

**Associated Student Government**

**At-Large Vacancy Senate & Graduate Student Congress Elections**

**Fall 2016**

**Welcome from the Chief Justice**

Candidate,

Congratulations on choosing to run in the **Fall 2016 Senate and GSC Vacancy Election**. You are taking an important step to becoming a student leader and engaging in *Shared Governance* at the University Arkansas. Joining the Associated Student Government was one of the best decisions I made at the University of Arkansas and I hope it will be for you too.

My role as Chief Justice is to make sure that the election runs smoothly and that everyone follows procedures laid out in the elections packet. The best thing you as a candidate can do to help me is to read everything in the Elections Packet. If a violation occurs, it will be assumed that you were aware of this information and therefore, an excuse of having not read the material will not be accepted.

In addition, even if you don’t spend any money on your campaign, you must submit an Expenditures Report. One is enclosed inside this packet. If you do not, you will be disqualified from the election**. Please take special note that this year, we are allowing candidates the option of either attending a Candidate Orientation Session in person, or complete an online quiz that covers various Election Policy. The packet gives you the date for the session, as well as the link for the quiz. You do not have to do both. If you opt for the Quiz, you must receive a passing grade in order for your application to be complete. This policy applies to candidates for Senate as well as Graduate Student Congress.**

If you have any questions, please feel free to contact me at [asgjcj@uark.edu](mailto:asgjcj@uark.edu) or stop by the ASG Office. I would be happy to meet with you to go over and questions you may have concerning the election process. I am glad you have chosen to run in this election as ASG plays a vital role in being a voice for students on campus!

Sincerely,

**Cory English**

ASG Interim Chief Justice

**Welcome from the Chair of Senate**

Candidate,

Congratulations on making the decision to run for Associated Student Government Senate at the University of Arkansas. I am thrilled that students at the University of Arkansas are excited about being involved on campus. In running for a seat in the ASG Senate, you’ll find a whole new family here at the University of Arkansas and surround yourself with other student leaders who look to make a positive impact on our campus community.

The people we have to thank for this experience at the University of Arkansas are an excellent faculty and staff and a strong tradition. As student leaders at Arkansas, we need to create a strong legislative body which recognizes its obligation to uphold tradition while vigilantly looking for opportunities to improve our campus. Creating this legislative body begins with you making the choice to run for a seat in the ASG Senate.

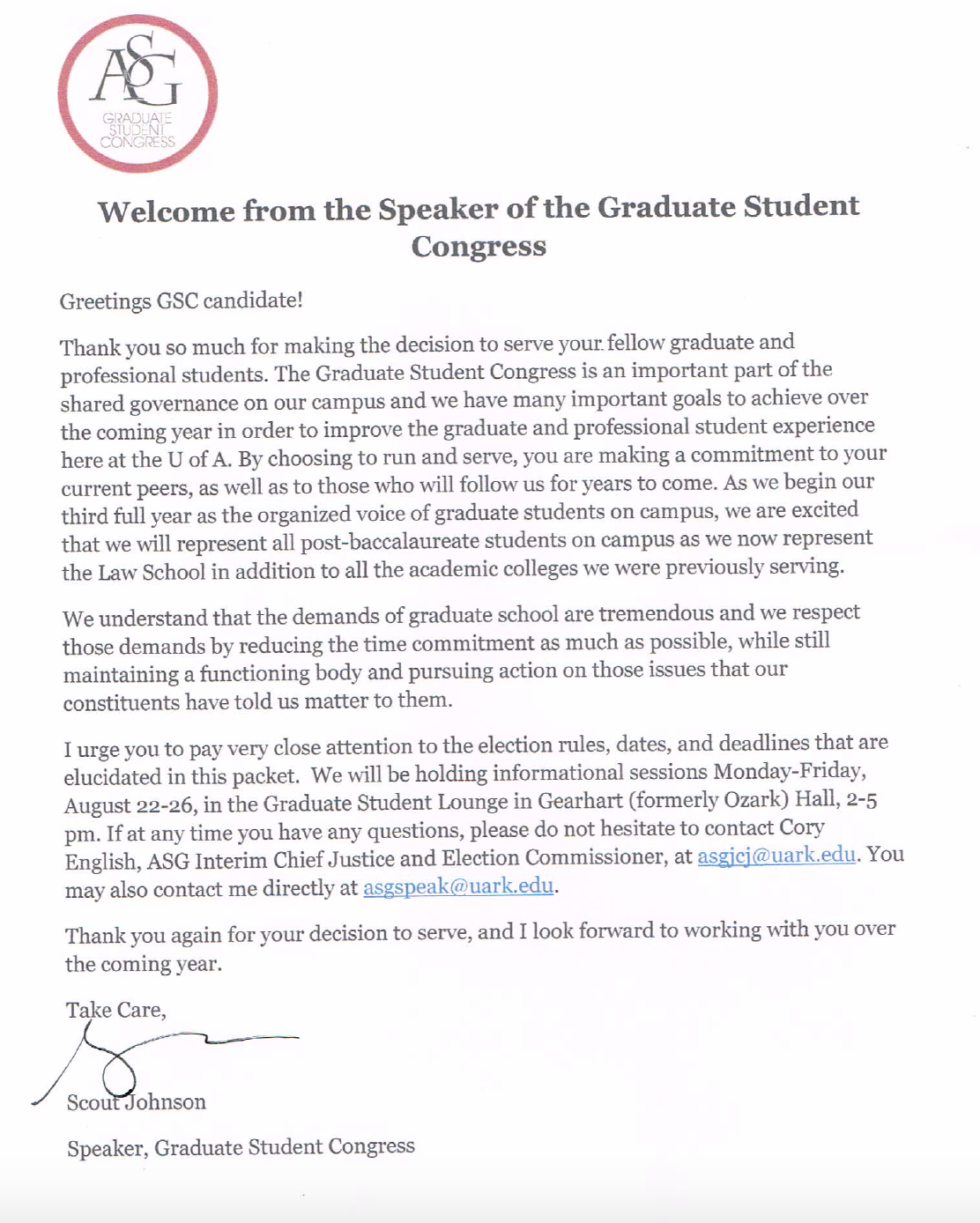
As you decide to run for a seat in the ASG Senate, please consider why you are a good candidate to represent your fellow students at the University of Arkansas. Your desire to run for Senate should be paired with ambition to better the lives of members of the Razorback community. While you campaign, get to know the students you will be representing, learn what their interests are, and gain an understanding of how you can best represent them. While campaigning, it is important to remember that being a Senator is ultimately about representing our fellow students. Finally, no matter what the results are, it is my hope that you will recognize how much this opportunity will allow you to grow. Successful or not, you will meet many people who will become a part of your student network at the University of Arkansas. As you go through the process of running for ASG Senate, enjoy every second, and recognize that one way or the other, your gain will be larger than any loss.

Let’s make this an exciting election and begin looking forward to a great year of service for the students at the University of Arkansas.

Best of luck,

**Will Watkins**

Chair of Senate



**Fall 2016 Election Timeline**

August 15th Applications for Senate and GSC made available. Fill out and submit the application online at[*http://asgforms.uark.edu/*](http://asgforms.uark.edu/). The Candidate Packet can be found at [*http://asg.uark.edu*](http://asg.uark.edu)*.*

**All Candidates MUST either complete the on-line Candidate Orientation Quiz, found at :** <https://goo.gl/forms/ntxjr0DgEEkD6akV2> **or** **attend the orientation sessions listed below to be eligible to run for office. No exceptions will be made for late applications, missed orientation sessions, or failed quizzes.**

August 24th *Optional* Candidate Orientation Session

Arkansas Union 423 (University Productions Video Theater)

**5:00pm – 6:00PM**

August 30th **Applications and quiz (if you did not attend the Session) must be submitted online by NOON.** Late applications/quizzes will not be accepted.

September 2nd Election Campaigning begins at 6:00pm and/or upon notification from the ASGJ Chief Justice

September 6th **Senate and GSC Vacancy Election Begins at 9:00AM**

*The voting website will be published or fill out a paper ballot in the Office of Student Activities (AU 665) to cast your votes!*

September 8th **Senate and GSC Vacancy Election Ends at 4:00PM**

Candidates’ campaign materials MUST be removed by 4:00pm

**Unofficial Election results announced by 10:00PM via ASG website & social media.**

September 9th **Election Violation Complaints and Expenditure Reports** MUST be received by **noon** to the Office of Student Activities (AU 665). The forms are located at the end of this document, which is also accessible on the ASG website (<http://asg.uark.edu>). Failure to complete an expenditure report will result in automatic disqualification from the election.

September 18th **All-ASG Retreat (Sunday 11AM – 6PM)** Mandatory for all members of ASG. **(If elected, you’ll receive more details)**

**Important Contact Information**

**Office of Student Activities (OSA)**

(Up the black staircase next to the Union Information desk. Left at the top of the stairs. Office will be on the right.)

Arkansas Union A665

Phone: 479.575.5255

Website: <http://osa.uark.edu>

**Associated Student Government (ASG)**

(Directly across from the Office of Student Activities. See above.)

Arkansas Union A669

Phone: 479.575.5205

Website: <http://asg.uark.edu>

**Cory English**

ASGJ Interim Chief Justice

Email: [asgjcj@uark.edu](mailto:asgjcj@uark.edu)

**Will Watkins**

ASG Chair of Senate

Office Phone: 479.575.5599

Email: [asgsen@uark.edu](mailto:asgsen@uark.edu)

**Scout Johnson**

ASG GSC Speaker

Email: [asgspeak@uark.edu](mailto:asgspeak@uark.edu)

**Michael McAllister**

ASG Advisor

Phone: 479.575.5255

Email: [mrmcalli@uark.edu](mailto:rgtrejo@uark.edu)

**Voting Information**

Online via Qualtrics, more details to follow as the are provided. Paper Ballots will also be made available in Student Activities, Arkansas Union A665.

**Application Online at** <http://asgforms.uark.edu>

**Election Packet Online at** <http://asg.uark.edu>

**Candidate Quiz Online at:** <https://goo.gl/forms/ntxjr0DgEEkD6akV2>

**Official Statement on Elections – Standing Rules**

**Fall 2016 ASG Senate and GSC Elections**

1. **Election Dates/Timeline**

The Fall 2016 ASG Senate and GSC Elections shall be conducted September 6th – 8th, beginning at 9:00am on September 6th and ending at 4:00pm on September 8th. Unofficial election Results will be emailed and posted on the ASG website & social media by 10:00PM on September 9th.

1. **Ballot Qualifying Procedures**
   1. Candidates for any elective office of the Associated Student Government must be in good standing as defined by the University of Arkansas Code Of Student Life (Article III, Section D). Any student not meeting these qualifications shall be excluded from the ballot.
   2. Candidates shall be required to accomplish the following tasks in order to qualify for the ballot:
2. Submit an official online application no later than August 30th, at noon.
3. Attend one candidate orientation meeting which are on the following dates and times or submit a Candidate Online Quiz, with a passing grade: (*Please note Candidate photos will be taken*)
   1. Wednesday, August 24th, 5:00pm – 6:00pm, ARKU 423

<https://goo.gl/forms/ntxjr0DgEEkD6akV2>

1. **Election Procedures**
   1. This election shall be conducted via electronic vote arranged and administered by Computing Services and the Office of Student Activities.
   2. Qualified electors shall be defined as those students at the University of Arkansas, Fayetteville registered for at least one credit hour of 2016 Fall semester coursework.
   3. Qualified electors shall cast no more than one ballot in the Fall 2016 ASG Senate/GSC Election.
   4. All elections shall be decided by plurality vote of the students.
   5. All other questions shall be referred to the ASG Code and Constitution.
   6. If any student is unable to vote online, please refer them to Office of Student Activities, ARKU A665 to pick up a paper ballot.
2. **Campaign Sanctions and Penalties**
   1. In addition to adhering to this Statement on Elections – Election Code, candidates and their staffs are also expected to adhere to the Standards of Ethics listed in Article VII of the ASG Constitution.
   2. Any campaign violations filed will be adjudicated under the authority of the ASG Judiciary.
   3. Violations of the regulations as stated in this Statement on Elections – Election Code may include, but are not limited to:
      1. Setting up a computer or laptop for the purpose of setting up a polling station.
      2. Exchanging anything of value for a vote.
      3. Libel/slander.
      4. Interference with the orderly conduct of the election.
      5. Falsification or nondisclosure of campaign or expense information.
      6. Campaigning within a restricted polling area.
      7. Posting campaign material in an improper location.
   4. Any member of the university community, affiliated with a campaign or not, wishing to file a complaint against a candidate, campaign, or multiple candidates/campaigns, must do so in person at the Office of Student Activities within 24 hours of the alleged violation or awareness of the violation.
   5. All complaints must be submitted in writing. An official form for this purpose must be used and will be made available at the Office of Student Activities.
   6. No anonymous complaints will be accepted.
   7. Once a complaint is received, it will be sent as soon as possible to the ASG Judiciary. Any questions concerning the complaint may then be directed to the Office of Student Activities.
   8. Penalties for violations may include but are not limited to one or more of the following sanctions:
      * 1. Loss of votes.
        2. Written apology to offended party or parties.
        3. Disqualification from the election.
        4. Disqualification from any ASG elections for a period of one calendar year.
        5. Referral to the Office of Student Standards and Conduct.
3. **Campaign Finance**
   1. Full disclosure of all campaign finances shall be required of all candidates, including all sources of campaign donations and revenue and all expenditures made by or on behalf of the campaign.
   2. No state or student fee monies shall be used to support or oppose any candidate.
   3. All financial statements are due in the Office of Student Activities no later than **noon on September 9, 2016**. If there was no money spent during a campaign, a written statement with the candidate’s signature is ***still required.*** Please be aware that members of the press may, and usually do, request that these reports be released, and that under Arkansas state law, the Office of Student Activities will be required to do so.

**Elections within the ASG Constitution and Code**

Excerpt from ASG Constitution, Article 5, Sections 2 and 3

**Article V - Elections**

### Section 2 – Senate Elections

1. All Senators shall be elected in publicized, enrollment group-wide or at-large vacancy, secret ballot elections administered by the OSA in conjunction with the ASGJ. Registration for Senate candidacy shall begin the first day of class in the fall semester and end three (3) days before the election.
2. The initial Senate Election of the fall semester must occur by the end of the third (3rd) week of classes.
3. Vacant Senate seats are to be filled via an at-large election held no later than the end of the fourth (4th) week of fall semester classes and an at-large election held no later than the end of the fourth (4th) week of spring semester classes.
4. The Senate may hold additional Senate vacancy elections provided that at least five (5) vacancies exist. A majority vote of Senate shall be required to call these additional vacancy elections.
5. The at-large vacancy election shall be a general election in which all empty seats are opened up to candidates from any college. Senators will be elected by a plurality vote of the student body.
6. Elections shall adhere to the ASG Election Code.

### Section 7 – GSC Elections

1. All GSC members shall be elected in publicized, enrollment group-wide or at-large vacancy, secret ballot elections administered by the CLCE in conjunction with ASGJ. Registration for GSC candidacy shall follow the same timeline as the Executive Officer and Senate Elections.
2. The initial GSC election shall be held in conjunction with the Executive Officer election.
3. Vacant GSC seats are to be filled via an at-large election held no later than the end of the fourth (4th) week of fall semester classes and an at-large election held no later than the end of the fourth (4th) week of spring semester classes.
4. The GSC may hold additional GSC vacancy elections provided that at least five (5) vacancies exist. A majority vote of GSC shall be required to call these additional vacancy elections.
5. The at-large vacancy election shall be a general election in which all empty seats are opened up to candidates from any college. Congress members will be elected by a plurality vote of the graduate student body.
6. Elections shall adhere to the ASG Election Code.

Excerpt from ASG Code, Title V, Sections 1,2,5,7,8,9,10

**Title V. Election Code**

### Section 1 – General Guidelines for All Elections

1. General rules governing all elections are as follows:
2. Elections shall follow the specifications outlined in this Code and the ASG Constitution and shall be administered by the OSA.
3. General ASG members are eligible to vote.
4. Verification of an elector’s identity must occur prior to their vote being counted. Electors must adhere to all policies outlined in the Code of Computing Practices, this Code and the ASG Constitution, the Election Rules, and University Policy.
5. No candidate may run for more than one position in any election.
6. Write in candidates will not be accepted in any election.
7. The order of candidates on any ballot for any election shall be chosen and assigned randomly.
8. Campaign rules and regulations are defined as follows:
   1. Campaigning shall be defined as an attempt to influence the decision or opinion of a voter in regard to the election;
   2. All campaigning must comply with this Code and the ASG Constitution, the Standards of Ethics, University Policy, the Code of Student Life, the Election Rules, and the Code of Computing Practices;
   3. All candidates for any ASG election may not begin campaigning until they have completed the registration process. The registration process includes submitting an application, attending candidate orientation, meeting the requirements for co-curricular activities, and meeting any other requirements as outlined in University Policy. It is the responsibility of Senate candidates to be aware of their eligibility to run and/or campaign for ASG Senate;
   4. Candidates for Executive Office may begin campaigning on a date specified by the ASGJ. This date shall be no sooner than the day after the Executive Officer candidate orientation session. Any campaigning prior to this date will be considered a campaign violation;
   5. During the official time when the election is being conducted, no campaigning shall occur within fifty (50) feet of any computer lab on campus, including the general access labs, any departmental labs, or any labs in residence halls, or Greek living units. Additionally, campaigning shall not occur within one hundred (100) feet of the official ASG sponsored polling stations. Polling station locations shall be announced no later than the candidate orientation session. The fifty (50) feet rule shall only apply to computer labs on the same building floor or level that the candidate is campaigning on; it does not apply to the vertical plane;
   6. All candidates and campaign paraphernalia must comply with this Code and the ASG Constitution, the Standards of Ethics, the Election Rules, and University Policy;
   7. Candidates and members of campaign staffs are prohibited from setting up computers or laptops for the purpose of establishing a polling station. ASGJ shall be allowed to sponsor official polling stations. No candidate or campaign staff member shall work the official polling station. A polling station shall be defined as any computer that accesses the University network for the purpose of casting a vote and/or submitting a ballot;
   8. An elector cannot be asked or required to cast a vote for a candidate in exchange for any item or service of value;
   9. No state or student fee monies, including ASG monies, shall be used to support or oppose any candidate;
   10. Candidates may not use any ASG, RSO, or departmental property such as, but not limited to, phones, computers, copy machines, office space, printers, and any other supplies or equipment purchased with University funds, for the purpose of campaigning;
   11. No candidate or campaign staffer shall interfere with the campaigning or campaign materials of an opponent;
   12. Campaigning via the use of mass, unsolicited e-mails on University networks is strictly prohibited. Candidates must adhere to the Code of Computing Practices at all times;
   13. The use of the University mail system for campaigning is strictly prohibited;
   14. Campaigning door to door in any Housing-operated building (residence halls, on campus apartments, etc.) or any off campus living unit (Greek houses, etc.) is strictly prohibited;
   15. Candidates and campaigns must follow all University Policies and guidelines for posting and flyer distribution, including any policies which may exist within individual buildings and/or areas of campus;
   16. All campaign materials must be removed within twenty-four (24) hours of the conclusion of the election;
   17. Candidates are responsible for any litter that is created due to campaign activities;
   18. Only University of Arkansas students may serve as members of a campaign staff;
   19. Candidates will be held responsible for the actions and conduct of their campaigns, including the actions of individuals whom the candidate asked to actively campaign on their behalf;
   20. The use of electronic media by a candidate or agent of a candidate to campaign before the campaigning period begins is strictly prohibited;
   21. Candidates must follow all University Policies concerning use of buildings and sidewalks for campaigning; and
   22. All electorate staff shall remove campaign paraphernalia before entering an official polling station.
9. Guidelines for sitting Executive Officers shall be as followed:
   1. No Associated Student Government Executive member, currently in office, may publically endorse one candidate/ticket election candidates with the exception of themselves. Executive members are able to give informed answers that are germane to the candidates and their positions, but under no circumstances shall they initiate/create such a conversation (on-campus, social networking sites, and email); and
   2. The outgoing Associated Student Government Executive team can promote and advertise all the candidate(s)/ticket(s) running on-campus, through social networks, and email; and
   3. This prohibition will not be considered to include (providing the officer does so as an individual) conversations of a personal nature between groups of five people or less where an officer is merely expressing an opinion.

### Section 2 – The ASGJ and the Elections Commissioner

1. The ASGJ shall only have jurisdiction over the elections outlined in Article II, Section 16 of the ASG Constitution.
2. The ASGJ shall be responsible for the enforcement of all rules and regulations contained in this Code and the ASG Constitution for all elections within Senate and during the Executive Officer Elections.
3. The ASGJ shall set the date for all elections within its jurisdiction within the timeframe established in this Code and the ASG Constitution.
   1. All Executive Officer Elections shall occur between Monday and Thursday of the week of the election as decided by the ASGJ.
   2. All Executive Office Elections shall be open for voting for at least forty-eight (48) consecutive hours and not more than ninety-six (96) consecutive hours.
4. No ASGJ member shall endorse or campaign in any manner for any ASG candidate other than himself or herself.
5. The ASGJ shall have the authority to organize and staff an official ASG Polling Station for the ASG Executive Elections, ASG Senate Elections, and ASG Sponsored Referenda. The ASGJ shall work in conjunction with Computing Services and the OSA to ensure the polling station is run in a fair and efficient manner.

### Section 5 – Election of Senators

1. The Senate Elections shall be as follows:
2. Senate Elections shall be administered by the OSA and facilitated by the ASGJ.
3. All Senators shall be elected in publicized, enrollment group-wide or at-large vacancy, secret ballot elections administered by the OSA in conjunction with the ASGJ. Candidates shall be required to accomplish the following tasks in order to qualify for the ballot:
   1. Submit an official application packet, which must include the signed and dated application form, to the OSA within the given timeframes published by the OSA. The OSA may choose to accept these forms in person or online;
   2. If a candidate is majoring in more than one (1) college or enrollment group, the candidate shall choose which enrollment group to run in as provided for on the application packet;
   3. Attend a mandatory candidate orientation meeting held as specified on the application packet; and
   4. All Senate candidates shall be verified by the Office of Student Activities for participation in co-curricular activities as outlined in the Student Handbook. Candidates not meeting these requirements will be removed from the ballot.
4. In lieu of a vacated seat in the Associated Student Government Senate, the Chair of the Senate has the power to appoint an At-Large Senator from the pool of general election and first vacancy election candidates to fill the empty seat in order to maintain a full Senate body. The appointee will be a full and legitimate Senator, pending approval as determined by a vote of confidence within the Senate body five (5) senate meetings following his or her appointment and hold office for the duration of the academic year.
5. The initial Senate election will be held in conjunction with the Executive Officer election.
6. Electors will vote by enrollment group as established in this Code and Article II, Section 2 of the ASG Constitution.
   1. Electors shall vote within their college or enrollment group according to the data on file with the Registrar’s Office. If an elector is a member of multiple colleges or enrollment groups, he or she shall choose which college or enrollment group to vote in.
   2. Electors within each enrollment group shall have the same number of votes as the number of Senate seats apportioned to that enrollment group.
   3. The number of Senate seats allotted to each college shall be based on enrollment within that college, based on formulas in the ASG Constitution.
   4. Electors may not cast multiple votes for the same candidate.
7. The ASGJ shall coordinate significant advertisement outlining Senator Election candidate registration processes and Senator Election voting processes.
8. Senators shall be elected by a plurality vote. In the case of a tie for the final open seat within an enrollment group, all candidates who tied shall be contacted and asked if they would like to participate in a run-off election in that enrollment group. If more than one (1) candidate still wishes to pursue the Senate seat, a run-off election between the tied candidates will occur within that enrollment group only. The run-off election shall occur at the earliest practicable time.
9. Vacancies occurring in the Senate may be filled in accordance with this Code and Article V, Section 2 of the ASG Constitution.

### Section 7 – Election Expenditures

1. No Presidential-Vice Presidential official ticket campaign may spend more than five thousand dollars ($5,000.00) total, including donations, for the general election. No Treasurer or Secretary candidate’s campaign may spend more than two thousand five hundred dollars ($2,500.00) total, including donations, for the general election. In the case of a run-off election, each Presidential-Vice Presidential ticket will be allowed a total of one thousand dollars ($1,000.00) in campaign expenses per run-off campaign, while each Treasurer and Secretary candidate will be allowed a total of five hundred dollars ($500.00) in campaign expenses per run-off campaign.
2. No Senate candidate’s campaign may spend more than five hundred dollars ($500.00) total, including donations for the general election. In the case of a run-off, each candidate will be allowed a total of two hundred and fifty dollars ($250.00) in campaign expenses per run-off campaign.
3. A full, itemized report of all income and expenditures must be presented to the OSA as a matter of public record by 12:00 p.m. on the day after the general election. In the case of a run-off, additional itemized spending reports will be required by 12:00 p.m. on the day after every run-off election. If no money was spent during a candidate’s campaign, a written statement with the candidate’s signature is still required.
4. Campaigns for Executive Officer candidates and Senate candidates may not combine fundraising efforts and/or election expenditures for or with campaigns in another branch of the Associated Student Government in either the general election or in the case of a run-off election.

### Section 8 – Election Violations

1. Any member of the University community wishing to file a complaint against a candidate, an official ticket, a campaign, or multiple candidates, official tickets, or campaigns must do so in person with the OSA by the close of the first (1st) business day following the alleged violation.
2. All complaints must be submitted in writing. An official form for this purpose must be used and will be made available by the OSA.
3. No anonymous complaints will be accepted.

### Section 9 – Elections Complaint Process

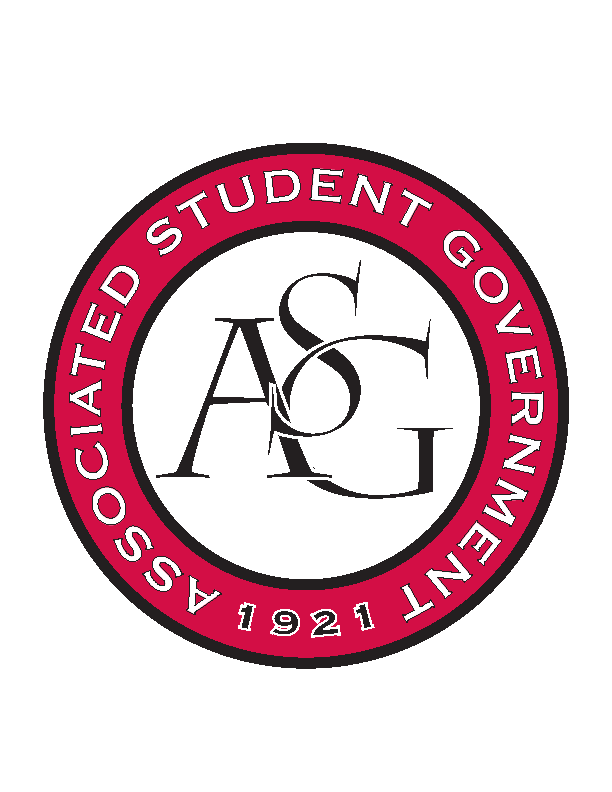
1. Violations of Elections Rules during any election will be processed as follows:
   1. The ASG Elections Commissioner shall convene the ASGJ no later than seventy-two (72) hours upon receipt of a complaint;
   2. The ASGJ Elections Commissioner shall notify all parties in the complaint of the time and location of the meeting no less than twenty-four (24) hours preceding the meeting;
   3. The ASGJ Elections Commissioner must notify the accused party or parties of their right to state their case before the convened ASGJ, as per due process, no less than forty-eight (48) preceding the meeting;
   4. The ASGJ shall, after hearing relevant testimony, determine whether a violation of the Elections Rules has taken place;
   5. The ASGJ shall, after establishing the validity of a complaint, determine any action to take on the violation, as provided by the Statement on Elections and Title V, Section 9 of this Code;
   6. After the ASGJ has made a decision regarding the complaint, the ASG Elections Commissioner must notify all parties involved within twenty-four (24) hours of the decision;
   7. Any party wishing to appeal the decision of the ASGJ must present the request to the ASGJ Elections Commissioner no later than seventy-two (72) hours after the meeting; and
   8. Appeals of an ASGJ decision on the elections violation shall be heard by the ASG Elections Commissioner and two (2) members of the OSA selected by the Director of the OSA; and
   9. Appeals must be heard within seventy-two hours (72) of the request for appeal and the ASGJ Elections Commissioner must notify all parties involved no less than forty-eight (48) hours preceding the hearing;
   10. The ASGJ Elections Commissioner shall notify all parties of the decision within twenty-four (24) hours of the close of the hearing;
   11. All decisions of the ASGJ Elections Commissioner and the OSA are final and may not be appealed;
   12. The ASGJ Elections Commissioner must report the actions of the ASGJ to the ASG Senate at the next viable Senate meeting.
2. Additional rules concerning the complaint process must be written in a Statement on Elections to be passed by the ASGJ and given to the ASG Senate for informational purposes no later than the day prior to the beginning of the registration for the Executive Officer Elections and the day before registration and/or nomination for all other elections.

### Section 10 – Powers of the ASGJ and the ASGJ Elections Commissioner

1. The ASGJ shall be chaired by the ASGJ Elections Commissioner, as a non-voting member, regarding all matters relating to Senate and Executive Elections.
2. The ASGJ shall have the power to convene to hear complaints filed concerning elections.
3. The ASGJ shall have the power to determine whether a complaint is a valid violation.
4. The ASGJ shall have the power to determine a penalty for elections violations.
5. The ASGJ shall only be able to establish penalties that are provided for in the Statement on Elections and in accordance with all University Policies and local, state, and federal law.
6. All elections decisions of the ASGJ can be appealed to the ASGJ Elections Commissioner and the OSA.
7. The ASGJ shall have the power to set up official polling stations during the Executive Elections, the Senate Elections, and ASG sponsored referenda.

### Section 11 – Graduate Student Congress Elections

1. The GSC Elections shall be as follows:
2. GSC Elections shall be administered by the OSA and facilitated by the ASGJ.
3. All GSC Congress members shall be elected in publicized, enrollment group-wide or at-large vacancy, secret ballot elections administered by the OSA in conjunction with the ASGJ. Candidates shall be required to accomplish the following tasks in order to qualify for the ballot:
4. All GSC candidates shall be verified by the Office of Student Activities for participation in co-curricular activities as outlined in the Student Handbook. Candidates not meeting these requirements will be removed from the ballot.
5. The initial GSC election will be held in conjunction with the Executive Officer election.

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**Associated Student Government**

2016-2017 General Election Campaign Expenditure Report

All candidates must submit this form, an itemized budget and receipts for all of your expenses. **This form is due by noon on September 9th, 2016 for the Senate/GSC Fall Vacancy elections to the Office of Student Activities, ARKU A665.** Please review the ASG Code, Title 5, Section 7 for spending limits.

## ASG Code, Title 5, Section 7 -- Election Expenditures

### (A) No Senate Candidate’s campaign may spend more than $500.00 total, including donations, for the general election. In the case of a runoff, each candidate will be allowed a total of $250.00 in campaign expenses per runoff campaign.

### (B) A full, itemized report of all income and expenditures, including all receipts must be presented to the Office of Student Activities as a matter of public record by noon on the day after the general election. In case of a runoff, additional itemized spending reports will be required by noon on the day after every runoff. If no money was spent during a candidate’s campaign, a written statement with the candidate’s signature is still required.

(C) Failure to submit any of the three items (forms, itemized budget, receipts) will result in an incomplete, and Reports will not be accepted

Full Name:

Student ID: E-Mail:

Cell Phone Number: Optional Phone Number:

Seat running for (please circle): **SENATE GRADUATE STUDENT CONGRESS**

**Please answer the following regarding your campaign expenses and attach all receipts to this form:**

|  |  |
| --- | --- |
| **Income:** |  |
| Sponsors/Donations (if donations include materials,  estimate costs associated with these donations) | **$** |
| Personal contributions | **$** |
| **Total Income:** | **$** |
| **Expenses:** |  |
| Flyers | **$** |
| Yard Signs | **$** |
| Promotional items (stickers, buttons, t-shirts, etc.) | **$** |
| Web development | **$** |
| Advertisements | **$** |
| Misc. | **$** |
| **Total Expenses:** | **$** |

I hereby confirm that the above stated expenses are true and correct and that this is the total amount that I/others have spent on my campaign.

**Candidate Signature:**

 Associated Student Government

ASGJ – General Complaint Form

Approved for use: 14 November 2012

Complainant’s information:

Full Name **(Anonymous Complaints not accepted)**: \_\_\_\_\_\_

Student ID: E-Mail:

Phone Number: Cell Number:

Name of Individual or Party Accused: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Section of ASG Constitution/Code/Elections Packet in Violation: **(Provide Section, Title, & Page No.)** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I hereby lodge an official complaint against **(Name of Accused) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,** who engaged in behavior violating the ASG Constitution and/or Code and/or related Standing Rules/Guidelines as detailed below. If this is an Elections Violation Complaint, show how you believe the Campaign may have profited from the violation:

**[***Detail the nature of the complaint. Be succinct and factual; do not engage in sarcasm or remarks of a personal nature. Attach supporting documentation or other proof in support of your complaint.***]**

Complainant’s Signature:

**Do not file a complaint against a person or campaign unless you truly believe (and can prove) he, she or the campaign violated the ASG Constitution/Code/Standing Rules. Do not file a complaint to "get back" at anyone. Filing a groundless or "annoyance" complaint may be to your detriment.**

For Official Use Only

Received by Office of Student Activities:

Received by: Date: Time:

Forwarded to ASGJ:

Received by: Date: Time: