

The 2009 Election Guidelines

I. The Election Commission

- A. The Election Commission shall consist of (7) full-time undergraduate students of Northwestern University. Said Election Commission shall be elected by the Senate according to Article VI, Section 3, Letter B of the ASG Bylaws.
- B. The Election Commission shall:
 1. Coordinate the 2009 Elections;
 2. Approve non-electronic campaign materials;
 3. Maintain a campaign website available off of NULink which provides the following:
 - a. links to all official websites
 - b. information regarding official ASG candidate debates
 - c. current candidate election guideline infractions
- C. The Election Commission shall elect the Election Commission Chair by a majority vote. The Election Commission Chair shall:
 1. Call and chair all meetings of the Election Commission;
 2. Serve as the media spokesperson for the Election Commission;
- D. Candidates and campaign staff members may not serve on the Election Commission.

II. Candidate Entry Requirements

- A. Candidates shall submit the following to the Election Commission by 5:00 P.M. on Friday, April 3rd in order to appear on the official ballot:
 1. A completed information sheet as designed by the Election Commission;
 2. A petition with no fewer than two hundred (200) and no more than three hundred (300) signatures from full-time undergraduate students of Northwestern University;
 3. A signed consent form indicating that the candidate has read and will abide by all election guidelines.
- B. Only full-time or part-time undergraduate students of Northwestern University paying the full Student Activities Fee shall be eligible to appear on the official ballot.

III. Campaigning Definitions

- A. Campaigning shall be defined as any public action on behalf of a candidate.
- B. Verbal campaigning shall be defined as campaigning that consists of spoken words and does not involve any written materials.
- C. Non-verbal campaigning shall be defined as campaigning that involves any written materials. Non-verbal campaigning shall begin at 12:01 A.M. on Monday, April 6th.
- D. Electronic campaigning shall be defined as any form of non-verbal campaigning, which includes, and is limited to, the following: an official candidate website, **groups, events, and advertisements on Facebook.com** email messages, listserv messages.
- E. Campaign Staff shall be defined to include any campaign volunteers and workers.

IV. Campaign Materials

- A. Campaign materials shall be purchased from a City of Evanston or Northwestern University retail merchant, unless approved in advance by the Election Commission.
- B. The phrase “Paid for by,” as well as the respective candidate’s name, shall legibly appear on all non-electronic campaign materials.
- C. Non-verbal, non-electronic campaign materials shall be individually approved by the Election Commission prior to their being used a respective candidate.
- D. The Election Commission shall not approve more than 200 flyers to be taped to the ground and 1,000 flyers in total (including those approved for being taped on the ground). Flyers bigger than 8.5”x14” shall not be approved.
 - 1. **In the event of a runoff, the Election Commission shall not approve more than 50 ground flyers to be taped to the ground and 200 flyers in total.**

V. Financial Rules

- A. Candidates shall not accept goods or donations from any business, groups of individuals, or any student groups.
 - 1. Candidates may only receive donations up to **the amount of the ASG Activities Fee for that given year.**
 - 2. Said donations may not be used with a candidate’s own personal funds to **exceed a spending limit equal to the amount of the ASG Activities Fee for that given year.**
- B. Candidates shall not spend more than **the equivalent of the ASG Activities Fee** on campaign materials during the course of their respective campaign.
- C. Itemized receipts shall be submitted to the Election Commission for every campaign material, excepting crayons, glue, fabric paints, markers, pencils, pens, staples, tape, and copies made for endorsement purposes. Campaign materials shall not be approved without the submission of a receipt. Said receipts shall be submitted and approved prior to the approval of campaign materials.
- D. The deadline for the submission of receipts is by 5:00 P.M. on Tuesday, April 14th.
- E. Receipts shall reflect the value of the campaign materials.
- F. In the event that an itemized receipt does not reflect the value of specified campaign materials, the campaign materials attributed to said receipt shall not be approved.

VI. Campaigning Rules

- A. The official campaign period shall begin on Monday, April 6th at 12:01 A.M. And concludes with the completion of run-off elections.
- B. Electronic Campaigning shall be restricted as follows:
 - 1. Candidates shall have no more than one (1) web site **and one (1) Facebook group.** Said web site shall be on the ASG server;
 - 2. Electronic campaigning may only occur after the official start of the campaign period.
- C. Established campus periodicals that are not funded through the ASG Activities Fee shall issue candidate endorsements as follows:
 - 1. Established periodicals shall be those periodicals which have printed at least two (2) issues during the current academic year prior to the campaign period;
 - 2. Endorsements by periodicals that do not meet this criterion shall be prohibited;
 - 3. Candidates endorsed by non-established periodicals may be punished for it at

the discretion of the Election Commission upon a showing that the candidate facilitated such endorsement intentionally in order to circumvent spending limits.

- D. Candidates who hold a position either in the Associated Student Government (ASG) or another student group shall not represent themselves as members of that group for the purpose of reserving Northwestern University room space or advertising space.
- E. ASG recognized groups may not use group funds for the purpose of promoting or endorsing candidates. Usage of funds in such a manner shall result in an automatic group or financial misconduct.
- F. Alcoholic beverages shall not be used by any campaign.
- G. **All Candidates must observe the rules of the Center for Student Involvement, laws of the City of Evanston, Residential Housing Authority, and Residential College Board. It is the responsibility of all candidates to become familiar with the above rules and regulations.**
- H. These campaign rules shall be binding on all Candidates, Campaign Managers and Campaign Staff.

VII. Debates

- A. There shall be public debates for each office.
 - 1. **The Election Commission will determine the date and times of the debates and inform the campaigns of this information the day the petitions are due.**
- B. The Chairperson of the Election Commission shall moderate the debates.
- C. In the event that the Chairperson of the Election Commission declines to moderate the debate for any reason, another member of the Election Commission shall be selected by a majority vote of the Election Commission to moderate debates.

VIII. Elections

- A. The 2008 Elections shall take place online as follows:
 - 1. The balloting shall utilize the secure server NetID authenticated system;
 - 2. Technical specifications shall be determined by the Technology Director;
 - 3. The Senate and the ASG Executive Board shall be responsible for making the electorate aware of the URL of the official ballot and how to use it;
 - 4. Write-in candidates shall be permitted;
 - 5. The official ballot shall contain the names of registered candidates, a space for write-ins, an abstention option, and a “No Confidence” option. The ballot shall be configured to default to no selection.
 - 6. Voting directions are as follows: Selecting the write-in option and writing in a full or part-time Northwestern undergraduate student will count as a vote for the student whose name you write in the adjacent box; writing in anything other than the name of an undergraduate Northwestern student shall result in your vote in that race being disqualified. If “no confidence” wins a majority of any election, the Senate shall elect a student to that position, excepting any student who was an official candidate on the ballot. Selecting the abstain option will not affect the race in any way.
- B. The Election Commission shall submit a finalized ballot to the ASG Senate prior to

- the start of elections for approval.
- C. The 2009 Elections shall be held on Wednesday, April 15th. The Election Commission shall reject any ballots due to illegibility or duplication.
 - D. The Election Commission shall declare the winner of all elections as follows:
 - 1. A candidate shall obtain a majority of the votes for a given office to be declared the winner;
 - 2. A run-off election shall be held for a given office if no candidate obtains a majority of the votes.
 - E. If necessary, Run-Off Elections shall be held on Friday, April 17th in the same manner as the preceding elections, excepting that write-in candidates shall not be permitted and only the top two (2) candidates in terms of number of votes received during the preceding election as well as an abstain (which is a non-vote) option shall appear on the official ballot for a given office.

IX. Campaign Violations

- A. **Campaign Violations may be filed using a complaint form, which the Election Commission shall design**
 - 1. Any undergraduate student of Northwestern University may file a complaint against a candidate with the Election Commission.
 - 2. Upon receiving a complaint, the Election Commission shall contact the candidate and campaign manager in question of committing the reported violation.
 - 3. The Election Commission shall investigate and hold hearings on all complaints within twenty-four (24) hours of the receipt of said complaint and determine if the complaint is meritorious.
 - 4. If the Election Commission finds any complaint to be meritorious, it shall have the power to remove the candidate's website, restrict the candidate's spending or require that the candidate remove non-verbal form of campaigning from campus within twenty-four (24) hours.
- B. **The Election Commission reserves the right to enforce all rules within these guidelines, whether or not a complaint form is filed.**
 - 1. All RCB and RHA rules will be enforced by RCB and RHA respectively.**
 - 2. All CSI policy, City of Evanston law and Northwestern University Policy will be enforced by the Election Commission**
- C. If the Election Commission determines **that a candidate has incurred three violations**, the Election Commission shall remove the candidate from the ballot and file articles of impeachment against the candidate.
- D. If articles of impeachment are filed against a candidate the Judicial Board shall consider the articles of impeachment. If the newly elected officer is found to have maliciously violated the spirit of the Election Guidelines, the Judicial Board shall pass the articles of impeachment on to the Senate.

XI. Clarification and Amendment

- A. The Election Commission reserves the right to clarify any ambiguities within these guidelines by majority vote. Candidates shall be notified of such clarifications within twenty-four (24) hours.

- B. Once these guidelines have been adopted by the ASG Senate, any full or part-time student of Northwestern University may offer amendments to these guidelines. Amendments shall require a two-thirds (2/3) majority vote of Senate.
- C. Any candidate can appeal any decision of the Election Commission to the ASG Judicial Board.