



Mandatory Candidate Orientation

Spring 2021

By: Evelyn Jimenez & Reema Haque

Elections Committee



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Chair of Elections
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Office Hours



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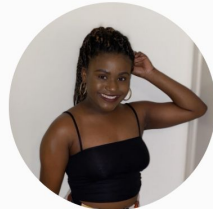
Office Hours



Alexia Barajas
Election Committee Member



Passant Shaker
Election Committee Member



Mariah Murray
Election Committee Member



Richard Hurtado
Election Committee Member



Ayshwaria Soni
Election Committee Member



Luke Alchin-Scolnick
Election Committee Member

WHO QUALIFIES?

All positions must meet the following requirements:

- Minimum 2.5 GPA prior semester and while in office (3.0 for graduate students)
- Minimum 2.5 cumulative CSUN GPA right now (3.0 for grad)
- Enrolled in and earning a minimum of 9 undergrad or 6 grad units this semester
- Currently not on academic, disciplinary, or administrative probation
- Have been enrolled at CSUN and completed at least one semester prior to the election, earning 6 undergrad or 3 graduate units
- When seeking office, will not have earned more than 150 semester units or 125% of the units needed for a specific baccalaureate degree
 - For grad students, will not have earned more than 50 semester units or 167% percent of the units required for the graduate or credential objective whichever is greater.

WHO QUALIFIES? CONT'D

President and Vice President:

- Both candidates on the ticket are eligible to run
- The president candidate on the ticket has completed 60 units of college work prior to taking office
 - Has completed at least 6 undergrad of 3 grad units at CSUN
- The vice president candidate must have completed at least 45 units of college work prior to taking office
 -

WHO QUALIFIES? CONT'D

Graduate Senator:

- Must have a baccalaureate degree and be in good standing as certified by the office of the registrar

Lower Division Senator:

- Must be a lower division student at the time of applying

Upper Division Senator:

- Must be an upper division student at the time of applying

Academic College Senator:

- Must have completed at least 24 units of college work prior to taking office
- Certified as a specific major within the college being applied for
 - Has completed at least 9 units within that college
 - Unless in the College of Education

WHO QUALIFIES? CONT'D

After candidacy:

- All of the above must maintain a minimum of 2.5 CSUN cumulative graduate GPA for the duration of their term.
- President and Vice President, must be enrolled in and earn a minimum of six (6) undergraduate, or six (6) graduate units each semester while in office, except in their last semester before graduation, when they may enroll in the minimum number of units required for graduation.
- Senators must be enrolled in a minimum of nine (9) units undergraduate or four (4) units graduate each semester while in office, except when in their last semester before graduation when they may enroll in the minimum number of units required for graduation.
- Candidates and Incumbents can not be on disciplinary probation.
- Any member of the Associated Students holding any of the aforementioned offices who does not meet the above qualifications must resign within two weeks of notification.
 - A.S. Executive Director can make an exception to this time frame

COPIES OF ELECTIONS CODE, A.S. CONSTITUTION

Policies and Codes

AS Constitution - reference for officer qualifications and eligibility requirements.

AS General Elections Code - reference for rules on candidacy and filing, campaigning guidelines, the elections process, etc.

CSUN Student Conduct Code - reference for guidelines on permitted campaign behavior.

MIC Material Distribution Policies - reference for rules on material/publicity distribution such as permitted and restricted locations, types of permitted publicity, material approval process, etc.

MIC Material Posting Policies - reference for rules on material/publicity posting such as permitted and restricted locations, types of permitted publicity, material approval process, etc.

CAMPAIGNING PROCEDURES

- What constitutes campaigning?

- Online Post on any social media accounts
- All of the campaigning will need to be done in a remote setting.
- In the Election code it states:

Natural Disaster/Emergency Section:

A. Once CSUN has declared an emergency on campus and moved into a remote setting, **all campaigning shall be held remotely until being allowed back on campus.**

D. The sitting AS President and Vice President should not be allowed to endorse a candidate during the elections. Except if they re-run again they can endorse themselves/their own slate.

CAMPAIGNING PROCEDURES CONT'D

Election code:

1. A “no-campaigning” zone exists 40 feet from every outside polling station, A.S related event, the Associated Students offices, **and on all AS social media accounts.**



CAMPAIGNING PROCEDURES CONT'D

- Independent candidates may not appear on campaign literature with any other candidate or slate
 - Independent candidates can declare a campaign manager
- Slate names will undergo approval by the Chair of Elections
 - If your slate name is denied, you will have one week to get it approved via email


Failure to do so will lead to me assigning you a slate name

CAMPAIGNING RESOURCES

Campaign Resources

Election Logo and Files	⊕
Social Media Resources (Meet the Candidates)	⊕
Voter's Guide	⊕
Clean Campaign Pledge	⊕

Social Media Resources (Meet the Candidates)



IG resource
Using the form below, candidates can submit their campaign info to be posted on the CSUNAS IG account. All posting will be done alphabetical by last name. The college day will feature the candidate pics/bio as slide. Your IG account will be tagged if you provide that on the form.

The dates of posting will be the following:

- March 29-April 1 All Senate Candidates
- March 29: College of Arts Media & Communication AND Business & Economics
- March 30: College of Education AND Engineering & Computer Science
- March 31: College of Health & Human Development AND Humanities
- April 1: College of Science & Math AND Social & Behavioral Sciences
- April 2: Lower Division, Upper Division AND Graduate
- April 5 AND April 6 President/VP

What you need to provide on the form:

- Candidate info
- Picture
- 500 characters or less

Deadline, March 15th

Please Note:
Your ads must comply with all rules set forth by the Elections Code and Committee. All ads are approved by the committee before posting. Rejected ads will be notified and asked to resubmit.

[Submit the Social Media Form](#)

March 17th, 2021

INAPPROPRIATE ELECTION CONDUCT

- The Chair of Elections and Elections Committee have general say and authority over the conduct of the elections
- If you observe someone violating the elections code or CSUN policies, you can submit a formal complaint to the Chair of Elections via the formal complaint form
 - We will try and resolve the dispute informally first
 - You are expected to comply and attempt to resolve complaints informally
 - If we can't reach one, the elections committee will resolve the complaint

If they feel the need, they can decide to dismiss a complaint

INAPPROPRIATE ELECTION CONDUCT

- You will be notified of your hearing date via text and email
- Both parties involved in the dispute may present pictures, eye witness accounts, or written statements during the hearing
 - Bring 10 copies of each to the hearing
- Following the presentation, the committee will ask questions and gather information from any persons present
- **THE COMMITTEE HAS FINAL SAY IN A HEARING AND CAN IMPOSE PUNISHMENTS ON CANDIDATES**
 - Candidates, slates, or campaign volunteers can be told to refrain from campaigning from an hour to two weeks
 - Disqualify a candidate or slate

CAMPAIGN FINANCE

- **All candidates** must turn in a Statement of Financial Disclosure Form and Monetary Donation Disclosure Form
 - Due Friday April 9th, 5:00 pm
 - Failure to do so may lead to ineligibility to hold office
 - Must submit regardless of whether or not money was spent
- Financial disclosure form must be accompanied by original dated receipts and invoices
 - Food given to campaign workers or potential voters, cost of clothing articles, literature, website maintenance, etc.
- Monetary disclosure form must outline the name(s) of the student(s), club(s), and org(s) and the amount they contributed

CAMPAIGN FINANCE

- **MAX CAMPAIGN EXPENDITURES:**
 - President/Vice President Ticket - \$500
 - Slate (excluding Pres/VP Ticket) - \$1000
 - Independent Candidates - \$500
- **MAX DONATIONS:**
 - Individual - \$50
 - Club/Org/Community Group - \$100

**FORGERY OR FALSE INFORMATION OF ANY KIND
WILL LEAD TO PENALTIES AND/OR
DISQUALIFICATION**

WHEN CAN I START CAMPAIGNING?

- Right after this meeting ends!
- You are now an unofficial candidate
 - The Office of Admissions and Records will check your eligibility
 - You will receive an email or text notifying you of your eligibility, **check constantly**
- A list will be posted outside the AS Office with all of the eligible candidates, check to make sure your name is on that list

ELECTIONS CALENDAR

<https://www.csun.edu/as/elections/calendar>

Elections Calendar	
Election Calendar: Spring 2021	
All AS Election events will be held via ZOOM and in a remote setting	
Event	Date
Election Filing Opens: (Online)	Monday, February 22 at 9 am
How to run for AS office? (Webinar)	Wednesday, February 24, 2021
State Social (Via Zoom)	Tuesday, March 2, 2021, at 4 PM
Election Filing Closes:	Friday, March 5, 2021 ends at 4 PM
Mandatory Orientation	Monday, March 8, 2021, starts 5:00 PM ends 7:00 PM
Candidate ballot bios due	Wednesday, March 10th, 2021 at 5 PM
Club and Orgs event for club competition	Thursday, March 23rd, 2021
Mandatory debate w/ President & VP	Wednesday, March 24th, 2021
Club and Orgs registration for club competition due	Monday, March 29th, 2021 at 11:59 PM
How to vote? (Webinar/Live stream)	Tuesday, March 30th, 2021
AS Instagram Live Streams	Monday, April 5th, 2021
AS Instagram Live Streams	Tuesday, April 6, 2021
AS Instagram Live Streams	Wednesday, April 7th, 2021
Election: (Online)	Tuesday, April 6, 2021 begins at 8 AM - Wednesday, April 7th, 2021 ends at 7 PM
Voting Results: (Instagram Live)	Wednesday, April 7th, 2021 at 8:30 PM

CANDIDATE BALLOT BIOS

- All of the Candidate bios will be due March 10th at 11:59 PM
- No exceptions.

Campaign Resources

Election Logo and Files	+
Social Media Resources (Meet the Candidates)	+
Voter's Guide	-
<p>Candidates can submit their information for the official voter's guide. This form is also required to have candidate pictures and bio on the ballot.</p> <p>Ballot and Voter's Guide Submission</p>	
Clean Campaign Pledge	+

WITHDRAWALS

- Candidates must notify the chair of elections of their intent to withdraw in writing
- In the event of a withdrawal after the election results are announced, if that candidate that withdrew won their respective race, the seat will go to the second place winner

VOTING

- Only students who pay the AS fee will be able to vote
- Results will be announced at the IG live, unofficial election results will be online at csun.edu/as, posted outside the AS Leadership Office, and sent to the Sundial
- To win:
 - The president and vice president candidates must win a majority of votes cast in their race
 - The senators must win a plurality of votes cast in their race
- In the event of a tie, the instant Run-Off procedure will be used to determine the winner

CLUB COMPETITION

- With every vote, students can allocate one dollar to a club or organization of their choice
- You can campaign alongside clubs and orgs, you can campaign for them and they can campaign for you
- Election code:
 - Clubs and Orgs:
 - a. All of the incentives that will be used during the elections by clubs and orgs will need to be approved by the Elections Committee.
 - i. The advertisement of the incentives need to be separate from their endorsement of a slate/candidate

VOTING DAY AND RESULTS REVEAL PARTY

Online Voting Date and Time:

Tuesday, April 6th through

Wednesday, April 7th, 8am – 7pm

Election Results:

Will be announced by Chair of
Elections on the @csunas Instagram
Live

Will also be posted on the
csun.edu/as/elections website

Voting:

All voting will be done online; students
will be emailed a link to their ballot

Nikiya McWilliams

- Coordinator, Clubs & Organizations/ University Programs
- University adviser for the election committee
- Email: nikiya.mcwilliams@csun.edu

CONTACT INFO

Office Hours

Monday: 2-5 PM

Tuesday: 2-6 PM

Wednesday: 1-4 PM

Thursday: 2-4 PM

Friday: 2-5 PM

Officer Info

MY EMAIL:
chairfelections@csunas.org

<https://www.csun.edu/as/offices>

[csun.edu/as/elections](https://www.csun.edu/as/elections)