

UNIVERSITY *of*
NORTHERN COLORADO



Student Senate
MINUTES
9/29/2010
5:30 p.m.

- I.** Call to Order
-5:33pm
- II.** Roll Call
- III.** Approval of Minutes & Agenda
- IV.** University Update
 - Dean Cardenas: Support homecoming! Go to the events. Cans to Candelaria is going on. Please donate if you can.
- V.** Public Session/Announcements
 - Theater is having a bake sale tomorrow at Frasier, attend if you can.
 - Safe week is next week. Next week there will be events going on all week.
 - Take back the night Thursday October 7th 6:30-8:30 at Garden Theater.
 - Bingo is tonight at 8:00 in the Ballrooms! Part of homecoming week.
 - Tonight House District 50 candidates are having a debate, College Republicans and College Democrats. Attend if you can.
 - Student e-mailed student.voice regarding event funding and the request to receive funding "Northern Colorado Riders" Oct 5th event. Frustrated by event not being funded. There is a grievance being filed. Ethics hearing Monday at 4:30. More info coming from Advocate Fox.
- VI.** Representative/Committee Reports
 - a. University Program Council (UPC)
 - Homecoming will be a success. Comedian, volleyball game and tailgate, bingo tonight, bear-sync tomorrow, bonfire Friday, game Saturday.
 - b. Panhellenic Council
 - No Report
 - c. Interfraternity Council (IFC)
 - Participating in homecoming.
 - d. International Film Series (IFS)
 - "Anti-Christ" tonight. "War Lords" next week.
 - e. Diversity Council
 - Meeting this Friday in Aspen C

VII. Unfinished Business

- a. Proposal 30:10-11:004 (3rd Reading)
Director Elliot motioned to open. Director Ames seconded.
Proposal Passes

- b. Proposal 30:10-11:006 (3rd Reading)
Trustee Johnston motioned to open. Councilor Lee seconded.
Director Lewkow motioned to amend the proposal in section 8C4
Director Ames seconded
Amendment Passes
Director Schiffelbein motioned to remove sections 5E and 6DEF
Director Jiang seconded
Amendment Passes
Director Schiffelbein motioned to add a comma in section 9C
Director Shucard seconded
Amendment Passes
Director Schiffelbein motioned to change section 4C32-38
Director Lewkow seconded
Trustee Johnston motioned to postpone
Director Ames seconds
Proposal Postponed

VIII. Senate Reports

- Advisor Welch: No Report
- Councilor Morgan: Stephanie Brickles is meeting with the teacher ambassadors to work with psychologists and psychology majors. They want to include them in their council.
- Councilor Johari: No Report
- Councilor Wolff: No Report
- Councilor Lee: No Report
- Councilor Drum: College of theater and dance has first show Thursday, may be part of QOLA.
- Director Collier: NHPC event coming up. Flyer is coming soon. Childcare meeting with Women's resource center talking to a lawyer.
- Trustee Johnston: Conference call about liquor license. Next meeting is October 8th looking forward to talking about political activity in the future.
- Director Elliott: SOT tomorrow. Northern Colorado riders are being reviewed. Spreadsheet is being made for all clubs and orgs to be posted on web page.
- Advocate Fox: Student Judiciary, decided on 6 students who will move on. Interview times have changed, Wed and Friday only 3:30-5:00 in Aspen/Spruce. Grievance was filed yesterday which will go onto the ethics committee: SOT process is unfair/unbeneficial to clubs. Monday 4:30 location TBA.
- Director Shucard: Addressing the bear bus issues with President VanDriel. All 5 busses will have in bus advertisements as well as panel sides for the busses that say "bear bus" as well as signs explaining which line and which bus route. Bus benches will also have space for advertising. There will eventually be magnets with the bus routes on them. Soon there will be a "smart phone" app for the bear bus. Posters are being hung in all classrooms and table tents are going up, slides are up, banners are going up next week, comment boxes are in the process, computer labs are tagged. Town hall is making progress. Presentation is coming next week. Add student.voice to your friend list. Please write something on the town hall, website is going to be more comprehensive. 17/28 comment cards told us that website needs help.
- Director Ames: Monday is the last day to register to vote. 200 have already registered in 2 days. Thursday and Friday in McKee breezeway, you can register. On 10th and 23rd there is a section on the street where it appears as though you can park, but people are getting tickets. Looking into it. Contact Jerry Garner who is the chief of police.
- Director Jiang: Working on presentation for SFAP training which is coming in October.

-Director Schiffelbein: Academic appeals will be changing this semester or next semester. Looking at changing the procedure for conference grants, students want to know about funding before the conference rather than after.

-Director Lewkow: Some students are interested in speaking at Speak Truth not Ignorance. Working on recruiting more students.

-Representative Murray: Judging lobby decorations tonight. Fire will not burn blue. Bonfire at 8:00 on Friday. Formal dance 9:00-12:00 bring 1 can or 1 dollar for admission.

-Representative Bland: SPEEC has a float for Saturday. Refund checks need to be picked up. If not, they will be mailed to the students.

-Representative Weiser: No Report

-Representative Allen: Revision to sabbatical leave program. Academic policy met with Academic Support and Advising in order to increase role in probation/suspension orders.

-President VanDriel: FYE tour is going well. 4/5 in the last week. Handing out get involved cards to them. Keeping a database. Do you need an assistant? Use the list! Homecoming float is signed up. Senate got one of the UPC grants for \$100.

-President Crowder: Friday 12:00-1:00 ballrooms meet and greet if you are interested in Grad School.

IX. Acknowledgments & Announcements

-Director Ames: Acknowledges Paige's singing at her recital last night. Good job.

-Councilor Lee: APAS good job!

X. Adjournment

Adjourned at 6:40pm

	Present	Absent	Late	Excused
Matt VanDriel Student Body President	X			
Ben Schiffelbein Director of Academic Affairs	X			
Michael Johnston Student Trustee	X			
Paige Lewkow Director of Diverse Relations	X			
Sean Jiang Director of Finance	X			
Tyler Ames Director of Legislative Affairs	X			
Salynthia Collier Director of Student Affairs	X		X	
Katelyn Elliott Director of Student Organizations	X			
Ryan Shucard Director of University Relations	X			
Shanda Crowder Graduate Student President	X		X	X
Danielle Morgan College of Education & Behavior Science Councilor	X		X	X
Fiza Johari College of Humanities & Social Sciences Councilor	X			
Bri Wolff Monfort College of Business Councilor	X			
Benjamin Lee College of Natural & Health Sciences Councilor	X			
Mark Drum College of Performing & Visual Arts Councilor	X		X	X
Kelsey Murray Residence Hall Association (RHA) Representative	X			
Todd Allen Faculty Representative	X			

John Weiser WEEZER SPEEC Representative	X			
Kathi Bland PASC Representative	x			
Rachael King/Raul Cardenas Dean of Students Representative		X		
Evan Welch SRC Advisor	X			
Samantha Fox AA/EO Facilitator	X			
Natalie Litke Administrative Assistant	X			

STUDENT SENATE

Your campus. Your voice.

Student Senate **Proposal**

Authored By: Advocate Fox
Proposed By: Director Collier
Proposal Number: 31:10-11:004
Proposal Title:
Date: 09/15/10

Proposal:

Change the title of AA/EO Facilitator to Student Rights Advocate where necessary.

Background Information:

After Board of Trustees approval, the title of AA/EO Facilitator has been changed to Student Rights Advocate.

STUDENT SENATE BYLAWS
CHAPTER VII

AFFIRMATIVE ACTION/EQUAL OPPORTUNITY

SECTION 1: AFFIRMATIVE ACTION/EQUAL OPPORTUNITY POLICY

Student Senate is an affirmative action/equal opportunity (AA/EO) employer and is firmly dedicated to AA/EO. Student Senate shall operate pursuant to the policies and regulations set forth by the University of Northern Colorado (UNC) concerning affirmative action and equal opportunity.

- A. Mandatory Reporting of Discriminatory Behavior
 - 1. Student Senate members who become aware of conduct that they believe may violate the University's non-discriminatory policies must report the behavior to the Student Rights Advocate immediately. All reports will be handled confidentially.

- B. Conflict of Interest
 - 1. Student Senate members shall avoid conflicts of interest and the appearance of impropriety. Student Senate members shall refrain from voting on election matters if they have an actual conflict of interest or a relationship with an interested party that gives rise to an appearance of impropriety. Relationships that constitute a conflict of interest include a familial relationship, amorous relationship, or any other relationship that affects the Student Senate member's ability to be unbiased in the execution of his or her election related duties or raises an appearance of impropriety. Each Student Senate member is responsible for determining whether he or she has a conflict of interest or a relationship with an interested party that could give rise to an appearance of impropriety and shall thereupon recuse him or herself from voting on that election matter. If a Student Senate member voluntarily removes him or herself from the vote, that member shall be subtracted from the entire voting membership for that vote. If the Student Senate member declines voluntary recusal, the Student Rights Advocate shall decide whether or not the Student Senate member who has been challenged shall refrain from voting. If the Student Senate member is removed from the vote by the Student Rights Advocate, that member shall be subtracted from the entire voting membership for that vote.

- C. Inasmuch as Student Senate has entrusted the Student Rights Advocate to act in a fair and equitable manner concerning AA/EO policies as defined by law, the decisions and expertise regarding any AA/EO procedures may not be questioned or challenged in a Student Senate meeting insofar as confidentiality may be breached.

SECTION 2: Student Rights Advocate

- A. Qualifications

1. Must be a UNC student as defined in the Student Body Constitution
 2. Must be enrolled in and successfully complete twelve credit hours in the Fall and Spring semesters if an undergraduate. If a graduate student, nine credit hours must be enrolled in and successfully completed.
 3. Must have a minimum cumulative grade point average of 2.5. For each semester employed as the Student Rights Advocate must have at least a 2.0 semester grade point average.
 4. Must have a strong knowledge of AA/EO policies.
- B. Job Description
1. Ensure that all policies and procedures of Student Senate are not discriminatory on the basis of ethnicity, race, national origin, religion, gender, sexual orientation, disability, age, veteran status, or economic status.
 2. Coordinate and facilitate all complaints and grievances regarding AA/EO as allowed by law and the bylaws of Student Senate.
 3. Enforce the use of Student Senate Grievance procedures, hiring procedures, appointment procedures, and all other bylaws of Student Senate.
 4. Whenever possible and appropriate, attend all Student Senate committee meetings, especially hiring and interview committees as a non-voting advisory member to ensure AA/EO.
 5. In the event of a Presidential vacancy, shall chair all Student Senate meetings until a new Student Body President has been chosen.
 6. Maintain communication with the University Director for AA/EO, the Student Senate Advisor, Student Body President, and all Directors of Student Cabinet.
 7. Be present at all Student Senate functions as neutral nonpartisan member and to ensure AA/EO.
 8. Maintain ten posted office hours every week. Hours used attending Student Senate functions and committees may be included.
- C. Employment
1. The Student Rights Advocate shall receive remuneration equivalent to full-time undergraduate in-state tuition and fees.
 2. The term of employment shall commence the first week of the summer session and conclude at the end of the Spring Semester.
 3. The Student Rights Advocate shall not be required to hold office hours during the summer session(s) and shall not be remunerated for the summer.
- D. Hiring
- The Hiring process for the Student Rights Advocate shall be the same as for Student Senate Service Positions as outlined in Chapter V Part II. This process must be finished by the end of spring semester for the following year's Student Rights Advocate.

SECTION 3: ASSISTANT Student Rights Advocate

- A. Purpose
This section allows the Student Rights Advocate and Student Senate to appoint up to two assistant Student Rights Advocate to help carry out the duties of the Student Rights Advocate when assistance is needed. These positions shall be under the supervision of the Student Rights Advocate. *Assistant Student Rights Advocates are optional and at the discretion of the Student Rights Advocate.*
- B. Appointment Procedure
1. If the Student Rights Advocate decides that one or two assistant Student Rights Advocates would be beneficial to the student body, they shall inform the Student Body President and the Director of Student Affairs.
 2. The Student Rights Advocate, Student Body President, and Director of Student Affairs shall interview any students interested in the position.
 3. After the interviews, they shall select one or two assistant Student Rights Advocates.
 4. At the next Student Senate meeting, the Director of Student Affairs shall propose the appointment of the selected nominee(s).
 5. Upon a two thirds vote of Student Senate, the nominee(s) shall be appointed assistant Student Rights Advocate(s).
- C. Qualifications
1. Must be a UNC student as defined in the Student Body Constitution
 2. Must be enrolled in and successfully complete ten credit hours in the Fall and Spring semesters if an undergraduate. If a graduate student, nine credit hours must be enrolled in and successfully completed.
 3. Must have a minimum cumulative grade point average of 2.5. For each semester employed as the assistant Student Rights Advocate must have at least a 2.0 semester grade point average.
 4. Must have a sincere interest in AA/EO policies.
- D. Job Description
1. Assist the Student Rights Advocate to ensure that policies and procedures of Student Senate are not discriminatory on the basis of ethnicity, race, national origin, religion, gender, sexual orientation, disability, age, veteran status, or economic status.
 2. Maintain communication with the Student Rights Advocate.
 3. Assist the Student Rights Advocate with reasonable duties assigned by the Student Rights Advocate.
 4. Maintain 2 office hours per week. Office hours will be posted alongside the Student Rights Advocate's office hours.
- E. Appointment
1. This is a volunteer position and therefore there is no monetary remuneration to the assistant Student Rights Advocate.
 2. The term of appointment is from the appointment to the end of the spring semester.

SECTION 4: REMOVAL

In the event that the Student Rights Advocate fails to adequately fulfill their duties they can be removed from their position. The removal process shall be the same as outlined in Chapter XII of the Student Senate bylaws. In the event that an assistant Student Rights Advocate fails to adequately fulfill their job duties the removal process shall follow the removal process for associate members of Student Senate outlined in Chapter XVII.

SECTION 5: ETHICS COMMITTEE

- A. Purpose – The Ethics Committee shall interpret and mediate all formal grievances filed against any person or group employed by Student Senate, funded by Student Senate, or volunteering for Student Senate, unless the Grievance is expressly subject to the Grievance process outlined in a different chapter of the Student Senate bylaws. All grievances that are not expressly defined in the Student Senate bylaws shall be interpreted and mediated by the Ethics Committee.

- B. Membership – The membership of the Ethics Committee shall be as follows:
 - 1. Student Rights Advocate (chair, non-voting except ties)
 - 2. Student Body President
 - 3. Two UNC students
 - 4. A member of the faculty, staff, or administrationThis committee must be approved by two thirds by Student Senate within the first two weeks of the Fall semester. This committee shall serve until the end of the Spring semester.

- C. Chair Responsibilities
 - 1. Chair all hearings of the Ethics Committee.
 - 2. Report Ethics Committee Recommendations to Student Senate.
 - 3. Maintain confidentiality of all grievances.
 - 4. Ensure that Student Senate Legal Services is aware of the Grievance and obtain legal advice.

SECTION 6: GRIEVANCE PROCEDURE

- A. Purpose of Procedure and General Guidelines
 - 1. The purpose of the Grievance Procedure is to ensure that all discrimination issues are handled promptly and effectively in a manner procedurally fair to the parties involved.
 - 2. All proceedings relating to the Grievance Procedure will be conducted confidentially by the Student Rights Advocate and the Ethics Committee unless the Grievant explicitly waives their right to confidentiality.

B. Filing a Grievance

1. An individual (i.e. student, faculty, staff member or applicant) may file an informal, formal or seek information about a Grievance through the Student Rights Advocate. Inquiries may be made by telephone, in person or in writing.
2. An individual may remain anonymous in seeking information about filing a Grievance. However, as a general rule, no formal action will be taken on anonymous grievances unless deemed necessary by the Student Rights Advocate.
3. Forms of Grievances
 - i. Informal Grievance – The informal process is designed to encourage an open atmosphere focused on conciliation, not sanctions; it encourages the parties to resolve concerns and disputes without fear of reprisal; and it enables the parties to settle the disputes quickly, fairly and impartially. An informal Grievance may be a verbal conversation, in confidence, between the Grievant and the Student Rights Advocate. The Student Rights Advocate will act as a mediator between the Grievant and the Respondent yet no further action may be taken unless a formal Grievance is filed. An informal Grievance may not be taken to the Ethics Committee. The Student Rights Advocate will proceed with a formal investigation at the request of either party or if the informal procedure fails to resolve the matter. The Student Rights Advocate will maintain a confidential record of this conversation.
 - ii. Formal Grievance - A formal Grievance shall be submitted in the form of a detailed document to the Student Rights Advocate. If the Grievance involves the Student Rights Advocate, the Student Senate Advisor shall take over the role of the Student Rights Advocate. If the Grievance involves the Student Body President, the chair shall select a Director of Student Cabinet to replace the President on the Ethics Committee.

C. Determining Whether a Grievance Will Be Investigated

1. The Student Rights Advocate determines whether the situation described in the Grievance, if factually supported, necessitates further investigation. If not, the Student Rights Advocate will notify the Grievant and no further action will be taken. If the Student Rights Advocate is unable at this preliminary stage to determine the need for further investigation, they may refer the matter for further review to the Ethics Committee within seven days. The Student Rights Advocate and/or Ethics Committee may, in the exercise of its reasonable discretion, dismiss the Grievance with notice to all parties at any point during an investigation/hearing at which it determines that the Grievance, even if factually supported, is unmeritorious.
2. If Grievance allegations are meritorious, the Student Rights Advocate and/or Ethics Committee may nonetheless elect not to investigate the matter in the exercise of its reasonable discretion for reasons that include:
 - i. The events outlined in the Grievance occurred outside of thirty days from the time the Grievance was filed;
 - ii. The person against whom the Grievance is made is no longer associated with Student Senate.

D. Determining Which Procedures Will Be Followed

1. If the Student Rights Advocate determines that an investigation is warranted, it will use the procedures identified below.

- E. Informal Resolution of a Grievance
1. The Student Rights Advocate may offer a person with a Grievance use of an informal process for resolving their complaint prior to proceeding with the formal process.
 2. An informal Grievance focuses on fair and impartial resolution which is acceptable to the parties involved. The Student Rights Advocate will maintain a confidential record of the outcome of all informal resolution efforts.
 3. The Student Rights Advocate will proceed with a formal investigation at the request of either party or if the informal procedure fails to resolve the matter.
- F. Formal Procedure of a Grievance
1. The formal Grievance procedure offers both the Grievant and the Respondent a formal investigatory procedure.
 2. Upon receipt of a formal Grievance, the Student Rights Advocate will conduct an investigation within three days (if the Grievance is deemed meritorious, the Respondent must be notified within that time frame). This initial investigation by the Student Rights Advocate is not on establishing guilt or innocence but on identifying the source of the problem(s) between parties and exploring ways the Grievance can be resolved. If both parties through mediation with the Student Rights Advocate agree upon a satisfactory resolution, the Grievance will not be forwarded to the Ethics committee. The Student Rights Advocate will maintain a confidential record of the outcome of all resolution efforts.
 3. If the Grievance is forwarded to the ethics committee, the Student Rights Advocate shall inform the Grievant and Respondent in writing and an ethics committee hearing shall be scheduled within seven days.
 4. At the hearing, the Grievant will be able to present any evidence relevant to the Grievance. The Respondent shall then be given an opportunity to refute the allegations and present any evidence relevant to the Grievance. In both cases, evidence may include, but is not limited to, witness testimony. Following both the Grievant and Respondent's presentations, the members of the Ethics Committee may ask any question to any individual at the hearing relevant to the Grievance. Once all Committee members have asked their questions they shall discuss the Grievance. At this point the Grievant and Respondent may no longer be able to state their case, only members of the committee may discuss. After the discussion, the committee shall vote on whether the Grievance is meritorious or unmeritorious.
 5. If the Grievance is unmeritorious, no further action will be taken by the Ethics Committee or the Student Rights Advocate.
 6. If the Grievance is meritorious, the Ethics Committee and only members of the Ethics Committee shall discuss what actions Student Senate should take to best correct the Grievance. If removal is a recommendation of the Ethics Committee, the proper removal process must be followed as outlined in the Student Senate Bylaws.
 7. The chair shall take the actions recommended by the Ethics Committee to the next Student Senate meeting. Student Senate may accept the recommendations by a vote of two thirds. If the recommendations are not accepted, Student Senate may amend the recommendations and then accept them by a vote of two thirds.
 8. All appeals of any aspect of the Grievance Procedure should be taken to the University Dean of Students within seven days of final action recommended by Student Senate.

STUDENT SENATE

Your campus. Your voice.

Student Senate **Proposal**

Authored By: Trustee Johnston
Proposed By: Trustee Johnston
Proposal Number: 31:10-11:006
Proposal Title: Election Code Overhaul
Date: 09/15/2010

Proposal:

I propose that the following changes be made to Chapter 3 of the Student Senate Bylaws.

Background Information:

The Student Senate election code has been the largest source of grief, controversy, and bad publicity for many years. The following revisions to the bylaws reflect a desire to eliminate wordy sections, streamline responsibilities, and ultimately make the process more *efficient* and *effective*. There are several technical changes which consist of merely modifications in the order of clauses, as well as structural changes regarding deadlines, timelines, and spending limits.

See attached bylaws

STUDENT SENATE BYLAWS

CHAPTER III

ELECTION CODE

ELECTION CODE OF ETHICS

All participants in the election process are entrusted with the responsibility to uphold and promote five fundamental values: Honesty, Trust, Respect, Fairness, and Responsibility. These core elements foster an atmosphere in all educational endeavors, including the election process that serves as a foundation for the highest standards of conduct and guides the participants' academic, professional, and personal growth. Endorsement of these core elements strengthens the integrity and value of the election process.

SECTION 1: TYPES OF ELECTIONS

In accordance with the Constitution of the Student Body of the University of Northern Colorado ("Constitution"), Article XXI, Sections 1 and 2, this Election Code shall govern regular and special elections.

SECTION 2: CONFLICT OF INTEREST

Student Senate shall avoid conflicts of interest and the appearance of impropriety.

SECTION 3: DEFINITIONS

"Regular election" means the election held each spring semester to elect Student Cabinet members. Referenda and Initiatives (opinion polls) may also be placed on the ballot during a regular election.

“Special election” means an election other than a regular election to decide referenda, initiatives (opinion polls), recalls of Student Cabinet members, or filling Student Cabinet vacancies (only if the regular Student Senate hiring procedure cannot resolve the vacancy).

“Referendum” means a ballot issue to repeal, change or enact a provision of the Constitution or the Student Senate Bylaws.

“Initiative” (also referred to herein as “Opinion Poll”) means a ballot issue recommending that Student Senate take a particular action or implement a particular policy.

“Familial relationship” means related by blood, marriage or civil union.

“Amorous relationship” means a consensual romantic, sexual or dating relationship.

“Full week” means a week in which classes are in session for 5 consecutive days, or a week in which there is a single national holiday or single weather emergency day observed by UNC.

“Regularly scheduled class day” means any Monday through Friday on which UNC holds regularly scheduled classes.

“Petition Sponsor” means a member of the student body submitting a ballot measure by petition or to Student Senate.

“Ballot measure” means the language of a Bylaw Referendum, Constitutional Referendum, or Opinion Poll (Initiative).

“Polling Place” means any reasonable polling sites recognized by the Election Commissioner.

“Unofficial Polling Place” means a voting location or voting device that is not recognized by both the election commissioner and Student Senate Advisor.

SECTION 4: ELECTION COMMISSIONER

- A. There shall be an Election Commissioner (“Commissioner”) In accordance with Student Senate Constitution and Bylaws, the Commissioner will be directly responsible for the coordination and administration of all regular elections (“elections”). The Commissioner has the responsibility for organizing, planning, monitoring, and ensuring fairness of every election that might occur during their term of office. He/she will also act in conjunction with each appropriate Student Cabinet Director to generate interest in the student body for declaring candidacy, and participating in the elections process.
1. In the case of a special election, the Student Body President may choose to appoint the Student Rights Advocate to fulfill responsibilities of the Election Commissioner All organizations outlined in Chapter 3 Section 4.E must be well informed about the special election at least one week prior to when voting begins
- B. The Commissioner’s employment will be in accordance with the Student Senate hiring procedures as outlined in Chapter V of the Student Senate Bylaws.
1. Qualifications. The Commissioner shall not be a member of Student Cabinet, a candidate for office, actively involved in the campaigning of any candidate for office or any referenda or opinion poll issue, or have a familial or amorous relationship with any candidate or members of Student Cabinet at the time of hiring or at any time during their term of employment. The Election Commissioner shall not have served Student Senate as Associate Members (as defined in Chapter XVII) or as an Assistant Student Rights Advocate during the term in which hiring is scheduled to take place.
 2. Term of Employment and Time Commitments. The Commissioner will be hired no later than the first week of November. The Commissioner shall serve for the spring academic term. The Commissioner will also be required to attend an orientation meeting with the Student Senate Advisor and the Student Senate AA/EO Facilitator during the last two weeks of the fall semester. During the spring academic term, a minimum of ten (10) office hours per week will be required for the Commissioner, A portion of this time commitment will be spent in mandatory meetings with Student Senate Advisor at least once a week for training and consultation. If the Commissioner fails to attend two mandatory meetings without a successful effort to reschedule, he/she will forfeit $\frac{1}{4}$ of his or her remuneration. A Commissioner subject to forfeiture under this provision may appeal the forfeiture to the Student Senate, which by $\frac{2}{3}$ vote of the entire voting membership of the Student Senate, may restore the remuneration if the Commissioner or shows sufficient mitigating circumstances.
 3. Compensation. The Commissioner shall be remunerated $\frac{3}{4}$ in-state undergraduate tuition and fees for the spring academic term.
- C. It shall be the responsibility of the Commissioner to:
1. Enforce and administer the Election Code.
 2. Work with the Student Senate Advisor on producing and making available petition packets for candidates, referenda and opinion polls.
 3. Publish an election schedule containing all mandatory deadlines.
 4. Arrange at least three (3) general information meetings with all the candidates prior to the date the Candidate Petition Packets are due to review the election process and Election Code. Special elections do

- not require general information meetings, and are at the discretion of the commissioner.
5. Verify petitions in cooperation with the Student Activities Administrative Assistant and the Assistant Commissioners.
 6. Publish petitions with a notice that anyone whose name appears on the petition who did not sign the petition is to report this to the Commissioner in person.
 7. Coordinate and reserve the polling places.
 8. Work with Information Technology to ensure that electronic polling functions smoothly.¹ In the case of a special election, Student Senate may choose to use paper ballots instead of electronic ballots.
 9. Arrange the design for web ballots.
 10. Attend Student Senate business meetings and submit a weekly report concerning the election process.
 11. Identify and utilize special means to encourage a more diverse group of students to declare a candidacy for Student Senate, with the assistance of the Director of Diverse Relations.
 12. Produce a standard grievance form, witness form, criminal history background form and privacy waiver form.
 13. Publicize a list of recognized polling places
 14. Handle all problems with the web ballot system.
 15. Be on call to handle any problems as they arise.
 16. Arrange and schedule for the counting of the ballots.
 17. Handle all grievances and recount requests as regulated by the Bylaws.
 18. File with the Student Senate a detailed written report including the final certified results of the voting and any other pertinent information concerning the election (“Election Report”).
 19. Publicize information and deadlines concerning the election before, during, and after the elections.
 20. Arrange election open forum(s)/debate(s) for the campus so students may meet and hear the candidates and any Referenda and Opinion Poll issues. At least two (2) forums/debates shall be held for regular elections, one of which must be held within five (5) regularly scheduled class days prior to the election. Special elections must have at least one (1) forum/debate, and it shall be held within five (5) regularly scheduled class days prior to the election.
 21. Coordinate elections information display tables in the University Center.
 22. Coordinate a meeting detailing compliance rules for marketing and campaigning.
 23. Coordinate a Candidate Meet/Greet, inviting a wide and representative variety of campus organizations.
 24. Monitor campaign behavior from candidates and campaign parties and report suspected Election Code violations.
 25. Coordinate election advertising to the student body commencing the first full week of spring semester.
 26. Coordinate informational meetings in each of the following areas to generate involvement and enthusiasm as well as detail the election procedure and ballot issues for the upcoming election.
 27. Greek Life (IFC and Pan-Hellenic)
 28. Cultural Centers (Diversity Council, Cultural Connections, and CIE)
 29. Athletics (SAAC)
 30. Residence Education
 31. Clubs and Organizations (VP for Clubs and Organizations)

- D. The Student Rights Advocate shall use best efforts to be present at official meetings mandated by the Election Code, within the constraints of the time commitment required of the position.
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SECTION 5 CANDIDATE REQUIREMENTS FOR REGULAR ELECTIONS

- A. A candidate shall only be eligible to run for one position.

- B. Those candidates running for office must meet the following requirements to be eligible to seek office:
 - 1. A student shall be eligible to seek office on Student Cabinet who is a current UNC student and has a cumulative University of Northern Colorado or equivalent college cumulative grade point average above or equal to 2.50 on a 4.00 scale. (C.R.S. 23-40-104)
 - 2. Anytime after attending a general information meeting, but before the due date for the Candidate Petition Packet and before collecting any signatures, a candidate must declare which office he/she is running for by submitting a letter of intent form. This form will be provided by the Commissioner and shall, at the least, contain the candidate's legal name, telephone number, position they are seeking, and signature. The desired office shall be written at the top of each signature page.

- C. To appear on the ballot, a candidate must submit a completed Candidate Petition Packet to the Commissioner. The petition packet will contain:
 - 1. An official Student Cabinet petition containing the signature and the UNC Bear Number of at least one hundred (100) UNC students currently enrolled in the spring term and the signatures of two UNC faculty members or administrators recommending the student.
 - 2. An application form, which shall, at the least, contain the candidate's name, contact information, and a space for the candidate to specify how he/she would like their name to appear on the ballot.
 - 3. A Waiver of Privacy form. This waiver must contain the student's legal name, Bear number, signature and date.
 - 4. Write in candidates must submit items 2 through 3.

- D. Each candidate must attend at least one day of the general information meetings arranged by the Commissioner, or specially arrange a meeting with the Commissioner prior to the final general information meeting. Any specially arranged meeting must occur by the end of the day in which the final general information meeting is scheduled.
 - 1. Any prospective candidate who fails to attend at least one of the mandatory candidate general information meetings for the current election shall be ineligible, and the Commissioner shall terminate that person's candidacy, unless the candidate specially arranges a meeting with the Commissioner at least one class day before the final general information meeting.

SECTION 6: CANDIDATE REQUIREMENTS FOR STUDENT CABINET VACANCY SPECIAL ELECTIONS

- A. A candidate shall only be eligible to run for one position.

- B. A candidate running for office must meet the following requirements entirely and on time to be eligible to seek office:
 - 1. A candidate must be a current UNC student and have a cumulative University of Northern Colorado or equivalent college cumulative grade point average above or equal to 2.50 on a 4.00 scale. Candidates must meet all requirements stated in the Board of Trustees manual, and Colorado Revised Statutes (for Student Trustee position)
 - 2. A candidate must declare intent to run for office by submitting a candidacy application packet. This form will be provided by the Commissioner and shall, at the least, contain the candidate's legal name, contact information, position they are seeking, signature, and a space for the candidate to specify how he/she would like their name to appear on the ballot.
 - 3. There will be no write-in candidates for special elections.

- C. A candidate must submit a completed Candidate Petition Packet to the Commissioner. The Petition Packets shall be distributed no earlier than the marketing/campaigning meeting, and are due by 4:00PM three (3) regularly scheduled class days after the marketing/campaigning meeting. The petition packet will contain:
 - 1. An official Student Cabinet petition containing the signatures and the UNC Bear Numbers of at least fifty (50) UNC students enrolled in the term of the election and the signature of one UNC faculty member or administrator recommending the student.
 - 2. A Waiver of Privacy form. This waiver must contain the student's legal name, Bear number, signature and date.

SECTION 7: REFERENDUM, OPINION POLL, RECALL, AND STUDENT CABINET VACANCY REQUIREMENTS

- A. Initiation of a Referenda, Opinion Poll, Recall or Student Cabinet Vacancy.
 - 1. Bylaw Referenda, Constitutional Referenda, Opinion Polls and Recalls may be initiated as follows:
 - a. By a member of the student body submitting a proposed ballot measure to Student Senate and requesting that Student Senate place the measure on the ballot at a Regular or Special Election. A measure submitted to Student Senate must receive a 2/3 affirmative vote of the entire voting membership of Student Senate.
 - b. By Student Senate adopting a proposed measure, with a 2/3 vote of its entire voting membership.
 - c. By obtaining signatures of 10% of currently enrolled UNC student population on a petition containing the proposed ballot measure and submitting the petition to the Commissioner for a Regular Election or to the Student Body president for a Special Election.
 - 2. Student Cabinet Vacancy special election may be initiated as follows:

- a. By the Student Body President making a public notice of an election
- b. By the Election Judiciary Board announcing to Student Senate a need for a special election

B. Bylaw Referenda Requirements

1. Bylaw Referenda ballot measures may repeal change or enact Student Senate Bylaws. They may not affect student fee allocation, except when required by state or federal statutes.
2. Bylaw Referenda ballot measures shall have a title that accurately reflects the subject of the measure.
3. Bylaw Referenda ballot measures shall contain a brief statement of the purpose of the measure and the exact language of any Bylaw to be repealed changed and/or enacted. The statement of purpose shall not exceed 150 words.
4. Student Senate Legal Counsel must approve bylaw Referenda ballot measures before petitions may be circulated or, where Student Senate initiates the measure, before the measure is proposed to Student Senate.
5. Bylaw Referenda ballot measures that conflict with or supersede the Constitution, other UNC policies or regulations, or the Constitution or laws of the State of Colorado or the United States will not be approved by the Student Senate Legal Counsel.
6. Bylaw Referenda ballot measures that are determined by the Student Senate Legal Counsel to conflict with each other will be redrafted to form a single measure by a committee comprised of the sponsors or sponsor's delegates and the Student Senate Legal Counsel.
7. Bylaw Referenda ballot measures that are determined by Student Senate Legal Counsel to conflict with existing Bylaw provisions will be redrafted to reconcile the provisions or to repeal the existing provision by a committee comprised of the sponsors or sponsor's delegates and the Student Senate Legal Counsel.

C. Constitutional Referenda Requirements

1. Constitutional Referenda measures may repeal change or enact a provision of the Constitution. They may not effect Student Fee provisions of the Constitution.
 - a. Constitutional Referenda measures shall contain a brief statement of the purpose of the measure and the exact language of the Constitution to be repealed, changed and/or enacted. The statement of purpose shall not exceed 150 words.
 - b. Constitutional Referenda measures must be approved by Student Senate Student Legal Counsel before petitions may be circulated.
 - c. Constitutional Referenda measures that conflict with or supersede other UNC policies or regulations of the Constitution or laws of the State of Colorado or the United States will not be approved by the Student Senate Legal Counsel. If a successful Constitutional Referenda measure creates a conflict with existing Student Senate Bylaws, Student Senate shall amend its Bylaws to comply with the Constitution.
 - d. Constitutional Referenda measures that are determined by Student Senate Legal Counsel to conflict with each other will be redrafted to form a single measure by a committee comprised of the sponsors or sponsor delegate and the Student Senate Legal Counsel.

- e. Constitutional Referenda measures that are determined by Student Senate Legal Counsel to conflict with an existing provision of the Constitution will be redrafted to reconcile the conflicting provisions or to repeal the conflicting provision by a committee comprised of the sponsors or sponsor delegee and the Student Senate Legal Counsel.

D. Opinion Poll Requirements

1. Opinion Poll measures may address any policy question of relevance to the student body.
2. Opinion Poll ballot proposals shall be submitted to the Commissioner for placement on the ballot. The ballot proposal shall not exceed 150 words.
3. The results of Opinion Poll measures shall be considered by Student Senate in adopting policies and taking action but are not binding on the Student Senate.

E. Recall Requirements

1. Any Student Cabinet member is subject to a recall petition.
2. A recall petition shall state only the name and title of the Student Cabinet member to be recalled.

F. Student Cabinet Vacancy Requirements

3. An election to fill a Student Cabinet vacancy may occur if the Student Trustee position becomes vacant.
4. An election to fill an Student Cabinet vacancy may occur if the Student Judiciary deems election results null and void and orders a special election

SECTION 8 ELECTION PROCEDURES

A. Election Dates and Deadlines

1. Regular Election Dates and Deadlines
 - a. Regular elections shall be held on three (3) consecutive class days during the fourth full week of the spring academic term following spring break. Polling hours shall be from 8:00 am on the first day of election until 7:00 pm on the third day of election.
 - b. Not less than twenty (30) class days prior to the election – Commissioner gives public notice of election.
 - c. By 4:00 pm Monday of the third (3rd) full week of spring semester – Commissioner makes available petition packets for candidates, referenda and initiatives.
 - d. By 4:00 pm Monday of the fourth (4th) full week of spring semester - any member of the student body wishing to sponsor a Bylaw or Constitutional referendum measure must submit the proposed measure to the Commissioner for legal review by the Student Senate Legal Counsel.
 - e. By 4:00 pm Friday of the fourth (4th) full week of spring semester - Commissioner informs any Bylaw or Constitutional referendum sponsor of the result of the Student Senate Legal Counsel's review of the measure. If the measure is not

- approved, the sponsor shall have until 4:00 pm Monday of the fifth (5th) full week of spring semester to submit the measure with the necessary changes.
- f. By Wednesday of the eighth (8th) full week of spring semester – Commissioner holds last of mandatory candidate information meetings.
 - g. By 4:00 pm Monday of the full week of the spring semester before spring break, application packets are due to the Commissioner.
 - h. By 4:00 pm Monday of the the full week of spring semester before spring break – Referenda and Initiative/Opinion Poll petition packets must be submitted to the Commissioner.
 - i. By 4:00 pm on Friday of the full week of spring semester before spring break– Commissioner, after legal review by the Student Senate Legal Counsel, announces results of verification of all petitions and notifies petition sponsors.
 - j. The mandatory marketing/campaigning meetings shall take place on the Monday and Tuesday of the first full week following spring break. A list of polling places recognized by the Election Commissioner shall be publicized by this date.
 - k. By 4:00 pm on the sixth (6th) regularly scheduled class days prior to the election - Commissioner makes printed ballots available for inspection.
 - l. By 4:00 pm on the second (2nd) regularly scheduled class day after ballots are made available for inspection - proposals for technical corrections to ballot must be submitted to the Commissioner.
 - m. By 4:00 pm on the third (3rd) regularly scheduled class day after the Commissioner makes the ballots available for inspection - Commissioner approves the final ballot and submits it for publication.
 - n. During the third full week of the spring semester following spring break, the Candidate Meet/Greet will be held.
 - o. During last full week prior to the election - Final Open Forum/Debate is held.
 - p. By 4:00 pm on the first regularly scheduled class day of the fifth full week of the spring semester following spring break, the week which will follow the Elections week – Election Grievances and recount requests must be submitted to the Student Rights Advocate. All Grievances hearings will commence in accordance with the bylaws of the Student Judiciary.
 - q. By 7:00 pm on the first regularly scheduled class day of the fifth full week of the spring semester following spring break - Commissioner announces preliminary election results. The commissioner shall not reveal specific vote counts until election results have been certified.
 - r. Election Commissioner will not certify the results of the election until all grievances have been resolved by the Student Judiciary
 - s. At the first regularly scheduled Student Senate meeting following certification of the results of the election - Commissioner files the Election Report.
2. Special Election Dates and Deadlines
- a. Special elections on a Referendum, Opinion Poll or Recall shall be held not more than fifteen (15) regularly scheduled class days, excluding the last week of classes in any academic term, following the Student Body President’s receipt of a petition containing the signatures of a minimum of 10% of the members of the student body or after a 2/3 vote of Student Senate proposing a ballot measure for special election. Polling hours shall be from 8:00 am on the first day of the election until 7:00 pm on the second day of the election.
 - b. Prior to submission of soliciting signatures on a petition for a special election and prior to calling for a 2/3 vote of Student Senate for a special election on a proposed ballot Referendum measure, it shall be the responsibility of the measure’s sponsor to receive written approval of the measure from Student Senate Legal Counsel.

- c. By 4:00 pm on the third (3rd) regularly scheduled class day after the Student Body President's receipt of a petition for a special election, the Commissioner, or if no Commissioner is employed, the AA/EO Facilitator, announces the results of petition validation of the petition.
 - d. By 4:00 pm on the second (2nd) regularly scheduled class day after an announcement of the petition verification or after Student Senate calls for special election, the Commissioner, or if no Commissioner, the AA/EO Facilitator, makes printed ballots available for inspection.
 - e. By 4:00 pm on the third (3rd) regularly scheduled class day after printed ballots are made available for inspection, proposals for technical corrections to ballot must be submitted to the Commissioner, or if no Commissioner, the Student Rights Advocate.
 - f. By 4:00 pm on the fourth (4th) regularly scheduled class day ballots are made available for inspection, the Commissioner, or if no Commissioner, the Student Rights Advocate, shall approve the final ballot and submit it to the school newspaper for publication.
 - g. The Commissioner, or if there is no Commissioner, the Student Rights Advocate, will give public notice of a special election not less than five (5) regularly scheduled class days prior to the election.
 - h. By 6:00 pm on the next regularly scheduled class day following the close of the polls – Election Grievances and recount requests must be submitted to the Commissioner, or if no Commissioner, the Student Rights Advocate.
 - i. By 7:00 pm on the next regularly scheduled class day after the polls close, the Commissioner, or if no Commissioner, the Student Rights Advocate, will announce preliminary election results.
 - j. By 7:00 pm on the third (3rd) regularly scheduled class day following the close of the polls, the Commissioner, or if no Commissioner, the Student Rights Advocate, will certify the results of the election, or announce that certification is delayed pending the outcome of a valid grievance or request for recount. All election grievances must be decided and the election results announced by the end of the academic term.
 - k. At the first regularly scheduled Student Senate meeting following certification of the results of the election, the Commissioner, or if no Commissioner, the Student Rights Advocate, will file the Election Report.
3. Special Election for Student Cabinet Vacancy Dates and Deadlines
- a. Special elections for a Student Cabinet vacancy shall be held not more than 21 class days following announcement by the Student Body President or Student Judiciary for an election, excluding the last week of classes in any academic term. If the election cannot be completed by the end of the current academic term due to limited school days, it shall take place the following semester (fall or spring only). Polling hours and locations shall be established by the Election Commissioner. Polls shall, at minimum, be open for two (2) consecutive days, between the hours of 10:00 am through 2:00 pm.
 - b. By 4:00PM on the second (2nd) regularly scheduled class day after the election announcement, the Commissioner shall give public notice of the election and make available candidacy information packets, election timetables, and candidacy application packets.
 - c. By 4:00PM on the tenth (10th) regularly scheduled class day after the public notice of the election, candidate application packets are due. The commissioner shall publicize a list of students who turned in candidate application packets.
 - d. By 8:00PM on the eleventh (11th) regularly scheduled class day after the election public notice, a mandatory marketing/campaigning meeting shall take place. During this meeting, the Commissioner shall provide printed ballots available for inspection.

Proposals for technical corrections shall be submitted to the commissioner by the end of the meeting. Candidate petition packets shall also be distributed no earlier than during this marketing/campaigning meeting.

- e. By 4:00PM on the third (3rd) regularly scheduled class day after the marketing/campaigning meeting, candidate petition packets are due.
 - f. By 4:00PM on the fourth (4th) regularly scheduled class day after the marketing/campaigning meeting, the Commissioner approves the final ballot, and submits the final ballot to campus media outlets.
 - g. An open forum/debate shall be held within five regularly scheduled class days before the election.
 - h. By 6:00 pm on the regularly scheduled class day following the close of the polls, Election Grievances and recount requests must be submitted to the Commissioner
 - i. By 7:00 pm on the next regularly scheduled class day after the polls close, the Commissioner will announce preliminary election results.
 - j. By 7:00 pm on the third (3rd) regularly scheduled class day following the close of the polls, the Commissioner will certify the results of the election, or announce that certification is delayed pending the outcome of a valid grievance or request for recount. All election grievances must be decided and the election results announced in a timely manner.
 - k. At the first regularly scheduled Student Senate meeting following certification of the results of the election, the Commissioner will file the Election Report.
4. Other deadlines may be established by the election Commissioner with a 2/3 vote of the entire voting membership of the Student Senate.

B. Petition Verification and Ballot Procedures

1. Upon receiving petition packets and petition signatures, the Commissioner, with the assistance of the Student Activities Administrative Assistant, will within 48 hours of the petition's receipt, verify signatures by randomly selecting ten (10) names and/or Bear Numbers off the petitions. If the Commissioner is unable to document the legitimacy of any signature or Bear Number from the sampling, then all signatures on the petitions will be checked until the requirements are met.
2. If upon verification the Commissioner finds that the total number of signatures does not meet the requirements as outlined under candidate eligibility, the candidate or petition sponsor will be notified immediately of their ineligible status. If the petition deadline has not passed, then the candidate or petition sponsor in question may continue to gain enough signatures to become an eligible candidate.
3. The Commissioner will announce the final results of the petition verification process and notify all candidates/referenda/opinion poll sponsors of their eligibility status.
4. The Commissioner shall place the names of all eligible candidates in alphabetical order by surname for each respective petition plus adequate space for write-in candidates and one space marked "None".

C. Voting

1. The web ballot system shall be used to determine voter eligibility.
2. An individual must be a registered UNC student in order to vote.
3. All voting shall be done on the URSA system.
4. There shall be one official polling place at the University Center,

5. Volunteer voting assistants shall be present at the Polling Places as deemed necessary by the Commissioner. If a student has any problems or questions about the web ballot or how to access it, the Commissioner, an Assistant Commissioner or a voting assistant shall assist the student in the voting process.
 6. In the case of a special election, the Commissioner may, with the consent of the Student Body President, utilize a paper-ballot voting system instead of the web ballot system. The system shall be designed by a committee consisting of the Commissioner, Asst. Commissioners, Student Rights Advocate, and Student Senate Advisor. The system shall accommodate to students with disabilities, and shall provide a safe and secure means of voting, so that the integrity of the results is not in question.
- D. Voting shall only be take place polling places as defined in Section 3. Voting in unofficial polling places is prohibited.
- E. Counting the ballots:
1. Following the close of the polls on the final Election Day, the Commissioner, and the Student Senate Advisor shall be the first to receive election results.
 2. Write-in votes shall be counted if they contain both the first and last name of the candidate, not necessarily spelled correctly, but close enough for a distinction to be made. Questionable spellings will be decided by the Commissioner.
 3. Candidates/Referenda/Opinion Polls receiving the plurality of votes cast for each office/issue shall be declared the winner.
- F. Reporting of the election:
1. The Commissioner shall schedule a public meeting that all candidates shall be notified of to announce the preliminary election results. These results shall NOT be announced prior to this meeting. Any results announced prior to this meeting shall constitute grounds for elections grievances. At the meeting, the Commissioner will announce that the results are preliminary and will be certified on the third (3rd) regularly scheduled class day after the election if no valid grievance is pending or has been filed.
 2. Upon certification of the election results, the Commissioner shall publicize the results. Options for publication include but are not limited to the following:
 - a. In the Mirror
 - b. To all student organizations, Greek Life organizations, and residence halls.
 - c. To the UNC Administration.
 - d. In the Student Activities Office.
 - e. Student Senate Website.
- G. All ballots and any campaign materials or information shall be kept *as public records* with the Student Senate Advisor for a period of one calendar year.

SECTION 9 CAMPAIGNING

- A. Candidates may not campaign until after the marketing and campaigning meeting, or until after the candidate has had a specially arranged meeting with the Assistant Commissioner for Marketing and Compliance, whichever is later.

Posting and distribution of campaign materials shall be in accordance with University Policy.

- B. In order to post or distribute campaign materials in those areas reserved for authorized University activities, candidates and Referenda/Opinion Poll sponsors and supporters must secure authorization from the appropriate facility administrator. Questions or problems may be directed to the Commissioner or the Assistant Commissioner for Marketing and Compliance.
- C. No campaigning will be allowed within Polling Places, including stairwells, on election days.
- D. No campaigning will be allowed in the Student Activities area or student offices.
- E. University Center display kiosks will be provided for election campaign materials and must not come within the 50 feet of Polling Place, including stairwells.
- F. Campaign materials will not be taped or written on sidewalks, streets, or trees on campus nor may they cause destruction or vandalism of property. Any campaign materials so placed may be removed by Student Senate Advisor, the Commissioner, the Assistant Commissioners or appropriate UNC facilities employees.
- G. The Student Senate logo or any UNC logo, trademark or service mark, including but not limited to UNC letterhead or athletic logo, may not be used on any campaign materials, excluding official endorsements of candidates from respective groups which use such logos as their logo.
- H. Student Senate offices, supplies, equipment, or other resources may not be used for any campaign-related activity, except for information on resources otherwise available to members of the UNC community and the Student Senate organization mailboxes.
- I. Candidate campaign expenditures shall be limited to \$500 per candidate. Candidates may not accept contributions of cash or anything of value financed by student fees.
- J. Candidates shall maintain complete, public, and accurate records of all campaign contributions and expenditures and must turn these in to the Commissioner within 48 hours of the close of the election.

SECTION 10 VIOLATIONS

- A. Minor Candidate Violations: The following are deemed Minor Candidate Violations when committed by a candidate, at a candidate's direction, or with a candidate's knowledge and acquiescence:
1. Posting or distributing campaign materials in a manner not authorized by the Election Code.
 2. Campaigning at a time or place not authorized by the Election Code.
 3. Any other conduct contrary to the requirements of the Election Code not identified as a major violation.
 4. Violating any University Policies or the Student Code of Conduct in a way deemed minor by the Student Judiciary.
- B. Major Candidate Violations: The following are deemed Major Candidate Violations when committed by a candidate, at a candidate's direction, or with a candidate's knowledge and acquiescence:
1. Removing, destroying or defacing an opponent's campaign materials.
 2. Defaming an opponent. Defamation is an act of false communication, written or verbal, that causes someone to be shamed, ridiculed, held in contempt, lowered in the estimation of the community, or to lose status or otherwise suffer a damaged reputation. Candidate will be deemed "public figures" for purposes of determining defamation. A statement relating to official conduct will be deemed defamatory when it is made with 'actual malice' – that is, with knowledge that it is false or with reckless disregard of whether it is false or not. A statement of "opinion" on a matter of public concern will be deemed defamatory where it reasonably implies false and defamatory facts regarding another candidate, and the statement was made with knowledge of its false implications or with reckless disregard of truth. A statement about purely private matters not affecting the candidate's conduct, fitness or role in his or her public capacity will be deemed defamatory if the person making the statement:
 - a. knows that the statement is false,
 - b. acts in reckless disregard of these matters, or
 - c. acts negligently in failing to ascertain them.
 3. Tortuously invading the privacy of an opponent. A published written or verbal communication will be deemed an invasion of privacy of another candidate if it discloses facts concerning private life, and is a matter which would be highly objectionable to a reasonable person of ordinary sensibilities. The publication must have been made intentionally, not negligently, and the matter publicized must not be of legitimate concern to the public.
 4. Engaging in election fraud which shall include:
 - a. Soliciting a voter to misrepresent his or her identity when voting, or
 - b. Providing or offering something of significant value (over \$1.00) to a voter to influence his or her vote, or
 - c. Soliciting a voter to vote more than once.
 - d. Knowingly providing false or misleading information to the Commissioner.
 - e. Voting at an unofficial polling place or soliciting a voter to vote at an unofficial polling place.
 5. Sponsoring or attending a campaign event or activity at which the candidate knows that alcohol or other controlled substances were made available to attendees.
 6. Failing to maintain accurate campaign contribution and spending records.
 7. Exceeding the campaign spending limit.
 8. Using Student Fees or anything purchased with Student Fees for campaign purposes.

9. Failing to satisfy the terms of an accepted Commissioner citation.
10. Candidates who are found to have misrepresented or provide false information pertinent to the Candidate Requirements listed in Section 5 of the election code.
11. Violating any University Policies or the Student Code of Conduct in a way deemed major by the Student Judiciary.

SECTION 12: PROCEDURES FOR ASSUMING OFFICE

- A. All elected officer positions are for approximately one academic calendar year, including summer, from the day offices are assumed. Newly elected officers shall be sworn into office at a Student Senate function held within the last three weeks of the spring semester. They will also be required to attend any orientation and training sessions that are planned, which is coordinated through the incoming Student Body President.
- B. The Student Trustee shall assume his/her Student Cabinet office at the same time as the other officers, however, as specified by State law, the position on the Board of Trustees shall run from July 1 to June 30. All other qualifications for this position as specified by State law shall be adhered to.

SECTION 13: AMENDMENTS

- A. Amendments to the Election Code Bylaws must be approved by a 2/3 vote of the entire voting membership.

Revised, March 2010