

Manhattan College Student Government Election Rules and Regulations

DECLARATION OF CANDIDACY

All persons interested in running for any position in the Manhattan College Student Government must complete a Declaration of Candidacy for each position they wish to run for.

PETITIONING

Nominating petitions must be submitted to be considered as officially running for an elected office.

All petitions must be submitted to the Elections Committee through the Director of Student Development and Student Activities Office. (All dates are subject to the Academic calendar for the given year.) No late petitions will be accepted.

All candidates must be academically eligible, matriculated undergraduate students in order to run for any office.

The Elections Committee has set the number of signatures necessary for a place on the ballot as follows:

With a Party = 75 Signatures

Independent = 25 Signatures

- * All Signatures must be from members of the Freshman Class.
- * Duplicate signatures within the same party's petition will only count once. Each signature must be accompanied class standing and school of enrollment.
- * Illegible names and signatures will not be counted.
- * For every signature under the required number of signatures for a party or a independent candidate will result in one (1) docked vote..
- * Only candidates may collect signatures.
- * Supporters may not aid in the collection of signatures.
- * Any petition containing an infraction of the above mentioned violations will be discounted.
- * The discounted signatures will translate into docked votes when ballots are counted.

* Fraudulent or forged signatures will result in the disqualification of the party or candidate.

CAMPAIGNING

There is to be no campaigning in any way prior to the assigned date and time set by the elections committee.

All posters displayed on Student Government bulletin boards must be limited to 8 1/2 "x 11" in size. Posters are permitted on tile surfaces. Only one poster per party or independent candidate may be posted on any given bulletin board or wall section. A wall section is defined as the area between two doors or two windows, or a window and a door. Please refer to the Student Handbook, for *Publicity and Posting Procedures*. All posters must list the dates and times, as well as the full names and positions of the candidates running for office. Independent candidates may not join together to form a party ticket, after the declaration of candidacy and petitioning deadlines.

A copy of every different 8 1/2" x 11" poster in the campaign must be left in Student Activities to be recorded and approved. All campaign materials must be approved by a member of the Elections Committee. The campaign materials may not be altered in any way after they have been approved. All original fliers should be approved by a member of the Elections Committee *before* photocopies are made using that original. The Director of Student Development and the Student Activities Office may also approve posters.

The following areas **may not** be used for posting of campaign materials:

- 1) All mirrors
- 2) All doors with the exception of the doors of the private residence hall rooms of students
- 3) The windows of all academic buildings
- 4) The interior of academic classrooms
- 5) The plaster or painted surfaces of all walls on campus, except cinder block surfaces (i.e. Leo, Jasper, Hayden).

No campaign materials may be posted or distributed off campus (including the bars.) No campaign materials may be posted or distributed in student or faculty parking lots.

Computer mailing sent through the College's computer facilities may not be used by any party or independent candidate or their supporters. This includes the use of JasperNet. Audix messages, using the school message system, may not be used for campaigning purposes.

Permission for all rallies, bands, parades and demonstrations must be obtained through the Elections Committee and the Director of Student Development.

BUDGETS:

Each party and independent candidate must submit an itemized budget listing all campaign expenses, with receipts, to the Elections Committee through the Director of Student Development and the Student Activities Office by the specified date and time during each election period. Late budgets are subject to docked votes.

The Elections Committee has set the following limits for reimbursement of campaign expenses to ensure that all candidates have an equal opportunity to campaign:

\$30.00 per person/party

- * If no budget is submitted, we will assume that you spent no money.
- * **No reimbursement for items purchased from Staples.**
- * These amounts include the actual value of gifts, such as free printing, etc.

POLLS AND VOTING:

All voting will take place electronically on the Manhattan College website during the date and time approved by the Elections Committee. The date and time at which voting can commence is at the direction of the Elections Committee.

The position of each candidate for office on the ballot will appear on the ballot in the order they are received. Each candidate will be voted on separately. Candidates running in a party will be listed together with the party name.

All parties and independent candidates are responsible for the removal of all campaign materials from college grounds by 4pm on the last day of voting.

COMPLAINTS AND VIOLATIONS

All complaints must be submitted to the Elections Committee, *in writing*, within 24 hours, or one school day of the of the incident to the Student Activities Office, in Thomas Hall.

No one may, in any way, tamper with any portion of any party's or independent candidate's campaign. The Elections Committee will take appropriate action to ensure that these rules are obeyed. *Candidates will be held responsible for the actions of their supporters.*

The Elections Committee has decided that the following penalties will be levied on all candidates for violating these rules:

- A) Late submissions = Loss of 10 Votes
- B) Any candidate found tampering with another candidate's campaign material will face immediate disqualification.
- C) Any party or candidate submitting a misleading budget will be docked one vote for every dollar over the approved budget allowance.
- D) For every violations of the Publicity & Poster Policy by any party or independent candidate, one vote will be docked from the final tally.
- E) Any party or independent candidate that has ineligible names of the petition will be docked one vote each from the final tally.

MISCELLANEOUS:

Candidates are responsible for checking their email daily to obtain updates on the elections process, as well as to see if they are required to attend a meeting of the Elections Committee.

The Elections Committee will be available to assist candidates during Elections Week. *A list of the members of the Elections Committee and where they may be reached will be distributed with these rules.*

Any outside endorsements, sponsorships, or gifts must be submitted to the Elections Committee on the same day as petitions for approval. The actual and potential values of these materials must be given at that time. One of the considerations in approving these materials will be the ability of each candidate to have had the same opportunity to acquire the same endorsement, sponsorship, etc. or gift.

The Elections Committee is the sole immediate interpreter of these rules and all their decisions are final. Appeals may be made to the Student Court through the Director of Student Development or the Dean of Students.

ELECTIONS COMMITTEE MEMBERS AND CONTACT INFORMATION

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