

UDM Election Code for the Winter 2015 Elections

Overview:

This Election Code is established to be a working document for the benefit of the UDM Student Body to act as a guideline for running an election for the 2015-16 UDM SGA Executive Team and Senate.

For the Winter Executive Election each candidate will run individually or as a Ticket for the following Roles:

Association President, Legislative Vice-President, and Administrative Vice-President. Together these positions will comprise the Executive Team.

For the Winter Senate Election candidates will run individually for one of two representative positions in the following:

2 representative positions(in each) in the School of Architecture, College of Business Administration, College of Engineering and Science, College of Health Professions, College of Liberal Art and Education.

Voter and Candidate Eligibility

Para 1.1 Voter Eligibility: All members of the Association, which is any currently registered student enrolled in the UDM McNichols Campus, are entitled to vote in all Elections. The records of the Office of the Registrar shall determine the eligibility status of all voters.

Para 1.2 Candidate Eligibility: All candidates must be enrolled UDM students and must be in good academic and social standing as defined by the University's Student Handbook. No person shall be a candidate for more than one office in any one Election. Eligibility will be determined and verified by the Board of Elections Advisor.

- a. Executive: Candidates for Association President must have completed three (3) semesters at the University and have at least two (2) semesters remaining to finish the term of office. Candidates for Legislative Vice President and Administrative Vice President must have completed one (1) semester at the University and have at least two (2) semesters remaining to finish the term of office. Candidates must have a minimum 2.5 GPA to be eligible to run for the Executive team positions.
- b. Senate: Candidates for Senate must have completed at least one(1) semester at the University and have at least two (2) semesters remaining to finish the term of office. Candidates must have a minimum 2.5 GPA to be eligible to run for Senate representative positions.

Requirements of Candidacy

Para 2.1 Requirements of Candidacy: To be eligible for candidacy the following requirements must be met. All documents and forms are included as addendums to this Code.

Executive and Senate Requirements:

- i. Informational Meetings: All Candidates must schedule and attend a meeting with the B of E by the Wednesday prior to the beginning of the election. Information meetings times will be posted.
- ii. Candidate Application: All Candidates must submit a Candidate Application.
- iii. Candidate Questionnaire and Candidate Photo: All Candidates must complete the Candidate Questionnaire and submit a recent Candidate Photo. These will be posted for all students during polling times.
- iv. Nominating Petition: All candidates must complete a Nominating Petition with the names and signatures of 150 eligible voters.
- v. Candidate or Ticket- Hosted event proposal: Each Candidate will have the opportunity to plan and execute one (1) two-hour campaign event, which must be submitted prior to the election campaign and must be approved by the B of E by completing this Candidate-Hosted Event Proposal. Doing this event is not a requirement, however if the candidate chooses to do this one is required to submit the proposal.
- vi. The Candidate Application, Candidate Questionnaire, Candidate Photo, Nominating Petition and Candidate-Hosted Event Proposal are due to the B of E by Wednesday prior to the start of elections.

Executive and Senate Election Guidelines

Para 3.1 Election Schedule: There will be one (1) Executive Election to elect the Association President, Legislative Vice President, and Administrative Vice President on the Wednesday and Thursday of the second week of February of the Winter Semester. There will be one (1) Senate Election to elect the 2 Senate Representatives from each college on the Wednesday and Thursday of the fourth week of February of the Winter Semester.

Para 3.2 Announcement of Candidacy: Any candidate may announce their candidacy at any time but will not be considered an official candidate by the B of E until all eligibility requirements are met. Announcements of candidacy are limited to private conversations until the beginning of the campaign period.

Para 3.3 Campaigning: Public campaigning will begin on the Friday prior to the Election And will include up to two (2) B of E sponsored events, canvassing, individual campaigning, one (1) candidate or Ticket-hosted event (optional). Campaign material must be appropriate, cannot violate copyright law, and cannot be posted until the campaign period begins. Campaign materials are the responsibility of the candidate and should not be found littering campus. Campaigning may only include:

a. B of E Sponsored Events:

- i. May include but is not limited to a debate, friendly competitions, and social events.
- b. Canvassing: Canvassing will be held between 3:00pm and 6:00pm on the Friday prior to the Election in the Residence Halls and the Library. Candidates and any supporters must sign in and out with the B of E at each location. Permission must be granted by the Residence Life Staff/Student Life Office to post any material in dorms.
- c. Individual campaigning: Each candidate/ticket can individually campaign (on their behalf solely) on campus between Friday and Wednesday prior to opening of the polls on Thursday. Candidates may not interrupt meetings or classes and must follow the campaign guidelines of this code.

- d. Candidate/Ticket-Hosted Event(optional): Each Candidate/Ticket will have the opportunity to plan and execute one (1) two-hour campaign event, which must be submitted prior to the election campaign and must be approved by the B of E by completing the Candidate-Hosted Event Proposal. (See Above)
- e. Social Media and Websites:
 - i. Updates may be made outside of stated campaign hours, but only after campaigning has begun.
- f. Indoor Signs (residence halls and academic buildings only):
 - i. Window signs are not permitted.
- g. Outdoor Signs:
 - i. Signs must be approved by the Student Life Office.
- h. Flyers, Handouts, and Giveaways:
 - i. May include but are not limited to paper handouts, t-shirts, candy, buttons, and stickers.

Voting

Para 4.1 Voting: All eligible voters will vote on TitanConnect. Voters may vote for as many candidates as the election will allow and may vote once per election. Ballots may be accessed from 8:00 a.m. on the first day of voting until 4:00 p.m. on the following day. No person may vote on behalf of another person.

Election Procedures (B of E)

Para 5.1 Official Ballots: The ballot will be located under the TitanConnect with instructions during the designated voting period. Names will appear in random order and will be hyperlinked to the Candidate Questionnaire and accompanying headshot. There will be one (1) space for a Write-in candidate below the list of candidates. All confirmed ballots are final and will be added to the total vote count.

Para 5.2 Promotions: The B of E is responsible for promoting Informational Meetings and all elections. Promotional material will include pertinent dates, times, locations and any additional information as necessary.

- a. Posting Guidelines: Promotional material must be posted at least 4 days prior to the start of the promoted event and all University guidelines must be followed. Additional promotions may be posted at the discretion of the B of E.

Para 5.3 B of E Sponsored Events: The B of E is responsible for hosting up to two (2) events during Executive and Senate Election campaign period. These events may include, but are not limited to; debates, friendly competitions, and social events.

Para 5.4 Designated Polling Stations: The B of E will designate polling stations in the UDM Library, key residence halls (Shiple, Quad Commons) as well as in the UDM Student Center and the Titan Dining Room. Each polling station must be active for a minimum of two (2) hours per election, must have devices with TitanConnect access, and must remain completely impartial.

Para 5.5 Determining the Winner(s): In Elections with multiple candidates, the candidate who receives the most votes will be elected until all available positions are filled. Election results will be confirmed by the B of E and the Advisor before results are posted.

a. Run-Off Elections: In the event of a tie, the B of E will host a run-off election. The date of the run-off election will be set by the B of E and published with the initial results. Run-off elections will follow all policies that are outlined in this Code. Should another tie occur, this process will be repeated.

Para 5.6 Announcing Results: The Chairperson will compile the results and contact candidates or tickets to notify them that results are complete and will soon be posted to the TitanConnect.

Results will list those candidates elected to a position only. Candidates not listed in results have not been elected to a position. Results will also include total ballots cast, but individual vote counts will not be posted. The Chairperson will deliver certified results to the Student Senate and Association President to be included in the Association's historical record.

a. Write-in Candidates: In the event that a write-in candidate is elected, they will be subject to a post-election evaluation by the B of E and must adhere to the requirements and guidelines in this Code.