Seventeenth Senate

Fall Session

In the Senate

Senate Bill        #13-F019
Authored By:      Chief Justice Reynolds, Chair,
                  Election Board
Sponsored By:     Senate Pro-Tempore Bott

TO APPROVE: The 2013-2014 Election Code and Calendar 10th revision as
proposed by the Election Board.

BE IT ENACTED BY THE ASLCSC SENATE:

Section 1: To ratify the Election Code of the ASLCSC Election Board, as
proposed and attached, for the current academic year.

Section 2: This bill will pass upon a simple majority vote of the ASLCSC
Senate and the signature of the ASLCSC President.
Seventeenth Senate  Fall 2013

13-F019  
Bill Number

Pass  10-22-13  
Pass/Fail/Veto  Date

ASLCSC Senate Leader  10-22-13  
Date

ASLCSC President  10-22-13  
Date
ASLCSC ELECTION CODE 2013-2013
Revision Ten

The purpose of the ASLCSC Election Code is to ensure honesty, impartiality, fairness and consistency during the elections. The purpose of possessing an election code for Lewis-Clark State College's ASLCSC is to protect all participants willing to involve themselves in the annual election of student body members. The reasoning behind having an Election Board is to be sure the regulations and policies are followed in a respectable fashion. In upholding its responsibility the Election Board will endeavor to hold candidates to the highest level of accountability for their actions or actions on their behalf. The combination of the Election Code and Election Board is to accommodate all students participating with a fair and equal opportunity during the process of elections.

1. ELECTION BOARD COMPOSITION

1.1. The Election Board shall consist of a chair, a vice chair, and at least six other voting members, none of which shall be eligible for elected position.

1.1.1. The members shall include the ASLCSC Judicial Branch and other students as agreed upon by the ASLCSC Judicial Branch, unless they choose to run for an elected position.

1.2. The Chair of the Election Board shall be the Chief Justice. In the absence of a Chief Justice a Chair will be appointed from the Judicial Branch to the Election Board.

1.3. Members of the Election Board shall serve for one academic year, and may be appointed for successive terms and will convene prior to any election.

1.4. Members of the Election Board shall not be allowed to actively support, promote, or campaign for or against any candidate to be decided by an ASLCSC election. Election Board members are permitted to vote in the elections.

1.5. The Election Board Chairperson shall present a proposed ballot to the Senate a minimum of three school weeks prior to every election.

1.5.1. Upon the Senate’s approval of the proposed ballot, the Chairperson is responsible for ensuring that the student newspaper publication is presented with, and asked to print, the approved sample ballot in the issue one week prior to the election.

1.6. The Election Board must follow all other requirements stated in the ASLCSC Constitution, Bylaws, Codes, and Policies and Procedures.

2. PRESIDENTIAL ELECTIONS

2.1. Presidential Elections shall take place during the spring semester on a consecutive Wednesday and Thursday in April.

2.2. The name of any candidate shall appear on the ballot as the candidate’s name is registered with LCSC in order to fulfill all other requirements stated in the ASLCSC Constitution, Bylaws, Codes, and Policies and Procedures, and Election Code. No aliases will be allowed on the ballot.

2.2.1. President shall appear on the ballot separate from candidates campaigning for Vice President. President and Vice President Candidate may not campaign together.

3. VICE-PRESIDENTIAL ELECTIONS

3.1. Vice-Presidential Elections shall take place during the spring semester on a consecutive Wednesday and Thursday in April.

3.2. The name of any candidate shall appear on the ballot as the candidate’s name is registered with LCSC in order to fulfill all other requirements stated in the ASLCSC Constitution, Bylaws, Codes, and Policies and Procedures, and Election Code. No aliases will be allowed on the ballot.
3.2.1 Vice President shall appear on the ballot separate from candidates campaigning for President. President and Vice President Candidates may not campaign together.

4. SENATORIAL ELECTIONS

4.1. Senatorial Elections shall take place during the spring semester on a consecutive Wednesday and Thursday in April.
4.2. The name of the candidate shall appear on the ballot if the candidate fulfills all other requirements stated in the ASLCSC Constitution, Bylaws, Codes, and Policies and Procedures, and Election Code.

5. VOTING

5.1. Polling Booths for all elections will be specified by Election Board members.
   5.2.1. Polling booths will be open from 8am to 5pm on the days of the election (See Appendix A)
5.2. Confidential electronic ballots will be the method used through Warrior Web.
   5.2.2. Any student that does not attend a polling booth to vote shall be considered “Absentee”. Absentee ballots will be submitted electronically through Warrior Web.
5.4. Ballots shall have write-in spaces available for both academic and technical legislative branch positions as well as for executive branch positions equaling the number of students that will serve those positions.
   5.4.1. Each student may cast one ballot.
5.5. The names of all candidates shall appear on the ballot if all other requirements are met in conformity to the ASLCSC Constitution, Bylaws, Codes, and Policies and Procedures.
5.6. No proxy votes shall be permitted.
5.7. No person shall vote without presenting proof that they are a current student of Lewis-Clark State College.
   5.7.1. Proof will be a valid Warrior Web account with a login name and password.

6. ELECTION RESULTS

6.1. All Ballots shall be tallied, manually and electronically, and shall be reviewed at the Lewiston LCSC campus in the presence of at least three Election Board Members, including the Chief Justice, and an official representative of LCSC as selected by the Election Board.
6.2. Unofficial results will be releases to all candidates on Thursday evening after poll sites are closed by written notice on the ASLSC office door, SUB 119, following the tally review of votes.
6.3. All election results shall be made official by the Election Board at the first regularly scheduled ASLCSC Senate meeting after the deadline for a hearing request or all questions, disputes, and irregularities are resolved.
   6.3.1. Official election results will be recorded in the minutes of the ASLCSC Senate meeting.
   6.3.2 Official election results will be emailed through LC mail to all candidates
6.4. In case of any winning tie vote, after the election results have been made official for all other positions, the Election Board will call a run-off election within five (5) business days.
6.5. All questions, complaints, and/or disputes concerning an election and/or candidate must be submitted in writing to the Election Board no later than 5pm of the 5th day following the release of certified election results.
   6.5.1 Complaint forms are located in the ASLCSC office in the Student Union Building Rm219.
6.5.2 All requests for hearing must be in writing and LC mail to Chief Justice

6.6 All individuals or groups shall be notified within two (2) business days from the complaints submission by LC Mail of the filed complaint. Said parties have the opportunity to respond to the allegations within three (3) business days by LC mail.

6.7 The appropriateness of a hearing shall be determined by the Election Board.

6.7.1 Upon granting of a hearing all parties involved shall be given the opportunity to conduct opening statements, a direct examination, a cross-examination, and closing arguments according to the judicial process.

6.8 All decisions shall pertaining to a hearing shall be decided upon by a simple majority vote of the Election Board.

6.9 The Election Board will provide the written majority opinion, when applicable, the written minority opinions on all case decisions within five (5) business days of a rendered decision. The decisions shall be made available to the public on the ASLCSC web page.

7. CAMPAIGNING

7.1 The term "campaigning," as defined in these codes, shall include the utilization of written, electronic, and verbal forms of mass media intending to solicit a vote in the name of a candidate. Peer to Peer discussions do not fall under these criteria.

7.2 There shall be no campaigning prior to the Mandatory Candidates' Meeting (See Appendix A).

7.3 Candidates are required to attend the Mandatory Candidates Meeting; if a candidate cannot attend he/she must send a representative in place; failure to comply will result in the candidate’s name not appearing on the ballot, in which case the candidate may run as a write-in.

7.4 All candidates including write-ins are responsible for understanding the ASLCSC Election code, any and all policies and procedures, rules or regulations, ordinances, and laws, of Lewis-Clark State College, the City of Lewiston, Nez Perce County, and the State of Idaho, while campaigning.

7.4.1 ASLCSC offices are considered neutral and no campaigning (physical, verbal or electronic) shall be conducted or advertised in these offices.

7.5 Standard forms of campaigning, as defined in these codes, are the utilization of written, electronic, or any public presentation, openly, or inferring, solicitation for a vote or votes, including the use of buttons, writing utensils, key chains, social networking or any other form of media.

7.5.1 Candidates may advertise at his/her own expense in the Pathfinder, on the radio, and/or through other businesses establishments. The content of all campaigning material must be submitted to the Election Board prior to posting to ensure compliance with campus advertising policies and Student Code of Conduct. A decision to approve campaign materials or to make corrections, shall be made by the Election Board within 7 business days of submission and the submitting parties notified via LC Mail by 5pm on the 7th day.

7.6.1 The Wednesday prior to the Elections shall be the last day for any advertisement(s) in the Pathfinder. Dates for cessation of all other forms of campaigning are outlined in the Election Code Calendar (See Appendix A).

7.7 There shall be no campaigning whatsoever in the name of any candidate during any LCSC athletic event or within one hundred (100) feet thereof. Athletic events are for athletes. Athletes are already competing for their school and do not need to be competing for the attention of the people that arrived at the event to see them.

7.8 NO form of campaigning shall be painted or applied to sidewalk(s), exterior(s) of campus-owned building(s) telephone pole(s), landscape, and any other grass and/or vegetation will be considered “off limits.” Furthermore, no handbill(s) or leaflet(s), or other campaign material(s) shall be allowed to be dropped onto campus from the air, scattered about campus or placed on automobile windshield(s),
7.8.1 The Physical Plant and the Election Board has authority to remove said materials if found on or around off limit area(s) at will.

7.9. All campaigning materials shall be removed from the polling buildings, polling sites, and within one hundred (100) feet from polling sites the Tuesday night prior to the elections by 6:00 p.m. Initial removal will be done by candidates followed up by Election Board members.

7.10. A Candidates forum shall be held no more than two weeks before the elections. Candidates, with the exception of write-ins, are required to participate in at least one (1) Election Board sponsored forum.

7.10.1 Write-ins may voluntarily participate in Election Board sponsored forums.

7.11. The Election Board shall notify all candidates through LC Mail on March 4th by 5 pm, with the exception of write-ins, as to what time and where the forum will be held.

7.11.1 Write-ins may request a calendar of events from the Election Board.

7.11.2 If a write-in wishes to participate in an Election Board sponsored forum, they must inform the Election Board, in writing, or e-mail, one week prior to the forum(s) they wish to participate in, after which, they will be informed of the location and time of day of the event. Write-ins are subject to all of the same rules as other candidates.

7.12. No candidates shall spend more than eight hundred ($800.00) dollars on his/her campaign.

7.12.1 Corporate or local business contributions may not be accepted in exchange for advertising on campaign materials or by a candidate (Copyright materials) for example; company logos, names that are Trademarked etc.

7.12.2 Candidates must turn in expense reports and/or other documents requested by the Election Board within five (5) business days following the election.

7.12.3 Campaign expenditure reports must be submitted to the Election Board even if there were no expenditures incurred over the course of the campaign.

7.12.4 The Election Board shall assign a fair market value on all donated material using actual cost of material(s), or minimum customary compensation for service(s), or the going rate found on the item(s) and/or service(s) as verified by average price(s) of similar used item(s) and/or service(s) found in current classified ads found in the Lewiston/Clarkston area and evidenced by providing an actual receipt(s) and/or copy(s) of current local advertisement(s). Candidates must provide said evidence if/when requested by the Election Board.

7.13. Failure to adhere to any of the above stated policies shall be considered an Election Code violation.

7.13.1 Any Candidate found in violation of the Election Code, whether by complaint or by findings of the Election Board, if found guilty by the Election Board, will receive either a reprimand or be disqualified from the election.

7.14. Ignorance of the rules shall not be considered as a valid defense. Candidates shall be responsible for any violations that occur on behalf of his/her candidacy.

8. CANDIDATES

8.1. All candidates must acknowledge and abide by the Election Code.

8.2. All candidates must file a signed Candidate Filing Form with the Election Board stating their intent to run on the ballot, while maintaining their eligibility status, at Lewis-Clark State College during their term of office.

8.2.1. All candidates must be eligible to hold office as stipulated in Article III Section II for the Executive Branch and Article II Section II for the Legislative Branch of the ASLCSC Constitution, specifically stating that each member of the ASLCSC shall be in good standing with the college, maintain a cumulative grade point average of at least 2.50 (on a 4.00
scale), one semester of which shall be from LCSC, and carry at least eight (8) LCSC credits per semester.

8.3. All candidates must file a signed Election Code with the Election Board stating they have read and understood the rules and regulations.

8.4. A Letter of Intent will be filed with Election Board by all elected candidates stating their acceptance of the office for which they have been elected.

8.4.1. The Letter of Intent is due in the ASLCSC Judicial Branch office no later than 4:30 p.m. the Friday before Sine Die.

8.4.2. The failure to submit a Letter of Intent equates to declining the position for which the candidate was elected.

8.4.3. The Election Board shall post the names of the candidates to appear on the ballot through an all-campus information medium five business days after the deadline for submitting Letter of Intent.

8.5. A signed Statement of Acknowledgement for having read and understood the ASLCSC Code of Ethics and Attendance Policy will be submitted no later than 4:30 p.m. the Friday before Sine Die.

8.5.1. Copies of the Statement of Acknowledgement will be filed with the ASLCSC Secretary, the ASLCSC President’s Office, and the ASLCSC Judicial Branch.

8.6. Candidates may attend any events sponsored by the Election Board, but are still obligated to follow the rules of campaigning.

9. GENERAL ELECTION CALENDAR

9.1. The General Election Calendar shall be presented by the ASLCSC Judicial members to the Senate in the fall of each academic year, and its submission shall take place no later than the last senate meeting in October in the form of a bill to be voted on.

9.2. The General Election Calendar (Appendix A) will be separate from the Election code therefore any changes made to the calendar only need to be presented to ASLCSC Senate for a vote to pass those changes. (See Appendix A)

9.3. The General Election Calendar will be distributed to all members of ASLCSC and to candidates running for ASLCSC positions.
APPENDIX A

General Election Calendar

- The date for Mandatory meeting: March 7th, 2014 at 12:00 - 1:00 p.m. SUB 225.
- The date campaigning begins: March 7th, 2014, after the Mandatory meeting.
- The date by which the ballot will be available: March 14th, 2014.
- The date and time of forum #1: 12:00p.m.-1:30p.m. April 9th, 2014. Amphitheater (weather permitting) or SUB Solarium.
- The date and time of forum #2: 12:00p.m.-1:30p.m. April 10th, 2014. Amphitheater (weather permitting) or SUB Solarium.
- The date by which all campaigning materials within 100 feet of polling sites And/or their respective buildings must be taken down: April 15th, 2014 by 6:00 p.m.
- The dates of the Election: April 16th and 17th, 2014.
- The date by which all campaign material must be taken down: April 18th, 2014.
- The date by which all candidates’ expense declarations and other required documents as per Election Board are due: April 25th, 2014.
- The date by which all complaints are due: April 25th, 2014.