Southern Utah University Student Association Election Bylaws

PREAMBLE:
Pursuant to Article II, Section 4 of the Constitution of the Southern Utah University Student Association (SUUSA), the SUUSA Annual Election shall be governed by the SUUSA Constitution and SUUSA Election Bylaws that are created, reviewed, and revised by the Academic Senate.

ARTICLE I: Definitions

A. SUUSA advisors: The staff members who oversee the election process at Southern Utah University.
    a. Assistant Vice President of Student Affairs
    b. Student Involvement and Leadership (STIL) Staff Director: A STIL staff member(s) appointed by the Assistant Vice President of Student Affairs.
B. Election Director: A student appointed via interview by a panel of SUUSA members at the recommendation of the SUUSA advisor(s) to lead the Election Commission.
C. Election Commission: The Election Director and additional students appointed via interview by a SUUSA panel at the recommendation of the SUUSA advisor. The Commission shall consist of an odd number of members, not to exceed five in total, and at least one of these members ought to be a member of the judicial council.
D. Grievance Committee: Joint committee consisting of all SUUSA Judicial Branch members not running for elected office, the Election Commission, and the lead SUUSA advisor.
E. Appellate Administrator: A university official that adjudicates appeals filed during the grievance process and renders the final decision therein.
    a. Assistant Vice President of Student Affairs: The university official to whom

appeals may be initially filed.

b. Dean of Students: The university official to whom appeals may be secondarily filed should the Assistant Vice President of Student Affairs be unavailable or otherwise unable to provide adjudication.

F. Campaigning: Campaigning includes any action where a candidate or candidate's campaign team directly solicits students for votes. This can include but is not limited to: distributing flyers, surveys, shirts, gifts, and food; knocking on doors, talking with student clubs and organizations, hosting events, making announcements in classes, and launching social media campaigns.

G. Campaign Sign: Any display that advertises and advocates for the election of a candidate to office.

H. Structure: A structure is something that has been manmade and has been built by composite parts on SUU campus. This definition includes:

   a. Retaining walls;
   b. Concrete walls and benches;
   c. Pony walls;
   d. Other man made structures such as the waterfall;
   e. Anything else of this nature.

I. Chalking: The act of utilizing chalk to draw, paint, write, or otherwise spread messages on SUU's campus. It is generally understood that "chalk" is readily removed using water as a dissolving medium without soaps or solvents. Any chalk product that is not readily removed as described is expressly prohibited.

J. Party: A party is a group of candidates formed for the purpose of collaborating in the election/campaigning process.

K. Candidate: A student who has officially declared themselves to be running for office by filing the proper paperwork with the STIL Center front desk and is qualified for candidacy based on the requirements described in the SUUSA Governing Bylaws.

L. Campaign Team: One or more students who solicit votes for a Candidate.

M. Supporters: Persons such as students, community members, and family members who support a Candidate but are not a member of the Campaign Team.

N. Campaign Season: A specific period of time determined by the Election Commission

for on-campus campaign activity.

O. Fair Market Value: The price at which goods/services would change hands between a willing buyer and a willing seller, as determined by the Election Commission.
P. Removal from the Ballot: The termination of a Candidate's campaign and removal of the Candidate's name from the voting ballot.
Q. Endorsement: An act of giving one's public approval or support to a Candidate in a SUUSA election.

ARTICLE II: Election Calendar

SECTION 1: Creation

A. The SUUSA Advisor[s], or their designee, shall propose a calendar that includes all the above deadlines with assigned dates, allowing reasonable time for filing and campaigning. This proposed calendar shall be adopted as the Election Calendar upon the countersignature of the head of the SUUSA Judicial Branch or their designee.

SECTION 2: Composition

A. The Election Calendar shall include the deadline for Declaration of Candidacy filing, the dates of Campaign Season, the Primary Election date, and the General Election date.
B. The Election Calendar shall include a mandatory meeting to distribute the Election Bylaws and answer candidate questions at least fourteen (14) days before the start of Campaign Season. A Declaration of Candidacy Form shall be made available at this meeting and online to all students desiring to run for office.
C. Candidates must read the SUUSA Election Bylaws, Constitution, and Governing Bylaws after their distribution at the first mandatory candidate meeting. These documents must be read prior to continuing their run for office (either appointed or elected).

ARTICLE III: Election Director

SECTION 1: Selection and Ratification

A. Applications for the position of Election Director will be made available to all current students after which the final selection will be made via interview by a panel of STIL members, who shall be current students, convened by the SUUSA advisor(s) or their designee. The SUUSA advisor(s) shall also sit on the selection panel. The total number of panelists must be an odd number. The candidate selection must be completed by the end of the fall semester prior to the upcoming spring election cycle.
B. The Election Director shall be independent from any election candidates, impartial, must not be running for SUUSA office, and shall not support any candidate running for SUUSA office.

C. Both the Election Director and members of the Election Commission must not currently occupy positions in SUUSA, nor be seeking a SUUSA position. If an individual is currently holding or seeking a SUUSA position, they shall not be considered for positions on the Election Commission.

SECTION 2: Duties of the Election Director

A. Enforce and adhere to the Election Calendar.
B. Chair the Election Commission meetings.
C. Coordinate with Information Technology (IT) to prepare and provide electronic ballots and may also coordinate the placement of voting booths/areas in neutral locations with laptops and/or computers as the Election Director sees fit to provide students with easy access to vote on election days if they so choose.
D. Review any unclear and/or contested ballots.
E. Attest to the certification of the election results by the SUUSA Judicial Branch.
    a. If no members of the SUUSA Judicial Branch are available or able to certify the results of an election, the Election Director shall exercise the responsibility to certify said election results.
F. Evaluate the campaign expenses of all candidates. Ensure budgets do not exceed the designated limits.
G. Receive grievances for violations of the Election Bylaws and file them with the Grievance Committee.
H. Facilitate Grievance Committee meetings and communicate consequences decided therein to the appropriate party.
I. Coordinate campaign-related activities with the Staff Director(s) or their designees prior to the start of Campaign Season.
J. Oversee scheduling of all rooms and/or locations, tables, and chairs for all election related activities.
K. All other duties and responsibilities necessary to operate a fair election cycle as approved by advisors.

ARTICLE IV: Election Commission

SECTION 1: Purpose and Composition

A. The purpose of the Election Commission is to ensure an orderly election process for both the candidates and the student body.
B. The Election Commission consists of the Election Director and currently enrolled students who will be enrolled in the semester of the election and who meet the following conditions:
    a. Are not on academic probation;
    b. Are not running for SUUSA office;

    c. Are impartial to any candidate running for SUUSA office.
C. The Election Commission must comprise either three or five total members. The Election Director shall be considered one of these members. Following the prescribed application process, all remaining members shall be appointed by a panel of SUUSA members, including the SUUSA Advisor.
D. In the event of a tie vote among the members of the Election Commision, the Election Director's vote shall count as twice for that vote and only that vote.

SECTION 2: Duties
The Election Commission shall:
A. Assist the Election Director with official duties.
B. Members of the Election Commission will:
    a. Report candidates' financial expenditures to the Election Director.
    b. Answer election-related questions from Candidates.
    c. Ensure all campaign materials and actions align with the Election Bylaws.
    d. Ensure that all campaign material is removed by the designated time.

ARTICLE V: Candidate Procedures
SECTION 1: Candidate Eligibility
A. A student must meet the requirements for office as outlined in the SUUSA Governing Bylaws to be considered for candidacy.
B. Candidates must read the SUUSA Election Bylaws, Constitution, and Governing Bylaws after their distribution at the first mandatory candidate meeting. These documents must be read prior to continuing their run for office (either appointed or elected).
C. Candidates running for an Academic Senator position must be enrolled in the college or school they seek to represent before they declare candidacy.
D. The Dean of Students will check candidate eligibility and standing, as outlined above, within one week after the closing date for applications.

SECTION 2: Declaration of Candidacy
A. Eligible students may declare candidacy for one office to the Election Director by filing a Declaration of Candidacy form.
B. Candidates wishing to withdraw their Declaration of Candidacy may do so at any time by notifying the Election Director in writing. After the Election Director has received the withdrawal, the candidate shall not be reinstated for the previously withdrawn position or any other elected SUUSA position after the Declaration of Candidacy submission deadline has passed.
C. The Declaration of Candidacy form will be made available at the start of Spring Semester in the STIL Center and on the SUUSA website. The deadline to file Declaration of Candidacy forms will be determined by the lead SUUSA advisor at the start of Spring

Semester and publicized by SUUSA and STIL Marketing. All Declaration of Candidacy forms must be filed in the STIL Center by the time set forth in the election calendar on the day of the deadline.

SECTION 3: Insufficient Candidates

A. If there are no eligible candidates for an office after the official filing deadline, the Election Commission shall extend the filing deadline for the available offices.
B. The Election Commission and the STIL Center shall publicize notice of the second deadline.

SECTION 4: Write-In Candidates

A. Write-in candidates must meet the eligibility requirements to hold office as outlined in the SUUSA Governing Bylaws.
B. The Election Director will contact the write-in candidate to require that a Declaration of Candidacy form be submitted prior to the announcement of the General Election results.
C. Write-in candidates will not be included in any ads, pictures, biographies, or debates paid for or sponsored by either the Election Commission or the STIL Center.
D. Write-in candidates will not be listed on the Primary or General Election Ballot.

ARTICLE VI: Election Procedures

SECTION 1: Election Timeline

A. Elections for officers of SUUSA will be held in the time frame outlined by the approved Election Calendar. Primary and General Elections will be held in the Spring Semester as determined by the Election Calendar. The Election Commission and the STIL Center must publicize when Primary and General Elections take place.
B. Declared candidates must attend the mandatory campaign meetings held by the Election Commission to review the election policies and procedures. Absence will result in automatic forfeiture of candidacy.
    a. On rare occasions, exceptions for non-attendance may be granted by the Election Commission.
    b. If necessary, a candidate may send a representative to a mandatory meeting with the prior approval of the Election Commission.
C. The Election Commission will facilitate candidate meet-and-greets and debates.
    a. All candidates will be required to attend these events.
    b. If necessary, a candidate may send a representative in their place to these events with the prior approval of the Election Commission.

SECTION 2: Clean Up

A. Primary candidates not advancing into the General Election are responsible for removal of all individual campaign materials by 6:00 AM the morning following the announcement of the Primary Election results.
B. General Election candidates are responsible for the removal of all campaign materials by 6:00 AM the morning following the announcement of the General Election results.
C. Fees or other penalties may be assessed to any candidate who does not clean up all of their campaign materials by the appropriate time set by these bylaws.

SECTION 3: Primary Election Procedures

A. Primary Elections will be held if three or more candidates are competing for the same office.
B. The two candidates for each contested office receiving the highest number of Primary Election votes shall advance to the General Election.
C. In the event a candidate prevails in the Primary Election and subsequently withdraws or is disqualified prior to the start of voting for the General Election, the candidate with the next highest number of votes will advance to the General Election.
    a. In the event the next highest vote-getter does not accept the spot in the General Election, the offer will be extended to the other primary candidates, in order of votes received, until either one accepts or the candidate pool is exhausted.

SECTION 4: The Executive Vice President

A. Each candidate for the office of Student Body President shall appoint a candidate for the office of Executive Vice President. The Student Body Presidential Candidate's nominee for Executive Vice President shall be public during both the primary and general election.
B. During both the primary and general elections, both the Student Body President and Executive Vice President shall run on the same ticket, meaning that it is known to the public that by voting for the Student Body Presidential Candidate, the voter acknowledges they are also voting for their Executive Vice Presidential nominee as well.
C. This is the only political "party" or team that shall be permitted during the Election and Campaign Season.

SECTION 5: General Election Procedures

A. The candidate that receives the highest number of General Election votes will win the contested office.
B. In the event there is a tie for the highest vote count between two candidates running for a contested office in the General Election, a Special Election will be held between tied candidates as designated by the Election Commission, unless both candidates agree to choose the winner of the election by lot or method of random chance (such as a coin toss).

C. In the event of a tie vote and both candidates agree to choose the winner of the election by lot or method of random chance, the following procedures shall govern how such a lot or method of random chance shall take place.
    a. In the event that both candidates agree to selection of a winner by lot or by method of random chance, the Election Director, with the presence of the STIL Director, the SUUSA Judicial Branch, and the rest of the Election Commision, shall conduct/facilitate the lot or other method of random chance between the two candidates.
    b. The rules and procedure of choosing a winner by lot or method of random chance shall be decided upon by the two candidates and the Election Director.
    c. Upon the determination of a winner by this method, the results of the election shall be certified by the SUUSA Judicial Branch and attested to by the Election Director.
    d. The agreement to such a method and its results shall be irrevocable and final.
D. Any exceptions to the election process must be approved by the Election Commission.
E. In the event a candidate withdraws or is disqualified after voting for the General Election has begun, the sole remaining candidate in the General Election will be the de-facto winner unless defeated by a write-in candidate.

SECTION 6: Constitutional Amendments

A. Proposed amendments to the SUUSA Constitution shall be included on the general election ballot for their approval or rejection by a vote.
    a. Special elections for constitutional amendments may be held in the Fall or Spring Semesters and jointly conducted and certified by the Student Body President, the Vice President of Academics, and the SUUSA Judicial Branch. All other applicable provisions and procedures herein shall be followed. Special elections for constitutional amendments are prohibited from being held in the Summer Semester.
    b. Each constitutional amendment shall only be placed on the ballot for approval or rejection if said amendment was approved in accordance with SUUSA and University Policy.
B. Each proposed constitutional amendment shall be labeled as "S.C.A. [YY/YY]-[Number]".
    a. The placeholder "[YY/YY]" represents the last two digits of the academic year in which the election is held, while "[Number]" represents a sequential identifier assigned to each constitutional amendment received within that academic year.
    b. For instance, the first constitutional amendment received in the 1996/1997 academic year would be labeled "S.C.A. 96/97-1."

C. For a constitutional amendment, the ballot shall present the following question in the following format: “Shall the SUUSA Constitution be amended to reflect the changes proposed by S.C.A. [YY/YY]-[Number]”.
D. A link to an accessible copy of the constitutional amendment shall be provided with the above question.
E. The two options to be prescribed for the adoption of a constitutional amendment shall be “Yes” or “No” in response to the above question.
F. If a majority of voters in the election vote “Yes”, the amendment passes and is approved.
G. Upon certification of the passage, the amendment’s provisions shall take effect immediately, unless otherwise specified or required by provisions of the amendment or by University Policy.
H. If the amendment was proposed in a general election, the amendment’s results shall be announced with the other results of said election.
    a. If proposed in a special election, the amendment’s results shall be announced in the next scheduled meeting of the Student Senate.

ARTICLE VII: Voting

SECTION 1: Voter Eligibility

A. Any enrolled student at SUU may cast one vote for each Executive Office and one vote for an Academic Senator from his or her respective college.
    a. Students with declared majors in two different academic colleges will get one vote for each college’s Academic Senators.
B. The student must have a valid SUU login to vote.

SECTION 2: Ballots

A. The Information Technology (IT) department will prepare the electronic ballots at the direction of the Election Director.
B. All electronic ballots will include the candidate’s name, as written on their Declaration of Candidacy form. Ballots for constitutional amendments shall follow the format and procedures prescribed herein.
C. All electronic ballots will allow the voter to write in the name of another person whose name does not appear on the ballot.

SECTION 3: Election Results

A. Votes will be tabulated immediately following the closing of the polls.
B. The Election Commission will tabulate, publish, and attest to the certification the election results.
C. Election results will be posted in the STIL Center and on the SUUSA webpage.
D. After the votes are tabulated and verified, all results are final.

ARTICLE VIII: Campaign Rules

SECTION 1: Campaigning

A. Candidates and Campaign Teams are prohibited from campaigning before Campaign Season begins. There are two exceptions to this rule:
    a. A Candidate may participate in one-on-one interaction with individual students to verbally declare candidacy and learn about the issues facing students in order to gain insight on how to address those issues and concerns in their platform. The one-on-one interactions with individual students cannot be scheduled and must happen naturally.
    b. The Election Commission may coordinate events designed to allow all Candidates to speak to groups or organizations on campus prior to the start of Campaign Season.
B. Each Candidate shall maintain a current list of their Campaign Team and provide it to the Election Commission. Any changes to the Campaign Team must be submitted to the Election Commission within 24 hours of the change.
C. Candidates are responsible for the conduct of their Campaign Team. Penalties assessed against the Campaign Team will apply to the Candidate.
D. A Candidate/Campaign Team shall NOT publicize, advertise, or verbally campaign (i.e. the distribution of physical materials or the spoken word) within campus computer labs.
    a. If a computer lab is used as a classroom, then a Candidate may seek prior written approval from the class instructor to campaign. Upon request the Candidate shall provide this written approval to the Election Commission.
E. Campaigning in the Gerald R. Sherratt Library, Testing Center, Tutoring Center, Leavitt Center, and the STIL Center is strictly prohibited. This includes the computer lab, classrooms, and study group rooms in the library.
F. Any and all campaigning within University Housing shall be done on the specific day(s) designated by University Housing and comply with University Housing policies.
G. A Candidate may campaign in classrooms if the instructor has given prior written approval. Upon request the Candidate shall provide this written approval to the Election Commission.
H. The use of email to campaign is subject to University Policy #5.58. 1. Policy #5.58 Article V, Section E.5 states: “SPAM: Sending unwanted email messages to a large population abuses the email system and results in fewer resources for University purposes. Sending email messages to more than 10 users, whether as a single message or as a series or related messages, is expressly prohibited by this policy, except for communication detailed in section D, mass email.”
    a. A violation of this policy will result in removal from the ballot.

I. A Candidate/Campaign Team shall not petition, seek, request, ask, or otherwise solicit endorsements from active candidates, faculty, staff, administrators, and selected University Sponsored Organizations (USO) at Southern Utah University. A list of selected USOs will be provided to all candidates.
J. Candidates shall not give or receive endorsements to/from candidates in other elections.
    a. This includes posting the campaign material of another candidate on social media
K. A Candidate/Campaign Team shall not provide means for students to vote via tablet, laptop, phone, paper, or any other voting modality. The Election Commission will provide, if needed, the means for all student voting.
L. A Candidate/Campaign Team shall not use any STIL resources to campaign. This includes the use of computers, printers, newsletters, office supplies, and marketing resources with the exception of STIL bulletin boards and digital signage with a limit of one ad on digital signage per candidate.
M. A Candidate/Campaign Team may wear shirts, hats, wristbands, pins, and other candidate apparel in the STIL Center as long as they are not actively campaigning.
N. A Candidate/Campaign Team/Supporters must conduct campaign activity in a manner consistent with the SUUSA Constitution, SUUSA Election Bylaws, University Policy, federal, state, and local laws, and campus and community standards.
O. Candidates/Campaign Teams who are found bribing or intimidating students with regard to voting, endorsement, or any campaign activity shall receive penalties, such as fines and termination of the candidacy, as determined by the Grievance Committee.
P. Any candidate caught making a quid pro quo deal, a favor or advantage granted or expected in return for an endorsement, with an ex-candidate shall receive penalties, such as fines and/or termination of the candidacy, as determined by the Grievance Committee.

SECTION 2: Candidate Code of Conduct

A. By submitting the proper paperwork for candidacy, one agrees to abide by the SUU Student Code of Conduct and all other University Policy, as well as local, state, and federal laws.
B. Any Candidate/Campaign Team in violation of the Student Code of Conduct will result in an immediate removal from the ballot.

SECTION 3: Parties

A. Candidates are prohibited from forming parties for any and all SUUSA elections.

ARTICLE IX: Publicity, Advertising, and Media

SECTION 1: On Campus

A. Candidate/Campaign Teams may post signs, posters, flyers, handbills, and digital signage in the Sharwan Smith Student Center and on SUUSA bulletin boards provided

that they are consistent with Student Center policy and they have been approved by the Election Commission and stamped by the STIL Center in accordance with the STIL Center's internal policy.

    a. Senate campaign signs may not be posted on specific department boards without written permission from the department head. A copy of the written permission must be given to the Election Commission prior to the posters being posted.

B. Exterior campaign signs must:
    a. Be anchored and secured to the ground, except for A-frames;
    b. Be made of materials that can withstand being wet;
    c. Not exceed 5ft x 5ft x 1ft (does not include materials used to secure sign);
    d. Not be supported by, affixed to, written or applied directly on, or leaned against rocks, trees, buildings, light posts, garbage cans, or other university property.
    e. Any signs found to not be in compliance with these regulations will not be approved by the Election Commission. If found, the offending party may face disciplinary action from the grievance committee.
C. Campaign signs and advertisements, regardless of form or medium, may not be placed on the exterior of campus buildings, statues, or structures.
D. Candidates/Campaign Teams must not draw, paint, or write on campus buildings, statues, or structures. The usage of sidewalk chalk is no exception to this rule.
E. Sidewalk chalking must be approved for a specific time and place in advance by the Election Commission. Sidewalk chalking shall only be permitted on horizontal sidewalks or stairways, and only after receiving permission from the Election Commission. Any chalking done by candidates on forbidden surfaces or without the permission of the Election Commission is prohibited. Sidewalk chalking must be 6 ft from all building entrances and doorways.
F. Handbills and flyers may be distributed on campus after they have been approved by the Election Commission and have the STIL Center's approval and stamp.
G. The content of campaign publicity, communications, advertisements, and/or messages, regardless of the medium, must:
    a. Not display the image, likeness, or name of an individual or character unless

written permission has been obtained from the appropriate party or owner.

b. Not display a trademark, logo, marking, likeness, image, or insignia unless prior written permission has been obtained from the appropriate registered party, entity, or owner. This includes the images, trademarks and logos of SUU.
c. Remain consistent with campus and community standards.

H. Any campaign material posted to social media must be submitted to and approved by the election commission prior to posting.
I. The STIL Marketing team shall display QR codes in all election marketing materials, including the Declaration of Candidacy form. The QR codes on the Declaration of Candidacy form shall lead to the Declaration of Candidacy form. STIL Marketing materials posted throughout the SUUSA elections shall contain QR codes leading to the SUUSA elections voting portal.

ARTICLE X: Campaign Finance

SECTION 1: Campaign Budgets

A. All expenditures, donations, goods, and services used for campaigning materials and supplies are subject to the provisions outlined below and must not exceed $500 for each candidate per election cycle.
B. All campaign expenditures, donations, and goods and services, both on and off campus, must be included in a Candidate's budget.
C. Materials/cost of campaign materials cannot be shared between candidates.
D. A donation is defined as contribution of goods and/or services by a person, charity, or organization.
    a. All tangible donations of goods and services, including graphic design, shirts, photography, videography, musicians, performers, clothing, pens, food, signs, advertisements, vouchers, coupons, and similar, shall be reported to the Election Commission.
        i. Donations or other non-purchased material reported to the Election Commission must be assigned a fair market value before being used.
    b. Donations of intangible services, such as assisting with the placement of campaign signs, helping distribute t-shirts, and similar -- will not be considered a donation and are therefore not required to be reported.
E. The Election Commission may choose to deem certain campaign resources of no importance. In this case funds will not be deducted from a Candidate's total budget.

F. In the event a Candidate/Campaign Team member is found in violation of University Policy or the Election Bylaws, fines may be assessed and deducted from the Candidate's budget. An equal fine shall be assessed to all candidates involved in the same violation.
    a. If a fine causes a Candidate's budget to exceed the allotted amount, the Candidate will be removed from the ballot.
G. Each Candidate must submit a daily budget report to the Election Commission.
    a. Budget reports must include an updated list of campaign expenditures, donations, and documentation of expenditures (itemized receipts, invoices, contracts, etc.).
    b. Budget reports are due by 5:00 PM each day during Campaign Season. If the budget has not changed from the previous day's budget report, a written submission of "No Change" must be submitted.
    c. All Candidates must submit a complete set of receipts for all campaign expenditures and donations to the Election Commission upon request. If a receipt for an item is not available, it will be assessed a fair market value by the Election Commission.
    d. Failure to submit daily budget reports by the deadline shall be subject to a fine as determined by the Election Commission.
H. The budget reports and the amounts contained within shall remain private between the election commission and the candidate. These amounts shall not be publicized or readily available to any other candidates or members of the public.

ARTICLE XI: Grievances

SECTION 1: Grievances

A. A grievance may be filed by any student reporting a violation of the Election Bylaws.
B. The Election Commission will make grievance forms publicly available.
C. The Election Director will notify the Grievance Committee when a grievance has been filed.
D. A grievance must contain the name and contact information of the submitter.
E. Grievances against members of Campaign Teams must be submitted against the Candidate.

SECTION 2: Grievance Process

A. A grievance may be filed against a Candidate for perceived violation(s) of Election Bylaws.
B. Grievances will be resolved within twenty-four (24) hours of the time of submission.
    a. In the event that a grievance requires more information and cannot be resolved within 24 hours, a Grievance Hearing will be scheduled by the Grievance Committee. Minutes of Grievance Hearings are to be taken and kept by the Election Director until seventy-two [72] hours after the completion of the General Election.

C. A copy of the grievance will be provided to the Candidate against which the grievance was filed. All grievances will remain confidential until resolved.
D. The Grievance Committee shall determine if the Election Bylaws were violated. If a violation is identified, the Grievance Committee will determine the appropriate penalty. If no violation is identified, the grievance shall be considered resolved.
E. The Election Director will notify the accused and accuser of the final decision on the grievance.
F. Penalties may include, but are not limited to, any of the following:
    a. Fines
    b. Campaign restrictions
    c. Campaign suspensions
    d. Removal of campaign material
    e. Disqualification from the election
G. Penalties may not include:
    a. Anything that takes away from the student voice such as removing a Candidate's acquired votes or denying any student the right to vote; or
    b. Reductions in stipend amounts for the current or future compensation of student leaders.
H. A Candidate must comply with the penalty determined by the Grievance Committee.
I. If a Candidate feels the penalty is unjust, an appeal may be initially filed to the Assistant Vice President of Student Affairs. If the Assistant Vice President of Student Affairs is unavailable or otherwise unable to provide adjudication, the appeal may then be filed to the Dean of Students. The acting appellate administrator is required to render a decision regarding the appeal within 24 hours of its submission.
J. The decision of the acting appellate administrator shall be final.

ARTICLE XII: Ratification and Amendments

A. The Election Bylaws, or any changes to it, must be ratified by a 3/4 vote of the Academic Senate. The Election Bylaws must be ratified by the end of Fall Semester to be effective and enforceable for the Spring Semester.