



University of Wisconsin River Falls
UNIVERSITY OF WISCONSIN-RIVER FALLS
STUDENT ASSOCIATION STUDENT SENATE ELECTION RULES

Prepared for
University of Wisconsin-River Falls
Prepared by
Student Senate President Brandt
University of Wisconsin River Falls
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In order to maintain the integrity and fairness of Student Association elections and preserve the confidence in the representatives of the Student Association, this document has been created. It is the Student Association's desire that these rules serve to preserve the same democratic tradition that has existed throughout our nation.

ARTICLE 1: Application of Rules

Section A. This document applies to all Student Association elections.

ARTICLE 2: Definitions

Section A. Campaign

Any activity that is intended to influence voting at an election.

Section B. Election Cycle

A period of time starting on the first day of the campaign and ending on the day after the election is held.

Section C. Referendum

1. Binding Referendum

a. An election in which the members of the Student Association vote to either approve or disapprove a particular action. If a binding referendum is approved by the Student Association, its units and subunits are required to take the specified action.

2. Non Binding Referendum

a. An election in which the members of the Student Association vote to either approve or disapprove a particular action. The results of the non-binding referendum are considered advisory to the Student Association, its units and subunits and no specific action is required.

Section D. Student Association Student Senate Elections Committee

1. The Elections Committee will be composed of no less than two and no more than six currently enrolled students that are not running for election to Student Association Student Senate, and or Student Association Student Senate President or Student Association Student Senate Vice President. The Executive Committee will select the Elections Committee members. All members of the Elections Committee will receive a stipend of seventy-five dollars for their time. The Ethics Committee may decide not to pay the members of the Elections Committee if they find that the committee has not done what they are required to do.
2. The Elections Committee can file an exceptional circumstance case to increase the stipend, (i.e. extremely large amount of work that had to be done.) This measure needs a majority approval of the Student Association Student Senate.

Section E. First year Student

1. A student enrolled in their first year at the University of Wisconsin-River Falls, either a freshman or transfer student.

Section F: College Representatives

1. A student of a college (i.e. CAFES, CAS, CBE and CEPS) elected by the students of that college to be their representation in the Student Association Student Senate.

Section G: Student Organization Representatives

1. A student chosen by the members of the Student Organizations (i.e. Area Councils, Greek Life Council, Diversity Awareness Committee, and Student Athletic Advisory Board) to be their representation in the Student Association Student Senate.

Section H. Nontraditional Representative

1. A nontraditional student, according to the UW System Board of Regents definition, is to be

elected. All students may vote for a nontraditional representative.

ARTICLE 3: Election Rules

Section A. Nomination

1. Any student currently enrolled with a minimum of 12 credits at the University of Wisconsin River maintaining a minimum of 2.25 cumulative GPA may be a candidate for a seat on Student Association Student Senate at-large, college, nontraditional, Student Association Student Senate President, and/or Vice President.
2. In order to have a candidate's name placed on the Student Association Student Senate at-large, college, and/or nontraditional ballot, the candidate must collect the signatures of 50 currently enrolled students. A student may be on as many ballots as he/she is qualified for including the Student Association Student Senate President and/or Vice President by collecting the signatures of 100 currently enrolled students. All signatures must be collected on a form provided at the Involvement Center's Front desk.
3. A student may sign more than one petition but may only sign each candidate's petition once.
4. All petition forms must be returned to the Involvement Center's Front desk no later than the date and time prescribed by the Student Association Student Senate Elections Committee. Petitions not received by the prescribed date and time will not be accepted.
5. The Student Association Student Senate Elections Committee will certify the validity of all signatures on the petition forms.
6. The Student Association Student Senate Elections Committee will notify each candidate no later than 24 hours after the deadline for returning petitions, if they did not have enough certified signatures to place their name on the ballot.
7. The Student Association Student Senate Elections Committee will be responsible to plan the timeline of the election.
8. It is the responsibility of the Area Councils, Greek Life Council, Diversity Awareness Committee, and Student Athlete Advisory Board to elect students meeting the criteria in ARTICLE III. Section A. 1.

Section B. Write-in Candidates

1. Any student meeting the criteria in Section A. 1. may be a write-in candidate for a seat on Student Association Student Senate at large, nontraditional, Student Association Student Senate President, and/or Vice President.
2. A student may be a write-in candidate for the college representative Student Senator by meeting the criteria in ARTICLE III. Section A. 1. and by being currently enrolled in that college.
3. Write-in candidate like all other candidates, must abide by the rules contained in this document. Write-in candidates, who win a primary election, will have their names automatically placed on the general election ballot.
4. A write in candidate must receive at least ten votes on the general election in order to obtain a seat on Student Association Student Senate and the same for the Student Association Student Senate President or Student Association Student Senate Vice President.

Section C. General Campaign

1. No person may engage in any campaigning on campus property during polling hours on the election days. Any campaigning chalking created before the days of elections will be exempt from this provision but no new campaigning chalking will be allowed. Any new campaigning chalking will be subject to penalty.
2. All previously posted campaign materials must be removed by the candidate twelve (12) hours before polling hours begin. During the time period of elections, electronic and telephone contact is allowed.

3. No state tax dollars, tuition, or segregated university fee money may be used for campaigning. This includes all materials/resources in the Involvement Center, with exception to printer ink and public computer usage.
4. Individual Residential Hall Councils will regulate campaigning in residential halls. It is the duty of the Elections Committee to inform individual Residential Hall Councils the election rules sent forth by the Student Association Student Senate.
5. No person may personally or through another person make use of or threaten to make use of force, violence, or restraint on order to induce or compel any person to vote or refrain from voting at an election or vote or refrain from voting for particular candidate(s) or referendum(s).
6. No person may bribe, give, or lend anything worth over a dollar in value to induce a person to vote or refrain from voting for or against a candidate(s) or referendum(s).
7. An individual(s)/organization(s) will be held responsible for any damage to an area caused by campaigning. Damage costs will be determined and assessed by the Student Association Student Senate Ethics Committee.
8. Campaign material may not be posted or supported by any shrubbery, tree, and/or external wall of a building. All material must be supported through inside wall or individual on campus and must not touch the University grounds.
9. Campaign material cannot be posted until the petition due date has expired. Violation of such rule will be subject to penalty.
10. Elections Committee and polling workers cannot influence other people's votes while on duty.
11. All posted paper campaigning material must not be larger than an 11x17 inches.
12. All campaigning materials to be posted inside a building must receive permission through proper authorities of said building (ie: Hall Managers, Information Desks, ect) and must be placed on a bulletin board or such item. Candidates who place campaigning materials in non-posting approved areas will be subject to penalty.
13. All campaigning chalking may only be placed on sidewalks between 4th and 6th streets (CSH through South Hall). Any chalking located on staircases, buildings, and other non-said areas will be labeled as graffiti and are then subject to University guidelines and Election Committee penalties. Chalking located beyond 4th and 6th streets will result in the candidate being subject to penalty.

Section D. Referendums

1. There shall be two types of referendums available for members of the Student Association to initiate: Binding and Non Binding.
2. In order to petition for a referendum, the following procedures must be followed:
 - a. A member of the Student Association must complete a Request for Referendum Form.
 - b. All completed referendum request forms must be turned into the Student Association Student Senate Ethics Committee at the Student Association Student Senate office.
 - c. Upon receipt of a referendum request form, the Student Association Student Senate Ethics Chair and Vice Chair will review and approve the referendum request. If the referendum language is not appropriate to accomplish what would like to be accomplished, the Chair and Vice Chair may advise the author to reword the referendum language. In addition, if approval of the referendum by the Student Association would result in the Student Association, University of Wisconsin-River Falls, University of Wisconsin System, and/or State of Wisconsin violating and federal, state, local laws, or university regulations, the Chair and Vice Chair may deny the referendum request.
 - d. Upon approval of the referendum request form, the member or members of the Student Association may begin circulating referendum petitions. The Student Association Student Senate Ethics Committee will give the contact person a copy of the official petition to be utilized.
 - e. If a non-binding referendum is being called for, 500 members of the Student Association must sign the petition. If a binding referendum is being called, two-thirds of all members of the Student Association must sign the petition. All signatures must be collected within two months of approval of the request form.

- f. Upon collecting the necessary signatures, the petitions must be turned into the Student Association Student Senate Vice President. The Student Association Student Senate Finance Committee will certify the validity of all signatures.
 - g. The Student Association Student Senate Finance Committee will notify the contact person, within 7 days, whether or not the petitions contain enough valid signatures to place the referendum on the ballot.
 - h. If the petitions do not contain enough valid signatures, this process will begin again from section (e).
 - i. If the petition does contain enough valid signatures, the Student Association Student Senate Finance Committee will hold a general election so that the referendum may be voted upon by the members of the Student Association no later than one (1) month after the Committee has notified the contact person the petitions contained enough signatures.
3. The Student Association Student Senate may decide by a two-thirds (2/3) vote to present a binding or non-binding referendum to the Student Association for a vote.
4. The campaign rules for a referendum are the same as those outlined in General Campaigning in Article C Section B.

ARTICLE 4: Elections—Time-line, Primary, General, Special, Ballot, Election Day, and Fall Semester Elections

Section A. This is nine-week process must be followed for all Student Association Student Senate Elections:

Week 1	Week 2	Week 3
Monday	Monday -Seat openings ad due to The Student Voice, other ads placed	Monday
Tuesday- Senate Association Student Senate must have elections ad-hoc committee established	Tuesday	Tuesday
Wednesday	Wednesday	Wednesday
Thursday	Thursday – Student Organizations electing Senators must be contacted	Thursday
Friday	Friday-Petitions & Questionnaires available at 8am	Friday Petitions & Questionnaires due by 4pm
Saturday	Saturday	Saturday
Sunday	Sunday	Sunday

Week 4	Week 5	Week 6
Monday-Primary ad & Election ad #1 due to the Student Voice	Monday- Election ad #2 due to the Student Voice	Monday
Tuesday	Tuesday Primary Election	Tuesday-Election Day
Wednesday	Wednesday-Primary Election	Wednesday-Election Day & Election results are posted
Thursday	Thursday	Thursday
Friday	Friday-	Friday- Grievances are due 48 hours after results posting
Saturday	Saturday	Saturday
Sunday	Sunday	Sunday-Grievance reviewed & responded to before 7pm

Week 7	Week 8	Week 9
Monday	Monday-Re-election advertising due to the Student Voice	Monday
Tuesday-response to grievance reported to Student Association Student Senate	Tuesday	Tuesday-Re-election
Wednesday	Wednesday	Wednesday-Re-election & Results posted
Thursday	Thursday- Student Organization election results are due	Thursday
Friday	Friday	Friday- Grievances are due 48 hours after results posting
Saturday	Saturday	Saturday
Sunday	Sunday	Sunday

Section B. Primary Elections

1. Primary elections will be held only for the election of Student Association Student Senate President and Student Association Student Senate Vice President.
2. Primary elections will be held if 3 or more candidates are officially running for Student Association Student Senate President or Student Association Student Senate Vice President.
3. Candidates advancing from the primary to the general election will be determined by the top two vote totals.
4. In the event that primary election is not required, week five of the general election timeline will serve as a supplemental week for campaigning.

Section C. General and Special Elections

1. General elections will be held to elect 7 at-large members, 4 college representatives, 1 Nontraditional representative, the Student Association Student Senate President, and Vice President, and approve any referendums.
2. Special election will be held as necessary to consider referendums properly advanced by the Student Association Student Senate or members of the Student Association.

Section D. Student Organization Elections

1. Student Organization Elections will be held to nominate 5 members of the Student Association Student Senate. The two Area Councils will each elect 1 Senator as a Resident Hall representative. The Greek Life Council will elect 1 Senator as a Greek representative. The LDPB Diversity Awareness Committee will elect 1 Senator as a Diversity representative. The Student Athletic Advisory Board will elect 1 Senator as an Athletics representative.
2. Student Organization Elections will be conducted by the Student Organizations in a democratically and the results will be given to the Elections Committee.
3. The Student Organizations may substitute an election with some other appropriate means of selection of a representative if the Student Organizations have approval for that Election Cycle by the Elections Committee.

Section E. Ballot

1. Student Association Student Senate Election Ballots
 - a. Ballots for election to Student Association Student Senate will not denote incumbents.
 - b. Candidate's names on the ballot will be listed in alphabetical order according to last name.
 - c. Each item will have the following appearance.

Category of Representation i.e. Student At-Large, College, Nontraditional, Student Association Student Senate President or Student Association Student Senate Vice President.

Please make an X next to the candidate(s) of your choice. Only vote for a maximum of (number of positions) individuals. If you make a mistake or wish to change your vote, hand in your ballot and you will receive a new one.

	<i>Candidate's Name</i>
	<i>Candidate's Name</i>
	<i>Candidate's Name</i>
	<i>Candidate's Name</i>
	<i>Write-In Candidate</i>

Date of Election

(The names of the candidates will begin two spaces from the left of the box and will be at 12 point.)

2. Ballots for a referendum will have the following appearance:

Type of referendum, i.e. Binding or Non-Binding

Please make a neat circle around your answer to the referendum. If you make a mistake or wish to change your vote, hand in your ballot and you will receive a new one.

Referendum Wording

Yes

No

Date of Election

Section F. Election Day

1. Individuals designated by the Student Association Student Senate Elections Committee must supervise the polling table.
2. Polling place workers may not be candidates running in the election.

Section G. Voting

1. In order to be eligible to vote, each member of the Student Association must have his or her user name and password at the time he/she wishes to vote.
2. Voting will be done through the FredNet website.
3. Directions to vote on-line will follow:
 - a. Voters will need to go to www.uwrf.edu
 - b. Click on the current student link
 - c. Click on the FredNet icon
 - d. Click on the "enter the online voting station"
4. Any candidates running in an election cannot count the ballots.
5. All members of the Student Association will receive the online results the day after elections.
6. A request for a recount must be filed in writing to the Student Association Student Senate Ethics committee within 24 hours after the results are announced. The Student Association Student Senate Ethics Committee will be responsible for conducting the recount within 48 hours after the request is submitted.
7. In the case of a tie, there will be a revote for the tied candidates within 48 hours.
8. Any ballot that contains more than the maximum number of votes allowed to be cast will be invalid.
9. The candidate who has the most votes for Student Association Student Senate President and is also elected as Student Association Student Senator will be the winner of the Student Association Student Senate Presidential Election.
10. The candidate who has the most votes for Student Association Student Senate Vice President and is also elected as Student Association Student Senator will be the winner of the Student Association Student Senate Vice Presidential Election.
11. If under any circumstance that the Student Association Student Senate Ethics Committee believes that the election results were tampered with (i.e. hacking into the program,) then a ballot election will take place as soon as possible. This action requires a two-thirds approval of the Student Association Student Senate.

Section H. Fall Elections

1. Fall elections will be held to elect the four first year Student Association Student Senators.
2. At-large vacancies of the Student Association Student Senate will be filled during fall election.
3. Fall elections will be held the fourth week of classes in the fall semester.
4. Petitions will be available the first Friday of classes and due the second.
5. Excluding the timeline and the primaries the fall elections will follow all rules and guidelines found within the Student Association Constitution, Bylaws, and Election Rules.

ARTICLE 5: Appeals Process

Section A. Grievance

In case of an official grievance to the election and/or to the election process, the following steps shall be followed to process the grievance:

1. A signed grievance can be filed submitted to the Senate Ethics Chair by anyone (the claimant) regarding a candidate (the respondent) at any time during the election process and prior to 48 hours (excluding weekends and holidays) after the posting of the election results.
2. The Student Association Student Senate Ethics Committee shall meet with both the claimant(s) and the respondent(s), together or separate at the Chair's discretion, to discuss the seriousness of the alleged violation giving cause to said grievance. If the grievance is uncontested (i.e. the respondent admits to the allegation(s)), the Student Association Student Senate Ethics Committee will make an official ruling on the filed grievance in time to come before the next Student Association Student Senate meeting. If the grievance is contested by the respondent(s), the Chair shall proceed to the Contested Grievance Procedure.
3. Both the claimant and respondent will have the opportunity to address the Student Association Student Senate and ask for an appeal to the Student Association Student Senate Ethics Committee's ruling. If an appeal is asked for at this time, it will go to a vote before the Student Senate.
4. After the Student Association Student Senate Ethics Chair reports the ruling any senator will have the ability to pull the ruling, to the grievance, out of the Student Association Student Senate Ethics Committee ruling.
5. To overturn or amend the ruling, two-thirds of the Student Association Student Senate is required.

Section B. Contested Grievance Procedure

In case of a contest to an official grievance properly submitted regarding the election and/or the election process, the following steps shall be followed to process the contested grievance:

1. The Ethics Committee Chair, acting as the Moderator, shall conduct within 48 hours (excluding weekends and holidays) of contest, a meeting with the Claimant(s) and Respondent(s) party to the grievance, for the purpose of understanding both sides of the disagreement.
2. All communication by each party shall be directed to the Moderator only, unless each party waives such privilege.
3. If such an agreement cannot be obtained, both the Claimant(s) and Respondent(s) must accept the binding arbitration.

Section C. Binding Arbitration

In the case a contested grievance proceeds to binding arbitration, the following steps shall be followed to administer said process:

1. Within 24 hours (excluding weekends and holidays) of failed moderation, both Claimant(s) and Respondent(s) must submit to the moderator a list of candidate arbiters. If there is a match, the Ethics Chair shall contact the said candidate arbiter and request their services. If said candidate arbiter does not agree to assist in the contested grievance procedure, or if the parties to the grievance cannot agree upon an arbiter, the Ethics Chair shall appoint one.
2. In appointing an arbiter, the Ethics Chair should first attempt to contact the Vice Chancellor for Student Affairs. If this individual is unable or unwilling, an administration or faculty member can be appointed to perform the task.
3. Rules governing arbitration are determined by the arbiter.
4. Binding arbitration will be in line with the enforcement section of the Election Rules, but can be amended or overturned with a minimum of 2/3 majority vote by the Student Association Student Senate

ARTICLE 6: Enforcement

Section A. The Student Association Student Senate Ethics Committee must assess penalties to the individual(s) and organizations who violates these rules, other university regulations, and/or state or federal laws during the actual election, while campaigning or while serving the Student Association. It is

absolutely important to ensure a fair and just election that the Ethics Committee enforce these rules by issuing the following penalties: monetary fines, impeachment, written reprimands, and taking away the violators right to run in a Student Association election. In addition, the Student Association Student Senate Ethics Committee may recommend that non-academic disciplinary action be taken by the University administration. All penalties assessed needs to have the majority approval of the Student Association Student Senate

Section B. The following penalties will be assessed for each individual rule breakage.

1. No person may engage in any campaigning on campus property during polling hours on the election days.
 - a. **Penalty— taking away the violators right to run in a Student Association election.**
2. No state tax dollars, tuition, or segregated university fee money may be used in connection with campaigning.
 - a. **Penalty—Monetary fine and taking away the violators right to run in a Student Association election.**
3. No person may personally or through another person make use of or threaten to make use of force, violence, or restraint on order to induce or compel any person to vote or refrain from voting at an election or vote or refrain from voting for particular candidate(s) or referendum(s).
 - a. **Penalty-- taking away the violators right to run in a Student Association election.**
4. No person may bribe, give, or lend anything of over a dollar in value in order to induce a person to vote or refrain from voting for or against a candidate(s) or referendum(s).
 - a. **Penalty-- taking away the violators right to run in a Student Association election.**
5. An individual(s)/organization(s) will be held responsible for any damage to an area caused by campaigning. Damage costs will be determined and assessed by the Student Association Student Senate Ethics Committee.
 - a. **Penalty-- Monetary fine and a written reprimand.**
6. Campaign material may not be posted or supported by any shrubbery, tree, or building.
 - a. **Penalty-- A written reprimand.**
7. Campaign material cannot be posted until the petition due date has expired.
 - a. **Penalty-- Taking away the violators right to run in a Student Association election.**
8. Elections Committee cannot influence other people's votes while on duty.
 - a. **Penalty—Loss of stipend, loss of seat on the elections committee, and written reprimand.**
9. Any chalking located on staircases, buildings, and other non-said areas and chalking located beyond 4th and 6th streets or any new chalking during election days.
 - a. **Penalty— A written reprimand and/or taking away the violators right to run in a Student Association election.**

ARTICLE 7: Review of this document

Section A. Review of this document is the responsibility of the Student Association Student Senate Executive Board. Amendments to this document require approval by the Student Association Student Senate Executive Board and the Student Association Student Senate.