



California Student Association of Community Colleges

Representing over 1.5 million students statewide

ELECTION CODES AND PROCEDURES OF THE CALIFORNIA STUDENT ASSOCIATION OF COMMUNITY COLLEGES

Article I Purpose

The election code is established to define policies and procedures regarding all elections sanctioned by the California Student Association of Community Colleges (CalSACC) Policy Board by an absolute majority vote. The Policy Board is the only body that may change these procedures and they are limited only by the guidelines as stated in the CalSACC Constitution.

Article II Ad-Hoc Elections Committee Duties

Section 1: CalSACC Ad-Hoc Elections Committee, Duties and Composition of

Paragraph A: The CalSACC Ad-Hoc Elections Committee (hereafter referred to as the committee) shall serve as the supervisory body over all CalSACC Elections and shall be responsible for executing the provisions of the this code. This includes the solicitation of votes and the requirement of possible candidates.

Paragraph B: The Committee shall be composed of at least four members of the Policy Board, who are not running for office, and the State Advisor. The committee shall be appointed by the President and approved by the Policy Board with a simple majority vote at least four months prior to the election. After said time, additional committee members may be appointed by the President and approved by the Policy Board with a 3/4 majority vote.

Paragraph C: The Committee chairperson shall be the CalSACC Policy Board Vice President unless he or she is planning to run for a second term of office. If the Vice President is planning to be a candidate then the Committee chairperson shall be appointed by a majority vote of the Policy Board.

Paragraph D: The Committee shall ensure that all campaign procedures and materials comply with CalSACC and hotel rules and regulations.

Paragraph E: The Committee shall have jurisdiction over all matters pertaining to the elections.

Section 2: Candidate Requirements

Paragraph A: Candidates for the CalSACC State Office shall be either an elected or appointed representative of their recognized college student government associations (CalSACC Constitution Article IV, Section 2). The campus office and the state office positions must run concurrently (See Article II, Section 4 of the Election Codes for further clarification).

Paragraph B: It is the responsibility of the individual candidate to be aware of the provisions of this code and the CalSACC Constitution. These provisions of candidacy are established to ensure that officers have local campus support.

Paragraph C: During the CalSACC Legislative Conference, the Committee shall hold at least three mandatory candidates meetings. These meeting times shall be posted in the conference agenda. Candidates will be disqualified if they arrive after the meeting is called to order. Candidates must submit all campaign materials for the approval of the Committee prior to distribution.

Section 3: Election Procedures

Paragraph A: Regular elections to state office shall be conducted at the CalSACC Legislative Conference, to be held prior to June 1.

Paragraph B: No individual shall be allowed to seek or hold more than one CalSACC State Office position concurrently.

Paragraph C: 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 2, Paragraph F).

Paragraph D: All positions 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 a simple majority.

Paragraph E: In case of a tie, a run-off shall be held between the tied candidates. Run-off elections shall be held immediately after the determination of a tie. In case of a tie, quorum will be two-thirds (2/3) of the colleges that voted in the election. If a quorum is not established there will be a mail in election. Ties of top candidates shall result in an additional 3 minute speech followed by 20 minutes of caucusing.

Paragraph F: Any grievance or alleged violations of the Elections 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. All recommendations of the Committee are final.

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

Paragraph H: A school's voting delegate who must leave the CalSACC Legislative Conference after the official candidates have been nominated but before the official voting begins may request an absentee ballot from the Committee. The absentee ballot shall be tabulated with the official votes but shall be marked "absentee."

Section 4: Guidelines for Candidates

Paragraph A: All Candidates for State Office must meet their respective college's requirements to participate in extra-curricular activities. Each candidate must submit verification, signed by a recognized advisor or administrator of his or her college. This verification must state that the student 1) is a student in good standing; 2) shall be an elected or appointed representative of the recognized college student government; and 3) shall serve concurrently July 1-June 30. This verification must be submitted to the Committee during the first candidate's meeting at the CalSACC State Legislative Conference.

Paragraph B: Endorsement of candidates shall only be allowed with written permission of the endorsee and the endorser, which is kept on file by the Committee. It shall be the responsibility of the candidate to file this statement.

Paragraph C: Candidates for office shall receive no more than fifty dollars (\$50) per individual, ASO, Region, or Caucus 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 with the Committee. Any items used for campaign purposes that do not have a receipt on file with said Committee shall be immediately assigned a value plus a penalty assessment decided by a majority vote. Sanctions may include up to disqualification.

Paragraph D: Campaign materials that benefit more than one candidate shall be charged to the candidate which incurs the cost. Areas of dispute concerning the rule shall be decided by a majority vote of the Committee.

Paragraph E: All campaign materials are subject to approval by the Committee. There is no page limit to items distributed but they must stay within the standard 8 1/2 by 11 inch page. Use of the CalSACC Listserve or message board is strictly prohibited for any campaign purposes. In addition the following items shall not be allowed under any circumstances:

1. Posters of any kind
2. Any audio or visual equipment
3. Stickers
4. Use of the CalSACC Logo and/or letterhead

Paragraph F: Letters of intent must be filed by the end of the first candidate's meeting at the CalSACC Legislative Conference. No other candidate's letter of intent will be accepted after that time.

Section 5: Procedures

Paragraph A: Candidates shall be nominated from the conference floor by a voting delegate of a member college. Nominations may be made by the voting delegate of any college, regional and/or state officers and must have a second made by another voting delegate of a member college. Only nominations for eligible candidates shall be accepted. Nomination and second speeches shall be limited to thirty (30) seconds each. The order of nominations shall be Treasurer, Secretary, Policy Director, Vice President and President.

Paragraph B: Immediately following their nomination and second, each candidate shall be allowed to make a one (1) minute acceptance speech.

Paragraph C: Following the nomination and acceptance speeches, the candidates shall be allowed no more than three minutes for a campaign speech. Speeches shall be in the same order the candidates were nominated.

Paragraph D: Voting delegates shall be responsible for reporting their school's vote. College votes must be presented in writing and placed in the ballot box by the end of the voting period. The duration of the voting period shall be announced when ballots are distributed. Counting will commence upon collection of all ballots distributed, or when the announced time has expired. Winners shall be announced at the conclusion of the vote.

**Article III
Campaigning**

Section 1: Timeline

Distribution of campaign materials cannot begin prior to the formation of the committee.

**Article IV
Special Election**

Section 1: General

In the event of permanent inability, ineligibility, or recall of the President and Vice President, a special state-wide election shall be called to fill both vacancies in accordance to the following procedures. (CalSACC Constitution, Article VII, Section 2).

Section 2: Election Procedures

Paragraph A: The CalSACC Advisor shall notify all CalSACC voting delegates of the vacancies in the offices of President and Vice President.

Paragraph B: At the next regularly scheduled meeting of the California Student Association of Community Colleges, the presiding officer shall open the nominations for the office of the President. Nominations may be made by members of the Policy Board. Nominees are subject to the eligibility requirements set in the CalSACC Constitution, Article IV, Section 3 & 4.

Paragraph C: A ballot will be sent to all CalSACC Voting delegates.

Paragraph D: Winner will be determined by plurality.

Paragraph E: Vacancy in the office of the Vice President shall be filled in accordance with Article IV, Section 3 of the CalSACC Constitution.

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