Student Government of Seattle University Elections Code

ARTICLE I: Name

Section 1: This document shall be called the Student Government of Seattle University (the SGSU) Elections Code and shall be referred to and cited as the Elections Code.

ARTICLE II: Authority & Scope

Section 1: This Elections Code is established under the authority of the Student Government of Seattle University (the SGSU) and Seattle University (SU).

Section 2: This Elections Code applies to all the SGSU elections and any events, activities, or aspects related to the SGSU elections.

ARTICLE III: Purpose

Section 1: The purpose of this Elections Code is to outline the SGSU elections process, define the rules and regulations related to the elections process, and ensure the election process is fair and unbiased.

Section 2: Each election shall be considered a single and separate application of this Elections Code. Rulings made by the Elections Chair and the Elections Commission during any election period are relevant only to that election and associated run-off elections.

ARTICLE IV: Election Dates & Times

Section 1: Elections may only be held when regularly scheduled classes are in session.

Section 2: Fall elections must be held no sooner than two weeks from the first day of the Fall Quarter and no later than five weeks prior to the last day of the Fall Quarter.

Section 3: Spring elections must be held no sooner than one week from the first day of the Spring Quarter and no later than five weeks prior to

the last day of the Spring Quarter. The campaign period must occur within Spring Quarter.

Section 4: No more than one election per quarter, with the exception of run-off or recall elections, will be held.

Section 5: Elections shall be held on three (3) consecutive weekdays when classes are held (excluding Saturday). Run-off elections will be held on two (2) consecutive weekdays when classes are held (excluding Saturday).

Section 6: Elections shall start at 7:00am on the first day and end at 11:59pm on the third day.

ARTICLE V: Elections Commissions

Section 1: There shall be an Elections Commission, under the supervision of the Assistant Director of Student Involvement for Government and Leadership. The Elections Commission shall coordinate all the SGSU Elections.

Section 2: The Elections Commission shall consist of an Elections Chair, two to four Elections Commissioners and the SGSU Advisor (non-voting member).

1. No voting member may be already in SGSU.
2. However, In the case that an Elections Commission is unfilled, a member of the SGSU Steering Committee will fill the spot and act as a voting member.

Duties of the Elections Chair:

a. Shall chair the Elections Commission, hold ad-hoc meetings, and keep records of meetings (i.e. agenda, notes, etc.).
b. Shall be a voting member of the Elections Commission.
c. Shall serve as the recorder of the Elections Commission who shall be responsible for keeping records of all opinions, rulings, and filings required of candidates under this Elections Code.
d. Shall plan and conduct all Mandatory Orientations, Candidate Events and Informational Sessions.
e. Shall communicate (in writing and verbally) to candidate(s) when and if there are violations of the

Elections Code and communicate (in writing and verbally) any sanctions imposed on a candidate(s) by the Elections Commission.

f. Shall be held accountable for overseeing the entire elections process as well as the work of the Elections Commission.
g. Shall hold a minimum of 2-5 office hours per week.
    1. At least one of these hours during the campaign period must be when class is not in session.

3. Duties of the Elections Commissioners
    a. Must attend all Elections Commission meetings.
    b. To administer, interpret, have knowledge, and enforce this Elections Code and its regulations as well as the regulations outlined in the SGSU Constitution and Bylaws in a manner consistent with university policy.
    c. Shall be a voting member of the Elections Commission.
    d. Must complete two (2) office hours per week during the election week.
    e. Elections Commissioners must conduct themselves in a manner that is fair and impartial to all candidates and issues.
    f. Quorum for the Elections Commission is a majority of the voting members. All voting matters for the Elections Commission will be decided by a majority vote. If a tie needs to be broken the SGSU Advisor will cast the tiebreaking vote.
        i. Elections Commissioners may not wear or display any partisan election materials of any kind.
        ii. To Assist the Chair of Elections with all things elections related.

4. Duties of the SGSU Advisor within Elections Commission
    a. Shall advise the Elections Commission.
    b. Must attend all Elections Commission meetings.
    c. Shall serve as a non-voting member of the Elections Commission, voting only if a tie needs to be broken.

Section 3: Elections Commissioners Qualifications:

1. Elections Commissioners must be considered full-time students (registered for 12 credits per quarter) and must maintain a minimum cumulative GPA of 2.5. (Students who do not hold any prior Seattle University credits or a Seattle University GPA are exempt from this requirement until they have attended one quarter of classes at Seattle University.)
2. No member of the Elections Commission shall be a candidate in the SGSU Elections during their term of office.
3. Must be available to serve from Winter Quarter through Fall Quarter of the following academic year.

Section 4: The Elections Chair shall be selected by the SGSU Advisor and the current SGSU President and approved by a simple majority of representatives at the earliest possible Representative Assembly.

a. The names of the election commissioners shall be made known to the candidates and the current SGSU President.
b. If the Current SGSU President is seeking reelection, then the names must be given to the SGSU Executive Vice President.

Section 5: The Elections Chair will be selected during Winter Quarter and complete their term of office at the end of the following Fall Quarter.

Section 6: The Elections Commissioners will be nominated by the Elections Chair and confirmed by the SGSU Advisor prior to each Election.

Section 7: Resignations from the Elections Commission will be submitted in writing to the SGSU Advisor.

ARTICLE VI: Qualifications for Candidacy

Section 1: All candidates must meet these qualifications for candidacy.

1. Candidates must be considered full-time students and be taking at least twelve (12) credits at Seattle University during their term of office.
2. Candidates must be considered an undergraduate matriculated student at Seattle University.
3. Candidates must have and maintain a minimum 2.5 cumulative GPA. (Any candidate who is completing their first quarter at Seattle University is not required to have a 2.5 cumulative GPA

when running, but must maintain a minimum 2.5 cumulative GPA once elected).

4. Candidates must be in good academic and disciplinary standing with Seattle University.
5. All candidates must fill out and submit the Candidate Declaration packet before or by the deadline.
6. All candidates must attend the mandatory candidates' orientation with the date and time to be set by the Elections Chair. Under unusual circumstances, candidates may request in writing in advance of the mandatory orientation an alternative meeting time with the Elections Chair.
7. Candidates who fail to appear for the meeting or fail to properly submit a request for an alternative meeting will be automatically disqualified from the election.
8. Candidates must be a member of the constituency for the office they are pursuing (as outlined in Sections C and D).

Section 2: Class Representatives must meet these qualifications for candidacy.

1. The First Year Representatives: must be a first year (less than 45 credits) at the time of the election and during the first quarter of holding office. First year is defined by the Student Government of Seattle University Bylaws.
2. The Sophomore Representative: must be a sophomore (at least 45 credits and less than 90 credits) during the first quarter of holding office.
3. The Junior Representative: must be a junior (at least 90 credits and less than 135 credits) during the first quarter of holding office.
4. The Senior Representative: must be a senior (at least 135 credits) during the first quarter of holding office.
5. In special circumstances, the Elections Commission would have the authority to make an exception to the credit requirements in Section C, to exclude those credits related to Advanced Placement, Running Start, or similar programs.

Section 3: Community Representatives must meet these qualifications for candidacy.

1. The Athletic Representative: must participate in a varsity sport during the sport's season of competition during their term of office.
2. The Commuter Representative: must be an enrolled,

matriculated Seattle University student that does not live in University Housing.

3. The International Representative: must hold a non-immigrant student visa as defined by the United States Citizenship and Immigration Services.
4. The Multicultural Representative: must have self-identified him/herself as a member of an ethnic or racial minority group(s).
5. The Non-Traditional Representative: must be twenty-five (25) years of age or older, a parent, or a military veteran at the time of taking office.
6. The Transfer Representative: must have transferred to Seattle University at any time.
7. The At-Large Representatives: must be any enrolled, matriculated student at Seattle University.
8. The Students with Disabilities Representative: should self-identify as having a disability and is dedicated to representing the interests of all students who identify with a disability on campus, whatever the nature of the disability.

ARTICLE VII: Declaration of Candidacy

Section 1: All potential candidates must adhere to the qualifications set forth in the SGSU Constitution and Bylaws, this Elections Code, University policy including the Student Code of Conduct, and all rulings by the Elections Commission.

Section 2: All candidates for the SGSU positions must file their intention to seek office with the Elections Commission. Filing shall be done in person by each candidate and in accordance with the guidelines set forth within these regulations.

Section 3: Each candidate is responsible for seeing that filing is carried out completely and correctly.

Section 4: Candidates may only campaign for one elected office of the SGSU per election.

Section 5: Candidates may only seek the SGSU position for which they have declared their candidacy.

Section 6: By filing the Candidate Declaration Packet, the candidate agrees to abide by all of the elections regulations contained in the

SGSU Constitution and Bylaws, this Elections Code, University policy including the Student Code of Conduct, and all rulings by the Elections Commission.

Section 7: Any candidate who files for the election and fails to comply with all filing requirements shall not be declared as a candidate for the election and will not be listed on the ballot.

Section 8: A candidate for Executive Office is officially recognized when the candidate completes and submits the following requirements:

1. Completes the Candidate Declaration packet in its entirety.
2. Submits the Candidate Declaration packet before or by the deadline.
3. Signs a release allowing the SGSU Advisor access to the candidate's academic transcript and disciplinary records.
4. Presidential candidates collect two hundred and fifty (250) signatures from the student body.
5. All vice presidential candidates collect one hundred and fifty (150) signatures from student supporters.
6. Meets the qualifications for candidacy.

Section 9: A candidate for a Representative Position is officially recognized when the candidate completes and submits the following requirements:

1. Completes the Candidate Declaration packet in its entirety.
2. Submits the Candidate Declaration packet before or by the deadline.
3. Signs a release allowing the SGSU Advisor access to the candidate's academic transcript and disciplinary record.
4. Collects fifty (50) signatures of student supporters.
5. Meets the qualifications for candidacy.

Section 10: Any candidate wishing to withdraw from an election may do so by submitting a written request to the Elections Chair no later than one (1) day before the election.

Section 11: The Elections Commission will certify each candidate's eligibility before the Candidate Orientation. Candidates who fail to meet eligibility requirements will be disqualified immediately and notified of this action.

ARTICLE VIII: Candidate Declaration Packet

Section 1: The Elections Commission shall provide to each candidate at filing a Candidate Declaration packet containing:

1. Candidate Information Sheet, including Student ID number, position being sought, contact information.
2. Signature Sheet.
3. Position Descriptions.
4. Election Timeline.
5. The SGSU Constitution & Bylaws (a copy will be emailed to all candidates and a paper copy will be made available in the office).
6. The SGSU Elections Code (a copy will be emailed to all candidates and a paper copy will be made available in the office).
7. The SGSU Candidate Authorization – a document signed by the candidate giving permission to the SGSU Advisor to verify the requirements for the declared office.
8. Any additional information as deemed necessary by the Elections Commission.

Section 2: Candidates must submit the following to the Elections Chair:

1. Photograph.
2. An election statement not to exceed two-hundred (200) words (submitted electronically to the Elections Chair). Candidates may want to include the following in the written statement: candidate's name, major, class standing, bio, affiliation with clubs, position candidate is running for, prior experience, goals and objectives, and/or interest in the SGSU. The Elections Chair reserves the right to change any formatting. The elections statements will be used to promote the elections and educate the student body on the various candidates.
3. Complete Elections Packet.

ARTICLE IX: General Election Procedures

Section 1: A voter must be an enrolled matriculated student at Seattle University. A list of registered students obtained from the Office of the Registrar determines voter eligibility. Only those students registered for classes in the quarter of elections at Seattle University are eligible to vote.

Section 2: Students may only vote once in the election. If it is determined that a person has voted more than once, all ballots cast by

the student will be considered invalid.

Section 3: All votes are kept confidential.

Section 4: Data regarding the demographic make-up of the candidate pool (e.g. transfer, commuter etc.) should be collected and measured by the Elections Chair – with oversight from the Elections Commission and the SGSU – to analyze which campus communities are participating in elections. Data should not include personal information such as grades, name or other confidential information – failing to recognize this will result in sanctions.

ARTICLE X: Election of the SGSU Officers

Section 1: The SGSU Officers to be elected in the Fall Elections are as follows:

1. First Year Representative (2)
2. At-Large Representative (1)
3. Commuter Representative
4. Transfer Representative
5. International Representative

Section 2: The SGSU Officers to be elected in the Spring Elections are as follows:

1. President
2. Executive Vice President
3. Vice President of University Affairs
4. Vice President of Finance
5. At-Large Representative (1)
6. Athletic Representative
7. Junior Representative
8. Multicultural Representative
9. Non-Traditional Representative
10. Senior Representative
11. Sophomore Representative
12. Students with Disabilities Representative

Section 3: If an officer position is vacant after the spring election, it will be elected in the fall election.

Section 4: If an officer position is vacant after the fall election, a student will be appointed to that office within three weeks of the fall election.

ARTICLE XI: Mandatory Candidate Orientation

Section 1: Two candidate orientations will be held within one week of candidate declaration.

Section 2: All candidates must attend one of the two candidate orientations.

1. Failure to attend one of these two orientations will result in disqualification unless previous arrangements have been made with the Elections Chair.

Section 3: At the mandatory candidate orientation, the Elections Chair will explain this Elections Code, the Elections process and timeline, and answer any questions.

Section 4: All candidates are responsible for all information covered at the Mandatory Candidate Orientation without exception.

Section 5: At the conclusion of the orientation meeting, the candidate shall sign a statement that he/she has read and fully understands all provisions of the Elections Code and related materials issued with the application form and confirm his/her/their intentions to run.

ARTICLE XII: Election Events

Section 1: At least one election event will be sponsored by the Elections Commission. The format for this event could be a Meet the Candidates forum, a Candidate Debate, a combination of the two, or an event established by the Elections Commission.

Section 2: Candidates are required to attend at least one election event sponsored by the Elections Commission. Exceptions will be made at the discretion of the Elections Chair and the Elections Commission.

Section 3: Meet the Candidates – Meet the Candidates will provide the students of Seattle University with an opportunity to hear the political platforms of the candidates in a non-debate format.

1. The order of the Speakers will be determined randomly, with the Executive candidates going first followed by the Legislative candidates.
2. The amount of time each candidate shall have is to be determined by the Elections Commission.

3. The Meet the Candidates shall be recorded and made available to the student body.

Section 4: Candidate Debates – The Candidate Debates is designed to provide a forum for the candidates to debate important campus concerns before the student body.

1. Speakers order will be determined randomly, with the Executive candidates going first followed by the Legislative candidates.
2. Each candidate will have the opportunity to answer and rebut each question. Questions will come from the audience, written on cards and chosen at random. The number of questions asked will be determined by how many candidates need to speak.
3. The amount of time each candidate shall have to answer and respond to the questions shall be determined by the Elections Commission.
4. The debate shall be recorded and made available to the student body.

ARTICLE XIX: Campaign Requirements for Materials & Activities

Section 1: Candidates must abide by all Seattle University posting rules and regulations.

Section 2: Candidates must abide by copyright and trademark laws as well as Seattle University policies regarding content.

Section 3: The following campaigning activities are NOT allowed:

1. Placing flyers on vehicles.
2. Amplified music or speech (except during scheduled tabling hours outside of Cherry Street Market. The music or speech must not interfere with Bon Appétit Staff).
3. Posting campaign material over another candidate's material.
4. Removing another candidate's material.
5. Saturating any one area with one's own publicity.
6. Advertising or campaigning that interferes with classroom instruction without the consent of the instructor.

ARTICLE XXI: Limitations

Section 1: All candidates, their staffs and/or volunteers shall be responsible for following all applicable University regulations while campaigning. Candidates are responsible for any violations of this

Elections Code whether caused by the candidates themselves, their staff, or their volunteers.

Section 2: A candidate may form a campaign staff or recruit campaign volunteers prior to the campaign period in order to help the candidate prepare for the campaigning period.

Section 3: All Campaign Materials must be in compliance with University regulations.

Section 4: All rules and regulations in this Elections Code and all rulings by the Elections Commission shall apply equally to campaigning on and off campus.

Section 5: Any candidate that slanders, libels, unduly interferes with any other candidate, or campaigns in poor taste as determined by the Elections Commission may face sanctions or be disqualified.

Section 6: Candidates may not use supplies from any other faculty or staff within the university and may only use supplies and resources that are provided by the Center for Student Involvement, SUpercopy, and the Campus bookstore at their own expense.

Section 7: Current Student Involvement student leaders who are seeking election or reelection are not allowed to campaign during pre-scheduled office hours.

ARTICLE XXII: Campaign Period

Section 1: Candidates may not begin campaigning until a week prior to the election period, unless otherwise permitted. The Elections Commission will designate the beginning of the campaign period.

Section 2: No distribution of campaign material, including but not limited to: campaign literature, flyers, posters, or emails, will be allowed prior to the official start of the campaign period. Candidates are not prohibited from organizing their campaign prior to the official start of the campaign period.

Section 3: Campaign materials may only be used and campaign activities may only take place during the campaign time specified by the Elections Commission.

ARTICLE XXIII: Individual Campaigning

Section 1: Candidates must each run individual campaigns, but candidates are allowed to engage in campaign activities, including greeting voters, together as long as their campaigns meet the following stipulations:

1. Candidates must notify the Elections Commission by the first day of the campaign order to be approved to maintain similar campaigns.
2. Campaigns are clearly separate and distinct, but may maintain a similar look and feel
3. Candidates must refrain from distributing campaign materials of other candidates.
4. Campaign materials and monetary limits cannot be shared or pooled between candidates.
5. A piece of campaign material may only advertise for the one candidate whose materials contributed to its creation.
6. Campaign materials must have separate written content between candidates.
7. It is up to the judgment of the Elections Commission to determine if campaigns meet these stipulations.

Section 2: Candidates cannot endorse other candidates.

ARTICLE XXIV: Approval of Campaign Materials

Section 1: All campaign materials must be submitted to and approved by the Elections Chair, Elections Commissioners, or the SGSU Advisors Prior to Distribution.

Section 2: After campaign materials are approved by the Elections Chair, Elections Commissioners, or the SGSU Advisor, candidates must follow the standard processes for posting on campus, including: receiving a stamp from the Center for Student Involvement or appropriate office and following posting guidelines.

Section 3: The Elections Commission will maintain on file a copy of all approved campaign material.

Section 4: For any campaign material that cannot be submitted (such as a t-shirt, Facebook page, Facebook message, or webpage), a detailed description or picture of the campaign material must be submitted to the Elections Commission for approval.

Section 5: Use of unapproved campaign materials is prohibited and will result in fines, sanction, and/or disqualification from the election as determined by the Elections Commission.

Section 6: The Elections Commission has the right to disallow any inappropriate campaign material, even if it has received prior approval by Housing and Residence Life or Center for Student Involvement.

ARTICLE XXV: Computers

Section 1: Candidates cannot actively campaign or post campaign material in any computer labs.

Section 2: Candidates cannot actively campaign within 25 feet of any public computer or designated voting area during the voting period.

Section 3: Candidates cannot use any internet-enabled device to gather votes, nor may any of the candidate's staff or volunteers use any internet-enabled to gather votes for a candidate.

1. Candidates may not approach students who are in the use of an internet-enabled device to influence voting

ARTICLE XXVI: Flyers

Section 1: Flyer Posting Guidelines

1. Do not post on any academic department bulletin boards.
2. Use thumb-tacks or staples.
3. NEVER take down another flyer unless it is out of date.
4. NEVER cover other flyers on the boards. Rearrange flyers if necessary to make room.

Section 2: No more than one flyer per bulletin board. Candidates are only allowed seventy-five flyers.

Section 3: Flyer size may not exceed 8.5 inches x 11 inches.

Section 4: Flyers cannot use any images, slogans, or phrases that are copyrighted and/or trademarked on any of their campaign material.

Section 5: Flyers must follow procedures outlined in Section XIX. "Approval of Campaign Materials"

Section 6: Candidates can post campaign material on any sanctioned on-campus events bulletin boards so long as they are within the designated areas of voting.

Section 7: Only one piece of campaign material is allowed on each on-campus events bulletin board.

Section 8: All flyers must include the following:

1. The candidate's name (clearly identifying the candidate).
2. The election dates.
3. Contact information for the candidate (phone number or SU email).

ARTICLE XXVII: Housing and Residence & Collegia

Section 1: Campaigning in the Residential Halls and the Collegia must conform to Residential Hall and Collegia policies and receive prior approval from the Elections Commission or the SGSU Advisor.

Section 2: Flyers may only be posted in designated areas established by Housing and Residence Life (HRL), follow all HRL posting guidelines, and receive prior approval from the HRL central office.

Section 3: Flyers may only be posted in designated areas established by Collegia Staff, follow all Collegia posting guidelines, and receive prior approval from the Outreach Center.

Section 4: Candidates cannot solicit in the Residential Community. Solicitation is defined as any activity that seeks to make contact with residents to collect information, sell items, or gain support from residents at Seattle University. ANY solicitation whether in person (knocking on doors, going door-to-door, hanging door hangers, sliding flyers/posters under doors, etc.) or by phone is prohibited within the Residential Community.

Section 5: Candidates may not solicit inside a Collegium under any circumstances.

Section 6: Posting on walls, poles, benches, fences, balconies, common area doors, or common area windows is forbidden.

Section 7: Campaign materials cannot be put in student mailboxes.

ARTICLE XXVIII: Posters & Sandwich Boards

Section 1: Posters cannot be larger than 18 inches by 24 inches.

Section 2: Campaign posters will only be allowed in approved display areas and should follow all posting policies.

Section 3: Posters must be approved by the Elections Commission or the SGSU Advisor and Student Involvement prior to being posted.

Section 4: Candidates who wish to use sandwich boards to display their posters may not use University-purchased sandwich boards.

ARTICLE XXIX: Banners & Roll Downs

Section 1: Banners can only be posted in approved areas – Student Center and Pigott.

Section 2: Only 1 banner can be posted per candidate per area.

Section 3: Banners in the Student Center cannot exceed 14 feet long and cannot exceed 6 feet wide.

Section 4: Banners in Pigott cannot exceed 5 feet long and cannot exceed 3 feet wide.

Section 5: Must follow procedures outlined in Section XIX. Approval of Campaign Materials.

Section 6: All banners must include the following:

1. The candidate's name (clearly identifying the candidate).
2. The election dates.
3. Contact information for the candidate (phone number or SU email).

ARTICLE XXX: Table Tents

Section 1: Table tents for candidates will not be allowed in any campus facility. The Elections Commission may produce some table tents to promote the elections.

ARTICLE XXXI: Chalk

Section 1: Approval from the Elections Commission and the Center of Student involvement is required prior to chalking.

Section 2: A candidate must submit to the Elections Commission what will be chalked. Candidates may chalk only in the campus quad on the ground (the quad is defined as not on 10th Ave, not on East Marion, not on any of the grassy areas, and not on any of the sidewalks or stairs leading into/away from the quad).

Section 3: Marking can stay on the sidewalk for a maximum of 5 days, but must be removed 48 hours after the Election period.

Section 4: Chalk used must easily wash away. Candidates that do not use washable chalk will be subject to sanctions and will be held responsible for removing the chalk at all costs.

Section 5: Protective covering may not be used to preserve chalk design.

ARTICLE XXXII: Tabling

Section 1: All instances of tabling must adhere to campus policy.

Section 2: All tables will be reserved by the SGSU for the election period.

Section 3: Individual candidates cannot reserve tables.

Section 4: The SGSU reserved tables will be determined by a sign up sheet that shall be on a first come first served basis for candidates.

ARTICLE XXXIII: Social Media

Section 1: The use of social networking websites (e.g., Facebook, Twitter) are permitted for the SGSU Election Campaigns. For purposes of this section, “Social Media” refers to any and all features, services, and applications on a social networking website, including but not limited to profiles, personal web pages, groups, events, and digital flyers.

Section 2: The Candidates must follow, like, friend, and give access to all social media platforms and or sites to the Elections Chair prior to the creation, use, and purchase of campaign activities.

Section 3: All campaign-related social media must be approved in advance, consistent with Section XIX Approval of Campaign Materials. Any social media that does not allow for an approval process before posting is not permitted.

Section 4: For the stories featured on Snapchat, Instagram, and Facebook, candidates must seek approval in advance and follow Section XIX Approval of Campaign Materials.

Section 5: All campaign related Social Media must be open and accessible to all Seattle University students that are signed up on the social networking website. For example, any Seattle University student with a Facebook account must be allowed to join a candidate's campaign event on Facebook.

Section 6: The Facebook groups feature on the Facebook social media platform is not permitted.

Section 7: A candidate may purchase Social Media ads on social networking websites, but the cost will be assessed against the candidate's campaign expense limit and must be reported pursuant to election rules concerning expense reporting.

Section 8: A candidate can have up to two administrators for all of the candidates' campaign related Social Media, so long as the material published on these sites follows guidelines stated in this Elections Code guidelines. If anything is deemed not in compliance, the candidate will face sanctions.

Section 9: A candidate may not use campaign Social Media to promote another student's candidacy.

Section 10: All campaign related communications including but not limited to messages, posts, announcements, and flyers must be in good taste and consistent with all election rules concerning the content of campaign material. Although these communications take place on a social networking website, the Elections Code, SU Posting Policy and the Code of Student Conduct still apply.

Section 11: All candidates are responsible for any and all content including, but not limited to pictures, posts, statuses and comments on their campaign-related social media. It is the candidate's responsibility

to manage and monitor campaign-related social media regularly to ensure all content is in compliance with the current Elections Code. If deemed not in compliance, the Elections Commission will notify the candidate.

Section 12: Any social media posting made about a candidate by his/hers/their supporters must abide by all the posting guidelines.

ARTICLE XXXIV: Food

Section 1: Any food activities, including beverages, must be arranged with Conference and Event Services and the Elections Commission.

Section 2: The candidate must follow all food-handling guidelines and SU Food Policies.

Section 3: Food being passed out as a special promotion must be prepackaged.

ARTICLE XXXV: Wearable Items & Non-Food Giveaways

Section 1: All wearable items and give away items must abide by all the Seattle University guidelines and must be approved by the Elections Commission and the SGSU Advisor.

ARTICLE XXXVI: Endorsements

Section 1: All candidate endorsements by a club must be filed with the Elections Commission. Organizations (including: RHA, SEAC, the SGSU and all its parts, the spectator and KXSU [see addendum A]) may not endorse due to their access to an extensive portion of the student body and presence on campus.

Section 2: Current members of the SGSU (staff and elected members) cannot publicly endorse any candidate. Current SGSU members may join groups on social networking sites, but if they do they must join the groups of all candidates.

Section 3: Candidates may ask clubs to endorse them beginning the first day of the campaign period. Endorsements must not be advertised over the use of club list serves.

Section 4: Any endorsement decision of a candidate by a club needs to be made by a transparent process as determined by the club and the

Elections Commission.

Section 5: In order for a club to officially endorse a candidate, the Elections Commission must receive written notification of who they are choosing to endorse. This must be signed by the Club President and one other officer. If the candidate is an officer of the club, two other officers must put their endorsement into writing.

Section 6: After the club has submitted proof of its endorsement, the candidate may use the club name or logo in campaign materials and the club may publicly promote the candidate. The candidate will be responsible, should any club violate the Elections Code with their promotions.

ARTICLE XXXVII: Destruction of Campaign Materials

Section 1: Any campaign material removed because it was posted in an unsanctioned area may not be replaced.

Section 2: If campaign material is destroyed, the candidate must show proof to the Elections Chair of such destruction in order to be allowed to replace the materials exactly as they were. Candidates must fund the replacement of the destroyed campaign materials. Destruction does not include rain, snow, and weather.

Section 3: Destroying, defacing or removing other candidate's campaign materials is prohibited and will result in fines or disqualification from the election. It should be noted that the candidate is responsible for the actions of his or her supporters and does not have to be caught personally for fines to be levied. Those making complaints against candidates must be able to present proof at a hearing of the Elections Commission.

ARTICLE XXXVIII: Removal of Campaign Materials

Section 1: Candidates must remove all campaign materials from the campus within 48 hours of the end of the election; failure to comply will result in sanctions and possible disqualification.

Section 2: This includes online social media postings.

ARTICLE XXXIX: Campaign Expenses

Section 1: A maximum of twenty-five US dollars ($25.00) are allowed for

ALL elections expenditures.

Section 2: Each candidate for any Student Government office must keep accurate and up-to-date records of all campaign receipts and expenditures. Candidates must submit all receipts for campaign materials to the Elections Commission.

Section 3: Candidates are required to pay for their own campaign costs. They are eligible for reimbursement of up to $25.00 for campaign expenditures approved by the Elections Chair.

a. Candidates are eligible for a reimbursement within a 15 day period starting at the end of the election period.

Section 4: Financial contributions by individuals, clubs, or organizations to a candidate are NOT allowed.

Section 5: Candidates cannot combine their expenses with other candidates.

Section 6: All expenses in excess of one dollar shall be included in the candidate expense list and shall be supported by receipts. Non-monetary items shall be assessed at their fair market value (fair market value is understood to mean the typical retail value of a product or service, whether or not that much money was spent).

Section 7: The candidate expense list must contain all the expenses incurred by the candidate during the campaign. The use of private and/or on-campus office services, equipment and materials (copiers, button makers, banners, photographs, graphic designers) will be assessed at fair market value. These are NOT eligible for reimbursement.

Section 8: Candidates will submit an itemized expense list including receipts, paid invoices, bills, etc. The itemized expense list shall list identifying information (name, item, etc.) and the amounts of each expense. All expenses shall be included in the financial disclosure report. Reports must be submitted by the last day of campaigning. Additional expenses incurred must be submitted within 24 hours of the purchase. The Elections Commission shall investigate all violations and potential violations.

Section 9: Each candidate's expense list shall be available for public

inspection upon request and the discretion of the Elections Commission.

Section 10: A failure to provide these expense lists may result in sanctions and if it continues and/or the disqualification of the candidate.

Section 11: Candidates who falsify, incorrectly, or inaccurately report campaign expenses will be subject to sanctions or disqualification from the election.

Section 12: The Elections Commission shall provide a standardized form for campaign expenses upon request.

Section 13: Candidates in a run-off election shall have a budget that is 50% (fifty percent) of the budget allowed in the first election.

ARTICLE XL: Ballots

Section 1: Ballot positions will be determined alphabetically starting with the last name of the candidates.

Section 2: Candidate information on the ballots can only include the photo of the candidate, major, academic year, and the candidate's statement.

Section 3: If a candidate withdraws from an election, their name will be withdrawn from all ballots.

Section 4: There is no absentee balloting.

Section 5: Write-in candidates are not allowed.

ARTICLE XLI: Online Voting

Section 1: Online elections will be the first and only form of balloting done, unless a problem develops that does not allow for voting to occur for six (6) hours or more in two consecutive days.

Section 2: If a problem develops that does not allow for students to vote for more than six (6) hours, the election will be extended one additional day.

Section 3: If for some reason online elections cannot be held, paper balloting will be used and the election will be rescheduled for the following week.

ARTICLE XLII: Run-Off Elections

Section 1: A Run-Off election shall be held if two candidates receive the same number of votes and the results end in a tie.

Section 2: Run-off elections shall be conducted in the same manner as General Elections.

Section 3: Poll hours for the Runoff Election shall be the same but the run-off elections will only be held on two consecutive days.

Section 4: Candidates participating in a run-off election shall have a budget that is 50% (fifty percent) of the budget allowed in the General Election.

ARTICLE XLIII: Vote Requirements

Section 1: In all elected offices of the SGSU, a candidate must receive a simple majority of the votes for the office in question to be declared the winner (i.e. the highest number of votes for any one candidate designates the winner).

Section 2: In the event that only one candidate is running for an elected office, a “yes" and a "no" option will be given to the voters. A candidate must receive a simple majority of "yes" votes to win the office.

Section 3: For the vote for First Year Representative, all voters will have the option to vote for two candidates.

Section 4: For any constitutional amendments, a “yes" and a "no" option will be given to the voters. The amendment must receive a simple majority of "yes" votes to win.

Section 5: For every elected office of the SGSU with more than one candidate running, a “do not want to vote for any of the candidates” option will be provided on the ballot.

ARTICLE XLIV: Elections Results

Section 1: Elections shall be considered officially completed when vote tabulation has been completed and the results have been recorded and verified by the Elections Chair and the SGSU Advisor.

Section 2: Results of all elections shall be announced and posted by the Elections Commission within five (5) days after the closing of the election.

Section 3: No election recounts will be held.

Section 4: All election result numbers are on the public record and are available by request.

ARTICLE XLV: Elections Code Violations

Section 1: In the event that a candidate violates the Seattle University Code of Student Conduct during the elections process, the Elections Commission will inform the Office of Dean of Students of the potential violation. The Elections Commission will also be required to share any information or records related to the violation.

Section 2: A violation of the Code of Student Conduct can result in the disqualification of the candidate.

Section 3: Each candidate is responsible for taking all reasonable precautions to ensure that neither they, nor anyone acting on the candidate's behalf, violate this Elections Code. Ignorance of the Elections Code by the candidate or the candidate's supporters shall not be considered as a valid excuse.

Section 4: In pursuit of its duties, the Elections Commission shall have the authority to investigate and rule on any matter concerning the SGSU Elections. The Elections Commission may impose sanctions on violators of any aspect of this Elections Code, the SGSU Constitution and Bylaws, and/or any rulings of the Elections Commission.

Section 5: Elections Code violations can be submitted by a candidate, a member of the Elections Commission, or any student, staff, or faculty member of Seattle University.

Section 6: Elections Code violations cannot be submitted anonymously. All violations must be submitted under the name of the person filing

the complaint.

Section 7: Elections Code violations must be submitted in writing within 1 business day of the alleged violation.

Section 8: Elections Code violations should include the date and time of the alleged violation, any witnesses to the alleged violation and their contact information, and any evidence of the alleged violation.

Section 9: Elections Code violations must be submitted to the Elections Chair or the SGSU Advisors.

ARTICLE XLVI: Elections Commission Hearing Procedures

Section 1: Upon receipt of a written Elections Code Violation submitted by a candidate, a member of the Elections Commission, or any student, staff, or faculty member, the Elections Commission will convene within 2 days to determine if the violation should be dismissed.

Section 2: If a violation is not dismissed, then the Elections Commission will convene a hearing to investigate the violation. The hearing shall be held at the earliest possible time.

Section 3: The Elections Commission shall inform, in writing or via email, the complaining party and all individuals or groups named in the complaint of the time and place of the hearing. The parties are not considered notified until they have received a copy of the complaint.

Section 4: The hearing will determine whether or not the alleged violation is true, if the alleged violation violates this Elections Code, and what sanctions will be imposed on the candidate(s).

Section 5: The Election Commission shall determine the format for the hearing. The hearing may include the following: interviewing the candidate regarding the alleged violation, interviewing the person(s) submitting the alleged violation, and interviewing any relevant witnesses.

Section 6: A candidate waives the right to a hearing if the candidate does not attend the hearing.

Section 7: After the hearing, the Elections Commission will determine a ruling. The ruling will consist of the following: whether or not the alleged violation is true, whether or not the alleged violation violates this Elections Code, and what sanctions will be imposed on the candidate(s).

Section 8: All rulings will include a written notification within 2 hours of the decision from the Elections Chair of the specific violation, possible sanctions, and or a warning for future conduct.

Section 9: Candidates must adhere immediately to all rulings and sanctions by the Elections Commission. Failure to do so can subject the candidate to additional sanctions and/or disqualification by the Elections Commission.

Section 10: The rulings, including sanctions, will be shared by the Elections Chair, to all relevant individuals and campus groups upon request and justification for their request. (This does not include hearings and proceedings.)

Section 11: The Elections Commission shall act on all alleged violations within forty-eight (48) hours after they are received by either dismissing them or calling a hearing under the provisions of this Elections Code.

Section 12: Elections Commission hearings and proceedings will not be open to the public.

Section 13: For any hearing, a majority of sitting Elections Commission members must be in attendance with the Elections Chair presiding.

Section 14: Decisions and rulings ofthe Elections Commission must be approved by a majority of the Elections Commission present.

Section 15: The Elections Commission shall maintain a current list of all violations of these rules.

Section 16: All rulings of the Elections Commission will be final.

ARTICLE XLVII: Sanctions

Section 1: Proven violations of this Elections Code may result in campaign restrictions, fines, disqualification from the election, and/or

other possible sanctions.

Section 2: Candidates will abide by a three strikes policy.

Section 3: The severity of the violation shall be determined by the Elections Chair and the Elections Commission.

Section 4: Based on the severity of the violation, a number of strikes will be given to the candidate as determined by the Elections Commission.

Section 5: After three (3) strikes, the candidate will be disqualified.

Section 6: The Elections Commission shall select the sanction most appropriate to both the type and severity of the infraction, as well as the state of mind or intent of the violator.

Section 7: If a candidate is found guilty for three violations, the candidate will be immediately disqualified.

Section 8: Fines shall not exceed $10.00 per day. Candidate compliance is required within ten (10) days of the issuing of the fines. Failure to comply will result in an additional fine of $5.00 accruing every day after the ten (10) day period.

Section 9: Any candidate who fails to pay fines levied by the Elections Commission within the time limit prescribed by the Elections Commission will face additional sanctions and/or disqualification.

Section 10: All income from fines will be reserved for the SGSU Projects Fund and should be allocated at the discretion of the SGSU.

Section 11: Any candidate who does not comply with the sanctions will face additional sanctions and/or disqualification.

Section 12: If, after a hearing, the Elections Commission finds that either the rulings and/or sanctions of the Elections Commission or additional provisions of this Elections Code have been willfully and blatantly violated by a candidate(s), or a candidate's campaign staff or supporters, the Elections Commission may disqualify the candidate(s).

ARTICLE XLVIII: Amending the Election Code

Section 1: Amendments to the Elections Code must come from the Elections Commission, an officer of the SGSU, or the Representative Assembly itself.

ARTICLE XLIX: Enactment of the Elections Code

Section 1: This Elections Code shall become effective immediately after its passage by the SGSU and shall supersede any and all previous election codes or regulations.

ADDENDUM A: University Student Organizations

Section 1: Organizations may not endorse due to their access to an extensive portion of the student body and presence on campus.

Section 2: These organizations are RHA, SEAC, the SGSU and all their parts, the Spectator and KXSU.

Section 3: A contract will be signed by each organization prior to the start of the elections period in the fall listing expectations and responsibilities during the elections periods. This will be done in order to maintain fair and equal promotion of all candidates.

Approved by the SGSU Joint Session (Representative Assembly and Executives) by a vote of 12-1-3 on Wednesday, May 25, 2011, The SGSU Elections Code and Addendum A stands approved on Wednesday, May 25, 2011, The SGSU Elections Code stands approved by the SGSU Representative Body by a unanimous vote on Wednesday, April 1, 2015, The SGSU Elections Code was approved by the SGSU Representative Body on Wednesday, April 5, 2017.