



THE ELECTIONS POLICY BOOK OF THE AMERICAN UNIVERSITY STUDENT GOVERNMENT

Table of Contents

ARTICLE I. OFFICE OF ELECTIONS.....	2
Section 1. Overview.....	2
ARTICLE II. OVERVIEW.....	2
Section 1. Governance of Elections.....	2
Section 2. Standards for Elections.....	2
ARTICLE III. CANDIDATES AND CAMPAIGNS.....	3
Section 1. Candidates.....	3
Section 2. Referendum Campaigns.....	4
Section 3. Write-in Candidates.....	4
Section 4. Withdrawal.....	5
ARTICLE IV. ELECTION PROCESS.....	5
Section 1. Election Cycle.....	5
Section 2. Signature Collection.....	6
ARTICLE V. CAMPAIGNING REGULATIONS.....	7
Section 1. Campaigning.....	7
Section 2. Campaign Materials.....	8
Section 3. Endorsements.....	9
ARTICLE VI. CAMPAIGN FINANCE.....	9
Section 1. Regulations.....	9
ARTICLE VII. VOTING AND RESULTS.....	10
Section 1. Voting.....	10
Section 2. Results.....	10
Section 3. Certification.....	10
ARTICLE VIII. ELECTION ETHICS.....	11
Section 1. Ethics.....	11
Section 2. Elections Violations.....	12

ARTICLE IX. SPECIAL ELECTIONS..... 12
Section 1. Overview..... 12

ARTICLE I. OFFICE OF ELECTIONS

Section 1. Overview

Subsection i. Establishment

There shall be an Office of Elections that shall act as an independent office led by the Elections Administrator. The Elections Administrator shall be responsible for administering all elections as well as perpetually creating and reviewing elections policy.

Subsection ii. Composition

The Elections Administrator shall have the authority to create positions within the Administration and appoint individuals to serve in those positions. All individuals are to serve a purely administrative role and serve at the pleasure of the Administrator. Members of the Office as a whole may not be involved in any campaigning during their term with the Elections Office and must remain impartial on all matters pertaining to elections.

Subsection iii. Elections Administrator

The Elections Administrator shall be jointly appointed by the President and the Vice President. The Elections Administrator and all members of the Office are entrusted with improving institutional memory with elections policies and procedures and ensuring that all AUSG elections are run smoothly and fairly. The Administrator may offer additional rules or clarifications after the start of an elections cycle as long as they do not contradict the Bylaws or Constitution. The Office will also be responsible for officially recommending election certification to the Undergraduate Senate.

Subsection iii. Vacancy of the Elections Administrator

Upon the creation of positions within the Office of Elections, the Administrator must designate a position or individual who will serve as Acting Elections Administrator in the event that the seat of the Elections Administrator becomes vacant. An Acting Elections Administrator will serve in that role until a new Administrator is confirmed by the Senate.

Subsection iv. Standing Election Policies

Standing Election Policies issued by the Elections Administrator are not amendments to the Policy Book, but when contradictory are supreme. At the conclusion of an election cycle all Standing Election Policies issued therein are null and void.

ARTICLE II. OVERVIEW

Section 1. Governance of Elections

Subsection i. The Office of Elections

Led by the Elections Administrator, the Office of Elections shall be the sole AUSG organization overseeing all aspects of every election cycle. Any and all questions regarding AUSG elections must be directed to the Office of Elections. This document, maintained by the Office of Elections, shall be binding on all candidates, campaigns, and members of AUSG for all election cycles.

Subsection ii. Elections Policy Book

This document shall be the primary regulations and guidelines for campaigns, candidates, and members of the Student Body regarding AUSG Elections. The policies for elections are set by the Constitution then the Bylaws, then this Document precedence in that order.

Section 2. Standards for Elections

Subsection i. Occurrence

Elections shall be held at least twice yearly as prescribed by the Constitution. Special elections may occur as provided by the Senate or for an Executive officer as described in the Constitution. For the election of Senators and school council seats, those elected shall be the candidate(s) obtaining the plurality of the popular vote amongst their electorate. For the election Executive officers, those elected shall be the candidates obtaining the most votes following a ranked choice voting procedure, if there is more than one candidate. The ranked choice voting procedure is as follows: Ballots shall list candidates for an office and be ranked by the voter in order of preference. If no candidate wins a majority of first-preference votes, the candidate with the lowest number of votes is eliminated. First-preference votes cast for the failed candidate are eliminated, lifting the second-preference choices indicated on those ballots. A new tally is conducted to determine which candidate has won a majority of the adjusted votes. If no candidate receives a majority of the new tally, the procedure will continue until a candidate receives a majority of votes cast.

Subsection ii. Special Elections

In accordance with the Constitution, the Administration will hold within thirty academic days a special election to fill vacancies in any elected Executive position. In extenuating circumstances, the time period can be extended by the Elections Administration with the consent of the Judicial Board. This extension may not exceed thirty additional academic days. An extension may not be further extended.

Subsection iii. Qualifications to Run

Candidates for elected Executive positions must have a minimum of forty-five academic college credits and must be in a degree-granting program at the time of the election. Candidates for Undergraduate Senate positions must be undergraduate students in a degree granting program and must be in good standing with the University. Candidates for school council positions must be in a degree-granting program within that school. Members of the Judicial Branch who wish to run for elected office must recuse themselves from any election related cases. Members of the Office of Elections shall not be eligible to run for elected office while holding their position in the Administration.

Subsection iv. Qualifications to Vote

Any undergraduate student enrolled in a school or program at American University shall be eligible to vote for elected Executive positions and Undergraduate Senators. Any undergraduate student who is enrolled in a degree-granting program in a particular school shall be eligible to vote for that particular school council.

ARTICLE III. CANDIDATES AND CAMPAIGNS

Section 1. Candidates

Subsection i. Definition

All students who are currently running for elected office and all who intend to run for elected office and make an overt act of campaigning, shall be considered candidates. The regulations in this Document shall apply to all candidates and campaigns at all times. Students engaging in elections-related activities shall comply with the Elections policies.

Subsection ii. Registration

All candidates must register with the Office of Elections before they can commence any campaign activities. The Office of Elections must maintain a public list of all registered candidates and their current status. A candidate can withdraw from the election at any time by notifying the Office of Elections.

Subsection iii. Candidate Status

A candidate status can be “Active,” “Withdrawn,” “On Ballot,” or “Failed to Qualify.” “Active” is any candidate who has registered with the Office of Elections and who is actively running for office before the ballot qualification deadline. “Withdrawn” is any candidate who has registered with the Office of Elections of their intention to run for office, but later informs the Office that they no longer wish to run. “On Ballot” is any candidate who has met the qualifications to be placed on the ballot before the deadline has passed. “Failed to Qualify” is any candidate who did not inform the Office they wish to withdraw their candidacy and who does not meet the requirements at the qualification deadline.

Subsection iv. Campaign Staff

Candidates who have registered with the Office of Elections may form Campaigns and Campaign Staffs at any time. Candidates assume all liability for actions taken on their behalf by Campaign Staff. Campaign Staff is defined as: individuals campaigning or acting on the behalf of a campaign or candidate with the candidates explicit and expressed consent. All Campaign Staff must be registered with the Office of Elections and the Office must maintain a public list of registered Campaign Staff. Candidates and Campaign Staff are responsible for understanding and observing all Elections rules and regulations. All members of American University Student Government, elected or appointed, may not register nor work as campaign staff.

Section 2. Referendum Campaigns

Subsection i. Definition

Referendums are questions to be placed on the ballot and may be called on any issue by a vote of the Undergraduate Senate or petition of five percent (5%) of the student body. A referendum shall be held at the next scheduled election. All referendum campaigns must be placed on the public list of registered candidates.

Subsection ii. Signature Collection

Referendum campaigns will have, at most, one election cycle to collect signatures beginning after the announcement of election results from the most recent election cycle and ending at the ballot qualification deadline of the following election cycle. Campaigns must register with the Office of Elections in order to begin petitioning. Referendum campaigns must follow standard signature collection guidelines. Once the petition, with the required five percent (5%) of the student body, has been submitted, pending approval by The Center for Student Involvement, campaign managers must attend an information session conducted by the Office of Elections.

Subsection iii. Withdrawing a Referendum

Referendum campaigns may be withdrawn from the ballot via a request from the campaign manager that initially put it on the ballot. If the referendum was put on the ballot via a vote in the Undergraduate Senate, a two-thirds (2/3) vote by the Senate is required to remove it prior to voting.

Subsection iv. Referendum Campaigns

There may be three types of referendum campaigns: Yes, No, or Abstain. A Yes campaign is supporting a referendum, a No campaign is opposing, and an Abstain campaign is advocating for abstention. When registering, all campaigns shall inform the Office of Elections which type they are.

Section 3. Write-in Candidates

Subsection i. Definition

Students who did not meet the qualifications to have their name placed on the ballot, or did not submit the appropriate forms to the Office of Elections by the Qualification Deadline, shall be eligible to declare a write-in candidacy.

Subsection ii. Declaration

A prospective write-in candidate must contact the Office of Elections, at which time the Elections Administrator shall schedule a private information session and complete all necessary paperwork with the prospective write-in candidate. The Elections Administrator is required to meet with all prospective write-in candidates up until 24 hours before the opening of the voting period. The Office of Elections shall send relevant information about the candidate to the Center for Student Involvement to receive academic and disciplinary clearance, but the campaign may proceed on a tentative basis until this clearance is received.

Subsection iii. Write-in Campaigns

Write-in campaigns shall be entitled to all rights and privileges, and subject to all applicable rules and campaign policies, as any balloted candidate's campaign.

Subsection iv. Non-Declared Write-in Campaigns

Students may not run a write-in campaign if they have not officially declared write-in candidacy with the Office of Elections; doing so constitutes an ethical violation. Fake or mock campaigns that do not demonstrate any intent to directly elect a qualified student into an electable position shall not invoke any penalty.

Subsection iv. Spontaneous Election

Students that do not declare a write-in candidacy, but whom are elected by receiving a plurality of 20 percent of the votes in their race (a "spontaneous election"), shall be contacted by the Office of Elections to verify their intent to take office, and must also receive clearance by the Center for Student Involvement as being in good academic and disciplinary standing so that they may qualify to serve in their office.

Section 4. Withdrawal

Subsection i. Candidates

Candidates may withdraw from the ballot at any point before the opening of voting. A candidate may withdraw by notifying the Office of Elections.

Subsection ii. Referendum

Referendum campaigns may be withdrawn from the ballot before the opening of voting via a request from the campaign manager that initially put it on the ballot. If the referendum was put on the ballot via a vote in the Undergraduate Senate, a two-thirds (2/3) vote by the Senate is required to remove it prior to voting.

Subsection iii. Changing Races

Candidates may change races before voting begins as long as they obtain the required number of unique signatures for the new race and comply with all other elections policies. Signatures can only be used for the race in which they were obtained and cannot be transferred from one race to another. A candidate can change races by notifying the Office of Elections and collecting the appropriate signatures and any other necessary activities.

Subsection iv. Refusal to Take Office

A winning candidate may refuse to take office. If a winning candidate refuses to take office, they shall be prohibited from running for elected office in the future. If a winning candidate refuses to take office, that office shall be considered vacant and the appropriate steps according to the Constitution and Bylaws regarding vacancies shall be followed.

ARTICLE IV. ELECTION PROCESS

Section 1. Election Cycle

Subsection i. Definition

An election cycle shall be defined as; the length of time from the first information session until the announcement of election results. All election cycles shall be required to contain the following:

- a. Three (3) information Sessions;
- b. Campaigning and Petitioning;
- c. Qualification Deadline;
- d. Voting;
- e. Election Certification; and
- f. Announcement of Election Results.

The Office of Elections may, at their discretion, add additional aspects to the election cycle.

Subsection ii. Election Dates and Schedule

All Fall Elections must occur before October 10th and all Spring Elections must take place before April 1st. Prior to the commencement of an election cycle, the Office of Elections will determine the schedule for elections with the consent of the Center for Student Involvement, and announce the following details:

- a. The dates, times, and locations of all Information Sessions;
- b. The date, time, of the Qualification Deadline;
- c. The dates, times, and method of voting; and
- d. The date, time, and location of the announcement of Election Results.

Subsection iii. Information Sessions

The Office of Elections shall hold at least three (3) information sessions, in which all election procedures shall be explained. All candidates and campaign managers are required to attend at least one (1) information session. Should conflicts arise which prevent attendance of all information sessions, prospective candidates and campaigns may schedule an appointment with the Office of Elections for an individual information session. Candidates and Campaigns may only begin to campaign and petition for candidacy after the third scheduled information session has been concluded.

Subsection iv. Qualification Deadline

The Office of Elections must set a Qualification Deadline for when all paperwork and qualification requirements must be completed. A candidate may qualify for the ballot before the deadline, but if a candidate has not completed the necessary steps by the deadline, they do not qualify to appear on the ballot. The Office of Elections may make situational exceptions to established deadlines for required forms on a case-by-case basis. All exceptions must be impartial and fair.

Subsection v. CSI Approval of Candidates

After the Qualification Deadline, Balloted Candidates need to be cleared by the Center for Student Involvement to ensure that they are compliant with University Standards for student leadership positions, and therefore become certified candidates. Failure to meet requirements shall render the student ineligible for candidacy.

Section 2. Signature Collection

Subsection i. Required Signatures

Each potential candidate for an Undergraduate Council Office Position or Class/School Senate seat must obtain the unique signatures of twenty-five (25) eligible voters. Each potential candidate for an At-Large

Senate seat must obtain the unique signatures of fifty (50) eligible voters. Each potential candidate for an Executive Office must obtain the unique signatures of one-hundred (100) eligible voters. Eligible voters are defined as students within each constituency who are in good standing with the University.

Subsection ii. Signature Submission

In order to campaign and collect signatures, students must have attended an information session. Signatures may be gathered in person or digitally; however, only signatures submitted digitally will be accepted by the Office of Elections.

Subsection iii. Signature Gathering

Signatures may be gathered by candidates, campaigns, and their campaign staff as long as prospective candidates and campaigns do not intentionally or recklessly interfere with normal university or university sponsored activities, including, but not limited to: studying, teaching (including class sessions and office hours), research, university administration, or fire, police or emergency services. To acquire signatures in residence halls, candidates and campaigns must adhere to all policies set out by Housing and Dining Programs, in addition to those contained in the Elections Policy Book. Signatures may not be gathered for any campaign by another campaign or organization not affiliated with that candidate or campaign, and signatures may not be transferred between campaigns.

Subsection iv. Petition Requirements

A valid petition signature must include an eligible student's first and last name, AU ID number, School, number of credit hours earned, their university email, and time stamp.

Subsection v. Signature Verification

The Office of Elections is responsible for verifying signatures submitted by the deadline in a timely manner. A submitted petition shall have signatures subtracted from the total number submitted if they are duplicates, have missing information, invalid information, or other irregularities. If the invalid signatures move the total number below the requirement, the Office of Elections shall immediately notify the candidate or campaign. If the deadline has not passed, the candidate or campaign shall be able to continue collecting signatures. If the deadline has passed, then the candidate or campaign is ineligible to be placed on the ballot.

ARTICLE V. CAMPAIGNING REGULATIONS

Section 1. Campaigning

Subsection i. Campaigning Start and End

Campaigning by candidates or their staff is permitted only after attending at least one (1) of three (3) information sessions or after attending an in-person meeting with the Elections Commission and shall cease at the closing of the polls. All physical campaign materials must be removed within forty-eight (48) hours of the close of polls.

Subsection ii. Definition

Campaigning is defined as: any action taken in support of or opposition to a candidate or campaign, in coordination with a campaign. All students who campaign are considered campaign staff. Acts of private or public speech which do not qualify as campaigning are not regulated. Endorsements are explicitly not considered acts of campaigning.

Subsection iii. Restrictions

Campaigning may not prevent the operation of normal university or university-sponsored activities, including, but not limited to, studying, teaching (including class sessions and office hours), research, university administration; or fire, police, or emergency services.

Subsection iv. Prohibited Campaigning Areas

Campaigning is not permitted inside the Kay Spiritual Life Center or inside the Mary Graydon Center, except when explicitly approved by the Center for Student Involvement or American University Administration, and sanctioned by the Office of Elections.

Subsection v. Chalking

Campaigns shall be prohibited from chalking.

Subsection vi. Scattering

No campaign materials may be scattered in any fashion or in any place. For the purposes of this subsection, "scattering" is defined as any method of distributing physical campaign materials to students that is not a person-to-person exchange. This includes, but is not limited to, leaving stacks of materials on residence halls desks, sliding materials under residence hall doors, physically scattering materials across the quad, etc.

Subsection vii. Residence Halls

To distribute campaign materials or hold an organized event in residence halls, candidates must get the permission of the Community Director for specific times and locations via email. Candidates will only be allowed to ask the Community Director to campaign in the residence halls between normal university operating hours. They shall forward this email to the Office of Elections and carry a copy while in the residence halls. At no time shall the in-hall campaigning of candidates interfere with the normal sleep or study of residents. Posters may only be hung on residence hall doors with the consent of the resident(s) therein.

Subsection viii. Use of Canvas

The use of Canvas for campaign related activities is prohibited.

Section 2. Campaign Materials

Subsection i. Definition

"Campaign Materials" are any and all materials created or made to advocate for or against a candidate or cause in an election. Campaign materials created to advocate for a candidate must be made by someone listed as campaign staff.

Subsection ii. Restrictions

All campaign materials must be in good taste and comply with all policies in this book. Materials are not required to be approved by the Office of Elections, but the Office may provide advice to campaigns on whether materials comply with this book. The Office of Election shall have the power to issue a removal order for any material that violates this policy book, and may pursue charges for applicable violations. Failing to remove the materials in question is a policy book violation. The AUSG Logo, or any version of it, is prohibited from appearing on any campaign materials.

Subsection iii. Online Campaign Material

All online campaign materials, which include but are not limited to, social media and campaign websites, must be publically accessible. A campaign's social media accounts or websites must be registered with the Office of Elections.

Subsection iv. Emails

Any and all campaign emails must be sent with the express consent of anyone who has provided their email address to a candidate or campaign. Candidates and campaigns must request permission to email members of the student body on their nomination petition.

Subsection v. Campaign Material Removal

Campaign material may only be removed upon the order of the Office of Elections or by the campaign who made the material. All campaign materials must be removed within forty-eight (48) hours after the conclusion of the election cycle.

Subsection vi. Campaign Material Postings

All postings of campaign materials are restricted to general posting boards. General Posting Boards shall have a limit of two (2) posters of the 8.5" x 11" size per board. Larger posters of a size no larger than 11" x 17" shall be limited to one (1) poster per general posting board. All posters posted by candidates shall follow all policies of the Student Government and American University. The unauthorized addition or removal of campaign posters shall constitute a violation of these policies. Only candidates, campaigns, and individuals officially affiliated with campaigns may post campaign materials. Individuals not affiliated with campaigns may only post campaign materials with the express verbal or written permission of a candidate, campaign, or individual officially affiliated with a campaign. Materials posted on dormitory room doors by residents are exempt from this restriction.

Section 3. Endorsements

Subsection i. Overview

All non-academic organizations and societies recognized by the Center for Student Involvement may endorse candidates, excluding Student Government entities, departments, and subsidiary bodies.

Subsection ii. Definition

An endorsement is defined as any explicit statement expressing support for a particular candidate, policy, or cause in an election. Endorsements under this Policy Book shall include only such statements and no additional actions. Individuals may not claim immunity from the regulations of this Policy Book by labeling any action an endorsement unless such action is an endorsement as defined by this subsection.

Subsection iii. Campaigning

An endorsement is not an act of campaigning even if it encourages students to take a particular action in support of or opposition to a candidate or campaign.

Subsection iv. False Endorsements

Candidates may not falsely publicize an endorsement. False publication of an endorsement occurs when a candidate specifically states or advertises an endorsement from an eligible group when such an endorsement did not occur. The incidental display of an eligible organization's logo, when the candidate is a member of said organization, is not considered false publication of an endorsement, but organizations may prohibit or require a disclosure in the use of their name or logo by candidates. Falsely publicizing any endorsement or improper display of an organization's logo is to be considered an Ethical Violation.

Subsection v. AUSG Member Endorsements

A member of American University Student Government (AUSG), elected or appointed, may provide an endorsement. However, members of AUSG whose position has determined them to be impartial may not endorse in the capacity of their position and thus cannot display their position/title wherever that endorsement is shared.

ARTICLE VI. CAMPAIGN FINANCE

Section 1. Regulations

Subsection i. Overview

Candidates and campaigns may spend money to procure campaign materials. Candidates for Senate and Undergraduate Council elections may utilize no more than fifty dollars (\$50.00) in the furtherance of their campaigns. Candidates for Executive office and referendum campaigns may spend no more than one hundred and fifty dollars (\$150.00).

Subsection ii. Donations

Candidates and campaigns may accept donations from persons, groups, and other entities not officially employed by or affiliated with candidates or campaigns. All donations (financial, material, or otherwise) must be declared to the Office of Elections. Donations are to be counted as part of total campaign spending and shall apply to the spending limits imposed upon campaigns. Campaigns may not accept donations for which a monetary value cannot be determined and/or cannot be properly reported to the Office of Elections.

Subsection iii. Spending

Campaign purchases must comply with all American University policies, as well as all rules and policies under local and federal law.

Subsection iv. Leadership Grant

In accordance with policies agreed to with Student Activities, there shall be an American University Leadership Grant. Candidates running for Executive office in competitive races may access up to one hundred and fifty dollars (\$150.00) from the leadership grant only if they acquire twice the required signatures on their nominating petition.

Subsection v. Reporting

All candidates must notify the Office of Elections of purchases and donations and amounts within twelve (12) hours of a transaction. All candidates and campaigns must present a copy of all receipts to the Office of Elections. The Office of Elections shall post daily to a public ledger all receipts and expenditures by campaigns.

Subsection vi. Exception

For the purposes of this section, “campaign materials” shall not include black and white printed materials. Black and white printed materials include all printed materials that have no color on them. These materials must still follow all guidelines outlined for “campaign materials.”

ARTICLE VII. VOTING AND RESULTS

Section 1. Voting

Subsection i. Overview

Voting will commence after a reasonable period of time after the Qualification Deadline. It will proceed in a manner specified by the Office of Elections. The Office of Elections has full authority to enact any sort of voting method it deems proper, as long as the method does not disenfranchise any student. Campaigning may continue during voting. Campaigning and voting will end concurrently, at which time, the Office of Elections will compile a full account of election results.

Subsection ii. Elections Ballot Options

In all elections each ballot shall have at least the following choices available to voters in each race: all certified candidates for that election, “None of These Candidates,” and a write-in option.

Subsection iii. “None of These Candidates”

Votes cast in an election as “None of These Candidates” does not count towards the total number of votes cast in the race in which the option was selected.

Section 2. Results

Subsection i. Overview

Only the Elections Administrator and appropriate Center for Student Involvement staff shall have knowledge of the results before the announcement at the conclusion of the Election Cycle. Information on voter turnout, but not results, may be provided prior to the scheduled announcement of results.

Subsection ii. Election Ties

In the event that two or more candidates, wherein at least one is a declared candidate, receive an equal number of votes, that office shall be considered vacant and the appropriate steps according to the Constitution and Bylaws regarding vacancies shall be followed.

Section 3. Certification

Subsection i. Certification Procedure

The Elections Administrator shall issue an order containing their recommendation for certification of an election within two hours after the close of polls. In the order the Administrator shall report on how the elections were handled and if any practices occurred that could warrant decertification. This order shall become standing unless the Judicial Board intervenes within 5 hours of the order. Elections may only be decertified in instances of voter disenfranchisement or abject corruption.

Subsection ii. Appeal Process

A campaign may petition the Judicial Board to review the order if it was improperly given within 5 hours after the Election Administration order. The campaign must file a brief with the Judicial Board, the Board may accept the petition with a 4/7 vote. The Chair of the Judicial Board will set a hearing date within 2 days for the Campaign and the Elections Administration to provide evidence, witnesses, and testimony. The Judicial Board shall deliberate and may reverse the Election Administrators recommendation with a 6/7 vote.

Subsection iii. Re-Administration

A decertified election shall be re-administered by the Elections Administration as soon as possible, and within reasonable time. No further period of campaigning is necessary.

ARTICLE VIII. ELECTION ETHICS

Section 1. Ethics

Subsection i. Definitions

- a. “Discriminatory” and “discrimination” shall, for the purposes of this Policy Book, be defined as identical to the criteria for bias incidents as defined in the American University Student Code of Conduct Section V, Subsection B.
- b. “Harassing” and “harassment” shall, for the purposes of this Policy Book, be defined as a course of conduct that threatens, intimidates, alarms, or puts a person or persons in fear of their physical, mental, emotional, or other safety. All harassment complaints pursuant to University policy must be pursued through Student Conduct & Conflict Resolution Services.

Subsection ii. Manipulation

No Candidate, Campaign Manager, or campaign staff member shall attempt to manipulate a member of the Office of Elections or Judicial Board.

Subsection iii. University Policy and Federal and Local Law

Candidates and Campaign Staff shall adhere to all Federal and Local criminal laws and University policies and shall not resort to campaigning in the following fashions:

- a. Unauthorized removal of campaign materials;
- b. Campaigning in a physically intimidating, coercive, or threatening fashion which is intentional or persistent;
- c. Violating this Policy Book;
- d. Offering undue clarification, interpretation or instructions pertaining to the AUSG Elections Policies; or
- e. Use of official powers or non-sanctioned Student Government materials on behalf of a campaign. Discussing elections in a Student Government affiliated office space does not constitute a violation in this subsection. For the purposes of this subsection, “official powers” refers to any action taken by a candidate or campaign staff that is only available to that individual due to their holding of an official leadership position, elected or unelected, within an organization recognized by American University or Student Activities. This includes but is not limited to actions such as sending an email to non-Student Government affiliated students from an SG e-mail account in a campaigning fashion, the use of SG printers to print flyers, and restricting SG office space for the use of campaign activities and campaign staff, accessing student information without their expressly given consent through services available only to that position, etc.

Section 2. Elections Violations

Subsection iv. Violations

Any breach of this Policy Book is to be considered an Election Violation.

Subsection ii. Submission of Violations

All inquiries and suspected violations will be submitted to the Elections Administrator for review. The Administrator must respond within twenty-four hours. After review, if the Administrator determines the best remedy for the violation and implements any sanctions or remedies. At no time shall the Judicial Board or the Office of Elections notify or bring to another campaign’s attention an Election Violation of another campaign.

Subsection iii. Sanctions

If appropriate, the Elections Administrator may sanction a campaign with the following sanctions:

- a. Removal or Deletion of Materials;
- b. Open and Public Letter of Apology;
- c. Restriction of Campaign Finance Allowance;
- d. Suspension of Campaign Activities; or
 - i. Should a candidate’s or referendum campaign be suspended, all of its operations must cease. The suspended campaign, including campaign staff, may not campaign for or against any candidate or campaign in the affected race. Individuals, including candidates, who are members of a campaign that has been suspended, may still campaign for or against candidates or campaigns in other races.
- e. Candidate Disqualification.
 - i. Should a candidate be disqualified after voting has commenced for the race in which that candidate was running, then the voting shall continue as normal. Should such a

disqualified candidate be found to have gotten the most votes, then the candidate with the next most votes shall be declared the winner of that race.

f. Other actions as deemed necessary by the Elections Administrator

Subsection iv. Appeals

A campaign may, within 12 hours after the decision of the Elections Administrator, appeal the decision to the Judicial Board for review. The Judicial Board then has 12 hours to decide to accept or reject the appeal by a majority vote. If they reject the case, the decision of the Elections Administrator stands. If they vote to accept the case, both parties, the campaign and the Elections Administration, shall submit evidence and statements to the Judicial Board who will then, within 12 hours, review the submissions and rule to uphold or strike down the decision of the Elections Administrator. Only if the Judicial Board sustains a sanction of removal from the ballot, the candidate may appeal to the Center for Student Involvement for a final decision.

ARTICLE IX. SPECIAL ELECTIONS

Section 1. Overview

All the rules and regulations in this Policy Book apply to any and all Special Elections.