

BCAS Election Codes & Procedures

ARTICLE I. PURPOSE

Section 1. The election code is established to define policies and procedures regarding all elections sanctioned by the Butte College Associated Students (BCAS) Executive Board by an absolute majority vote. The Executive Board is the only body that may change these procedures and they are limited only by the guidelines as stated in the BCAS Constitution.

ARTICLE II. ELECTION COMMITTEE DUTIES

Section 1. BCAS Elections Committee, Duties and Composition

Clause 1. The BCAS Elections Committee shall serve as the supervisory body over all BCAS Elections and shall be responsible for executing the provisions of this code. This includes the solicitation of votes and the requirement of possible candidates.

Clause 2. The committee should be composed of interested members of the executive board who are not running for office, and the BCAS Advisor or BCAS Supervisor. The committee shall be appointed by the President at one of the first two BCAS meetings in the Spring.

Clause 3. The Committee Chair shall be appointed by a majority vote of the BCAS Elections Committee.

Clause 4. The Committee should meet at least biweekly after the establishment of the Committee up to the week of the elections.

Clause 5. The Committee shall ensure that all campaign procedures and materials comply with BCAS and campus rules and regulations.

Clause 6. The Committee shall have jurisdiction over all matters pertaining to the elections.

Section 2. Election Procedures

Clause 1. Regular elections to office shall be conducted in the month of April.

Clause 2. No individual shall be allowed to seek or hold more than one BCAS Executive Board Member Office concurrently.

Clause 3. If, by a majority vote of the Committee, a candidate is found to be in violation of any provisions of this code, the candidate shall be deemed ineligible to participate further in the election. Such action may only be taken prior to the tabulation of the election results. Any alleged violations reported after that time must follow the official complaint procedure. (See Article II, Section 2, Clause 6).

Clause 4. All positions that have two or more candidates shall be elected on a plurality basis. In the event that there is only one candidate for a position, that person shall be elected by simple majority.

Clause 5. In cases of a tie, a run-off shall be held between the tied candidates. Run-off elections shall be held within two weeks after the determination of a tie. The winner of the run-off will be determined by plurality of voting students.

Clause 6. Any vote that results in ten percent (10%) or less difference between the top candidates shall be a cause for an immediate recount of all the votes of that office.

Section 3. Procedures for Student Voters

Clause 1. The voting period, locations and manner of voting shall be announced prior to the elections.

Clause 2. Only currently enrolled students may vote. Students may only vote once.

Clause 3. Winners shall be announced within 24 hours of the ballot verification and results will be posted by the BCAS Elections Committee.

ARTICLE III. CANDIDATE REQUIREMENTS AND PROCEDURES

Section 1. Candidate Requirements

Clause 1. It is the responsibility of the individual candidate to be aware of the provision of this code and the BCAS Constitution. These provisions of candidacy are established to ensure that officers have local campus support.

Clause 2. All BCAS candidates must adhere to the rules in the BCAS By-Laws.

Clause 3. Each candidate must meet all of the following requirements to be deemed eligible to participate in AS elections: 1) is a student who has completed at least 9 units at Butte College 2) is a student in good standing at Butte College and maintains a GPA of at least 2.0 cumulative at the time of candidacy application submission 3) is a student who is enrolled in at least 5 units for the following semester 4) shall serve concurrently for the fall and spring semesters. The Student Activities Secretary will perform this verification and said verification will be submitted to the Committee.

Section 2. Campaigning Guidelines for Candidates

Clause 1. Campaigning and distribution of campaign materials cannot begin until Elections application is approved by the committee. All campaigning functions, materials etc. must follow all Federal and State Laws and adhere to any campuses rules and regulations.

Clause 2. Candidates for office shall receive no more than fifty dollars (\$50) per individual donation to cover campaign costs. In kind contributions will be assigned a fair market value subject to the \$50 limit. Copies of receipts for all campaign expenses must be kept on file by the candidate. The Committee may request receipts at any time. Any items used for campaign purposes that do not have a receipt on file shall be immediately assigned a fair market decided by a majority vote of the committee. Sanctions may include up to disqualification.

Clause 3. Campaign materials that benefit more than one candidate shall be charged to the candidate who incurs the cost. Areas of dispute concerning the rule shall be decided by a majority vote of the Committee.

Clause 4. All campaign materials are subject to review by the Committee. Use of the Butte College materials and equipment from any office is strictly prohibited for any campaign purposes.

Clause 5. Any contributions provided by the AS must 1) be determined by the Elections Committee 2) be provided to all candidates.

Section 3. Grievances

Clause 1. Any grievance or alleged violations of the Election Committee Code must be reported to the committee. A written complaint must be submitted to the Committee Chair within 30 days of the

election. Official complaints will be assigned to the Committee.

Clause 2. The maker of the grievance may appeal the recommendation of the Committee to the AS Executive Board. Further appeals shall go through the applicable Butte-Glenn Community College District Appeal Process.

ARTICLE IV. SPECIAL ELECTION

Section 1. General

Clause 1. In the event of a ballot recall or approved appeal of the validity of the elections through the Butte- Glenn Community College District Appeal Process, the BCAS Executive Board must establish a special election

REVISIONS

3/8/2002

2/14/2012

4/5/2012

4/24/2012

5/8/2012

2/17/2015

Giovanna Vera, BCAS President; Paris Rust, BCAS Outreach Director;
Shawna Smith, BCAS Business Affairs Director; Aldine Ruble, BCAS
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Griffis, BCAS Secretary