staff, the candidate must provide to the Elections Commissioner in writing, the names of persons who are now associated with his/her campaign.

I. The conducting of a meeting with the candidates to assure that they understand their responsibilities and the Election Codes, as applicable to them.
J. Submitting the updated list of all candidates and their addresses who file for a Senate or Executive Officer position to the Powers and Responsibilities Committee and the President of Student Government for the purpose of recruitment for other available positions in Student Government.
K. Setting up a forum/debate for the Student Body with the Executive candidates during the week before the election.

403.25 The Elections Commissioner and his/her staff shall meet with the Student Government Advisor weekly upon the Advisor's request, beginning four weeks prior to the Student Government election.

403.30 The Elections Commissioner shall carefully review the Election Codes with his/her staff prior to each election. He/she shall conduct training with all workers to ensure that the Election Codes are implemented in good faith.

403.35 The Elections Commission shall be responsible for assuring the security of all ballots and other election records for a period of thirty days after the election. However, if the election is contested, the records will be retained until a settlement is reached.

403.40 All regulations and procedures implemented pursuant to the Election Codes established by the Elections Commission shall be enforceable under the Election Codes provided they are not in conflict with any of the Codes of Student Government and the Constitution.

403.45 A member of the Elections Commission and/or the Student Government Staff must be present to monitor the write-in procedures in Chapter 408 of the Election Codes.

403.50 A member of the Elections Commission, were applicable, shall be on the watch for any irregularities or violations at the write-in polling site, and report said irregularities or violations to the Elections Commissioner.

405.00 Candidate Filing and Fees

405.05 The filing fee for Senate seats shall be a non-refundable amount of $5.00.

405.10 The filing fee for Executive office shall be $50.00, of which $45.00 is refundable, provided that all of the candidate's campaign materials are removed within 48 hours of the last election to the satisfaction of the Elections Commission. If not, the money is forfeited to the Elections Commission.

405.15 A receipt for fees paid shall be issued to each candidate by a Student Government office staff employee.

405.20 The SG Treasurer shall keep on file for one year a copy of each receipt issued. These shall constitute a public record.

405.25 All collected monies shall be deposited to the Student Government Elections Account (D007), as prescribed by University policy.

405.30 Filing shall start at 9AM on the Monday six weeks before Spring Break and continue through 4PM of the Tuesday of the same week.

405.35 Filing shall take place in person in the Student Government office during normal University working hours.

408.40 When twelve or more candidates have filed in one race, the Elections Commission shall randomly draw to decide if the candidate's names will be listed in alphabetical or reverse alphabetical order.

408.45 Each candidate's name on the ballot must contain no more than 25 characters and/or letters. Each candidate is responsible for viewing the ballot on the vip.sc.edu webpage and verifying the correct spelling of their name on the ballot with the Student Government Office Manager or Student Government Advisor no later than four (4) days prior to the election. Any requests for a change of ballot information must be submitted in writing four (4) business days prior to the election and must be issued a receipt by the Student Government Office Manager or Advisor.

408.50 Students wishing to vote for a write-in candidate must do so at the Student Government Office polling location by the following process:

A. Each voter shall present to the poll worker a picture identification that must include a Social Security number.
B. A poll worker will watch the student log into VIP and submit a blank ballot. No candidate's can be selected.
C. A poll worker will provide a paper ballot containing the executive candidates and senatorial candidates for the voter's college along with an envelope.
D. The student will circle his/her selections, seal the ballot within the envelope and place it in the ballot box.

408.55 The Elections Commission shall be responsible for providing the following items at the write-in polling station located in the Student Government Office:

A. One large lockable ballot box.
B. Envelopes for the write-in ballots.
C. Poll worker instructions.
D. Posters and tape to properly identify the polling location, in addition to any other pencils, pens, and supplies as needed.
E. Poll workers shall be assigned to the write-in polling station in the Student Government Office as needed. Hired poll workers shall be provided as needed at the discretion of the Elections Commissioner.

408.60 Write-in votes are not to be allowed in run-off elections.

408.65 For a referendum to appear on the ballot it must be published in *The Gamecock* at least one week prior to the vote of the Student Body pursuant to the Student Government Constitution. The referendum may appear on the ballot in an abbreviated form.

408.70 If the VIP System is not accessible for 25 percent or more of the alloted election time available the election may be considered null and void at the discretion of the Elections Commission with concurrence of the Vice President of Student and Alumni Services.

409.00 Tabulation and Notification Process

409.05 A member of the Elections Commission must be present to close the write-in polling location at 5:00 p.m. and to transport the ballots to the counting location. Executive Office candidates may have one observer present from the time the poll closes until the tabulation of the write-in ballots is complete.

409.10 The Attorney General must be present as an observer at the time the write-in ballot box is opened and until the tabulation is complete. The Attorney General shall be responsible for the security of the area where counting is taking place. If the Attorney General is not present, the Senior Justice or an individual designated by the Vice President for Student and Alumni Services, shall substitute.

410.15 An election fraud report must be filed with the Elections Commissioner within 2 business days of an incident. Complaints must be filed during normal business hours. After the case is heard by the Elections Commission, the Elections Commissioner will announce the decision within 2 business days of the complaint's filing, which may be appealed to the Attorney General and the final appeal shall be the Office of Student and Alumni Services. The Elections Commission shall refer violations of the University Policy concerning General Student Conduct regulations directly to the Office of Student and Alumni Services.

410.20 The Elections Commission will not impose a penalty exceeding the amount of the filing fee and/or disqualification of the candidate. Students who are not candidates or members of the candidate's staff shall be referred to the Office of Student and Alumni Services for disciplinary action under to University Policy concerning General Student Conduct Regulations.

410.25 Although disqualification is generally within the discretion of the Commission, the Elections Commission must disqualify any candidate who has received five or more written notifications for confirmed violations of the Elections Codes. These written notifications must be filed with the Attorney General as they are forwarded to the candidates.

411.00 Rules for Campaigning

411.05 The Elections Commission strongly recommends that candidates abide by the following spending limits: (a) for the Executive Offices, limit campaign spending to $500.00 for the Spring General Election and $300.00 for the run-off election if mandated; and (b) for Senate races, limit campaign spending to $75.00. "Spending limits" shall include all gifts and contributions to a candidate's campaign.

411.10 Campaign materials may be placed on University posting locations and other places specifically designated for announcements and public notices. Dormitory doors (and doorknobs) are considered private property, and campaign materials cannot be placed on them without the consent of the owner. No campaign materials may be placed in any official polling location (i.e. any USC computer lab). All candidates must follow all campaign rules and guidelines as described in the Posting Regulations section of the information packet distributed at the candidates meeting, provided that regulations do not conflict with Election Codes.

411.11 Campaign materials may include stick-on decals as long as the decals are of the type that do not leave a residue upon removal and are approved by the Elections Commissioner before being distributed. Candidates are responsible for the removal of any residue when they remove their campaign materials after the election.

411.12 Candidates may not solicit organizations to set up speaking times until they have filed for office, pursuant to 402.35.

411.15 Distribution of campaign material and campaign speeches to student organizations cannot begin before the official candidates' meeting which the candidates' campaign manager must attend with the candidate. The Elections Commission shall distribute a copy of the Elections Codes to each of the Executive candidates. At the candidates' meeting, all candidates must sign an agreement affirming that both the candidate and his/her campaign manager have read the candidate's packet, including the Election Codes, and fully understand all of their meanings and implications. It is the responsibility of the Elections Commission to explain any ambiguities or answer any questions that the candidates or their campaign managers may have.

411.16 The Elections Commission will sponsor an official candidates meeting which is mandatory for all candidates and their campaign managers. The date will be determined during the fall semester, and candidates will be informed of the meeting and its date and time when they complete the filing process. If a candidate is unable to attend the mandatory meeting, the candidate must: (1) Submit a written excuse to the Elections Commission prior to the mandatory meeting; and (2)

415.00 Election Expenses

415.05 The Student Government Advisor shall be authorized to disburse funds necessary to conduct elections in accordance with the Constitutional Codes and Statutes.

Chair Positions

Tasks of Each Chair Position are subject to change

Publicity Chair(s)

- First Semester: Recruit a designer for election publicity. Work with the Election Commission and Commissioner in creating the election theme. Research giveaways and t-shirts. Place orders. Oversee the design of flyers, election posters, apathy stickers, table tents, t-shirts, ads, etc. Create Publicity Timeline
- Second Semester: Organize table tent distribution and student government display for advertising elections. Publicize candidate debate and elections. Organize publicity events and material distribution. Attend meetings, Inauguration, and other events as they arise.

Technology Chair

- First Semester: Research possible problems with and identify possible solutions for electronic voting implementation, assist the organization of a "trial run" in November, create a "candidate's web page".
- Second Semester: Continue first semester tasks and make recommendations for the actual voting, help with photos for webpage and proof and count 50 word platform. Assist at publicity events and material distribution. Attend meetings, Inauguration, and other events as they arise.

Posting Regulations and Building Contacts Chair

- First Semester: Update building contact database and posting regulations. Make sure that all information is accurate and in accordance with specified guidelines.
- Second Semester: Serve as liaison regarding posting complaints. Coordinate "clean sweep" at conclusion of elections. Assist at publicity events and material distribution. Attend meetings, Inauguration, and other events as they arise.

Candidate Guidelines and Debate Chair

- First Semester: Update and prepare candidate filing packets and candidate meeting packets and begin organizing candidate debates (Work directly with the GA). Coordinate logistics of debate, i.e. Content, location, schedule, publicity, etc.
- Second Semester: Run candidate debate and ensure that candidate packets are complete and ready for candidate meetings. Attend meetings, Inauguration, and other events as they arise.

Elections Commission Application

Return completed application to the Student Government Office by
Tuesday, September 21st at 4pm

Name: _____ Phone Number: _____

School Address: _____

Permanent Address: _____

Major/Degree Program: _____

Please list your leadership experience and why you would benefit the Elections Commission.

How would you describe your leadership style?

What is your preferred position and what skills or abilities do you bring to this position?

How many hours per week will you be willing to give to the Elections Commission?

Please sign below to authorize Student Government to verify your academic standing.

Signature: _____ Date: _____

A. In the case of the extended or chronic absence of any undergraduate member from the meetings of a University Committee, the Executive Vice President may recommend to the presiding officer of that committee the removal of said member.

B. If the presiding officer concurs with the Executive Vice President's recommendation, the Executive Vice President shall submit nominations to the Senate in the same way as before in order to fill the vacancy.

Title VI. Student Elections

Article I. Elections Procedures

Section I. Eligibility of Candidates

A. All candidates for Student Government offices shall:

1. File a Statement of Intent (SOI) form
2. Be nominated by an official petition
3. Attend all elections meetings called by the Attorney General
4. Submit a campaign budget.

B. Any candidate who, in the opinion of the Attorney General, shall fail to meet these qualifications shall be ineligible to run for a Student Government office until the next Fall or Spring Election, whichever shall come first.

C. Any candidate who shall be disqualified may appeal his or her disqualification to the Elections Commission.

Section II. The Statement of Intent Form

A. The Attorney General shall be responsible for composing and printing a standardized Statement of Intent (SOI) form.

1. The form shall be easily available no later than the first day of undergraduate classes for Fall Elections.
2. The form shall be easily available no later than three weeks prior to the Spring Primary Election.

B. The Attorney General shall be responsible for overseeing the publicity regarding the availability and distribution locations of the SOI forms.

H. All SOI forms shall be completed and filed with the Attorney General at the First Mandatory Candidates Meeting.

I. If it shall occur that no individual shall file for a particular office, the Attorney General shall be responsible for appropriately publicizing this fact, and the SOI deadline shall be extended until the Second Mandatory Candidates meeting.

1. If no response is received after a one-week extension of the SOI deadline during the Spring Elections, the office shall be filled during the following Fall Elections.

2. If no response is received after a one-week extension of the SOI deadline during the Fall Elections, the class, school, or college in question shall forfeit its right to representation for that academic year.

J. Filing of SOI forms shall be done only to facilitate necessary elections business, and is not meant to prevent a candidate from announcing candidacy at any time prior to the deadlines in the Statutes.

K. If a candidate shall miss a Mandatory Candidates Meeting without prearranging a proxy because of extenuating circumstances, the Attorney General shall rule on the validity of the excuse, which may be appealed to the Elections Commission.

Section III. Petitions of Candidacy

A. All candidates for Student Government Association elected positions shall receive a standardized petition at the First Mandatory Candidates Meeting.

B. The printing and distribution of petitions shall be the responsibility of the Attorney General.

C. Clearly legible at the top of each petition shall be printed the following:

1. "Signers of this petition support (candidate's name) who is a candidate for office in the Vanderbilt University Student Government Association as (title of position sought)."

2. "The undersigned furthermore affirm that they are presently registered undergraduate students of Vanderbilt University and are willing for their signatures upon this petition, as a whole, to be available for public inspection."

D. There shall be space for the following information:

1. The supporter's full printed name

Section I. The First Mandatory Candidates Meeting

A. The First Mandatory Candidates Meeting shall be held no later than two weeks prior to both the Fall and Spring Primary Election.

B. All candidates must turn in a completed Statement of Intent Form at this meeting.

C. The Attorney General shall distribute copies of this Title to all prospective candidates and shall discuss them.

D. Candidates shall receive standardized petitions according to this Title.

E. Any additional business the Attorney General deems necessary shall be conducted.

Section II. The Second Mandatory Candidates Meeting

A. The Second Mandatory Candidates Meeting shall be held exactly one week following the First Mandatory Candidates Meeting.

B. The meeting shall begin with a roll call of the prospective candidates.

1. Any candidate who shall fail to be present in person or by proxy shall be disqualified.

C. The Attorney General shall answer any questions the candidates shall have concerning the elections rules outlined in this Title.

D. The Attorney General shall announce those candidates who have met the eligibility requirements as determined from the SOI forms and completed petitions.

E. For a candidate's name to appear on the ballot he or she must at this time sign the following statement:

"I, (candidate's name), hereby acknowledge that I have read and understand all elections rules relevant to my candidacy or position and that I shall abide by these rules to the best of my ability."

F. Any additional business the Attorney General deems necessary shall be conducted.

G. At the end of this meeting, all persons completing the terms of qualification shall be officially considered candidates.

H. On the day of any election, there shall be placed in close proximity to the voting area impartial information about each candidate, possibly including, but not limited to, photograph and platform statement.

1. Placement of such information shall be the responsibility of the Attorney General.

Section II. Student Government Association President Fundraising

A. The expenditures of the Student Government Association President and Executive Vice president teams shall not exceed a total of $500.00.

B. These funds may be obtained in the following manner.

1. Each team shall be able to contribute up to $100.00 of their own money.

2. Each team shall be able to solicit and receive a single and maximum $10.00 cash contribution from any undergraduate.

3. Contributors of money must be willing to have their names available for public inspection.

C. These contributions, and those of the candidates, shall be the candidates' only sources of money for the campaign.

D. All materials used in the campaign shall be purchased with these funds.

Section III. Senate and Council President Fundraising

A. The expenditures of Senate and Council President candidates shall not exceed a total of $75.00.

B. These funds may be obtained in the following manner:

1. Each candidate shall be able to contribute up to $25.00 of his or her money.

2. Each candidate shall be able to solicit and receive a single and maximum $5.00 cash contribution from any member of the Vanderbilt undergraduate constituency that he or she shall represent if elected.

3. Contributors of money must be willing to have their names made available for public inspection.

C. These contributors, and those of the candidates, shall be the candidates' only sources of money for the campaign.

G. The Attorney General shall adjust expenditures to fair marketvalue as needed to ensure that no candidate shall achieve an unfair advantage, counting the new value toward a candidate's budget total.

1. Any candidate who has procured campaign materials or campaign supplies at a price well below what any other candidate could be reasonably expected to pay is subject to such an adjustment of expenditures.

2. Candidates must report only the quantity and cost of material actually used.

H. Solicitation of funds or materials by a candidate or his staff in excess of the limit specified in the Statutes in and of itself shall not constitute an elections violation, but use of materials or funds in excess of said limit shall constitute an elections violation.

1. Failure to abide by the fundraising and spending rules as outlined in the Statutes shall be grounds for disqualification.

2. Failure to fully acknowledge all expenditures and cash donations as outlined in the Statutes shall be grounds for disqualification.

Article IV. Election Voting

Section I. Voter Eligibility

To be eligible to vote, a student must meet the following guidelines:

A. The student must present a valid and working Vanderbilt Card.

B. The student must be a full time, registered undergraduate student of Vanderbilt University.

Section II. Voting Procedures

A. In a primary election, an eligible voter may vote for twice as many candidates as there are positions to be filled.

1. In each race, twice as many candidates as there are positions to be filled shall advance to the General Election.

2. Those candidates who receive the most votes shall advance.

B. In a general election, an eligible voter shall vote for no more than the number of positions to be filled.

G. Each candidate or his or her representative may be present at the tally of election votes.

Section III. Fall Elections

A. Positions to be filled in the Fall Elections shall be:

1. All freshman members of the Senate

2. Two freshman members of the Arts and Science Council and one freshman member of the Engineering Council, the Blair Council, and the Peabody Council.

3. Vacancies in other Student Government Association offices that shall have occurred during the summer.

B. Fall Primary and General Elections shall be held at the following times:

1. The Primary Elections shall be held on the second-to-last Tuesday in September.

2. The General Elections shall be held one week after the Primary Elections.

C. Members-elect shall take office immediately after the General Elections.

Section IV. Spring Elections

A. Positions to be filled in the Spring Elections shall be:

1. The Student Government Association President and Executive Vice President, running as a team

2. All upperclassmen Senate seats

3. The Arts and Science Council, Engineering Council, Blair Council and Peabody Council officers

4. Two sophomore members, one junior member, and one senior member of the Arts and Science Council

5. One sophomore member, one junior member, and one senior member each to the Engineering Council, Blair Council, and Peabody Council.

B. Spring Primary and General Elections shall be held at the following times:

E. Contact with the mass media at any time during the complaints process about an elections rule violation shall in and of itself constitute an elections violation, and subject the candidate who made the contact to disqualification.

F. All Elections Commission decisions shall be final.