ASUI



PRESIDENT/VICE PRESIDENT CANDIDATE'S PACKET

Dates to Remember

Dates	Time	<u>Description</u>
March 6	4:30	Candidate Petition Due
March 7	5:30	MANDATORY Candidate's Meeting
March 18	-	Campaigning Begins
March 21	12:30-1:30	Forum in the Commons
March 26	7:00-8:00	Forum in the Sub
March 28	TBD	Potential RHA Forum
April 1-3	Opens April 1 8:00 am Closes April 3 5:00 pm	Voting

ASSOCIATED STUDENTS OF UNIVERSITY OF IDAHO

January 25, 2013

Dear ASUI Candidates,

As the Elections Coordinator, I would like to thank you for your interest in a leadership position here at ASUI. This is a great way to be able to establish leadership with the University of Idaho and we greatly appreciate you wanting to participate as President/Vice President. This packet is very important and contains much of what you will need to know to run for the President/Vice President positions.

Be sure to read this pack thoroughly before you officially decide to run. This packet will inform you of the dates that you will need to remember throughout your campaign. Before you are allowed to go forth with your candidacy, we will also be conducting grade checks to make sure that you are eligible to participate.

Also enclosed in this packet are the Rules and Regulations, along with an abridged Constitution, which you will need to know during your campaign, so make sure that you read through it so that you are aware of what we ask of our candidates and how the elections process will work.

Here at ASUI, we will be a vital resource for you during your campaign, so please don't hesitate to ask questions on anything that you may be concerned about.

We hope that you are successful with your campaign and if you have any questions at all, feel free to email me, the Elections Coordinator, at asui-elections@uidaho.edu and I will be sure to answer your questions to the best of my ability.

I wish you the best of luck and hope that you enjoy your experience,

Respectfully,

Lobna Abdel-Rahim Elections Coordinator Commons 302 asui-elections@uidaho.edu

ARTICLE VIII – ELECTIONS.

Section 1. The ASUI Election Coordinator shall be responsible for the proper administration of ASUI general elections, repeal, recall, and referendum as provided in this constitution and the ASUI Rules and Regulations. The eligibility of the ASUI Election Coordinator and any ASUI Election Staff shall be as established by the ASUI Rules and Regulations. Section 2. General Rules Pertaining to ASUI Elections.

Clause A. Procedures for nomination shall be established in the ASUI Rules and Regulations.

Clause B. Election Procedures.

- (1) Secret ballots shall be used. Space shall be provided for write-in candidates.
- (2) Provisions for absentee ballots shall be established in the ASUI Rules and Regulations. No person shall vote by proxy.
- (3) No nominee whose name appears on the ballot, nor any announced write-in candidates, shall serve as an official of that ASUI election.
- (4) In case of a tie vote for ASUI President, ASUI Vice President, or the last ASUI Senate position, a new election for that position shall be called by the ASUI President within one (1) week after the final tabulation of the tie election has been made
- (5) All disputes or irregularities shall be decided as stipulated in the ASUI Rules and Regulations.
- (6) All election statistics and the eligibility of the officers-elect shall be certified by the ASUI Election Coordinator and recorded in the minutes of the ASUI Senate within one (1) week.
- (7) No person shall vote without first presenting to the ASUI Election Coordinator or staff proof, as defined in the ASUI Rules and Regulations, of current ASUI membership.
- (8) The ASUI Election Coordinator shall have a copy of the proposed ballot published in the *University of Idaho Argonaut* issue immediately preceding the election date.
- (9) Further election and campaign rules shall be established in the ASUI Rules and Regulations.

Clause C. Term of Office. The term of office for all ASUI elected positions shall be one (1) year.

Section 3. Fall ASUI General Election. The Fall ASUI general election will commence on the third Monday and run through the subsequent Wednesday in November, except in the event of a major conflict as determined by the ASUI Election Coordinator subject to the review of the ASUI Senate. Officers elected at this time shall be seven (7) ASUI Senators who shall be inaugurated at the second ASUI Senate meeting in December following the election.

Section 4. Spring ASUI General Election. The Spring ASUI general election shall commence on the second Monday and run through the subsequent Wednesday in April, except in the event of a major conflict as determined by the ASUI Election Coordinator subject to the review of the ASUI Senate. Officers elected at this time shall be the ASUI President, ASUI Vice President and eight (8) ASUI Senators, composed of ASUI members of their respective districts, who shall be inaugurated at the last ASUI Senate meeting of the spring semester. If at a time, determined by the ASUI Rules and Regulations, a district does not have the minimum amount of specified candidates, the residency requirements for that election shall be waived and all candidates shall be elected by simple majority.

Section 5. Required Number of Votes. The ASUI President and ASUI Vice President shall be elected by a plurality of the votes cast on the same ticket. The ASUI Senate shall be composed of the seven (7) candidates receiving a plurality of votes in their respective districts the most votes in the Fall ASUI general election, and the eight (8) candidates receiving a plurality of votes in their respective districts the most votes in the Spring ASUI general election, as outlined in the ASUI Rules and Regulations. The ASUI Faculty Council Members shall be elected by a plurality of votes cast.

2000.000 ELECTIONS RULES

2010.000 Definitions

2010.010 The term 'ballot' shall apply to the method used by a student to select their choice of a candidate for ASUI elected office.

2010.020 The term 'voting booth' shall apply to any electronic device open to the ASUI voting site where ballots may be submitted.

2010.030 The term 'polling station' shall apply to spaces provided by ASUI with voting booths and staffed by individuals designated by the ASUI Elections Coordinator.

2010.040 The term "campaign material" shall apply to all forms of promotion for any candidate.

2010.050 The term "campaign" shall apply to any distribution of campaign material.

2020.000 Eligibility for Election

2020.010 To be eligible as a candidate for an ASUI elected position, a member of the ASUI may not have been academically disqualified for the University of Idaho within the past two (2) semesters AND must meet one (1) of the following two (2) academic eligibility requirements: 1) cumulative grade point average of a 2.75 or greater; or 2) a previous semester grade point average of a 3.0 or greater.

2020.020 It shall be the responsibility of the ASUI elections coordinator to work with the Director of Student Engagement to request verification of academic eligibility for each candidate from the University of Idaho Registrar directly. The ASUI elections coordinator must first notify those candidates found ineligible and then report to the ASUI Senate on each candidate's eligibility at the next regular ASUI Senate meeting prior to the election.

2020.030 Those candidates having no grade point average shall be eligible to run for an ASUI elected position. Once a grade point has been established, eligibility shall be determined in accordance with the ASUI Constitution, Bylaws and Rules and Regulations.

2030.000 Nomination for Election

2030.010 The ASUI Election Coordinator will provide petition forms at least two weeks prior to the candidate-filing deadline, for the nomination of candidates and placement of names on the official ballot. The names and signatures of 25 different members of the ASUI will be required for each Senatorial candidate. The names and signatures of 50 different members of the ASUI will be required for every Presidential/Vice Presidential ticket. Candidates for all elected offices will be required to fill out a questionnaire. This questionnaire will be provided by the elections coordinator. The ASUI Election Coordinator must verify ASUI membership of students signing the petitions.

2030.011 The filing deadline for a candidate for an ASUI elected office shall be determined by the ASUI Election Coordinator at a time no later than two (2) weeks prior to the election.

2030.012 The ASUI Elections Coordinator shall send public notice of positions open for election to all Presidents of ASUI recognized living groups, clubs and the *University of Idaho Argonaut*, ten (10) days prior to candidate filing deadline. The ASUI Elections Coordinator shall also send notice to IFC, PHC, and RHA These notices will be sent out no later than one (1) weeks prior to the candidate filing deadline.

2030.013 The candidate questionnaire responses will be placed on the ASUI website and advertised for that election. Responses will be removed by the Saturday after the election. All candidates must sign a waiver acknowledging that the responses will be posted, that ASUI is not liable or responsible for the content of the responses, and that once submitted, the responses cannot be altered, except for typographical or formatting errors.

2030.014 Any candidate who wishes to not submit a public response must sign an informed consent/liability waiver form that recognizes other candidates will be displayed on the ASUI website and the candidate does not hold the ASUI responsible for any damages incurred.

2030.015 Policy not determined by this section of the ASUI Rules and Regulations fall under the jurisdiction of the ASUI Elections Coordinator, subject to appeal under the election section of the ASUI Rules and Regulations, ASUI Senate Bylaws, and/or the ASUI Constitution.

2030.020 Write-in candidates are responsible to be aware of and comply with the ASUI Rules & Regulations pertaining to election rules.

2030.030 A candidates' meeting shall be called by the ASUI Election Coordinator at least two (2) weeks prior to the elections. This meeting can also involve the following ASUI members: ASUI President, ASUI Vice President, ASUI Pro Tempore, and the ASUI Advisor. Attendance of candidates to this meeting shall be mandatory. At this meeting, the ASUI Election Coordinator shall explain rules and procedures, and issue each candidate the ASUI Rules & Regulations pertaining to election rules and eligibility requirements. Candidates shall sign a document that they are aware of and will comply with

ASUI Rules & regulations pertaining to elections rules. This meeting includes presentation and discussion by the ASUI Advisor and other members of the ASUI Senate to inform candidates of the following:

- 1. General briefing of ASUI Senate, President, and Vice President leadership responsibilities and expectations
- 2. A description of the leadership structure within the ASUI and the University of Idaho
- 3. A review of all campaign and campaign finance rules
- 4. A review of disciplinary action for violations
- 5. Notification of forum dates, times, and locations
- 6. A question/answer opportunity

2030.031 No candidate may campaign prior to the mandatory candidates' meeting, excluding self-endorsement intended for announcement purposes (i.e. securing signatures, verbally announcing the intention to run for an elected position, etc.).

2040.000 Campaign Procedures

2040.010 Posters and other campaign materials must be placed on any surface by means that will not leave a permanent residue nor damage the surface. Materials may not be placed on brick walls, windows, painted surfaces, power poles, telephone poles, or affixed directly to the ground or sidewalks in any manner.

2040.011 Placement of campaign materials must comply with the rules and procedures of the Department of Facilities of the University of Idaho.

2040.020 Campaigning and campaign material shall be prohibited at all times in the ASUI office.

2040.030 Campaign materials shall be prohibited within 100 visible feet of University computer labs.

2040.040 Candidates shall be responsible for not influencing voters in and immediately around voting booths and University computer labs.

2040.041 Beginning at 8:00 a.m. on the Monday of ASUI General Elections, campaigning shall be prohibited during elections within the Idaho Commons, Student Union Building, Library, Bob's Dining Hall, and all university computer labs. 2040.042 Not influencing voters around voting booths shall include but is not limited to offering use of the candidate's personal computer open to the ASUI voting site.

2040.050 No candidate shall deface the campaign materials of another candidate.

2040.060 It shall be the responsibility of candidates to remove all campaign materials and the substances used to attach these materials from all university public buildings and grounds by 5:00 p.m. on the Saturday immediately following the election. 2040.070 The ASUI Election Coordinator shall be prohibited from publicly supporting or campaigning for any candidate for ASUI office.

2040.071 The ASUI Election Coordinator shall be advised of this regulation when hired. If the ASUI Election Coordinator is proven to be publicly supporting a candidate they shall be removed from office immediately.

2050.000 Campaign Finance and Donations

2050.010 Candidates for the office of ASUI President and ASUI Vice President shall spend no more than one thousand two hundred and fifty dollars (\$1,250), personal or donated on campaign material. Candidates for the office of ASUI Senate shall spend no more than three hundred dollars (\$300), personal or donated, on campaign material.

2050.020 Candidates will be responsible for submitting receipts and other proofs of purchase to the ASUI Elections Coordinator. The ASUI Elections Coordinator will be responsible for tracking spending and reporting to the ASUI President and ASUI Senate on candidate spending.

2050.021 Receipts and proof of purchase of campaign materials must be submitted to the ASUI Elections Coordinator no later than the Friday after elections.

2050.030 Candidates may seek in kind donations from outside sources.

2050.031 In kind donations shall be defined as political donations of goods and services.

2050.040 In kind donations shall be limited to two hundred and fifty dollars (\$250) in addition to the total campaign expenditures as outlined in 2050.010.

2050.041 In kind donations shall be evaluated at the retail value of the goods or services.

2060.000 Election Procedures

2060.010 ASUI elections shall be conducted on the one (1) person/one (1) vote principle. No student may vote for more than the number of election positions available in any particular election.

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2060.020 In order to be eligible to vote, a person shall be a full-time undergraduate student of the University of Idaho, or a part-time student having paid the designated ASUI fees as provided for in Series 1010.000 of the ASUI Rules & Regulations.

2060.030 ASUI General Elections shall occur on the third Monday, Tuesday and Wednesday of November in the Fall General Election and on the second Monday, Tuesday and Wednesday of April in the Spring General Elections, or at a time agreed on by both the ASUI President and the ASUI Elections Coordinator.

2060.040 Voting shall be allowed at voting booths through a secure ASUI website that may be accessed through any computer connected to the Internet.

2060.041 This website shall be linked to the official ASUI website and the web address of this website shall be made available to all ASUI students by whatever means deemed appropriate by the ASUI Election Coordinator up to two (2) weeks before the election.

2060.042 The ASUI Election Coordinator shall arrange to have posted on the on-line election page the following notice: "I hereby declare that I have voted only once in this ASUI election. If I am accused of violating Section 2030.010 of the ASUI Rules & Regulations by voting more than once, I understand that I may be summoned before the University Judicial Council, and if found guilty, I may be fined up to \$200.00." Each voter shall be required to read this statement and check a box to verify this statement.

2060.050 On each ballot must appear each office to be filled and beneath each office a list of all eligible candidates for that office, as well as blank lines for write-in candidates. Beside each name shall be a box in which a check can be placed.

2060.051 A check appearing next to a candidate's name on an electronic ballot shall constitute a vote for that candidate.

2060.052 When a write-in candidate's name is typed correctly on the ballot it shall constitute a vote. The box beside the write-in candidate's name need not be checked. The counting of misspelled write-in candidate names as a vote shall be at the discretion of the ASUI Election Coordinator. Any name written-in that is already on the ballot shall not count as a vote towards that candidate.

2060.053 There will be a blank section on the on-line election page that will give the students a section to voice their opinions on any issue that they deem pertinent.

2060.054 This section shall be preceded by a question as follows: "Please use the space provided below to voice any concerns or comments about current issues that you would like to see ASUI work on, and give suggestions on how you would like to see the issue improved."

2060.055 Candidates' names on the official ballot shall be rotated.

2060.056 In accordance with Article XII, Section 2, Clause B, Point 8 of the ASUI Constitution, the *University of Idaho Argonaut* shall publish a sample copy of the election ballot as provided by the ASUI Election Coordinator.

2060.060 All constitutional amendments, referendums, and questions designed to solicit information from students, which are intended to appear on the ballot in a regular ASUI election must be approved at least two (2) weeks prior to the elections by three-fourths (3/4) vote of the ASUI Senate.

2060.070 ASUI polling stations shall be open at the determination of the ASUI Election Coordinator subject to review by the ASUI senate.

2060.071 No individual manning an ASUI polling station shall influence voting. Violations of this section shall be subject to prosecution under civil and/or criminal law as well as ASUI rules.

2060.080 Immediately after the elections end, a review of the results is to be conducted in a closed room in which only ASUI Election Coordinator and ASUI professional employees deemed appropriate by the ASUI Election Coordinator will be allowed.

2080.081 Records of electronic ballots shall be kept by the ASUI Administrative Assistant for at least one (1) year. 2060.090 The results of the election shall be made public through whichever means deemed appropriate by the ASUI Election Coordinator.

2070.000 Election Appeal

2070.010 In accordance with the ASUI Constitution, rulings by the ASUI Election Coordinator may be appealed to the ASUI Ways and Means Committee. Further appeals are within jurisdiction of the ASUI Advisor.

2080.000 Election Violations

2080.010 Disciplinary action for violations of the 2000 series shall extend to fines or disqualification.

2080.020 In cases of elections violations, the ASUI Elections Coordinator shall act as prosecutor. It is their responsibility to provide evidence and documentation of the specific violations, as well as propose disciplinary action. The process for any disciplinary action must begin by the Wednesday of the week after ASUI elections.

2080.030 The candidate accused of violations shall have the ASUI Attorney General act as their defender, and will not act in an advisory capacity to the ASUI Elections Coordinator or Senate. The defender must be provided with the evidence and documentation of violations before action is taken.

2080.031 Any evidence collected after disciplinary proceedings have begun must be provided to the ASUI attorney general before that evidence can be used in disciplinary proceeding, as to provide notice of the evidence to the candidate.

2080.040 The ASUI Elections coordinator shall meet with the accused candidate and the ASUI Attorney general to discuss the evidence of violations and proposed disciplinary action.

2080.041 Fines shall be assessed at fifteen dollars (\$15) per incident of violation totaling no more than two hundred dollars (\$200).

2080.050 Fines proposed by the ASUI Elections Coordinator may be settled upon by the candidate and ASUI Attorney General in the meeting provided in section 2080.030.

2080.051 Unsettled fines shall be decided by the Ways and Means Committee by majority vote. The Committee will be provided with written evidence and documentation of violations by the elections coordinator, as well as the written rebuttal of the ASUI Attorney General and the accused candidate.

2080.052 Decisions on fines by the Ways and Means Committee may be appealed to the ASUI Advisor.

2080.060 If the proposed disciplinary action is disqualification, the ASUI Elections coordinator shall submit the specific rules allegedly violated, in bill form, to the ASUI Senate.

2080.061 If the ASUI Elections coordinator moves to disqualify a winning candidate, the candidate shall not be sworn in until the case has been decided.

2080.070 This bill of disqualification shall be sent to the Ways and Means Committee.

2080.071 The Committee will be provided with written evidence and documentation of violations by the elections coordinator, as well as the written rebuttal of the ASUI Attorney General and the accused candidate.

2080.072 The Ways and Means Committee shall determine if the evidence and documentation of alleged violations merits being decided upon by the full senate. This shall be decided by a majority vote.

2080.080 If the Ways and Means Committee approves the bill, the issue shall be decided by the senate. When the bill is considered, the ASUI Elections Coordinator shall be provided with time to present the evidence and documentation of the specific violations.

2080.090 The accused candidate and the ASUI Attorney General shall be provided with two opportunities to speak: First after the ASUI elections coordinator, and second before the bill is put to a vote.

2080.100 The candidate shall be disqualified by a vote of two thirds of the members present.

2080.110 No member of senate shall vote in any disciplinary proceedings if they ran in the same election for the same position as the candidate accused. Neither should the candidate accused vote in any disciplinary proceedings if they are concurrently serving on senate.

PE	TITION FOR ELECTION		
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The A	SUI Rules and Regulations series 1000.000 descri -I understand that I must be enrolled in the Univ -I am a member of the ASUII understand that I must have a cumulative GPA of	, ,	ailable upon request).
chec	ks:	Director of Student Involvement car	J
	Additional spaces are pro	Office. vided to ensure number of eligible sup	porters.
We, t	the undersigned members of the ASUI, sundidates for the position of ASUI Preside	upport and nt & Vice President in the Spring 2013 AS	SUI General Election.
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Petitions for elections are due NO later than **4:30 pm**, **Wednesday March 6, 2013**. A **MANDATORY** candidate meeting will be held Thursday March 7, 2013 at 5:30 pm in the ASUI Office. All candidates or representatives of a candidate must attend.

According to the ASUI Rules and Regulations, CAMPAIGNING CANNOT BEGIN UNTIL AFTER THE MANDATORY CANDIDATE MEETING.

If you have any questions, contact the ASUI Elections Coordinator at asui-elections@uidaho.edu