

Associated Students of Skyline College
2014-2015

CANDIDATE PACKET

CAMPAIGNING RULES

These Election Guidelines constitute the Associated Students Election Code. When adopted by the ASSC Governing Council, these guidelines become part of the Bylaws of the Associated Students.

Purpose

An election of officers is an important part of the democratic process. The fair conduct of the campaigning and balloting process is vital to a free and open election.

Candidate Responsibilities

All candidates in the election are required to abide by the Election Guidelines. Those who choose not to abide by the Election Guidelines, or any subsequent rulings of the Election Board or Student Life and Leadership Manager, will be subject to disqualification as candidates. Initial substantiated complaints or observations of minor violations will result in a "WARNING" to the candidate. Subsequent or repeat warnings may result in disqualification of the candidate depending on the nature and severity of the offense(s). Warnings may be given by the Election Board Chair or the Student Life and Leadership Manager. Immediate warnings will be given verbally by the Election Board Chair or the Student Life and Leadership Manager, followed by a written summary of the warning. Any recommendations of disqualification of a candidate will be forwarded to the Election Board for review and subsequent action.

Academic Eligibility

The Student Life and Leadership Manager will be responsible for determining the academic eligibility of each candidate prior to the election. Official College records will be used for the determination of academic eligibility. The Student Life and Leadership Manager will not be responsible for errors in a student's official records. If the student believes that his or her records are in error, it is the student's responsibility to have such errors officially and sufficiently corrected prior to the beginning of balloting in order to be considered as an eligible candidate able to run and hold office.

Write-In Candidates

Any write-in candidate must fulfill all qualifications stipulated in the Election Code; with the exception that his/her name will not be on the ballot and his/her petition is due at least two days prior to the date of the election. Failure of any candidate to comply with these provisions will result in disqualification. Additionally, write-in candidates cannot campaign for elections until all completed forms have been submitted and approved by the Election Board. Write-in Votes for anyone not having completed the above procedures will become void and the votes casted for the candidate will not be counted.

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Campaign Posting

Campaign posting is an exciting part of an election and helps to heighten awareness about the candidates and what they stand for. Campaign posting must follow campus guidelines to allow for posting by other organizations and individuals, and to provide for adequate posting areas for all candidates. In most cases, campaign posting will be allowed in areas normally reserved for regular campus posting. However, campaign posting will have additional restrictions in certain areas to allow for more equitable posting opportunities for all candidates, and to limit opportunities for one candidate to post large quantities of campaign materials that would exclude campaign posting opportunities for others.

Posters

Posters are paper items you wish to post on bulletin boards. Most campaign posters are usually 8 inches by 11 inches but can be larger. Campaign posters are limited in size to a maximum of 11 inches by 17 inches.

Having Campaign Items for Posting “Date Stamped”:

All campus posting must be “date stamped” by the Center for Student Life & Leadership Development, room 6212 prior to posting. By having candidates’ campaign items “date stamped” in the Center for Student Life & Leadership Development, we can also familiarize candidates with campus Time, Place, and Manner policy. If possible, please bring the original flyer or poster in to have it “date stamped” before you duplicate copies. This saves time by not having to “date stamp” each flyer or poster individually.

Summary of Election Campaign Posting Instructions

The following guidelines are the basic posting guidelines for election campaigning purposes.

- 1)! Posting is allowed on public bulletin boards. Posting in any other areas of the campus is not allowed.
- 2)! Posting on windows, walls, doors, other glass surfaces and vehicles is not allowed. Posting on these areas cause safety hazards and damage to painted and finished surfaces.
- 3)! Posting is not allowed on doors. (Posting on glass doors creates a safety hazard by blocking the view of persons entering and exiting buildings. Posting on other door surfaces causes paint and varnish to be damaged)
- 4)! Posting is not allowed inside classrooms, inside restrooms, on painted surfaces, or on automobiles.
- 5)! No more than one (1) campaign poster may be posted on any one bulletin board. (This guideline insures that there is enough space left for everyone to have access to main posting areas.)
- 6)! Posting is not allowed to be placed over other existing posters, or on top of other campus posting or on banners of others, or on glass enclosed bulletin boards.
- 7)! Removing other posters in order to post your posters is not allowed. Re-arranging posters to accommodate other posting to allow for the maximum use of a posting area can only be done by the Center for Student Life & Leadership Development. Note that even though the election guidelines strive to make posting areas available to all candidates, posting areas are limited and posting in approved areas is on a first come, first served basis. If posting areas become completely full from legitimate approved posting, latecomers may not be able to post.

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Fliers

Fliers are paper items that you wish to hand to people, rather than posting them on public bulletin boards around the campus. To save money and trees, consider “quarter-sheet” fliers, which are regular sheets of copy paper (8” x 11”) cut into quarters. Candidates must receive authorization from the Center for Student Life & Leadership Development prior to distributing their fliers.

Candidates Must Not Campaign Near Polls

Candidates may not be seen or heard within 100-feet in any direction of any polling area except to cast their own ballot, but the candidate may not linger at the polls. For the purposes of this provision, the mere presence of a candidate at the polls will constitute “campaigning” if the candidate is not casting his or her own ballot. If a candidate is found in the polling area without justifiable cause, he or she will be asked to leave the area. If the candidate refuses to do so, he or she will be subject to disqualification as a candidate. Since the ASSC Governing Council Elections are online all computer labs and the cyber lounge are considered polling areas.

In addition, candidates are not allowed to do the following:

- 1) Set up impromptu polling areas using their laptop or the laptop of other students.
- 2) Approach students currently online and direct them to the VoteNet website.

Students who are unclear on how to use the voting site should be directed to the Center for Student Life & Leadership Development, room 6212.

Bribes

Bribing students to vote is strictly forbidden. Bribing is offering money or in-kind items of value (other than campaign literature) in exchange for encouraging a voter to vote for a particular candidate or issue. Bribes of any kind are not allowed in the election process.

Voting Incentives

Only the Election Board may offer incentives for encouraging students to vote in ASSC Governing Council Elections. The incentives must be neutral and non partisan. Regardless of the incentive offered, the voter must be free to vote for any candidate or ballot issue of their choice.

Skits & Debates

Any campaign skits, debates, or other campaign activities or events must be approved in advance by the Student Life and Leadership Manager.

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Grievances

Any complaints about the election process must be submitted to the Election Board and/or the Student Life and Leadership Manager in writing within 10 business days following the election. Any and all complaints concerning a candidate's election campaign must be filed before the counting of the ballots or such complaints will be deemed invalid.

The Election Board will act on any campaign violation complaints before the beginning of the election ballot counting. Any rulings and actions of the Election Board and the Student Life and Leadership Manager with regard to such complaints will be considered final. Such possible actions are, but are not limited to:

- 1) A discovery of mild improprieties from one or more parties in the election which may result in a dismissal of the charges if it is judged that the charges are not substantial enough to have swayed the election unfairly in any particular direction;
- 2) Disqualification of individual candidates due to their gross election violations;
- 3) A discovery of gross improprieties from one or more parties in the election which may result in an action to invalidate the entire election.

Results

Election results will be posted by the Center for Student Life & Leadership Development on Monday, April 28th. All candidates are asked to cooperate in removing their campaign posting and each other's campaign posting immediately after the last polls close on the final day of the election.