

# Associated Students of Northern Arizona University Election Code

## Important Points

**2.2** The elections commission will provide each candidate with specific rules based on campaigning, campaign material, and adherent(s) after confirming the Candidates.

### **Section 4. Primary Candidates**

A primary candidate is one who has legally secured the number of signatures required to become an official candidate of a general or special election as outlined by the ASNAU Elections Commission and has met all other requirements for office as outlined in the ASNAU Bylaws. Primary candidates will have their names placed on the election ballot by the ASNAU Elections Commission for an election.

### **Section 9. Campaigning**

Campaigning shall be defined as any public action to persuade members of the student body to vote for a candidate(s). Campaigning includes but is not limited to table tents, buttons, electronic forums, or any form of advertising initiated by either a candidate or an adherent of a candidate to persuade members of the student body to vote for a candidate. All campaigning must be done in accordance with the NAU Advertising Policy. Due to constant change in technology and candidate innovation, this section may be interpreted and adapted by the Elections Commission in order to adapt with new situations.

### **Section 10. Campaign Material**

Campaign material is defined as but not limited to all posters, stake signs, handouts, name tags, favors, table tents, buttons, and radio, newspaper, or television and electronic advertising or any item or service used to campaign. Due to constant change in technology and candidate innovation, this section may be interpreted and adapted by the Elections Commission in order to adapt with new situations.

### **Section 12. Elections**

**12.1** A general election occurs annually during the Spring semester for the purpose of selecting the Executive Officers and Senators for the following academic year.

**12.2** All general elections for ASNAU shall be completed a minimum of 40 days before the spring semester completion for the purposes of transitioning and educating newly elected officials into positions.

**12.2a** In the event that the election commission receives knowledge that a current general election was not conducted under the ASNAU Constitution, By-laws, or Election Code; the election commission may postpone the general election, suspending the 40-day rule with the approval of a two-thirds vote from the Senate.

**12.2b** The postponed general election will abide by all other articles in the ASNAU Constitution, By-laws, and Election Code.

### **Section 13 Graduate Student Guidelines**

Graduate Students of NAU are ineligible to run for a position, sign candidate's petitions, or vote in the ASNAU General Elections.

**Section 14. Run-Off Elections**

In the event of a tie or if no candidate receives a plurality of the votes, a run-off election shall be held no later than one week after the original election.

**Section 15. Special Elections**

In the event of a 25% vacancy of the Senate, a mandatory special election will be held. The process for this election must begin no later than one week after the vacancies become known. If an Executive position is vacated in conjunction with a 24% vacancy of the Senate, the special election will also fill any Executive position.

**Section 22. Polling Place**

The polling place is any public location where the electors cast their votes for any particular office.

**22.1** Polling places include any public computer lab.

**22.2** Only ASNAU may set up designated polling places. Candidates may not set up polling places.

**22.3** Candidates may not campaign within 250 feet from ASNAU designated polling places.

**Section 23. University Housing Unit**

A university housing unit is any building within the territorial boundaries or supervisory jurisdiction of NAU whose main function is the housing of NAU students

**Article II. Campaign Expenses for Candidates**

**Section 1. Expense Limits**

Expense limits for all candidates shall not exceed the sum of one-hundred-fifty dollars (\$150) for Senators and three-hundred dollars (\$300) for Executive positions. If a run-off election becomes necessary, an additional fifty dollars (\$50) may be spent by any involved candidate(s). Write-in candidates are limited to the amount of the office they are campaigning for.

**Section 2. Accounting of Expenses**

**2.2** Records of all personal expenditures as well as campaign contributions related to campaigning shall be kept by all candidates. A copy of this record must be turned in to the ASNAU office (to go to the Elections Commission) by the date and time set by the commission. This record is public and shall consist of original or legible, copies of all receipts or invoices with the following information attached in addendum: 1) vendor's name and telephone number; 2) date received; 3) quantity received; 4) description of material or service(s); 5) samples where possible. Information on campaign contributions will include: 1) name, address and telephone number of donor; 2) amount donated; 3) date received. Absolutely no campaign purchases shall be made by candidates or their adherents after submission of this record.

**2.2b** In the event of a runoff election, a new record of personal expenditures must be turned into the election commission by the date and time set by the commission.

2.3 Campaign contributions are limited to twenty-five dollars (\$25) per NAU student and are not to exceed the limits stated in Article II, Section 1.

2.4 A Candidate may be disqualified if complete campaign receipts are not turned in before the established deadline.

2.4b Candidates not having any campaign expenses must state so in a written expense report to the election commission by the same deadline of candidates reporting expenses.

2.5 Write-in candidates must follow all rules pertaining to campaign expenses. However, due to the nature of a write-in candidate, Electee are permitted to turn in a final account of all expenses three (3) business days after an elections end.

### **Article III. Campaign Materials and Locations**

#### **Section 1. Location**

1.1 Campaign material may be placed anywhere that is allowed by the University Advertising Policy.

1.2 Campaigning within a classroom while that class is in session is prohibited without the instructor's prior consent.

1.3 Campaigning may not take place within one-hundred feet (100') of a designated polling place on Election Day, nor within any university maintained computer labs on campus.

1.4 No campaigning prior to the fourteen (14) days before the day of election.

#### **Section 2. Removal of Campaign Materials**

2.1 All candidates must remove all campaign material by 5:00pm two (2) days following the election polls closing.

2.2 The elections commission will provide each candidate with specific rules based on campaigning, campaign material, and adherent(s) after confirming the Candidates.

2.3 If any issue arises, then a candidate or the election commission may take a complaint to the Supreme Court for their ruling.

#### **Section 3. Candidate Responsibility**

3.1 Any candidate or adherent who destroys, removes, defaces, and places his/her candidate's materials over another candidate's or otherwise damages any campaign material of another candidate will be in violation of the Election Code.

3.2 All candidates and adherents are responsible for all material covered at any and all official ASNAU Elections Commission candidate meetings.

### **Article IV. Petitions and Nominations**

#### **Section 2. Petitioner Requirements**

An elector may sign each candidate's petition only once, but may sign more than one (1) petition for the same office.

#### **Section 3. Candidate Requirements**

3.1 Petitions must be those issued by the ASNAU Elections Commission.

3.2 The name of the candidate, the office being sought and the petitioner's

name must be indicated in pen or typed on each nominating petition. No erasures or any other alteration of a nominating petition will be allowed.

**3.3** Should someone desire to run for an office other than the one they have obtained nominating petitions for, all of said candidate's nominating petitions must be surrendered to the ASNAU Elections Commission and new petitions must be issued.

**3.4** Petitions shall only be available in the ASNAU office, University Union.

**3.5** Nominating petitions shall be available two (2) weeks prior to the start of that Elections campaign date.

**3.6** Meet all points of Candidate Eligibility as well as requirements for the position outlined in the ASNAU Bylaws.

#### **Section 4. Candidate Eligibility**

**4.1** Each person desiring to become an official candidate must complete a candidate eligibility form and deliver it to the ASNAU office for approval from the Elections Commission.

**4.2** Each person desiring to become a candidate must sign a waiver of recourse and deliver it to ASNAU for approval from the Elections Commission.

**4.3** Each person desiring to become an official candidate must complete and turn in petition forms with the appropriate number of signatures determined by Article IV, Section 1 and 2 to the ASNAU Elections Commission for approval.

### **Article V. Code of Violations and Prescriptions**

#### **Section 1. Candidate Responsibility**

**1.1** All candidates and their adherents shall be held accountable for knowledge of the ASNAU Election Code and the ASNAU Constitution, By-laws, and NAU Student Handbook. Failure to read any section of the Election Code, ASNAU Constitution, By-laws, or the NAU Student Handbook does not constitute a defense for any violation of said Election Code or ASNAU Constitution, By-laws, or the NAU Student Handbook.

**1.2** Any candidate may request an advisory opinion from the Elections Commission on any provision of the Election Code, which may appear to be vague or unclear.

**1.3** Anyone wishing to file a complaint with the Elections Commission must do so in writing within two (2) working days of the alleged violation.

### **Article VI. Conducting Elections**

#### **Section 1. Timetables**

**1.3a** In the event of a run off election, the ASNAU Public Relations Department is responsible for advertising the election three (3) days in advance in a minimum of three (3) forms.

**4.3** All write-in candidates may only advertise using word-of-mouth.

### **Article VII. ASNAU Complex**

#### **Section 2. Integrity and Objectivity**

**2.2** Candidates running in an ASNAU election may endorse and aid in the campaign of another candidate.