University of Notre Dame

Student Body President & Vice President

Election Packet 2016
Petition Policy

- Petitions will be made available on Tuesday, January 12, 2016 at 12:00 (noon) outside the Judicial Council Office and must be submitted no later than 12:00 (noon) on Friday, January 22, 2016.
- We will not be providing extra petition pages: feel free to separate them and disperse them to your team. Just reassemble them in order when you turn them in. You must use the official petition sheets; other sheets of paper will not be accepted.
- Please make sure all names are legible.
- **There is to be no campaigning while getting signatures (or at any time before your ticket has been approved).**
- You must personally hand them into Zach or Caitlin at the Judicial Council Office during scheduled office hours listed at jcouncil.nd.edu.

Campaign Materials Policy

- All posters must be approved (stamped) by Zach, Caitlin, or a member of the Election Committee. They must also be approved by Student Activities. SAO will not stamp your poster unless it has first been stamped by the Judicial Council.
- SAO may be available from time to time outside of their normal business hours (M-F, 8AM-5PM) to stamp posters. If this is the case, candidates will be notified of these times. However, it is strongly advised that you get your posters stamped during normal business office hours.
- Posters may not be hung until the Judicial Council has received a receipt. We highly recommend that you hand receipts to Zach, Caitlin, or a member of the Election Committee when you come to get the posters stamped. This is the only way to ensure that your receipts have been received. You may, however, slip them under the door to the Judicial Council. If this method is used, then you must send the Judicial Council an email informing us that you have done so. Once you receive a confirmation email, you may hang up posters. Keep an extra copy of all receipts for your records.
- All additional campaign material (e.g. handouts, websites, Facebook groups, social media accounts, buttons, etc.) must be approved by the Judicial Council before use.

Allegations Policy

- All allegations must be submitted in writing to Caitlin or using the online form found on the Judicial Council website. Allegations may be submitted in writing during office hours or slid under the office door. If you slide the letter of allegation under the door, please also email jcouncil@nd.edu noting such.
- All written letters of allegation must include the following:
  - Your name and contact information
  - The ticket you are alleging violated the elections regulations
  - The election (Student Body, Junior Class Council, etc.) in which that ticket is running
  - A description of the alleged violation
  - Any evidence supporting your claim
Office Hour Policy

- Candidates may not contact the Judicial Council to arrange for a meeting time outside of regular office hours. If you email the Judicial Council asking if we will be there later in the day, we will not respond. This policy is in effect because we don’t want to favor one ticket over another by meeting with some of you outside of office hours and not others.
- The Judicial Council Officers will, however, be in their office at various times during the day. If you happen to catch them at any time of day while they are there, they will stamp posters, etc.
- We will meet outside of office hours to discuss any campaign violations.
- Office hours are always subject to change; however, the most up-to-date schedule will be posted on the Judicial Council website (jcouncil.nd.edu). If for some reason something comes up (e.g. we are upstairs in Student Activities), a post-it note will be placed on the door to let you know when we plan to arrive.

Election Regulations

This cites relevant sections of the Student Union Constitution. It is meant as a guide only. All candidates are expected to be familiar with and act according to the most current version of the Constitution (available online) as well as the regulations provided for in du Lac.

ARTICLE XVII
ELECTIONS

Section 17.1. General Provisions.
(a) Any Notre Dame undergraduate student in good academic standing (as determined by the Office of the Registrar or the First Year of Studies) and good disciplinary standing (as determined by the Office of Residence Life) is eligible for candidacy.

(b) A candidate or ticket shall be defined as any undergraduate student(s) with the intent of seeking office who are therefore subject to elections regulations.

(c) All election rules and campaigning are subject to University regulations as outlined in duLac. Please note that the placing of posters in non-bulletin board space is not permitted by University regulations, and candidates do so at their own risk.

(d) Campaigning may be held only over a period specified by the Election Committee. Campaigning consists of any public contact for the solicitation of votes. Personal appearances, placement of posters, or distributions of any election materials is considered campaigning. Any campaigning before or after the specified period is a violation of campaign rules, the penalty for which may include a maximum penalty of forfeiture of candidacy. Campaigning within LaFortune is allowed only in the basement and the 1st floor. The only exception to this is the radio station WVFI. In addition, no campaigning may take place in or near any Student Union office or venues occupied by the Student Union, including (but not limited to) all meetings, events, or agendas of official business, as well as space that is funded by the Student Activities Office. In addition, no candidates may campaign in any classroom whether before, during, or after class period. A violator’s
punishment is up to the discretion of the Election Committee.

(e) E-mail as a source of campaigning may be used; however, the use of Listservs is prohibited. A listserv email is any email that ends in “@listserv.nd.edu” or any variations in terms of capitalization thereon. Any allegations of misconduct with e-mail will be heard on an individual basis and acted upon by the Election Committee in accordance with Election and Judicial Council bylaws. Candidates may be held responsible for the actions or misconduct of their supporters.

(f) Social Media
   (1) Candidates may utilize social media in campaigning.
   (2) Candidates may create a social media account or page specifically for campaigning. The account or page must be approved by the Election committee before use and be made accessible to Judicial Council. All activity on a social media account or page, including but not limited to text posts, photos, and videos must adhere to the ethical guidelines detailed in 17.1(i).
   (3) A personal social media account or page may be used to campaign. If a candidate uses their personal media account or page for their campaign, that personal account or page must be made accessible to Judicial Council. All actions on a personal account or page (including but not limited to the posting of text posts, photos, and videos) which may be construed as campaigning must adhere to the ethical guidelines detailed in 17.1(i).
   (4) Any spending associated with social media for campaigning purposes must be documented and approved by the Election Committee before it is incurred. Spending must have a specific, known cost before the action is taken.
   (5) All regulations for campaigning as outlined in Section 17 are also applicable for social media campaigning.
   (6) “Social Media,” as a rapidly developing and changing field, shall be interpreted by the Election Committee on an ongoing basis. In the event of new or changing policies candidates will be informed before the release of petitions, as specified in Section 17.1(m).
   (7) All allegations of election misconduct regarding social media usage will be heard by the Election Committee in accordance with procedures in Section 17.1(m). Penalties for misconduct are up to the discretion of the Election Committee.

(g) Endorsements.
   (1) Candidates/tickets may solicit and campaign on endorsements from student groups. Endorsements may not be construed to represent that of Residence Halls, Student Union Organizations, University Departments, offices, or official, and are subject to all relevant University and external policies.
   (2) No Student Union organization may endorse a candidate for a student office.
   (A) No person holding a position enumerated in this constitution may endorse a candidate for student office.
   (3) No student group may use funds of any type (allocated or unallocated) to support a candidate for a student office.
   (4) Candidates may not solicit, accept, or campaign on endorsements from University offices, departments, etc.

(h) Candidates may not be involved in or instruct others to engage in any unethical behavior as detailed in 17.1(i).

(i) Candidates are expected to behave ethically at all times. Unethical behavior will be penalized by the Election Committee of Judicial Council. Examples of unethical behavior include monopolization of limited bulletin board space, covering or defaming of any other candidates’ posters, insulting or defaming
other candidates, and harassment or misconduct toward any election officials. Penalty for misconduct may result in forfeiture of candidacy.

(j) Beginning at midnight the day of the election, all forms of campaigning are prohibited in the immediate polling place. The immediate polling place must be cleared of all campaign literature by the Hall Election Coordinator in the case of in-hall voting, and by an Election Committee member in the case of voting that takes place elsewhere. In the case that the election is held online, a personal computer is not a physical ballot station. “Immediate polling place” is defined as the area within 20 feet of a physical ballot station provided by Judicial Council or Hall Election Coordinator. If the election is held online, no candidates/tickets may provide a link to the polling web site. Only Judicial Council may provide a link to the polling web site.

(k) Blank votes, unapproved write-ins, or split ticket votes shall not count as valid votes and shall not be considered in the final tally.

(l) In cases of elections where there is one candidate/ticket running unopposed the Judicial Council may recommend that the Student Senate suspend the election and the candidate/ticket shall be declared the winner.

(m) No new bylaws pertaining to elections may be put into practice after petitions become available without a three-fourths vote of the Senate.

(n) All allegations of election misconduct are to be submitted to the Vice-President of Elections. All potential violations must be reported within 48 hours of the time committed or 11:59PM on the day of the election, whichever is sooner.

   (1) The Judicial Council shall then conduct a review of the allegation as outlined in Article XIII and follow appropriate procedures.
   (2) The Election Committee reserves the right to change any sanction based on the magnitude of the offense. The committee will adhere to a policy of keeping all rules uniform to all candidates.
   (3) In any dispute over the Election Committee’s interpretation of these rules, any interpretation may be appealed to the Student Senate.
   (4) The penalty imposed by the Election Committee shall stand until such time as the Senate hears the appeal.
   (5) No election result may be released to the public while any allegation or appeal is pending.

(o) Failure to settle any penalties before election days shall result in immediate forfeiture of candidacy.

(p) For the purpose of petitions, the original signature of an undergraduate student shall be required to signify approval of a candidate or ticket’s placement on the ballot.

(q) In the event that an election proceeds to a runoff, all tickets in the runoff may have a nominal increase in their funding equivalent to 20% of the funding initially allocated for the primary election.

Section 17.2. Student Body President, Vice-President, & Class Officers.
(a) The election shall be held on or before April 1st each year. The exact date shall be announced before January 30th.

(b) There shall be an informational meeting for all candidates. The bylaws shall be explained and all rules and regulations will be discussed. It is the responsibility of all candidates to be fully aware of the official election rules as outlined in these bylaws and all University regulations in reference to posting.
(c) Campaigning may begin as soon as a candidate/ticket has turned in a fully signed petition and it is verified and approved by the Election Committee.

(d) No petition shall be accepted after the deadline without prior written approval of the Election Committee. A new member on a ticket without approval by the Election Committee must get new signatures. Only official petitions as distributed by the Election Committee may be used. An official list of candidates shall be posted outside the Student Government Office.

(e) Receipts for all election materials purchased or donated must be presented to the Election Committee prior to any use of the materials. All receipts must be accompanied by a list of materials purchased.

(f) Failure to disclose the proper cost of any election materials is a highly serious breach of campaign rules. Penalty shall be forfeiture of candidacy.

(g) Posters to be placed on bulletin boards may not exceed eleven inches by seventeen inches. Posters may be placed inside residence halls and within public buildings. No posters may be placed within the classrooms themselves. Copies of all campaign materials must be submitted to the Election Committee and stamped for approval by the Vice President of Elections or a voting member of the Elections Committee before posting. A violator’s punishment is up to the discretion of the Election Committee.

(h) Campaign websites

(1) Candidates may construct campaign websites on the Internet. Groups or pages formed on social networking sites for the purpose of campaigning will be considered a campaign website. Campaign material on any online media is subject to the same regulations as a campaign website.

(A) The web addresses of such pages must be submitted to the Election Committee at any of the designated campaign material approval times.

(B) After Judicial Council publishes links for a particular election, no additional links will be added.

(C) The Election Committee must approve all websites.

(D) All pages will be monitored by the Judicial Council during the time allotted for campaigning for decency and appropriateness.

(2) Prior to the elections, Judicial Council will send one e-mail to the undergraduate student body with a link to the Judicial Council’s elections website, which shall contain, but not be limited to, the following -

(A) Links to candidates’ websites.

(B) Times, dates, locations, and participants in debates (upon availability).

(C) Rules and regulations for elections.

(D) Posted times, dates and locations of ballot stations.

(E) Contact information for the Judicial Council.

(i) Write-in candidates are those candidates who missed the deadline or switched tickets after the deadline. Write-in candidates may be voted for, but will not appear on the ballot. Write-in candidates shall be approved under the following conditions before the date of the election:

(1) Candidates must furnish independent proof of good academic standing from the First Year of Studies or the Office of the Registrar and proof of good disciplinary standing from the Office of Residence Life.

(2) The Election Committee shall not undertake the responsibility of informing the student body of write-ins’ placement on the ballot.

(3) Candidates must submit a petition with 100 unique signatures in addition to the required number of signatures for the position.

(4) All materials for write-in candidacies must be submitted for approval by the Judicial Council no later than four (4) calendar days before the election.
(j) Student Body President and Vice-President Election.
   (1) Candidates for Student Body President and Student Body Vice-President must run on the same ticket. Students may not split tickets when voting.
   (2) The primary election for Student Body President and Student Body Vice-President shall be held on the Wednesday after the first Sunday in February. The run-off election is the Monday following the primary.
   (3) Petitions for the office of Student Body President and Vice-President shall require 700 signatures for the placement on the ballot. Petitions will be made available at noon on the first Tuesday of classes of the second semester. The deadline for the filing of all petitions is noon of the Friday of the following week.
   (4) A campaign limit is set for all Student Body Presidential and Vice-Presidential candidates’ tickets at $200.00. All outside contributions count toward the limit. All donations shall be assessed towards the limit at their fair market value with the sole exception of an individual’s labor which shall not be assessed against the limit. Combining campaigning funds of more than one ticket is not permitted and shall result in forfeiture. Penalties are up to the discretion of the Election Committee.
   (5) The Judicial Council shall facilitate campus debates for the candidates running for Student Body President and Student Body Vice-President.

Section 17.5. Election Results.
(a) To win the election, a candidate/ticket must receive a majority of the valid votes cast.
   (1) A run-off shall be held between the two highest vote-getting candidates/tickets if no candidate/ticket received the required total on the first ballot.
   (2) In the event of a tie in the election of a Senator, Hall President, Hall SUB Representative, or Freshman Class Council election, additional run-off elections shall be held in the individual residence hall until a majority is obtained.
   (3) In a run-off election for the Student Body President, Student Body Vice-President, Class Officers, Off-Campus President, or Off-Campus Senator, there shall be an option for the voter to abstain on the ballot, but a vote to abstain will not count as a valid vote.
   (4) In the event of a tie in the run-off election for the Student Body President, Student Body Vice-President, Class Officers, Off-Campus President, or Off-Campus Senator, the ticket/candidate which wins the most amount of Senate constituencies shall win the election.
      (A) The Student Senate shall convene a special meeting for the purpose of observing the Judicial Council President announce the run-off election results from the individual Senate constituencies.
      (B) The Judicial Council President shall announce the candidate/ticket who received the most votes in each Senate constituency.
      (C) The Judicial Council shall not release any information regarding the results from the individual Senate constituencies prior to this meeting to any person.
      (D) If there is a tie between the candidates/tickets in a Senate constituency, the respective Senator shall cast the deciding vote at this special meeting.
      (E) If there is a tie between the candidates/tickets in a Senate constituency and the Senator is not present, the Senate constituency’s vote shall be voided.
      (F) If the Senate constituencies stand equally divided, the Chairman of the Senate shall cast the deciding vote.

(b) In the event that a candidate/ticket in a run-off election forfeits, whether due to choice or by sanction, a re-election will be given to the student body.
(1) The two top remaining tickets with the highest vote total from the primaries will be introduced in the run-off re-election.
(2) The re-election shall take place no later than four days following the forfeiture of the candidate/ticket.
(3) The two remaining tickets may receive a nominal increase of $35 to their spending limit.

(c) In the event that there are no qualified candidates for a position or office, that position or office shall go unfilled.

ARTICLE XIII

JUDICIAL COUNCIL

Section 13.5. Hearings.
(a) All allegations of election misconduct are to be submitted to the Vice-President of Elections. All potential violations must be reported within 48 hours of the time committed or by 11:59PM on the day of the election, whichever is sooner.

(b) If the Vice-President of Elections determines that the allegation has merit and may result in a potential sanction of a candidate or ticket, he/she must then call together the members of the Election Committee to review the allegation.
   (1) The Vice-President will present the allegation.
   (2) The accused party and the accusing party will both be permitted to speak and to call witnesses on their behalf.
   (3) Where not outlined in the Constitution or its bylaws, the hearing shall follow the procedures outlined in The Standard Code of Parliamentary Procedure.

(c) The Election Committee will then meet in a private forum for discussion and debate.
   (1) The Election Committee must obtain a 2/3 quorum.
   (2) The Election Committee will decide whether the campaign/candidate/ticket in question is in violation of election or campaign rules.
   (3) If a violation has occurred, the Election Committee shall determine appropriate sanctions and/or penalties.
   (4) Both decisions require a majority vote of the Election Committee. In the event of a tie, the chair will vote.

(d) All verdicts, motions, votes, and decisions are to be recorded by the Election Committee for the purposes of notification and appeals.

(e) Any time the Election Committee finds a candidate/ticket in violation of the elections regulations or guilty of misconduct, the Vice-President shall issue a written decision on behalf of the Judicial Council to be released to the campus media, which shall include the violation, the sanction given, and a brief explanation for the decision. The Vice-President of Elections shall provide the candidate a full statement, in writing, of the Election Committee’s decision; the statement shall explain the process leading to the decision as best as possible and is for the candidate’s use only. All other information pertaining to hearings and appeals shall be considered confidential.

(f) The Election Committee must convene within 24 hours of the submission of the allegation to the Vice-President of Elections.

(g) No new allegations may be submitted after 11:59PM on the day of the election.
(h) In the event that the full Election Committee has not yet been assembled at the time of an allegation, the Judicial Council President and Vice-President of Elections shall issue a decision and appropriate sanctions based on their judgment of the facts of the allegation.

(i) Any decision of the Election Committee may be appealed directly to the Senate. Appeals of the decision of the Election Committee must be filed within 12 hours of the hearing.

(j) If the Senate overturns the decision of the Election Committee, the Committee must reconvene within 24 hours to reconsider the allegation in light of the Senate’s decision. This decision of the Election Committee, which must be informed by the written report of the Senate and may not be identical to the original decision, is final.

ARTICLE III
SENATE
Section 3.7. Election Appeals.
(a) In the event of an appeal of an Election Committee decision, in accordance with Article XVII, the Senate shall convene within 48 hours to hear the appeal.

(b) All appeals must be filed within 12 hours of the conclusion of the hearing.

(c) Until such time as Senate can hear the appeal, the decision of the Election Committee shall stand.

(d) The meeting of the Senate once the appeal has been filed shall proceed as follows:
   (1) The Election Committee of the Judicial Council shall be represented by the Judicial Council President or the Vice-President of Elections, who shall speak first to the Senate, stating the allegation made against the candidate(s), the Election Committee’s deliberations, and the sanction given. This shall take no more than five minutes.
   (2) The candidate(s) shall then state his or her reason for appeal. This shall take no more than five minutes.
   (3) After hearing initially from the Judicial Council and the candidate(s), the Senate must decide by a two-thirds vote that there are grounds to hear the appeal.
   (4) If the Senate decides to hear the appeal, time shall be allowed for both sides to respond to the claims of the other and to call witnesses on their behalf.
   (5) The Senate may ask relevant questions of either party, or request the presence of any other relevant third-person(s) for questioning.

(e) The Senate may force the Election Committee to reconvene within 24 hours for the purpose of reconsidering its decision by a three-fourths vote.

(f) If quorum cannot be reached to hear the appeal, or a decision is not reached during the convened meeting, the decision of the Election Committee shall stand.
2016 Student Body President and Vice President Elections

Any Notre Dame undergraduate student in good standing with the University’s registrar is eligible to declare candidacy for Student Body President or Student Body Vice President. All endorsing parties must be current undergraduate students at the University of Notre Dame and must provide a local or campus address and NetID for verification purposes.

Good academic standing will be determined by the First Year of Studies Program for freshmen and by the Office of the Registrar for all other candidates.

In addition, candidates must receive approval from the Office of Community Standards in order to declare candidacy.

In signing this petition, I have hereby declared candidacy for Student Body President or Student Body Vice President. In doing so, I authorize the Office of the Registrar or the Office of First Year of Studies to determine my academic standing. Furthermore, I authorize the Office of Community Standards to approve my ability for candidacy.

(Return to Judicial Council Office at 214 LaFortune with petition no later than 12:00 pm (noon) on January 22, 2016)

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