

IOWA STATE UNIVERSITY
STUDENT GOVERNMENT

ELECTION CODE

2020 Cycle

Last Modified Wednesday, November 20th, 2019

IOWA STATE UNIVERSITY

STUDENT GOVERNMENT

Table of Contents

I. Preface	2
II. Defined Terms	2
1. Election Law	3
2. Senatorial Candidate Seminars	3
3. Executive Candidate Seminars	4
4. Petitions & Ballots	5
5. Candidate Debates	6
6. Financial Regulations, Disclosure & Reimbursement	7
7. Endorsements and In-Kind Donations	8
8. Campaigning	9
9. Write-in Candidates	12
10. Referenda Questions and Student Initiatives	13
11. Penalties	14
12. Polling Locations and Procedures	14
13. Student Government Website Policy	16
A. Financial Penalties	17

I. Preface

The mission of the Election Commission shall be the fair and proper administration of all elections of the Government.

-Bylaws of the Student Government, Election Commission Chapter

The purpose of this code is to serve as a guide for the Election Commission and to outline procedures for operating the Student Government elections. The Election Commission seeks to ensure that elections are:

1. DEMOCRATIC: by providing candidates ample time for campaigning and forums for debate
2. FAIR: through enforcement of STUDENT GOVERNMENT Election Law
3. EQUAL OPPORTUNITY: by informing students of the requirements and procedures to run for office, and providing support and guidance for candidates who may need or desire it

The Election Commission’s task is to inform candidates of this code and moderate the elections. Candidates are encouraged to ask questions if they have them.

II. Definitions

“Campaign”:

A person or slate and their campaign staff who assists in their campaign in winning an election or position on the ballot.

“Campaigning”:

defined as the advocacy, efforts on behalf of, and or advertising of a candidacy. Synonymous with *Campaign Activity*.

“Campaign Staff”:

A person or group of persons who contribute to develop and implement a strategy necessary for a particular candidate or slate to win an election.

“Endorser”:

Any person or organization or groups of persons supporting and advocating for election of any slate that is identified and acknowledged by the campaign team

“Endorsement”:

Official and recognized advocacy or support by an endorser

“In-Kind donation”:

Any donations, monetary or material to a candidate or campaign by an endorser valued above \$0

“Class Four Offenses”:

Offenses of relation to campaign violations or petitioning

“Class Three Offenses”

Offenses of relation to operational violations
“Class Two Offenses”

Offenses of relation to campaign financing
“Class One Offenses”

Serious offenses of Election Law
“Executive Slate”

A pair consisting of one Presidential and one Vice Presidential Candidate.
Both positions must have a nominee to be considered an executive slate.

- 0.1 Election Commission reserves the right to interpret all definitions accordingly outside of the provided definitions list.

CHAPTER 1. Election Law

- 1.1 STUDENT GOVERNMENT Election Law consists of the following:

- STUDENT GOVERNMENT Constitution---Article V
- The STUDENT GOVERNMENT Bylaws---Chapters 12 & 13
- This Election Code

1.2 Election Law specifies how the Election Commission is formed, the membership of the Election Commission, and the responsibilities of the Election Commissioner and Commission members.

1.3 Election Law also sets forth the procedures by which all general and special elections are to be run. These procedures are partially specified in the STUDENT GOVERNMENT Constitution and Bylaws. Additional details are specified in this Election Code.

1.4 Election Law empowers the Election Commission to strictly enforce these laws in the course of running the elections. This includes the ability to investigate and punish violations of Election Law. These violations and appropriate penalties are explained in this Election Code. Violations of Election Code not listed in Appendix A are subject to fines at the discretion of the Election Commission.

1.5 The Election Commission may prescribe rules, procedures, and regulations and adjudicate election matters (i.e. disputes about petitions, the imposition of fines) in the execution of this Election Code. Such regulations shall not be inconsistent with STUDENT GOVERNMENT Election Law as defined above.

1.6 This Election Code shall serve as the standing Election Code of STUDENT GOVERNMENT. Pursuant to the Bylaws, all necessary changes and alterations to be made to this Election Code shall be communicated to the Speaker of the Senate, who shall author a bill amending this document for consideration by the STUDENT GOVERNMENT Senate.

CHAPTER 2. Senatorial Candidate Seminars

- 2.1 Senatorial candidates shall attend at least one (1) seminar.
- 2.2 Each senatorial candidate shall receive a packet containing the following:
 - A Statement of Intent Form
 - The Election Code
 - An election calendar including time and locations for all events
 - Endorser Identification Form
 - Financial Revenue and Disclosure Form
 - Any other information the Election Commission deems necessary
- 2.3 Each senatorial candidate shall be assigned a liaison.
- 2.4 Prospective senatorial candidates must sign a Statement of Intent form indicating their intent to run for a particular office and returned by the date on the election calendar.
- 2.5 Members of the Election Commission shall discuss the rules of campaigning, review the election timeline and campaign expenditures accounting procedures, and take questions from the candidates.
- 2.6 Candidates who are absolutely unable to attend one of the scheduled seminars may fulfill this requirement by contacting the Election Commissioner at least seven (7) days before the deadline for Statement of Intent Submissions.

CHAPTER 3. Executive Candidate Seminars

- 3.1 Executive slates and the treasurer of their campaign team shall attend the special seminar designed for candidates running for executive office.
- 3.2 Each executive slate shall receive a packet containing the following:
 - A Statement of Intent form
 - Blank Petition form
 - The Election Code
 - An election calendar including time and locations for all events
 - Endorser Identification form
 - Financial revenue and Disclosure form
 - Any other information the Election Commission deems necessary
- 3.3 Prospective executive candidates must sign a Statement of Intent form indicating their intent to run for a particular office and returned by the date on the election calendar. Executive slates wanting to request the secondary funding provided in Chapter 5 must

email the Election Commissioner at the time of submitting the Statement of Intent or four days before the executive candidate registration deadline, whichever comes first.

- 3.4 Members of the Election Commission shall discuss the rules of campaigning, review the election timeline and campaign expenditures accounting procedures, and take questions from the executive candidates and their campaign team. The Commissioner or Commission may also approve materials that require lead or printing time.
- 3.5 Executive candidates and/or their campaign treasurer who are absolutely unable to attend one of the scheduled seminars may fulfill this requirement by contacting the Election Commissioner at least seven (7) days before the deadline for petition submission.

CHAPTER 4. Petitions and Ballots

- 4.1 Any student wishing to formally run for STUDENT GOVERNMENT executive office must petition to have their name placed on the ballot. Petition forms shall be issued to each executive slate for the purpose of obtaining student signatures.
- 4.2 All slates, candidates, and student led initiatives and referendums must use the form provided by the Election Commission. This form may be reproduced to provide for the required number of signatures.
- 4.3 Petition forms must be returned to the Student Government office by the petition deadline specified in the General Election Timeline. Only petition forms that are provided, or are direct copies of the blank form provided, shall be considered.
- 4.4 The following are specified in the Student Government Bylaws and provided here for Reference:
 - *Slates for President and Vice-President must obtain a minimum of 750 signatures.*
 - *Slates that choose to use the public funding option shall personally pay back 75% of funds used and forfeit all unused public funds if they do not reach 750 signatures.*
 - *Slates need not disclose their funding option preference to students when gathering petitions*
 - *A student may sign any number of petitions only once per individual seeking election, regardless of multiple candidates*
 - *A valid signature shall include the student's printed name, signature, and ISU Student ID Number (Middle nine (9) digits from the ISU Card).*
- 4.5 All information collected on petitions shall be considered confidential. The use of such information for any campaign-related purpose without explicit consent of the signatory is prohibited. Once submitted, the petition shall become the sole property of the Election Commission and shall be considered final.

- 4.6 The Election Commission shall, within 72 hours of receipt of any petition form, verify the petition and notify the slate whether they have met the minimum signature requirement. All petition forms shall be checked for unacceptable or illegible names.
- 4.7 It is recommended that the candidate double-check the signatures prior to submission and redact any improper signatures with a single line drawn in ink through the entire row. The slates shall initial such changes next to the alteration. Slates should also take care that all information on the form is legibly printed.
- 4.8 To verify signatures, the Election Commission shall select a minimum of 20% of the signatures per page and verify that these persons are registered students for the current semester. The Election Commission shall mark each selected signature and note whether it was accepted.
- 4.9 Any sheet found to have unacceptable signatures shall have its total signature count reduced by the number of rejected signatures. Any sheet found to have more than 20% unacceptable signatures shall be rejected completely and shall not be counted towards that candidate's minimum threshold. Any slate who has their signatures rejected may continue the petitioning process but must still have all forms returned to the STUDENT GOVERNMENT office by the petition deadline.
- 4.10 Any slate who fails to meet the minimum signature threshold shall not be placed on the ballot. If a candidate or slate is excluded from the ballot, the Election Commission shall notify them, in writing, of the reason for exclusion and the procedures for appeal. All slates have the right to inspect their petitions after verification. The Election Commission shall keep all petition forms on file until the beginning of the following semester.
- 4.11 Collection of signatures through the method of passing around classes, lectures, labs, recitations, professor or Graduate Student lead review sessions or Supplemental Instruction sessions during the session is prohibited.
- 4.12 Each signature must be attended to by a member of the campaign team. Therefore, the method of passing around or leaving petition sheets at organizational meetings is prohibited.
- 4.13 All candidates and slates are prohibited from unapproved solicitation for petitions in all Iowa State owned residence halls.
- 4.14 Any individual running in a STUDENT GOVERNMENT Election may only be placed on the ballot for one office per election.

CHAPTER 5. Candidate Debates

- 5.1 A minimum of two (2) executive candidate debates shall be held. In the event that a Senate constituency is at least one hundred and fifty percent (150%) contested, the Election Commission shall contact the relevant constituency council to determine whether it is necessary to hold at least one candidate debate for this seat. Candidates and slates who fail to attend these debates are subject to penalties.
- 5.2 The Election Commission shall prepare questions used at the debates. In addition, members of the audience shall be able to question the candidates. The Election Commissioner may discard any questions from the audience on the grounds that it is non-germane, derogatory, or otherwise unsuitable for the candidate debate.
- 5.3 All students are welcome to submit questions for consideration to the Commission in advance of the debate.
- 5.4 The date, time, location, and format of any debate shall be decided by the Election Commission and provided to the candidates at least one week in advance.

CHAPTER 6. Financial Regulations, Disclosure and Disbursement

6.1 Prior to the deadline specified in the General Election Timeline, each senatorial candidate must file with the Election Commission a Revenues and Expense Disclosure Form listing all campaign assets, contributions of assets, and criterion expenses. Executive slates must file this same report on a weekly basis, and in addition, a Final report after the elections. The weekday to submit the weekly report shall be determined by the Election Commission Treasurer. This form shall include:

- Name, address, and phone number of the individual or group making the contribution
- The amount of the contribution
- The nature and fair market value of any in-kind contribution
- Date contribution was made
- Itemized document listing all goods donated to the candidate or slate in kind

This list must be supported by original receipts indicating the date the item was purchased and the names of the provider. In the event that original receipts are unavailable, the Election Commissioner reserves the right to value such items at fair market value.

- 6.2 All executive slates may be funded through a public funding option provided by Student Government. A publicly funded slate's spending limit will be the amount allocated by the Election Commission, the maximum allocation being \$2,000.
- 6.3 Upon notifying the Election Commission of their campaign, Executive Slates must apply for an Election Commission Purchasing Card through Campus Organization Accounting.

- 6.4 All Slates will be allowed to use a private funding option. In the case that the dispersed balance is less than \$1,000 per slate, publicly funded slates will be allowed to utilize private funding options as outlined in 6.13. The spending limit of privately funded campaigns will be equal to the spending limit of publicly funded campaigns as allocated by the Election Commission.
- 6.5 The sum of all senatorial candidates expenditures shall not exceed three hundred dollars (\$300.00). This figure includes all donations, cash, and tangible in-kind support for senators.
- 6.6 A \$6,000 balance will be dedicated during the Annual Allocations to the Student Government Operating Account to publicly fund campaigns. Funds will be divided evenly among the total number of executive slates requesting funds from this account.
- 6.7 Any executive slate wishing to have an expenditure using the public funding option of over \$500 must get the approval of the Election Commission prior to purchasing
- 6.8 All executive slates finances will be put into the Election Commission Student Organizations account and spent with an Election Commission purchasing card. It falls upon the slates to track their expenditures, but the Election Commission treasurer will also track these purchases and report to the committee accordingly.
- 6.9 The Election Commission Treasurer reserves the right to approve campaign expenditures. All unapproved expenditures will be charged to that candidates U-Bill. Executive slates are expected to follow all University Policies surrounding P-Card purchases and as stated in the Priorities and Criteria.
- 6.10 All executive slates are prohibited from purchasing or utilizing a non Iowa State University website domain as indicated by University Policy. Executive slates will be allowed webspace using the Student Government website.
- 6.11 Publicly funded executive campaigns are not allowed to receive monetary donations unless they are using the private funding option as indicated by 6.4.
- 6.12 The Election Commission may request to see up to date records of all campaign revenue expenditures. The candidate or slate must present these records to the Election Commission within twenty-four (24) hours of the Commission's request.
- 6.13 In the case that the dispersed balance is less than \$1,000, slates utilizing private funds shall not exceed a total expenditure of \$1,500, including both allotted public funding and private funding.

CHAPTER 7. Endorsements and In-Kind Donations

- 7.1 All endorsements shall be filed with the Election Commission before the endorsement may be claimed by the candidate or slate.
- 7.2 In the case of a student organization endorsement, the candidate shall provide a statement, signed by the president and an additional officer or advisor affiliated with the group stating that an endorsement has been made. Any contributions or in-kind donations, monetary or non-monetary towards a candidate or slate shall be listed on the Endorsement Form. This includes but is not limited to: signboards, endorser's newsletters delivered to regular members and letters to the editor authored by an endorser.
- 7.3 Student organizations that are run by an executive slate receiving student fee Allocations may make endorsements, but may not contribute funds to any candidate or executive slate.
- 7.4 In the case of an individual endorsement, any campaign material distributed by and/or paid for by an endorser are to be included as in-kind contributions on the candidate's Final Revenues and Expenses Disclosure Form, and the cost of such contributions shall go against the total expenditures spending limit and are not reimbursable. This excludes endorser's newsletters delivered to regular members, letters to the editor authored by an endorser, and unbiased reports from a media source.
- 7.5 Candidates shall be held responsible for the election-related actions or materials of their endorsers during their campaign, and from any fine resulting from their violations of Election Law based on such actions or materials.
- 7.6 University organizations are prohibited from endorsing any specific candidate or slate.
- 7.8 Public candidates may not receive in-kind donations of monetary value unless the private funding option is permitted.
- 7.9 Private slates are allowed to in-kind donate monetary funds to themselves but are required to deposit said funds to their purchasing card as required in 6.8. Private slates are not allowed to in-kind donate materials or services to themselves.

CHAPTER 8. Campaigning

- 8.1 Campaigning for the STUDENT GOVERNMENT general election shall officially begin on the date specified in the General Election Timeline.
- 8.2 Campaign activity conducted on behalf of a candidate or slate by an individual who qualifies as a member of the campaign staff or endorser shall be considered campaigning.
- 8.3 Campaigning does not include those meetings attended by campaign staff for developing

a platform, adopting policy, or conducting business related to the internal affairs of a candidate or slate. Campaigning shall also not include the solicitation of signatures.

- 8.4 All third parties (individuals or organizations), excluding media sources, that are actively disseminating information on the candidacy of a person or persons or on issues related to a STUDENT GOVERNMENT election shall be required to mark all materials with a statement of funding source. Third parties campaigning on the behalf of a candidate or executive slate shall notify that candidate or slate of any items, such as literature and/or items including flyers, table tents, posters, signs, buttons and any other materials, that will be disseminated containing the name of that candidate or slate.
- 8.5 On the days of voting there should be no active campaigning in or within one hundred (100) feet, of computer labs or Election Commission polling locations.
- 8.6 Members of the Election Commission shall be explicitly forbidden from engaging in any form of campaigning for any particular candidate, slate, or referendum question at any time during the election cycle.
- 8.7 In order for the Election Commission to accurately account for budgeted campaign material, all election material, outside of that used solely on social media must be approved with a statement of funding by the Election Commission prior to dissemination.
- 8.8 A member of the Election Commission shall verify and record the quantity of any campaign material. The Election Commission shall retain one copy of each campaign material, unless the Election Commission grants an exception.
- 8.9 All publicly disseminated campaign materials must include a statement of funding source. Any publicly funded campaign must include the phrase “Paid for with student activity fees” on all campaign material. Any candidate or executive slate campaign materials that have not been stamped or otherwise approved by the Election Commission shall be taken down at the discretion of the Election Commission.
- 8.10 Policies with Memorial Union:
- The Election Commission must approve solicitation in the Memorial Union, unless it takes place in the STUDENT GOVERNMENT office space.
 - When permission for a candidate to campaign is granted from a student organization meeting in the Memorial Union, the Election Commission does not need to grant permission.
 - Chalking is prohibited on all Memorial Union grounds.
 - All other policies found in the Iowa State University Memorial Union Facility Use Policy must be followed.
- 8.11 All candidates or slates must conform to the policies set out in the Student Activities Center Student Organizations Resource Manual. Any candidate or slate may request a

rule waiver in advance by scheduling a meeting with the Election Commissioner and the Assistant Director of Student Activities. Other campaign areas, such as the ISU Memorial Union, may be subject to additional policies, and it is the candidate's responsibility to conform to all such policies.

- 8.12 Intentionally damaging/defacing, obstructing, or removal of the campaign material of another candidate or executive slate shall be prohibited and shall be considered malicious
- 8.13 Students at Iowa State University pay a mandatory computer fee, so campaigning by e-mail or Internet message boards does not have value that needs to be accounted for on the Final Revenues and Expenses Disclosure Form. However, the following rules shall apply to electronic campaigning:
- Any electronic campaigning, including but not limited to social networking, must at all times conform to the University Code of Computer Ethics and general Election Law.
 - Use of a university club or organization e-mail list must be approved by the club or organization in writing. A copy of this written authorization must be filed with the Election Commissioner prior to use of the list.
 - Campaign materials distributed through e-mail must be carbon copied to the Election Commissioner and must bear the following text as either a header or footer:

**“This message is not a random mailing. It is being <sent/posted> by
<candidate/slate>, a candidate for Student Government
<office name>. If you do not wish to receive messages of this type in
the future, please send e-mail to that effect to the originator of the
message and the STUDENT GOVERNMENT Election Commissioner at <election commissioner email
address>.”**

- If a campaign is sending multiple copies of the same or similar email to students, the Election Commissioner may require that only one copy of the email is carbon copied, and that the rest may be disseminated without a carbon copy as long as no significant changes are made.
- If any member of a list should object to receiving campaign-related material, candidates must either remove the individual from all lists the candidate owns, or, in the case of a list owned or associated with another group, immediately cease use of that list.
- Failure to carbon copy an email to the Election Commissioner or failure to secure written authorization of the owner of a list prior to its use are subject to a minimum penalty per incidence.
- In addition, the candidate or slate may be subject to disciplinary action by the ISU Information Technology Services.
- Campaigns are subject to adhere to the regulations that are set forth on specific electronic media such as website or message board regulations.

- Candidates shall not purchase any University email list from the Office of the Registrar for the purpose of sending campaign material. The cost for the list shall be a non-criterion expenditure.
- 8.14 Prior to the opening of the polls, the election commission shall send out an informational email to all students through the university listserv that will present both executive platforms (in alphabetical order according to the last name of the presidential candidate). The candidates must submit their own typed paragraph stating what they wish to be sent out: All submissions must be approved by the election commission.
- 8.15 Contests between student organizations, including but not limited to university residences, Greek houses, or college councils, requiring the voter to reveal personal information, are prohibited. Penalties against members or groups for withholding this information are also prohibited. Student organizations may keep records of voter turnout; however, the use of those records for other than statistical purposes is prohibited. Voter turnout drives and programs to assist voters are encouraged, but personal information may not be required of those participating.
- 8.16 All candidates and slates are prohibited from operating a raffle event.
- 8.17 All members of campaign teams must be current Iowa State students. Knowingly having non-Iowa State students on the campaign teams will be considered malicious behavior.
- 8.18 As future leaders of the Iowa State Student Body, campaign slates are expected to follow Iowa State's Principles of Community. Slates are and will be held responsible for what is said by their campaign slates.
- 8.19 All senators are required to complete two outreaching credits. Details on what constitutes a credit can be found in Appendix B of the Election Code. Senators are expected to alert the Election Commission 48 hours prior to the event and provide a source of visual evidence of completing the event. Any event not listed in Appendix B must receive written approval by the Election Commissioner.
- 8.20 Candidates are prohibited from reserving signboards from Election Commission. Student organization endorsers may in-kind donate signboards reservations for your campaign.
- 8.21 All executive slates are not allowed to purchase and or own a website domain outside of the iastate.edu domain. Executive slates will be given free webspace through the Student Government website.
- 8.22 Candidates and slates are allowed to organize social media pages before the campaign start date, as specified in the Election Timeline. These social networking sites must remain on a private, hidden mode until the campaign start date. These social networking

sites are not allowed to accept any follower requests until the campaign start date. Any candidate or slate that is found to own a public social networking site campaigning on their behalf shall be subjected to a penalty.

- 8.23 All candidates and slates shall be prohibited from entering into a legally binding contract regarding the policies they will enact or support when elected.

CHAPTER 9. Write-in Candidates

- 9.1 Write-in campaigns are forbidden to participate in any official Student Government sponsored events (i.e. debates). Write-in campaigns are not entitled to promotions and outreach conducted by the Student Government (i.e. Student Government Website).
- 9.2 Any student wishing to run as a write-in candidate is strongly encouraged to contact the Election Commissioner and obtain a copy of the Election Law. All ISU students are eligible to run as write-in candidates, even if they have not contacted the Election Commission, provided they are eligible to hold office. Write-in candidates are not required to submit a petition to the Election Commission, nor are they eligible for any campaign reimbursement funds.
- 9.3 Write-in candidates are subject to all University policies and the Election Law including policies specific to computer labs. Failure to abide by these policies may result in disciplinary action taken by the Dean of Students office. If a candidate violates these policies and is successful in winning election, their behavior may be considered an extreme malicious violation of election law and are subject to penalties.
- 9.4 Write-in candidates shall submit the Final Revenues and Expenses Disclosure Form before they are eligible to receive the office for which they are running.

CHAPTER 10. Referenda Questions and Student Initiatives

- 10.1 A student or group may seek to put forth a referendum or initiative by presenting the Election Commission with the exact text of the proposed referendum or initiative and requesting petition forms. A common language description of the benefits and consequences of referenda or initiatives will also be required to be placed on the ballot and in the Iowa State Daily. The Election Commission shall review the common language description and shall be the final authority on all information in the description.
- 10.2 In accordance with the recognized “Powers of the Student Body” as delineated in the Constitution, the students of the university may put forth a referendum or initiative by presenting a petition signed by two thousand (2,000) Iowa State University students.

These signatures shall be checked by the Election Commission in the same manner as prescribed in the Petitions and Ballots chapter of this Code. The Election Commission shall hold a special election on the question and publish the referendum or initiative in the Iowa State Daily prior to the opening of the polls.

- 10.3 As referenda questions and student initiatives represent direct questions before the student body and the passage of these referenda have force of law second only to the Constitution, freedom of speech to all students in expressing their support or dissent is paramount. Therefore, campaigns and campaign materials concerning referenda or student initiatives shall be exempt from all spending limits and shall not require prior approval of the Election Commission, unless such material expresses an explicit connection to a candidate or slate.
- 10.4 Any campaign materials—whether circulated by candidates, slates, or third parties, pertaining to referenda or initiatives—with explicit reference to any candidate or slate must be approved by the Election Commission and shall be subject to the rules concerning candidate and slate campaign materials. A statement of funding source is required on all printed campaign materials.

CHAPTER 11. Penalties

- 11.1 Any candidate or campaign found guilty of violating STUDENT GOVERNMENT Election Law shall be assessed a penalty based on but not limited to the violation penalties as outlined in Appendix A. The Election Commission reserves the right to handle alleged violations on a case-by-case basis. First violations may be subject to warning pending severity.
- 11.2 In the case that an elected slate's fines outweigh the the total funds available on their account, the fines shall be paid off from their executive scholarship.
- 11.3 At the discretion of the Election Commission, the candidates can be subject an alternative remedy consisting of, but not limited to: freezing of financial spending for a determined period of time, incremental financial deduction of the total capped spending limit, and limitations on campaigning or removal from ballot.
- 11.4 Extreme malicious violations may include, but are not limited to, buying votes or bribery, harassment of opposition or voters, and shall result in disqualification and nullification of contest and be it further, that the slates be barred from future Student Government Elections, non-appealable to future Election Commissions.
- 11.5 Extreme malicious violations of Election Law by a winning candidate, as determined by two-thirds of the Election Commission will result in a nullification of the contest in question. After an affirmative nullification vote by the Election Commission, there shall be an automatic appeal to the STUDENT

GOVERNMENT Supreme Court on whether to uphold or reverse the ruling of the Election Commission.

- 11.6 In the case that a candidate or slate is unable to receive a financial penalty, campaign materials valued at the penalty shall be impounded by the Election Commission. If the Election Commission is unable to impound campaign materials, the Election Commission can seek alternative remedies as outlined in 11.3.

CHAPTER 12. Polling Locations and Procedures

- 12.1 No registered student at Iowa State University shall be denied the opportunity to vote in any STUDENT GOVERNMENT election. Each eligible voter shall have the following areas of voting eligibility: executive slate, referenda questions and student initiatives, residence area Senators, and college Senators. For each of the latter two constituencies, the voter shall be allowed to cast a number of votes up to and including the number of open seats for the constituency.
- 12.2 To better ensure the fairness of STUDENT GOVERNMENT election procedure, randomizing computer technology will be used to maximize the effectiveness of the electronic balloting system. Every candidate thus has an equal chance of being placed at the top of every ballot cast.
- 12.3 Voting shall occur in a manner designed to protect each voter's confidentiality. A secure Internet website provides access to all students, minimizes the possibility of voter fraud, allows ballot position to be randomized, and allows a high degree of confidentiality. At this website, the voter shall be required to enter his or her valid ISU NetID and password. Students who do not have an ISU NetID or password shall be assisted by an Election Commission member.
- 12.4 All students voting shall be verified as current ISU students upon logging in to the web site. The voter shall then digitally sign the "Voter's Declaration of Eligibility Card" stating that he or she is a current ISU student eligible to vote and that he or she has not yet voted in the current election. The voter shall then be presented with a custom ballot displaying only the positions for which they are eligible to vote. After completing the ballot it must be submitted personally by the voter, subject to an additional password check. A voter may stop voting and void their current ballot at any time prior to final submission of the ballot.
- 12.5 If a student should stop voting for any reason during their voting session they shall be allowed to return at a later time and vote. If a voter abandons their ballot prior to final submission, it shall be canceled following a timeout period. The voter shall have the opportunity to vote at a later time while the polls are still open.

- 12.6 A copy of the digitally signed “Voter’s Declaration of Eligibility” shall be kept on file with the Election Commission until the beginning of the following fall semester, at which time it shall be destroyed. Knowingly providing false information to a student organization is a violation of the Student Conduct Code number nine (9): “*Knowingly furnishing false or misleading information to university officials, faculty, student organizations, or on official records, or altering such records is prohibited.*” In the event that a student falsifies information on the “Voter’s Declaration of Eligibility” he or she shall be referred to the Office of Judicial Affairs for possible disciplinary action.
- 12.7 Should a student discover an error in the custom ballot presented to them, he or she shall have the option to cast a challenged ballot. To cast a challenged ballot, the voter indicates which college and residence area for which he or she is eligible to vote for after which the voting system shall allow the voter to cast a vote under those constituencies.
- 12.8 Challenged ballots are uniquely numbered and held in a separate location from other election results. After a student submits a challenged ballot they shall be informed of their right to appear before the Verification Panel, make a written statement, and/or submit evidence supporting their qualifications to vote for the constituencies in which they voted. The student shall be presented with a form in which they can provide additional information to assist the Verification Panel.
- 12.9 If a student chooses to file a written statement and/or present evidence, it shall be given to the Election Commissioner, Vice Commissioner, or delivered to the STUDENT GOVERNMENT office within 24 hours of the close of the last polling place. All challenged ballots shall be individually reviewed by the Election Commission Verification Panel in accordance with standing Election Law.
- 12.10 Candidates shall not actively provide any computers or communication devices to potential voters during the period that voting is open.
- 12.11 The Election Commission will operate polling locations during the elections. Any other entity wanting to operate polling locations must gain approval from the election Commission. The operators for said polling locations relinquish their right to endorse in fairness of elections.

CHAPTER 13. Student Government Website Policies

- 13.1 Slates will be allotted one singular webpage. Slates shall only use the allocated webpage as a platform to promote their campaign. The candidate shall follow the [University Information & Technology policy](#) as the website will be hosted on the Iowa State domain. Each slate will be allocated no more than 500MB server space.
- 13.2 Slates may use the Director of Information and Technology as a resource to help design and publish with the webpage. The Director of Information and Technology may not be

partial to any candidate or slate. If the Director of Information and Technology is a candidate, on a campaign team, endorses a candidate or slate, or campaigns for a candidate or slate in any other way, they must recuse themselves from the duties of their position that pertain to Student Government elections for the remainder of that election cycle. The Election Commission may select a replacement to execute these duties.

- 13.3 Slates may request for a custom domain name for the campaign page.
- 13.4 Slates shall not install/add any plugins, software or code to the Student Government webpage without the explicit consent of the Director of Information & Technology of the Student Government webpage.
- 13.5 Slates shall not create new posts or pages on the Student Government Website. The slates shall only use only use the page assigned to them.
- 13.6 The Student Government Election Commissioner and the Director of Information & Technology reserve the right to advise, modify or remove any of the contents of the assigned page if deemed necessary.
- 13.7 The Student Government and The Election Commission shall not be responsible for any loss of data.
- 13.8 Any website violation stated in Chapter 13 may result in the termination of the webpage.

Appendix A: Financial Penalties

Classification	Offense	Penalty
Class Four	Campaigning within restricted areas or in unauthorized locations as described in Election Law	\$60
Class Four	Posting or distributing unapproved campaign material	\$80
Class Four	Campaigning in a manner conflicting with University Policy	\$120
Class Four	Campaigning in a manner conflicting with the policies of the Memorial Union	\$120
Class Four	Campaigning prior to the opening of the Election Timeline	\$100
Class Four	Intentionally damaging/defacing, obstructing, or removal	\$120

	of the campaign material of another candidate or executive slate	
Class Four	Hosting a website domain outside of the iastate.edu domain	\$120
Class Four	Failure to Carbon Copy the Election Commissioner in emails, per occurrence	\$45
Class Four	Operating a Raffle Event	\$500
Class Four	Reserving a signboard in Election Commissions name	\$60
Class Four	Seeking endorsements from University Organizations	\$120
Class Four	Using additional web space than allocated	\$100
Class Four	Unapproved solicitation in Iowa State Residence Halls in order to receive petitions	\$80
Class Four	Failure to conform to the Student Activities Center Student Organizations Resource Manual	\$120
Class Four	Use of a university club or organizations email list without written authorization filed with the Election Commissioner, prior to its usage	\$100
Class Three	Senatorial candidate fails to appear at a debate as required by the code	\$30
Class Three	Presidential slate fails to appear at a debate as required by the code	\$120
Class Three	Vice Presidential slate fails to appear at a debate as required by the code	\$120
Class Three	Presidential and Vice Presidential slate both fail to appear at a debate as required by the code	disqualification
Class Three	Passing around a signature sheet according to petitioning restrictions	\$100
Class Three	Failure to complete Senate Outreaching credits	Nullification in contest
Class Three	Claiming an endorsement prior to filing it with Election Commission	\$60
Class Three	Installing or adding plugins or codes to the Student	\$120

	Government webpage without the explicit and written consent of the Director of Information & Technology.	
Class Two	Failure to indicate funding source on campaign materials	\$30
Class Two	Intentionally falsifying the Revenues and Expenses Disclosure Form of supporting documentation	Disqualification or nullification in contest
Class Two	Failure to report contributions, whether monetary or nonmonetary, on the Revenues and Expenses Disclosure Form	\$80
Class Two	Failure to report expenditures on Final Revenues and Expenses Disclosure Form	\$200
Class Two	Exceeding Spending Limits	Disqualification or nullification in contest
Class Two	Purchasing or using any university owned listservs	\$325
Class Two	Failure to provide Election Commission with recent Revenue and Expense logs within twenty-four (24) hours upon request	\$100
Class Two	Executive slate fails to make purchases using a P-card	\$120
Class Two	Purchasing unapproved campaign material	\$100
Class One	Requesting personal voter information	\$120
Class One	Use of confidential voter information, per count	\$125
Class One	Holding a contest requiring personal information to be revealed in order to participate	\$280
Class One	Interfering with official acts of the Election Commission or the Election Commissioner	\$120 and loss of stipend and executive scholarship
Class One	Coercion and/or bribery in a deliberate attempt to gain or detract votes for a candidate, slate, referendum and/or initiative, or to influence whether or not an individual votes	Disqualification and nullification in contest
Class One	Supplying Computers or Electronic Devices to Voters	\$200
Class One	A member of the campaign team is not a currently enrolled Iowa State Student	Disqualification

Class One	Stealing of the Election Box	Disqualification
Class One	Entering into a legally binding contract regarding what policies they will enact or support once elected	Disqualification and nullification in contest
Class One	Creation of unapproved new posts or pages on the Student Government webpage	\$200

Appendix B: Senate Outreach

Outreach Activity	Credit points	Qualifications
Attending a Student Government organized event relevant to connecting constituents to the candidates (Such as a candidate open house).	1	Must attend full event.
Participating in a Debate relevant and led by the constituent seat running for	1	Must attend full event.
Livestream or video campaigning on your behalf	1	Video or livestream must be at minimum 20 minutes long
Speaking at a club/organization meeting	1	Must CC Election Commissioner and Liaison in any emails sent out to a Club or Organization for permission to speak at their event. Must Attend Event
Attending an Interview with the Daily regarding your campaign for the position OR writing an Opinion Piece relevant to your campaign for the Daily	1	An article must be published on the Daily

Tabling	1	Must be at minimum 25 minutes long Must be located on Campus
Any other activity that can be considered as constituent outreach	1	Must receive written approval by the Election Commissioner