

Section 2. Accounting

- a. All campaign materials, free, bought, donated, or borrowed, must be assessed a reasonable value and be accounted for in a candidate's Expense Report to be submitted to the Election Commissioner(s) post election.
- b. Contributions to a candidate's campaign are permitted but the expense of these funds will not be reimbursed and may not exceed the spending limits stated above.
- c. Candidates may not solicit campaign contributions.
- d. Candidates are required to keep track of all expenses in the provided Expense Report and place expenses in the proper category.
 1. Personal Expenditures
 2. Contributions
 3. Expenditures with Contributed Monies
 4. Assessed Value for items used.
- e. Candidates must produce receipts for all items listed in Personal Expenditures and Expenditures with Contributed Funds.

Section 3. Reimbursement

- a. The University of Scranton will reimburse candidates for 50 % of Personal Expenditures only.
- b. Candidates will not be reimbursed for items purchased with contributed funds.

ARTICLE VII

Voting

Section 1. Voting will be held on the date specified by the election calendar and will be hosted online unless otherwise determined by the Election Commission and the Dean of Students.

Section 2. The procedure for voting will be published prior to the election.

Section 3. Each student is entitled to only one vote for each position.

ARTICLE VIII

Disqualifications and Protesting Election Results

Section 1. The Election Commissioner(s), in conjunction with the Dean of Students, may disqualify a candidate or candidates for failure to comply with any of the campaign and election guidelines.

Section 2. Protesting Election Results

- a. A candidate may protest the election results by submitting a signed written statement to the Dean of Students by no later than the close of business on the next business day.
- b. A closed hearing will be held in which the involved parties will be present along with the Election Commission and the Dean of Students.
- c. Each party will be given no more than fifteen minutes to state their case after which the Election Commission and the Dean of Students will make a ruling.
- d. All rulings are final and may include an election revote, to be determined by the Election Commission and the Dean of Students.
- f. In the interim, no further campaigning will be allowed.

5. No campaign materials are permitted in the University Bookstore.

b. Academic Buildings

1. Campaign materials may only be hung on bulletin boards and rods.
2. No more than five pieces of campaign material are permitted in any one academic building.
4. No campaign materials are permitted in the Houlihan-McLean Center.
5. No campaign materials are permitted in the Estate.
6. No campaign materials are permitted in the Center for Eastern Christian Studies.
7. No campaign materials are permitted in Campion Hall.
8. No campaign materials are permitted in Scranton Hall

c. The University of Scranton Television Network

1. Only written campaign advertisements may be run on the University of Scranton Television Network.
2. The content of said campaign advertisements must be approved by the Election Commission.
3. In the event of a candidate debate, all questions must be kept confidential from the candidates and submitted in advance for approval by the Vice President of Student Affairs and the Dean of Students.

d. The University of Scranton Radio Station

1. Radio addresses may be made, the content of which must be approved by the Election Commissioner(s).
2. The duration of a radio address can not exceed one minute.

e. The University of Scranton Phone System

1. Voice messages are prohibited.

Campaigning

Section 6. Policies of Specific Campaign Locations and Media

f. The University of Scranton Electronic Mail System

1. Candidates may use their own electronic mail accounts to send campaign messages.
2. Candidates may not request to use the University's Electronic Mail System to send mass electronic mailings to constituents.

g. The Internet

1. Web content, including but not limited to Internet Web sites, social networking groups, and media, may be created and used in support of a candidate or candidates.
2. The content of said websites requires approval of the Election Commission.

ARTICLE VI

Campaign Finance Policies

Section 1. Spending Limits

- a. Candidates running on a ticket for the Executive Office may spend no more than 400 dollars on their campaign.
- b. Candidates running for Senator positions may spend no more than 200 dollars on their campaigns.

ARTICLE IV

Registration of Candidates

Section 1. Candidate registration requires the completion of a petition endorsing his or her candidacy.

- a. Students running for Student Senator positions must obtain 50 valid signatures to be considered eligible for election.
- b. Students running for the Executive Office must obtain 100 signatures to be considered eligible for election.
- c. Petitions must be signed by students with the same class standing as the candidates.
- d. Candidates for the Executive Office can obtain signatures from any class regardless of class standing.
- e. Petitions may not be signed or solicited in the presence of alcohol.
- f. Persons signing petitions must be made fully aware of what they are signing by the candidates.
- g. Persons signing petitions must be able to understand what they are signing.
- h. Persons signing petitions must provide their R Number.

ARTICLE V

Campaigning

Section 1. Each student must follow the expectations outlined in the University's Community Standards Code before, during and after the campaign.

Section 2. The times for campaigning will be specified in the election calendar and may not occur before or after those times.

Section 3. All campaign materials must be reviewed and approved by the Election Commissioner(s) in conjunction with the Dean of Students by the date specified in the election calendar.

Section 4. Restricted Campaign Procedures

- a. No campaign materials may be handed out through the mailroom.
- b. No campaigning or campaign materials are allowed near any computer terminals on election day.
- c. No bed sheet signs are allowed on campus.
- d. No boards may be hung on the outside of Gunster Hall.
- e. There shall be no official campaign practices where alcohol or drugs are used in any way to gain votes or to support a candidate or candidates.
- f. No student shall use coercion or other inappropriate behavior to engender support from his/her various constituents.

Section 5. Policies of Specific Campaign Locations and Media

- a. The Patrick and Margaret DeNaples Center
 1. The use of table tents requires permission from Dining Services.
 2. A stamp of approval is required from the Director of Student Activities for all campaign materials displayed in DeNaples.
 3. No tape is allowed to hang campaign materials.
 4. No individuals may use the media-tower system for personal campaigns.

Election Guidelines of the Student Government of the University of Scranton

PREAMBLE

In the spirit of the principles and ethics set forth by The University of Scranton, all who engage in the election process must act in a manner consistent with the mission and ideals of the institution.

Mission: The University of Scranton is a Catholic and Jesuit University animated by the spiritual vision and the tradition of excellence characteristic of the Society of Jesus and those who share its way of proceeding. The University is a community dedicated to the freedom of inquiry and personal development fundamental to the growth in wisdom and integrity of all who share its life.

Vision: The University of Scranton will be boldly driven by a shared commitment to excellence. We will provide a superior, transformational learning experience, preparing students who, in the words of Jesuit founder St. Ignatius Loyola, will “*set the world on fire.*”

ARTICLE I

Duties, Responsibilities, and Qualifications

Section 1. The duties and responsibilities of elected officers are outlined in the *Constitution and Bylaws of the Student Government of the University of Scranton*. It is the responsibility of each candidate to be familiar with these duties, responsibilities, and qualifications.

Section 2. The policies set forth in this document only pertain to the candidates themselves and their respective campaigns and do not apply to third parties acting independently of a candidate or campaign.

ARTICLE II

Election Date

Section 1. Student Government in conjunction with the Dean of Students will determine the date for elections in addition to the election calendar.

ARTICLE III

Information Election Meetings

Section 1. Time and Place

a. All candidates are required to meet with the Election Commissioner(s) and/or the Dean of Students on the date(s) specified by the election calendar. These meetings are mandatory and must be attended to maintain eligibility for election. Candidates running on a ticket must have at least one member of the ticket present at the aforementioned meetings. Special considerations may be made by the Election Commissioner(s).

Section 2. The content of the informational election meetings will encompass, but is not limited to, the following topics:

- a. Campaign policies.
- b. Explanations of offices.
- c. Assigning of ballot numbers.