ASSOCIATED STUDENTS, INC.

Administrative Policies

POLICY 004 – ASI Elections Code of Procedure

ARTICLE I ASI ELECTIONS COMMITTEE

Section 1 – Authority and Function

A. The Elections Committee of the Associated Students, Incorporated (ASI) of California State University, Los Angeles, shall engage in the promotion, planning, and execution of ASI's annual general election and special elections.

~~B.~~ The Elections Committee is a planning group and not a governing body, therefore, meetings are not open to the public.

~~C.~~ The Committee shall, in collaboration with university partners, establish the dates for the general election and any special elections.

~~D.~~ The ASI General and Special elections are a function delegated to the Committee in the Bylaws and Title 5. As a result of the nature and importance of the elections, the Committee has the authority and responsibility to ensure a fair and equitable election; and as such, shall work with the University President or designee, as well as the ASI staff, to manage the elections process.

~~E.~~ The annual election of student leaders for Cal State LA includes the Student Senators and the University Student Union Board members. As such, the Elections Committee shall work with the leadership of the Academic Senate as well as the University Student Union staff in the coordination of the general election.

~~F.~~ The Elections Hearing Board, a sub-committee of the Elections Committee, shall hear all candidate grievances and concerns during the campaigning period and shall work with the Dean of Students Office to hear cases and determine outcomes~~, which shall be final~~.

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Section 2 – Committee Membership

A. The Elections Committee shall be composed of the following:

1. ASI Staff ~~(non-voting)~~,
2. University Student Union Staff
3. ~~Executive Director/designee shall serve as Chair~~
4. ~~ASI Vice President of Community Engagement~~1 BOD member (not running in the election) from each the U-SU and ASI Boards
5. ~~Three (3) Elections Officers~~
6. ~~University Student Union – Staff Advisor (non-voting)~~
7. ~~Academic Senate Advisor (non-voting)~~
8. ~~University President~~AVP/Dean of Students or designee ~~(non-voting)~~

~~The Elections official(s) shall be members of the Student Body, who shall be interviewed and recommended by the ASI Executive Cabinet to the ASI BOD, for approval by a majority vote of the BOD.~~

~~**Section 3 – Quorum**~~

~~Quorum shall be defined as a simple majority of the seated voting membership of the Committee.~~

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~~The chair shall be counted for the purpose of establishing quorum.~~

Section 3~~4~~ - The Chairs of the Elections Committee

A. The ~~Chair of the~~ Elections Committee shall be chaired jointly by the ASI Executive Director or designee and the U-SU Executive Director or designee
B. Be responsible for coordinating the ASI General and Special elections in accordance with ASI, Cal State LA, CSU policies, and State laws.
C. Work with the committee and other departments to develop a strategic marketing and distribution plan for promoting all ASI election-related events to the Cal State LA community.
D. Schedule regular meetings for the Elections Committee throughout the academic year.

Section 4~~5~~ – Conflict of Interest

Once appointed to the Elections Committee, a Committee member shall be ineligible to run for elected office for the academic year. Committee members may apply and can be selected for appointed leadership positions. Elections Committee members shall not engage in activities that might influence the elections, beyondtheir privilege to vote (e.g. actively supporting a candidate on the ballot).

ARTICLE II ~~ASI~~ STUDENT LEADER ELECTIONS

Section 1 – Elected Student Leader Positions

The annual election of student leaders includes the positions for ASI Board of Directors, Student Academic Senators, and the University Student Union Board of Directors. The guidelines and qualifications for these leadership positions are outlined broadly in the CSU Executive Order 1068-Student Activities and additional requirements are listed in the ASI Bylaws, U-SU Bylaws, and the Faculty Handbook for the Student Senators. ~~ASI's elected student leader positions consist of the ASI Board of Directors (ASI Bylaws, Article III). The election of the ASI Board of Directors is set forth in the ASI Bylaws, Article IV and Article X.~~

~~The election of the ASI leadership shall coincide with the election of the Student Academic Senators as well as the students serving on the University Student Union Board.~~ The planning and execution of the elections shall therefore be collaborative to make the annual general election efficient and encompassing of all the elected leadership roles on campus.

Section 2 – Election Days

It shall be the ~~duty~~ responsibility of the Elections Committee to establish the dates and times in an elections schedule for all ASI elections, in collaboration with the other departments involved in the election (ASI Bylaws, Article X) .

A. The Elections Committee ~~, in a manner consistent with the ASI Bylaws Article X,~~ shall publish thedates of all elections.

~~– 1~~ ~~Notice of the time of such election shall be given~~ at least three (3) weeks in advance and must be placed in various public places on the campus of Cal State LA and published in the following ways ~~(ASI Bylaws, Article X)~~: Campus wide e-mails and The ASI website and/or the University Times.

ARTICLE III CANDIDATE APPLICATION AND FILING

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Section 1 – Application

All applications for office shall be handled by the ASI Executive Director/designee for the Senators and ASI Board directors. The applications for University Student Union Board members shall be handled by the U-SU Executive Director/designee.

A. An application consists of the completed online application form.
B. The ASI Staff shall maintain the confidentiality of all applicants.
C. The ASI staff shall issue an email receipt to the applicant that the application was received.
D. The ASI staff shall coordinate with the AVP/Dean of Students for the purposes of ~~determining~~ verifying all applicants' eligibility in accordance with CSU system-wide policy (EO 1068).

Section 2 - Filing for Elected Positions

A. Elections Applications shall be made available online through the ASI website a minimum of three (3) weeks prior to the application deadline. The date of availability of applications and filing deadline must be during the times classes are in session (i.e. not during a semester break).
B. No person ~~shall~~ may file an application for more than one elected office ~~for one~~ in a given election.

Section 3 – Eligibility for Elected Office

The eligibility requirements for candidates intending to serve as elected student leaders are governed by California State University policy (EO 1068), the University Student Union Bylaws, and the ASI Bylaws. Candidates' eligibility shall be verified by the University prior to the start of the campaign period. Candidates who are deemed ineligible may appeal the finding and request an exception to the eligibility requirements through the AVP/Dean of Students, in accordance with CSU Executive Order 1068-Student Activities.

Section ~~4~~3 – Platforms

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Candidate platforms are due prior to the start of campaigning. Platform lengths are limited as follows:

A. President – 350 words.
B. Vice Presidents – 250 words.
C. All other candidates – 150 words.

Section ~~5~~4 – Extended Filing

The filing deadline may be extended at the discretion of the Elections Committee to provide additional time for offices inwhich candidates are unopposed or no one has filed.

Section ~~6~~5 – Notice of Vacant Office

Positions that have not received any candidate applications and remain vacant after the filing deadline, shall be publicized on the ASI website and promoted to the student body and will be filled through an application, interview, and appointment process.

Section ~~7~~6 – Mandatory Candidate Briefing

A mandatory candidate briefing(s) shall be scheduled for the purpose of informing the candidates of the rules and expectations of running in the election. Candidates that fail to attend the mandatory candidate briefing shall not be allowed to campaign or participate in the election. The Elections Committee may, at their discretion, hold individual candidate briefings in addition to the group meetings to accommodate students' class and work schedules.

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Section ~~8~~7 - Public Presentation of the Candidates

Candidates for elected offices are presented to the student body at the start of the campaign period, when a campus-wide email announces the eligible candidates and then again when the votes are tallied and the results of the election are announced. ~~After the election, ASI shall formally present all the candidates to the student body through a campus-wide email and by posting the candidates on the Elections webpage.~~

Section 9 – Candidate Canvas Portal

Upon filing a valid application, each candidate running for the ASI Board of Directors and the Student Senator positions will be added to a Canvas course. The Canvas portal serves as a central location for sharing information and submitting documents and campaign materials throughout the election process. Candidates are required to check their Canvas portal daily for information and assignments. Failure to complete the assignments or submit information as requested may result in removal from the election.

~~**Section 8 – Eligibility for Elected Office**~~

~~The eligibility requirements for candidates intending to serve as elected student leaders are governed by California State University policy and the ASI Bylaws. Candidates' eligibility shall be verified by the University prior to the start of the campaign period. Candidates who are deemed ineligible may appeal the finding and request an exception to the eligibility requirements through the AVP/Dean of Students, in accordance with CSU Executive Order 1068 Student Activities.~~

ARTICLE IV SLATES

Section 1 – Definition

A slate is defined as a group of candidates forming a voluntary coalition to engage incampaign activities on behalf of the entire membership of the slate.

Section 2 – Establishing Slates

A. To establish a slate, the candidates ~~shall~~ must complete the Intent to Establish a Slate form and file it with the Elections Committee prior to the start of campaigning.

B. ~~If~~ When a slate is formed, the following information shall be published on all publicity of the slate: The candidate names, positions they are running for, and the name of the slate.

Section 3 - Slate Grievances

Grievances against a slate may result in the disqualification of the entire slate or an individual(s), depending on thedecision of the Elections Hearing Board.

ARTICLE V CAMPAIGNING

Section 1 – Declaration of Candidates

ASI shall publicly announce all approved candidates running in the election via social media, the website, and in an email to the Student Body, prior to the start of the campaigning period. Candidates are prohibited from campaigning in any manner prior to the D~~d~~eclaration of ~~the c~~Candidates.

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Section 2 – Definition of Campaigning

Campaigning is defined as any of the following actions:

A. The distribution, mailing, or strategic positioning of literature or materials designed todirectly influence the electorate's choice.
B. The posting of advertisements, in any media, designed to directly influence theelectorate's choice.
C. Public speaking or written publications designed to directly influence the electoratechoice.

Section 3 – Improper Use of ASI Property

The ~~unauthorized~~ utilization of ASI property/material by any candidate or their campaign workersis strictly prohibited.

Current ASI student leaders running in the election may not use the ASI offices for any campaign-related purposes (meetings, storing of campaign related material, etc.) during the campaign period, nor can they use the ASI copier or other resources for election-related business.

Section 4 – Staff Participation in ASI Elections

Under no circumstances will members of the ASI staff engage in activities which may be construed to have the effect of influencing or supporting an individual candidate running in the election.

Section 5 – Campaign Literature

All campaign literature to be posted on campus or copied by ASI must be presented toand approved by the Elections Committee. The posting of campaign literature or materials that have not been approved is strictly prohibited and may result in sanctions against the candidate.

Section 6 - Copies

All candidates will be provided 250 black and white copies and 250 color copies on 8 ½ x 11size paper free of charge for individual candidates' promotion. Copies will not be provided for slates. Copies will be ready with 24 – 48 hours and will be available for pick up at the ASI Offices. Candidates must provide the copy in the exact format they desired copied. Noformatting or graphic design services will be provided.

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Section 7 – Website Linking Requirement

All online and telecommunications media must reference and link to the ASI Elections websiteat https://www.calstatelaelections.org/~~www.ASICalStateLA.org~~

Section 8- Submission and Approval of Campaign Materials

Campaign literature and marketing materials, including screenshots of websites and social media, shall be submitted ~~to asielections@calstatela.edu and the Executive Director via email~~for approval prior to posting on the candidates' Canvas portal. The Election committee shall ~~respond in email to bpeake~~approve, comment, or reject the campaign material within ~~forty eight (48) hours~~two business days through the Canvas portal. ~~Approved campaign materials shall be retained for the duration of the election.~~

~~Digital posts on social media and webpages shall also be presented to the Election Committee for approval via email prior to posting.~~

Section 9 – Required Campaign Content~~Disclosure~~

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It is required that all posted campaign literature, except for physical material, (i.e.T-shirts, pens, pencils, etc.) has the following information:

A. Name of candidate
B. Office for which the candidate is applying
C. Dates of the Election
D. How and where to vote on Golden Eagle Territory (GET): "https://get.calstatela.edu/"
E. Web address to the ASI Elections page: https://www.calstatelaelections.org/~~www.ASICalStateLA.org/elections~~

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Section10 – Posting

Clause 1: Rules for using, posting, and distributing on campus shall be as follows:

A. No University-owned property shall be used in any manner, for any campaign purposewithout prior approval.
B. Prior written approval from a university authority of a specific location is required for all physical posting on campus and a copy of the written approval ~~must be provided to the Election Committee and Executive Director~~must be uploaded in Canvas.
C. Candidates should take care to maintain the dignity and aesthetic integrity of the CalState LA campus and community.
D. Posting on trees, building walls, pillars or doors is prohibited.
E. Posting on any cement walls or other textiles (posts, pillars, waste receptacles) on oraround campus is prohibited.
F. Notifications may not be placed on vehicles or left unattended anywhere.
G. Notifications may not be placed on the grass/dirt areas, in planters nor posted inrestrooms.
H. No posting inside the University-Student Union, except in designated areas with theapproval from the University-Student Union administration, Room 306.
I. Campaign materials may not partially or completely cover another campaign flyer/poster.
J. The placement of table tents anywhere on campus must have prior written approval from the authority ofthat location and the approval shall be submitted to the ~~Election~~ Candidates' ~~Committee and Executive Director~~Canvas portal.
K. Flyers shall not be posted in any area that is not pre-approved.

~~Any campaign literature posted shall be supported in all corners by staples, tacks, painters tape or string only.~~

Clause 2: The candidates may place posters on the ASI campus kiosks with prior approval by the ASI Administrative Office, U-SU Room 203.

A. Flyers (handouts) must be no larger than 8" x 11"
B. Posters must be no larger than 11" x 17".
C. Posting is limited to one poster per kiosk.
D. The Elections Committee may remove posters if there is a posting violation without prior notification to the candidate.
E. Posters must not partially nor cover completely other campus notifications,department notifications, or other candidates' flyers.

Clause 3: Candidates are responsible for ensuring the removal of all campaign materials from all areas no later than 5:00 pm five business days after the last day of voting. An individual candidate may be billed $50 for failure to remove their campaign materials by the deadline. Each member

of a slate may be billed $50 for failure to remove the slate's campaign materials by the deadline. Fines will be invoiced to the student and failure to pay may result in an academic hold on the student's account.

Section 11 – Campaign Advocate Limitations

Only continuing or currently enrolled students at Cal State LA, ~~student~~ Recognized Student ~~o~~Organizations and theirrepresentatives, and the candidate's immediate family may engage in campaigning.

Clause 1 – Applicability of Rules

All campaign workers (students and immediate family) and sponsors (individuals or student organizations and their representatives) are subject to the election rules set forth in this Code.

Clause 2 – Responsibility for Actions

Candidates are responsible for any individual(s), organization(s), or organization representative(s) campaigning actions on the candidate's behalf. It is the responsibility of the candidate(s) to make sure all campaign advocates understand the binding expectations of these codes.

Section 12 – Nature of Campaigning

No campaigning shall be done that defames another's character or is libelous, or violates the CSU ~~(Refer to theuniversity~~ free speech policy and Cal State LA Code of Conduct).

Section 13 – Campaign-Free Zones

A. ~~In the case of on-line elections, all computer labs on campus shall be campaign-freezones~~Campaigning inside any University buildings is prohibited, unless the candidate has received prior written approval from the Building Administrator or Department staff.

B. Candidates and campaign advocates cannot use any electronic devices (e.g. smartphones, laptops, etc.) to physically solicit votes on or off campus from the ~~electorate~~student body.

~~. 1 The Cal State LA Library shall be a campaign-free zone.~~

~~0 1~~C. University Housing shall be a campaign-free zone unless there is an officially approved event organized by Housing or the Elections Committee that allows all candidates to campaign.

~~2~~D. During the voting period, there shall be no campaigning near the voting area. The Elections Committee shall determine a suitable distance prior to the voting period and shall inform all candidates of the minimum distance guidelines.

~~7 1 Campaigning is prohibited in any offices on campus.~~

~~8 1~~E. Campaigning in classes is prohibited unless the candidate has the expressed permission of the professor prior to making an announcement.

Section 14 – ~~Approval of~~ Candidate ~~for~~ Endorsements

Candidates may solicit endorsements from an individual student(s) or Recognized Student Organizations to support their candidacy and include endorsement statements in their campaign materials. Endorsements are a mutual agreement between the candidate and the supporting individual(s) or RSO. Students and RSO's are not limited in their endorsements and may choose to support multiple candidates and the endorsement does not bind individual students to vote for a

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particular candidate in the election. Candidates who falsify endorsements in their campaign violate the ethics of a fair and honest election and may be removed from the election for violating campaign standards. ~~No individual, student organization, or their representatives, shall endorse a candidate without written permission from the candidate. Candidate approved endorsements shall be submitted to the Election Committee in writing. The Candidate must receive written acknowledgement from the Election Committee of all endorsements before the Candidate may notify the electorate of the endorsement.~~

ARTICLE VI CAMPAIGN EXPENSES

Section 1 – Itemized Campaign Expense Report

An itemized report of all campaign expenditures and donations shall be submitted to the Elections Committee five business days after the voting has closed. Failure to submit an itemized report can lead to disqualification and/or impact a candidate's eligibility to hold an ASI elected/appointed position in the future.

The candidates' Campaign Expense Report shall include the following:

A. The expense report shall include all expenditures made by the candidate, slate (if applicable), and the individual(s) or organization(s) supporting the candidate/slate.
   a. List of expenses incurred by the candidate for the purchase of materials.
   b. List of expenses incurred by the candidate for the purchase of services.
   c. List of each expense incurred by all individuals or organizations (supporting thecandidate) for purchase of materials.
   d. List of each expense incurred by all individuals or organizations (supporting thecandidate) for purchase of services.

B. Materials donated to the candidate, shall be given a value by the Candidate, and confirmed by the ElectionsCommittee, consistent with the current market rates.

C. All materials or services must be documented with an original receipt attached tothe candidate's Expense Report.

D. The Slate Budget Expense Report shall include the following:
   a. List names of all slate members and their positions.
   b. List of expenses incurred by the slate for the purchase of materials.
   c. List of expenses incurred by the slate for the purchase of services.
   d. List of each expense incurred by all individuals or organizations (supporting theslate) for purchase of materials.
   e. List of each expense incurred by all individuals or organizations (supporting theslate) for purchase of services.

E. Statements by the candidate to the effect that his/her Campaign Expense Report is a"true" statement of expenses incurred in running for an ASI Office.

F. All expense reports shall be reviewed by the Elections Committee for authenticityand a summary of expenses for all candidates will be ~~filed with the ASI Administrative Office Room U-SU 203 within seven (7) business days after the itemizedreport deadline~~maintained by ASI for one academic year after the election.

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~~**Section 2 – Public Document**~~

~~The itemized report shall be available to the public in the ASI Administrative Office Room 203 for one academic year after the conclusion of the election.~~

Section ~~2~~3 – Campaign Expenditure Maximum

The total expenses for an individual shall not exceed $500 for executive officers and $300 for all other candidates. The total expenses for a slate shall not total more than $1,500. If an individual/slate exceeds the maximum allowance it may lead to disqualification of that individual/slate.

ARTICLE VII CAMPAIGN VIOLATIONS

Section 1 – ~~Complaints~~ Campaign ~~&~~ ~~Resolution of~~ Grievances

A. A candidate who believes another candidate has violated the expectations or standards established in this Code or general decorum when campaigning, may file a grievance with the Election Committee. A grievance is simply a report of the actions that have been observed by another candidate.

B. The Elections Committee will establish a process for filing grievances that will be explained during the mandatory candidate briefings. The grievance will be reviewed and if there is a violation, it will be passed on to the Elections Hearing Board for consideration and sanctions will be assigned.

C. Grievances should be reported as soon as they occur so they can be addressed quickly. The Election Committee will determine a final deadline when all grievances should be submitted, which shall be before the announcement of the election results. Grievances will not be considered after the election has been formally called.

D. If the reported behavior in a grievance is a clear violation of the University Code of Conduct, the matter will be referred to Student Conduct for review and resolution and will not be addressed by the Election Committee or Hearing Board.

~~% 1. All campaign complaints shall be submitted to the Elections Hearing Board and Executive Director in writing via email using the approved form.~~

Section 2 – Election Hearing Board

~~E.~~ Role of the Elections Hearing Board

The Election~~s~~ Hearing Board ~~of the Associated Students, Inc.~~ has the ~~power~~ authority to issue warnings, levy fines, suspend campaigns, or disqualify candidates~~, or debate the validity of an election~~. Any questions regarding enforcement of the rules and regulations of the election shall be brought to the Election~~s~~ Hearing Board. Campaign complaints and alleged violations shall be judged by the Election~~s~~ Hearing Board. The procedure in which complaints are to be handled shall be determined by the Board. This procedure shall be explained to the candidates at the Candidate Briefing.

~~F.~~ Election~~s~~ Hearing Board Membership

The membership of the Election~~s~~ Hearing Board shall consist of ~~the~~ three appointed student~~s Elections Officials~~, the ~~Associate~~ Dean of Students ~~for Conduct~~/designee, and the ASI Executive Director/designee as Chair. The Board may also bring in other University staff in an advisory capacity as needed. The student members of the Hearing Board may not be candidates running for an elected position.

~~G.~~ When the Election Committee determines that a grievance is valid, the issue will be referred to the Hearing Board for review. The Hearing Board will interview both the complainant and the respondent to the grievance and assign sanctions or, the Board may choose to hold a formal hearing to determine a suitable outcome. ~~The Elections Hearing Board shall make a decision granting or~~

~~denying hearings related to the Elections within one business day after receiving the Hearing Request Form. If a hearing is granted, it will be scheduled on the next available hearing date. The procedure for filing a complaint will be explained at the Candidate's Briefing.~~

H. All complaints regarding alleged campaign violations and balloting discrepancies shall be heard and resolved by the Election~~s~~ Hearing Board prior to the announcement of election results.

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Section ~~32~~ – Minor Violations

A. Minor violations of the Elections Code of Procedure by an individual ~~/~~candidate/slate/campaign volunteers shall consist of one entire act, which must be corrected within the twenty-four-hour time period from the time of written grievance of ~~such~~ said violation.

B. Minor violations may include, but not be limited to:

a. Posters partially or completely covering other campus notifications, department notifications, or other candidates' flyers.

b. Posting or campaigning in prohibited ways or areas on campus

c. Posting campaign material prior to receiving approval from the Elections Committee

d. Use of ASI equipment or supplies for campaign purposes, including phones, office machines, office space, and email accounts.

C. Four minor violations may equal one major violation.

Section ~~43~~ - Major Violations

Major violations of the campaign rules by an individual ~~/~~candidate/slate/campaign volunteers may include but are not limited to:

A. Use of menace, force, threat, or any unlawful means towards any voter to hinder or deter such voter from voting, or directly or indirectly offering any bribe, reward, or anything of value to a voter in exchange for the voter's vote for or against any candidate.

B. Tampering or alternation of any official election material or ballot without authorization.

~~. 1 Failure to attend and participate in required debates.~~

~~0~~ C. Failure to adhere to ASI campaign spending limits.

~~2~~ D. Submitting a false expenditure form. This includes submitting an expenditure form that does not include all expenditures up to the specified date

~~7~~ E. Non-compliance in submission of itemized reports on time with receipts attached.

~~8~~ F. Removal or defacement of appropriately placed political advertising without authorization.

~~9~~ G. Violating any campus or ASI policies.

~~:~~ H. Interference with the academic instruction of University classes.

~~?~~ I. Violating state or federal phone solicitation laws.

~~@~~ J. Other gross or intentional misconduct as perceived by the Elections Hearing Board of such violation.

~~A~~ K. In all instances, the Candidate shall be held accountable for the actions of a candidate's authorized agents.

Section ~~54~~ - Penalties for Major and Minor Violations

The Election~~s~~ Hearing Board has the right to impose any or all the following sanctions against an individual ~~/~~candidate/slate ~~/campaign volunteers~~ who is found to have violated the Elections Code. In addition, any major or minor violations that break university policies or procedure concerning student behavior may be subject to student disciplinary action by the University.

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A. Minor Violation Penalties may include but are not limited to:
   a. A warning.
   b. A requirement to cease and desist the reported behavior or face additional consequences.
   c. Community Service within the campus.
   d. Requirement for an individual ~~/~~candidate/slate/campaign volunteers to refrain from any/all types of campaigning for a period of at least one hour, not to exceed a period of twoweeks, prior to or during the election (including during the hours of voting).

B. Major Violation Penalties may include but are not limited to:
   a. Removal of a candidate/slate from the election and ballot or ~~be disqualified~~disqualification from assumingoffice.
   b. Restriction from participating for a period of up to one school year in ASI leadership or ~~volunteer~~ appointed positions.

~~**Section 5 – Hearings to Dispute Reported Violations**~~

~~The Elections Hearing Board will make a decision granting or denying hearings related toElections, within one business day after receiving the Hearing Request Form. If a hearing is granted, it will be scheduled on the next available hearing date. The procedure for filing a complaint will be explained at the Candidate's Briefing.~~

Section ~~7~~6 – Reporting of Elections Hearing Board Decisions and Actions

A. All decisions and actions taken by the Election~~s~~ Hearing Board are final.
B. Candidates will be notified in writing and via text/phone of the decisions immediately following the decision.

ARTICLE VIII BALLOTS AND VOTING

Section 1 – Name on the Ballot

The names to be used on the ballot shall be the candidate's name as it appears on the Candidate Application. Candidates may request a preferred name be listed on the ballot at the time of the Candidate Briefing so that it may be included in all campaign materials and the official announcement of the candidates.

Section 2 – Order on the Ballot

The order that candidates' names appear on the ballot shall be determined by the Committee.

Section 3 - Write-In Candidate

~~There shall be no w~~Write-in candidates ~~allowed~~ are prohibited in Student Leader Elections due to required verification of eligibility and the requirement for candidates to submit a completed application. ~~in fairness for those who submitted the required applications and documents by the deadline.~~ A "write-in candidate" is defined as any person who failedto apply either during the regular filing or extended filing period and still wishes to run for an elective office by means of having his/her name written in on a ballot.

Section 5 – Voting

The following procedure shall be used for electronic ballots:

A. Students shall sign-in to GET, either using the website or app, and select the voting function.

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B. Students will use the digital format to vote for one of the candidates for each position on the ballot.

C. If there is only one candidate for a given position, a vote must be cast in support of or against the individual candidate. A candidate must receive a majority vote in favor of the total votes cast to be installed in their position.

ARTICLE IX ~~CERTIFICATION OF~~ ELECTION RESULTS AND CERTIFICATION

~~Student Life shall provide the election results at the close of the online polls. ITS shall confirm that there was no evidence of fraudulent ballots. The Dean of Students Office shall prepare a report of the elections results for the announcement event.~~

Section 1 – Certification of the Election Process

After the polls close, the Hearing Board shall address any remaining grievances and determine sanctions for candidates. Then, the Office of the Dean of Students shall verify the election results at the close of the online polls and confirm there was no evidence of fraudulent ballots.

~~The certification of the election results shall be declared by the Dean of Students Office.~~

Section 2- Disclosure

Results shall be disclosed/announced with an all-campus email once the results have been verified and at an event ~~or campus-wide communication~~ designated for that purpose.

Section 3 – Threshold for Election

~~In all elections,~~ The election winners shall be determined by a plurality of votes—which is defined as the individual who receives more votes than any other candidate. In the case where there is only one candidate running for a position, the electorate shall be given the choice of confidence or no-confidence in the candidate and the most votes in favor or against shall determine the outcome of that position. ~~shall elect to office. Plurality shall be defined as the number of votes cast for a candidate who receives more than any other but does not receive an absolute majority.~~

Section 4 – Ties for Office

In the unlikely event of a tie, the Elections Committee may choose to host a run-off election to determine a winner or declare the position to be filled by appointment by the BOD. The decision of the Elections Committee shall be made as a recommendation to the BOD and shall be approved with a 2/3 majority vote ~~of the BOD~~.

ARTICLE X CONTESTING RESULTS

A. Any grievance disputing the official results shall be filed within one business day after disclosure of results with the Dean of Students Office and the ASI Executive Director.

B. Within five (5) business days of public disclosure of the official results, the petitioner shall show just cause for a recount to the Dean of Students.

C. The Dean of Students may consult with other entities on campus engaged in the election process to discern the validity of the dispute.

D. The Dean of Students shall make a determination of the validity of the election results upon

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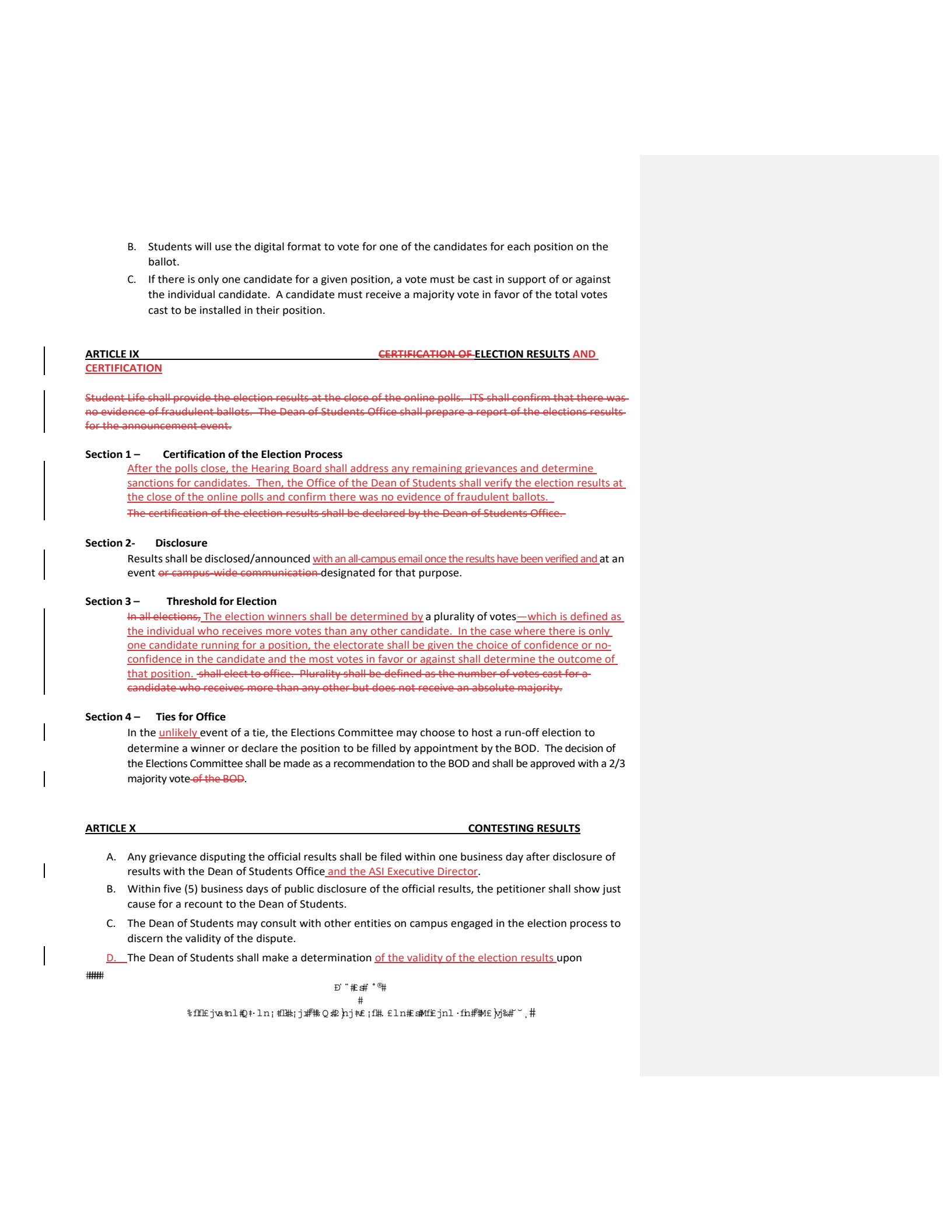

completion of the investigation~~, which shall take no longer than five (5) business days from the receipt of the petitioner's complaint~~. The determination of the Dean of Students shall be final.

~~0~~ E. If it is determined that a material error was found in the election voting system, the Dean of Students shall immediately call a meeting of the Election Committee to determine how to correct the error and discuss a timeline to run a new vote for the positions.

ARTICLE XII AMENDMENTS

Proposed amendments to these codes shall be submitted ~~on an absolute majority~~with the recommendation of the Elections Committee to the BOD for approval and requires a 2/3 vote of the BOD.

POLICY HISTORY

Approved: 12/15/91
Revised: 5/15/92
Revised: 10/27/94
Revised: 2/8/99
Revised: 1/10/01
Revised: 2/5/01
Revised: 1/10/04
Revised: 1/8/09
Revised: 12/3/09
Revised: 12/2/10
Revised: 12/1/11
Revised: 11/29/12
Revised: 1/16/14
Revised: 11/20/14
Revised: 11/19/15
Revised: 11/3/16
Revised: 9/20/20
Revised: 3/23/23
Revised: 1/25/24
Revised: 12/5/24
Revised: TBD

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