



Class of 2025 Elections Packet

CANDIDACY STATEMENT via Phoenix Connect

I, _____ announce my candidacy for the office of _____.

I understand that to be eligible for a Student Government Association position I must be in good academic (GPA of 2.5 and above) and disciplinary standing (not on disciplinary probation or higher) with Elon University before, during and after campaigning, as specified in Article III of the SGA Constitution. My electronic signature signifies that I authorize the advisor of the Student Government Association to assess these standings and notify the SGA Elections committee of eligibility. My signature also signifies that I understand the obligations of a Senator, as described in the Applications and Positions section of this packet. By electronically signing this

application, I agree to uphold all rules and regulations specified within this packet.

CAMPAIGN STATEMENT (VIA Phoenix Connect) (max 50 words)

AVAILABLE POSITIONS (Class of 2025 Elections)

- President
- Vice President
- Treasurer
- Secretary
- Senator (3 positions)

OBLIGATIONS OF SENATORS

A. Duties and Responsibilities of each Senate Member

- a. Each member of the Senate shall be responsible for all SGA meetings and functions required by office (Senate, Council, and Committee, special or otherwise). In addition, each member of the Senate has an obligation to be informed of the location and time of the meetings.
- b. Each member of the Senate shall be a member of at least one committee.
- c. Class Treasurers automatically serve on the Finance Committee. d. Class Secretaries automatically serve on the #OnePhoenix Committee. e. Each member shall be responsible for other required activities as outlined by the Elon SGA Bylaws (Senate Rules).
- c. All Senators are required to fulfill senator hours as stated in the Senate By-Laws (Senate Rules). These are available on the SGA website.

ELECTIONS PROCESS

- Instructions for Filing an Election Application:
 - Complete the application and candidacy statement as directed on Phoenix Connect
 - All application materials must be completed and submitted by 5:00 PM on Monday, September 6, 2021. ABSOLUTELY NO LATE APPLICATIONS WILL BE ACCEPTED

- Mandatory All-Candidates Meeting: There will be a mandatory meeting of ALL candidates on

September 6, 2021 at 5:15pm at a location TBD

Any unexcused absence will result in a suspension of one's candidacy

- Electronic ballot photos will be taken at this meeting. Please dress in business casual.
- Elections will begin on Tuesday, September 14th at 7:00 am and continue until 7:00 pm on Tuesday, September 14th . All voting will be conducted through Elon University web-based voting system (Phoenix Connect).
 - Elections Results will be announced Tuesday, September 14th at 7:30pm in the Moseley Student Center
- New senators will take their oath of office on Thursday, September 16, 2021 at the Senate Business Meeting. This will also be the first required Senate meeting for those elected.
 - The Senate Retreat will be held from September 17th – 19th. The Senate Retreat is mandatory for all Senators.

RULES AND REGULATIONS

A. Mandatory Meeting:

- a. Mandatory meeting, September 6, 2021 at 5:15 pm at a location TBD. All candidates are required to attend the Mandatory Candidates Meeting, an information session hosted by the Elections Committee Chair.
- b. Candidates will be made aware of campaign regulations.
- c. Pictures will be taken at the meeting to accompany each candidate's name on the ballot.
- d. If a candidate is not present at the Mandatory Candidates Meeting, they are not eligible for the election unless excused, in advance, by the Elections Committee Chair.
 - i. Candidates may submit excuses in writing to the Elections Chair at least 24 hours prior to the mandatory meeting.
 - ii. Candidates will only be excused athletic event, academic commitment, religious observance, or family/medical emergency

B. General Campaign and Eligibility Guidelines

- a. Informal disclosure of candidacy may begin after the candidate has submitted the elections packet.
- b. Public, large-scale campaigning may begin after the conclusion of the mandatory candidates meeting on September 6, 2021.
- c. A person is considered an official candidate for office after the following conditions are met:

- i. Election's Packet has been submitted
 - ii. Been verified as a candidate in good standing
 - iii. Attended the Candidate's Meeting
 - d. There can be no changes to positions a candidate is running for after the elections packet closes (September 6 at 5:00 pm).
 - e. No late packets may be accepted (September 6 at 5:00 pm). All packets must be fully completed and properly submitted.
 - f. A candidate shall not campaign inside or within 50 feet of any designated SGA promotion of the election
 - g. Candidates are responsible for all behaviors and actions for themselves and anyone acting on their behalf.
- C. If a candidate is found in violation of any of the regulations set forth in this packet, campaign violation charges will be forwarded to the Elections Judicial Board.
- D. Candidate Events
- a. There will be an optional, but highly recommended, information session about SGA and each position for prospective candidates on Tuesday, August 31st at 7pm in LaRose Commons.
 - i. The information session will be facilitated by the chair but may feature current executives and senators
 - b. All candidates will be required to participate in a Candidates' social on Thursday, September 9th at 6pm. The social shall be no longer than one hour.
 - i. The social will serve as a space for informal conversation among candidates and first-year students. The chair will be present.
- E. Speeches
- a. Speeches are optional, yet strongly encouraged, for all At-Large positions.
 - b. The speeches will be recorded on TBD in the ENN studios at TBD
 - c. Time Specifications for Speeches:
 - i. All Candidates: Maximum three (3) minutes
 - d. Speech Approval
 - i. All speech scripts must be turning into the Elections Committee Chair via email 24 hours prior to the speeches.
 - ii. If a speech is not emailed to the Chair for approval on time, the candidate will not be allowed to deliver their speech.
 - e. Speeches will be hyperlinked next to a candidate's name and statement on the ballot
 - f. Campaign Statement
 - i. All candidates may submit a statement of fifty words or less about their campaign to accompany their name and picture on the ballot.
 - ii. Statements are due with the application via Phoenix Connect
 - g. Speeches may be shared online by ENN or SGA for further publicity, EX: Twitter, Facebook, Youtube, live broadcast, and other social media
- F. Electronic Campaign Promotion

- a. Facebook/Twitter/Online Communities
 - i. No person or group can post derogatory remarks towards another candidate or other group.
 - ii. Candidate is responsible for all remarks posted on their own profile, twitter, or other social networking account, group, and fan page.
- b. Online Advertisements
 - i. Advertisements must adhere to Elections rules and the Elon University Student Code of Conduct
 - ii. Must not exceed the costs of the finance expenditure guidelines set forth by the Election Packet's Rules and Regulations.
 - iii. If an online advertisement is used, a receipt must be printed and submitted with all other receipts.
- c. Mass Messaging
 - i. Candidates are prohibited from mass messaging members of the student body through the Elon University email system or Moodle Accounts. Accounts prohibited include but are not limited to:
 - 1. All Students
 - 2. Class Affinity Accounts (i.e. Class of 2021)
 - a. Academic course (Moodle) accounts
 - 3. Candidates may utilize organization email and Moodle Accounts if they are active members and have provided the Elections Committee Chair with written permission from the leader of the account after the mandatory candidates meeting.
 - 4. Candidates may utilize Group-Me messaging without the permission of the Elections Committee Chair.
- d. Today@Elon and Phoenix Connect
 - i. Individual candidates or "tickets" may not post on Today@Elon or Phoenix Connect.
 - ii. The Elections Committee will post election information and events for the entire student body on Phoenix Connect. This information includes but is not limited to:
 - 1. Required paperwork and deadlines
 - 2. Election dates and procedures
 - 3. Election events (i.e. candidate speeches, Presidential Debate)
- e. Moseley Center Digital Boards
 - i. Individual candidates or "tickets" may not post Moseley Center Digital Posters.
 - ii. The Elections Committee will post elections and events for the entire student body on Moseley Center Digital Posters.
 - iii. This information includes but is not limited to:
 - 1. Candidate Names/ Pictures

2. Election dates and procedures
3. Election events (i.e. candidate speeches, Presidential Debate)
4. If a candidate is accused of a violation of any of the online campaign regulations, their charges will be forwarded to the Elections Judicial Board.

G. Print Campaign Promotion Flyers and Posters

- a. Flyers and posters may be hung so long as printing costs do not violate any campaign finance regulations
 - i. A list of locations and the number of posters hung must be sent to the chair and get approval prior to hanging
 - ii. Reasons for not getting approval may include but are not limited to
 1. An excessive number of posters
 2. An excessive number of locations
 3. Hanging posters in a way that severely prevents any other candidates from hanging their posters nearby
- b. Chalking Guidelines
 - i. Candidates may not chalk at all prior to the Mandatory Candidates Meeting.
 - ii. All chalking procedures must follow guidelines as stated in the *Elon University Student Handbook*.
<http://elon.smartcatalogiq.com/2018-2019/Student-Handbook>
 - iii. Candidates may not chalk within three feet of another candidate's chalking.
 - iv. If there is a question as to whether or not a candidate can chalk in a certain area, he/she should consult the Elections Committee Chair prior to chalking.
- c. Whiteboard Marking
 - i. Candidates may write in corners of whiteboards in classrooms to promote voting/their campaign without direct approval.
- d. If a candidate is accused of a violation of any of the print campaign regulations, their charges will be forwarded to the Elections Judicial Board.

H. Endorsements

- a. No sitting member of SGA or candidate may endorse a first-year candidate other than themselves
- b. Endorsement is defined by an open, public statement of support or denouncement of a candidate.
- c. Endorsements include but are not limited to the posting of specific candidate's campaign materials on social media and statements to a defined groups of students

- d. The SGA logo may not be present in any campaign materials, including on apparel
 - e. No candidate may use pictures with anyone employed full time with the university to campaign
 - i. Exception being candidates may share others' independent statements of support
 - ii. Extenuating familial circumstances will be reviewed by the Elections Committee on a case-by-case basis
- I. Financial expenditures
- a. Candidates must use personal funds for all election expenses. No University organization funds or resources may be used for election expenses.
 - b. Candidates for this council may spend up to seventy-five dollars (\$75.00) on the entirety of their campaign.
 - c. Campaign Finance Disclosure Statement
 - i. All candidates must provide a Campaign Finance Disclosure Statement.
 - ii. The statement must include the following information:
 - 1. Receipts for materials purchases
 - 2. Copies should be made of receipts containing campaign purchases
 - 3. Documentation from Printing Center must be provided if candidate chooses to use Print Dollars/Phoenix Cash
 - 4. Explanation of what materials were used for in campaign
 - iii. All candidates must submit a Campaign Finance Disclosure Statement by the time and date given by the Elections Committee Chair at the Mandatory Candidates Meeting. If a candidate plans on spending money, he/she should provide written documentation of their intent to the Elections Committee Chair.
 - iv. If a candidate plans to spend money after the Campaign Finance Disclosure Statement is submitted, he/she must inform the Elections Committee prior to the deadline and turn in the receipts when purchases are made.
 - v. Failure to provide a Campaign Finance Disclosure Statement by the established deadline will result in a candidate's disqualification.
 - 1. Extenuating circumstances will be assessed on a case-by-case by the Elections Committee Chair
 - d. All financial information will be filed by the Elections Committee and

made available to anyone who requests the information.

- e. Exceeding Financial Limits: If a candidate declares that he/she has exceeded the financial limit of their position to the Elections Committee, the Election Judicial Committee will determine whether or not the offense should result in disqualification.
 - f. The Elections Committee Chair will file an Honor Code Violation against any candidate that exceeds financial limits and does not declare so to the Elections Committee.
 - g. No Donations from any group or individual may be given to candidates running for Executive, At-Large, or Academic Councils.
- J. Filing an Elections Complaint
- a. Electronic Campaign Complaint
 - i. Provide screenshot of any Facebook/Myspace/ Twitter Online Community/E-Net violation and reasoning behind the complaint to the Elections Committee Chair via email as soon as possible.
 - ii. Provide a copy of any evidence of mass messaging to the student body and reasoning behind the complaint to the Elections Committee Chair via email as soon as possible.
 - iii. Provide a picture of any Moseley Digital Poster violation and reasoning behind the complaint to the Elections Committee Chair via email as soon as possible.
 - iv. The Elections Judicial Board will review the complaint and respond in a timely manner.
 - b. Print Campaign Complaint
 - i. Provide a copy of any flyer or poster not bearing the stamp of approval to the Elections Committee Chair as soon as possible
 - ii. Provide a picture of any flyer or poster hanging in an unapproved area and reasoning behind the complaint to the Elections Committee Chair via email as soon as possible.
- K. Elections Committee:
- a. Will meet at least once before any election and then as required in the Senate By-Laws after the initial meeting until the election (while classes are in session). These meetings may be held virtually.
 - b. Responsibilities:
 - i. Carrying out its business as stated in the Constitution and the Senate By-Laws.
 - ii. Writing the election candidate application.
 - iii. Notifying the Student Body of elections in cooperation with the Public Relations Committee.
 - iv. Holding an informational seminar for the candidates.
 - v. Setting dates for the election and due dates of applications.
 - vi. Carrying out the elections.

- vii. Verifying the ballots and vote counts.
 - viii. Notifying the President of the results who will inform the Student Body.
 - ix. Writing legislation that pertains to issues in regards to election procedure.
 - x. Performing other duties as requested by the Executive Officers.
 - c. Members are the members of the SGA Senate and as stated in the Constitution.
 - d. The Election's Committee reserves the right to alter deadlines, meetings, and procedures as they see fit, so long as they properly inform those running and those with expressed interest in running at least 48 hours in advance.
 - e. Should any natural or unnatural acts that may disrupt the normal functions of the University or SGA occur, the Elections Committee co-chairs reserve the right to alter the elections and any related event to suit the new circumstances.
- L. Elections Judicial Board
- a. Members
 - i. Must be made up of at least four members of the Elections Committee
 - ii. In the event that the Elections Judicial Board does not have quorum and a decision must immediately be made, a temporary board of four senators, one of which must be a member of the Elections Committee, may be selected by the Elections Committee Chair.
 - b. Purpose
 - i. The Elections Judicial Board will serve as the judicial body to review infractions or charges brought forth against a candidate. ii. The Elections Judicial Board will conduct their proceedings consistent with procedural guidelines set forth by the Student Government Association Judicial Board.
 - ii. The Elections Judicial Board will decide responsibility for any and all allegations and will assign sanctions including, but not limited to:
 - 1. An official warning
 - 2. Disqualification from election
 - 3. A filing of an Honor Code violation with the Office of Student Conduct
- M. Elections Packet
- a. The Elections Packet will:
 - i. Consist of position requirements and obligations, election procedures, candidate responsibilities, Elections Judicial Board rules, and rules of candidacy for Student Government Association Elections

- ii. The Elections Packet will be made available to all students running for positions via PhoenixConnect. **OBLIGATIONS OF SENATORS**

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- a. Each member of the Senate shall be responsible for all SGA meetings and functions required by office (Senate, Council, and Committee, special or otherwise). In addition, each member of the Senate has an obligation to be informed of the location and time of the meetings.
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- b. Candidates for this council may spend up to seventy-five dollars (\$75.00) on the entirety of their campaign.
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 - ii. The statement must include the following information:
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 - a. Electronic Campaign Complaint
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- iv. The Elections Judicial Board will review the complaint and respond in a timely manner.
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K. Elections Committee:

- a. Will meet at least once before any election and then as required in the Senate By-Laws after the initial meeting until the election (while classes are in session). These meetings may be held virtually.
- b. Responsibilities:
 - i. Carrying out its business as stated in the Constitution and the Senate By-Laws.
 - ii. Writing the election candidate application.
 - iii. Notifying the Student Body of elections in cooperation with the Public Relations Committee.
 - iv. Holding an informational seminar for the candidates.
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- c. Members are the members of the SGA Senate and as stated in the Constitution.
- d. The Election's Committee reserves the right to alter deadlines, meetings, and procedures as they see fit, so long as they properly inform those running and those with expressed interest in running at least 48 hours in advance.
- e. Should any natural or unnatural acts that may disrupt the normal functions of the University or SGA occur, the Elections Committee co-chairs reserve the right to alter the elections and any related event to suit the new circumstances.

L. Elections Judicial Board

- a. Members
 - i. Must be made up of at least four members of the Elections Committee

- ii. In the event that the Elections Judicial Board does not have quorum and a decision must immediately be made, a temporary board of four senators, one of which must be a member of the Elections Committee, may be selected by the Elections Committee Chair.

b. Purpose

- i. The Elections Judicial Board will serve as the judicial body to review infractions or charges brought forth against a candidate. ii. The Elections Judicial Board will conduct their proceedings consistent with procedural guidelines set forth by the Student Government Association Judicial Board.
- ii. The Elections Judicial Board will decide responsibility for any and all allegations and will assign sanctions including, but not limited to:
 - 1. An official warning
 - 2. Disqualification from election
 - 3. A filing of an Honor Code violation with the Office of Student Conduct

M. Elections Packet

- a. The Elections Packet will:
 - i. Consist of position requirements and obligations, election procedures, candidate responsibilities, Elections Judicial Board rules, and rules of candidacy for Student Government Association Elections
 - ii. The Elections Packet will be made available to all students running for positions via PhoenixConnect.

ELECTIONS COMMITTEE - CONTACT INFORMATION

Elections Committee Email:
 elonsgaelections@gmail.com
 336.278.7254 | SGA Office

IMPORTANT DATES FALL 2021

1. **What:** SGA Information Meeting (not mandatory)
When: Tuesday, August 31st at 6:30pm **Where:** LaRose Commons
2. **What:** ELECTIONS PACKETS DUE
When: Monday, September 6th 5:00 PM **Where:** Phoenix Connect
3. **What:** MANDATORY All-Candidates Meeting with Committee Chair
When: Monday, September 6th at 5:15pm **Where:** TBD
4. **What:** Candidate Speeches
When: Wednesday, September 8th at 7pm **Where:** ENN Studio
6. **What:** Electronic Elections
When: Tuesday, September 14th 7am - 7pm
7. **What:** Election Results Announcement
When: Tuesday, September 14th at 7:30 pm **Where:** Student Center (Moseley)
8. **What:** First SGA Meeting for newly elected Class of 2025 officers and senators
When: Thursday, September 16th at 7:30pm
9. **What:** SGA Retreat
When: Sept. 17th-19th **Where:** TBD (Transportation provided)