

Student Senate Elections Code

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Student Senate Elections Code

ARTICLE I. Explanation

This Elections Code serves as a guideline for all campus-wide elections, intra-senate elections and referendums.

ARTICLE II. Membership of the Elections Committee

Section A. An Elections Committee Chairperson who shall be the Parliamentarian of the Student Senate.

Section B. If the Parliamentarian pursues an elected office, the Senate Body shall elect an acting Elections Committee Chairperson in order of Vice-President, Senior most committee member (longest on committee), then general nominations.

Section C. The members of the committee shall be at least five (5) Senators appointed by the chairperson and Vice President. All members must maintain neutrality during the election process and sacrifice their right to vote.

Section D. Any member of the Elections Committee who submits a petition to run for an elected office immediately loses his or her place on the Elections Committee until the election has concluded and the result is announced.

ARTICLE III. Duties of the Elections Committee

Section A. The Student Senate Elections Committee shall administer and enforce this Student Senate Elections Code in conjunction with the Student Senate Bylaw Constitution and *Roberts Rules of Order* (current edition).

Section B. It shall be the duty of the Committee to publicize all election events.

ARTICLE IV. Dates of General Elections

Section A. Recommended Dates of General Elections

1. The general elections for President and Vice President shall be held two weeks prior to Thanksgiving recess, and, if necessary, run-off elections shall commence within two days of the conclusion of the initial election.
2. The general elections for Freshman Senators and Off-Campus Senators shall be held between the first and second Senate meetings and, if necessary, run-off elections shall also be held within that time.
3. The general elections for Professor of the Year shall take place in March, prior to spring break.
4. The Elections Committee should bear in mind that if the online election format fails as outlined in Article V, Section H, an emergency election will need to commence within the timeframes specified above.
5. These dates for general elections may be changed upon the recommendation of the Elections Committee and the approval of the Student Senate.

Section B. Elections for housing unit senators shall be left to the discretion of the individual housing units under the understanding that they should have a Senator present at each meeting.

Section C. The dates of all other elections shall be set by the Elections Committee Chairperson and the Elections Committee.

ARTICLE V. Online Elections

Section A. In accordance with the Constitution and its bylaws, online elections conducted and carried out by the Elections Committee shall be recognized by Student Senate as an appropriate medium for electing Student Senate candidates to the offices of President and Vice-President and for the positions of Freshman Senator and Off-Campus Senator as well as Professor of the Year.

Section B. The online election site must contain the following provisions.

1. Only Current Students may be able to log on using their pipeline login name and password and permitted to vote only once.
2. The page prior to ballot must contain the information for the candidates.

Section C. The candidates for President, Vice-President, Freshman Senator, and Off-Campus Senator may be allotted a maximum of one (1) page to express their campaign issues on the online site. The professors nominated for Professor of the Year may also be allotted one (1) page to describe themselves in a manner they deem fit.

Section D. All publicity created and distributed by the Elections Committee for the sole purpose of advertising the election must contain the web address of the online election site, as well as the times at which the election will commence and end.

Section E. The period for which a voter can log on to the site and vote will not be greater than the duration of one (1) week or less than the duration of three(3) days.

Section F. During the election, only the webmaster and Elections Committee Chairperson may have access to the internal web files of the online site. Due to the sensitivity of the information, any Elections Committee Chairperson accused of dispensing election results prior to the ending time of the election shall be immediately replaced as Elections Chairperson by a current member of the Elections Committee. This replacement will be in accordance with the order of succession according to Article II Section B. The Election Committee Chairperson may be removed from office by a two-thirds (2/3) vote from Student Senate.

Section G. After the tabulation of votes, the webmaster of the online site, the Election Chairperson, and the Election Committee members must sign the tabulated election sheet validating the results. Representatives for the candidate may be present at this time.

Section H. In the event of a system or network failure in which the online election site is down more than half of the election period, the online results will be discarded and an emergency election will be conducted in accordance with the procedures established in this Elections Code.

Section I. All other election procedures not explicitly stated in Article IV shall strictly follow the mandates expressed in the elections code.

ARTICLE VI. Qualification of Candidates

Section A. Students of the University who have a Cumulative GPA of 2.0 or higher and all first-year students who have not yet received a collegiate GPA may be candidates

for Student Senate elections provided that they pay the activity fee for the semesters they would serve in office and are full-time students.

Section B. Petitions for general Elections for Freshman and Off-Campus Senators shall be made available at least two (2) weeks prior to the elections and shall be turned in at least one (1) week prior to the elections at a date and time specified on the petition.

Section C. Petitions for general elections for President and Vice-President shall be made available at least four (4) weeks prior to election and shall be turned in at least two (2) prior to the election at a date and time specified on the petition.

Section D. Candidates for office must complete a Student Senate petition in the following manner:

1. Candidates for Freshmen Senator must collect the signatures of 50 members of the Freshmen class, the Student Senate President and Vice President.
2. Candidates for President or Vice President must collect the signatures of 75 members of the Student Body, the Student Senate President and Vice President, and the Dean of Students.
3. Candidates for Off-Campus Senator must collect the signatures of 15 members of the off-campus student body, the Student Senate President and Vice President.
4. Should the President, Vice-President, or Dean of Students deny the candidate their signature, a 2/3 majority will overrule.

Section E. The Elections Committee Chairperson must review candidate qualifications and inform any ineligible candidates within three (3) business days after petitions are due.

Section F. Each candidate is required to attend a pre-election meeting which will be held the day petitions are due. Failure to do so will result in immediate disqualification from the election. Under extenuating circumstances, this disqualification can be revoked by the Elections Committee Chairperson.

Section G. All Freshmen Senator Candidates are required to attend a designated Student Senate meeting prior to the Freshmen Senator elections. Failure to do so will result in immediate disqualification from the election unless that candidate notifies the Elections Committee Chairperson prior to the meeting.

Section H. Candidates for Professor of the Year shall be considered separately from the stipulations stated above. Any Professor is eligible for nomination from Student Senate.

ARTICLE VII. Campaign Procedures

Section A. No campaign materials shall be distributed before the required meeting of candidates specified in Article VI, Section F.

1. The Elections Committee Chairperson must distribute a copy of the Elections Code to all candidates at or before this meeting.

Section B. Each Candidate will be allotted at most 3 kinds of posters not to exceed a total of 150 posters.

1. All posters must be approved by the Student Senate and bear the Student Senate stamp of approval.
2. Each poster may not exceed the size of 8½ by 11
3. Posters must be placed no less than 3 feet away from another poster of the same candidate

Section C. Each candidate will be allowed one poster or device that may not exceed the size limit of 28 by 22 inches to be displayed in the candidate gallery

1. The candidate gallery will be at a location chosen by the elections committee
2. The gallery will be restricted to only one poster per candidate

Section D. Chalk writing will be prohibited

Section E. Campaign materials are prohibited in the following areas:

1. Any vending machine, fire extinguisher or exit sign.
2. All other rules as outlined in the university posting policy

Section F. When hanging campaign materials, no materials with adhesive backing may be used. Tape is permissible.

Section G. No candidate shall tamper with or remove another candidate's campaign materials.

Section H. No candidate shall use any university list-serve as a mechanism for mass e-mailing a personal campaign.

Section I. Any attempt to use misleading or falsified information during a campaign against another candidate will be viewed as a violation of the election code and may result in disqualification if a formal complaint is filed by the offended candidate.

Section J. If, as a part of a candidate's campaign, a serious or flagrant violation of university policy occurs, this violation will be grounds for disqualification.

Section K. If a candidate's campaign repeatedly violates the Election's Code or the recommendations of the Elections Committee, these violations, taken as a whole, will be grounds for disqualification.

Section L. The disqualification of a candidate will take place according to the procedures outlined in Article IX.

ARTICLE VIII. General Directions

Section A. Voting procedures

1. Write-in ballots will not be valid in any senate election.
2. The candidates for each office shall be listed in the order determined by the lottery.

Section B. Tabulation of Votes

1. In the elections for President and Vice-President
 - a) A winner shall be determined when a candidate receives a majority of the votes legally cast.
 - b) If a majority is not attained by any one candidate, then the top two candidates for the office in question shall advance to the run-off election.
2. In the election for Freshman Senators and Off-Campus Senators and Professor of the Year:
 - a) A winner shall be determined when a candidate receives a plurality of the votes legally cast. A majority is not needed and top vote getters will win.

b) In the case of a tie, a run-off will be conducted between the tying candidates.

c) The date and time of all run-off elections shall be determined by the Elections Committee.

3. In the case of a tie in the run-off elections, additional run-off elections shall be held until a winner is determined.

4. The Election Committee Chairperson shall advise all candidates of the election and its results. After all winners are determined, the results of the entire elections shall be made public.

5. A final record of the election results shall be reported by the Elections Committee Chairperson to the Student Senate to be put on file.

ARTICLE IX. Disqualification Procedures

Section A. The grounds for disqualification are outlined in Article VII.

Section B. In order for a candidate to be disqualified, the disqualification process must take place according to the following procedures:

1. If an Illinois Wesleyan University student feels that a candidate has acted in a fashion that constitutes grounds for disqualification, the student may file a written complaint to the Elections Committee. They may remain anonymous to the general public, but must be known to the elections committee.

2. The written complaint must be filed with the Elections Committee Chairperson, who shall in turn notify all candidates of the complaint.

3. If a member of the Elections Committee files a complaint, that member will not be allowed to vote during any part of the complaint process.

4. After a written complaint has been received, the elections committee must conduct an investigation into the complaint.

5. The purpose of this investigation will be to gather facts about the incident.

6. The structure of the investigation will be decided upon by the Elections Committee.

7. The investigation must begin within 24 hours of receiving the complaint and

must be conducted as expeditiously and as thoroughly as possible.

8. After the investigation has been conducted and reasonable evidence has been found, the Elections Committee will meet and discuss the findings of the investigation. At which time, the election will be paused to be restarted if the candidate is disqualified or continued for an equal amount of time as previously established.

9. The Elections Committee will then hold a full hearing in accordance with Article IX Section B Subsection 14

10. The Elections Committee may rule in one of three ways:

- a) The Elections Committee may decide that no further action needs to be taken on this matter.
- b) The Elections Committee may require a course of action to be taken not resulting in disqualification
- c) The Elections Committee may decide to disqualify a candidate

11. A majority vote of all voting members of the Elections Committee is necessary for the Elections Committee to make any of the above rulings.

12. When a ruling is decided upon the chair of the Elections Committee must notify, in writing, within 24 hours, the following parties of the ruling:

- a) The person who filed the original complaint.
- b) The candidate who the complaint was filed against.
- c) All candidates who are running for the same office as the candidate who the complaint was filed against.

13. The written notification of the Committee's ruling must include the following:

- a) A description of the complaint.
- b) The Committee's ruling.
- c) The Committee's rationale for the ruling.
- d) If applicable, the Committee's recommended steps to rectify the situation in question without a hearing.

14. The procedure for a full hearing to be followed by the Elections Committee must adhere to the following guidelines:

- a) The hearing will be convened 24 hours after the Elections Committee makes their investigation.
- b) The hearing shall be open to the public with closed testimony
- c) Both the candidate in question, and the person who filed the complaint, must testify to the Committee in either a verbal or written form.
- d) After all relevant testimony has been heard, the hearing will be closed to the public while the Elections Committee deliberates. Only members of the Elections Committee will be present during these closed deliberations.
- e) In order for a proposed ruling to be accepted, all voting members of the Elections Committee except one, must vote in agreement with the ruling.
- f) The Dean of Students must be notified about the decision.
- g) The candidates along with the Student Senate President will then be notified of the decision
- h) The public will then be notified of the decision of the Elections Committee.

Section C. Candidates may not appeal any of the rulings in the entire hearing process, but instead appeal in the following ways:

- 1. Candidates may contest the entire election as specified in Article VII
- 2. Candidates may file their own complaint against the hearing causing the election to pause to be restarted if the hearing's decision is overturned or continued for the previously established amount of time
 - a) The complaint against the hearing will be heard by the Elections Appeal Board as defined in Article X Section B Subsection 1 and follow the form of a full hearing as outlined in Article IX Section B Subsection 14.

ARTICLE X. Contesting the Election

Section A. Any candidate who desires to contest the election must do so within 48 hours from the time they are notified of the results.

1. Candidates must notify the Elections Committee Chairperson of such actions both verbally and in writing.

Section B. The Elections Committee must meet and decide upon the written request within 24 hours of being notified by the protesting candidate. The Chairperson of the Elections Committee must notify in writing the protesting party within 24 hours after the decision has been reached by the Elections Committee.

1. The decision of the Elections Committee may be appealed by written notification to the Elections Appeal Board (the five appointed members of the All-University Judiciary Committee and one representative of the Senate Executive Board, in the order of President, Treasurer, and the other Commissioners). The Student Senate advisor will be present, but will not be able to vote. The decision of the Board shall be final.
2. An appeal to this Board must be in writing within 24 hours after the Elections Committee has acted on the protest.
3. An appeal to this Board may only be made by the party originally protesting to the Elections Committee.
4. This Board must meet and decide on the appeal within 24 hours following the written notification.
5. Both the Elections Committee and the Elections Appeal Board shall notify the protesting party of their right to appear before them.
6. If the filed protest being appealed involves a member of the Elections Appeal Board, as a candidate on any on any part of the ballot, that person is automatically disqualified from discussion and voting on the appeal as a member of this Board.

ARTICLE XI. Intra-Senate Elections and Appointments

Section A. The Student Senate itself shall elect certain individuals to positions of the Student Senate. These elections shall be carried out in accordance with guidelines set forth in the Student Senate Bylaw Constitution.

Section B. A winner shall be determined when a candidate receives a plurality of the votes legally cast by the members of Student Senate.

Section C. In the event that there are more than eight (8) nominations per position for an intra-senate election or appointment, Student Senate must hold a tiered election. The pool of candidates will be reduced to the four highest vote receivers from the first election. A plurality vote of the remaining four candidates will decide the appointee.

ARTICLE XII. Referendums

Section A. Referendums shall be a means for the Student Body to express its opinion on issues.

Section B. The Student Senate by a majority vote may direct the Elections Committee to conduct a referendum.

Section C. Referendums may be initiated by members of the Student Body.

1. Referendums initiated by students must have a petition with “the question” listed on the top of each page and the signatures of 250 students.
2. Upon receipt of the petition, the Elections Committee must hold the referendum within four weeks.

Section D. The question for the referendum shall be worded the way the proposer, either in the Student Senate motion or by the Student Body petition, wishes and must be in a question form that can be answered by a yes-no answer.

Section E. The Student Senate shall take further action regarding the referendum, be it a resolution for action or one that merely states the results.

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