



Student Body Elections 2019

Official Candidate Information Packet

Updated February 1, 2019



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Elections Commission 2018-2019

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The information provided in this packet is specific to the student body elections at the University of South Carolina. Please note that the information contained in this packet is subject to change. Make sure that you have read the most current version of this packet before filing.

Contact the Elections Commission at saec@mailbox.sc.edu with questions or concerns.

To access information regarding elections and the most up-to-date version of the Candidate Information Packet, visit the Student Government Garnet Gate Page:
<https://garnetgate.sa.sc.edu/organization/sg>

Dear Candidates,

The 2018 student body elections season is finally here! I am so excited to share this experience with you. Your candidacy in this year's student body elections is a commendable display of your commitment to serving and representing your university peers. As elections commissioner, I thank you in advance for your enthusiasm, spirit of service, and cooperation. The Elections Commission is here to assist you with anything you or your campaign staff may need throughout the elections process, so please feel free to contact us with any questions, comments, or concerns you may have. Our goal is to be as accessible, responsive, and helpful as possible as we facilitate your effort to serve as an elected member of Student Government.

As election season begins, we expect all candidates to abide by the rules outlined in this packet and the Student Government codes and constitution. In order to do so, it is strongly recommended that you thoroughly read the material in this packet, including the elections codes, so that you are aware of all pertinent changes and the standards to which you are expected to comply.

Please keep in mind that no campaigning, including announcements of candidacy in any form, may occur prior to the Mandatory Candidates' Meetings on February 12th. Additionally, no university office or department can assist in the production of promotional materials of any campaign. As such, the use of any materials or equipment from the Department of Student Life, Athletics Department, etc. for campaign purposes are considered off-limits to candidates and staff. In effort to maintain the full productivity of Student Government throughout the campaigning period, no campaigning may take place in the Leadership and Service Center.

I encourage you to fully embrace the excitement of the season and wish you the best of luck in your campaign. Please remember to uphold the ideals of the Carolinian Creed, included in this packet, throughout your time as a candidate. Integrity, mutual respect, and cooperation are essential to the smooth administration of our student body elections. Again, please do not hesitate to contact the Elections Commission at any time—we are here to help you.

Thank you,

Kathryn Stoudemire
Elections Commissioner 2018-2019
Student Government, University of South Carolina

Timeline of Campaigning Period and Elections

- **Candidate Filing:** Monday, February 4 and Tuesday, February 5 from 9:00 a.m. to 4:00 p.m. in the Leadership and Service Center; Russell House, Room 227
- **Platform statements and photos due via email:** Friday, February 8 at 12:00 p.m.
- **Mandatory Candidates' Meetings:** Tuesday, February 12 at 7:00 p.m. for senatorial candidates and 8:00 p.m. for executive candidates in the SJMC 106
- **Start of Soft Campaigning Period:** Tuesday, February 12 at 9:00 p.m. (upon the conclusion of the Mandatory Candidates' Meeting)
- **Executive Candidate Debate:** Tuesday, February 19 from 7:00 p.m. to 9:00 p.m. in the Russell House Ballroom
- **Start of Hard Campaigning Period:** Tuesday, February 19 at 9:00 p.m. (upon the conclusion of the Executive Candidate Debate)
- **Pre-Election Greene Street Tabling Day:** Wednesday, February 20 from 10:00 a.m. to 3:00 p.m.
- **Regular Election:** Tuesday, February 26 at 9:00 a.m. to Wednesday, February 27 at 5:00 p.m.
- **Runoff Election (if applicable):** Tuesday, March 5 at 9:00 a.m. to Wednesday, March 6 at 5:00 p.m.
- **Inauguration Practice:** Wednesday, March 27 at 7:00 p.m. at Rutledge Chapel (for elected executive officers only)
- **Inauguration:** Thursday, March 28 at 4:00 p.m. at Rutledge Chapel
- **Leadership Training Retreat:** Sunday, March 31 from 10:00 a.m. to 3:00 p.m. in the Russell House Ballroom

Important Events

Candidate Filing

Candidates wishing to have their name listed on the ballot must file for election pursuant to Section 4-2-60 of the Student Government Codes. Candidate filing will be held in the Leadership and Service Center; Russell House, Room 227. Candidates must pay the filing fee appropriate to the office for which they are running. During the filing period, candidates must submit a list of their campaign staff membership, containing the name, phone number, and email address of each student member. The Campaign Staff List form is included in this packet (page 56).

All filing fees will be deposited into the Student Government elections account until refunds are issued. Fees can only be paid via Carolina Cash on your Carolina Card. Only executive candidates are eligible for a partial refund. When refunding filing fees, the university will first apply the funds to any outstanding balance that the executive candidate may personally have at the university (library fees, parking tickets, etc.). Please be aware that if you owe the university any amount of money, you will not be refunded this portion of the filing fee. Please allow several weeks after the election for refunds to be processed.

Upon filing for candidacy, the prospective candidate may send the following items to the Elections Commission via email at saec@mailbox.sc.edu:

- Information for the Electronic Ballot (photo and platform statement)
- Electronic versions of materials-based communication for pre-approval (including flyers, posters, banners, and promotional items)
- Requests for tabling reservations on Greene Street
- Requests for banner space reservations on Greene Street (executive candidates only)

Write-In Candidate Filing

Candidates wishing to declare write-in candidacy may file for candidacy by submitting a Write-in Candidate Form in the Student Government Office (located in the Leadership and Service Center; Russell House, Room 227). Candidates may file for write-in candidacy any business day between February 6 and February 27, on which day no declarations of write-in candidacy may be submitted after 4:00 p.m.

The names of write-in candidates will not appear on the ballot for any office for which the candidate has declared write-in candidacy.

Mandatory Candidates' Meeting

All candidates **must** attend the appropriate official candidates' meeting on Tuesday, February 12 in order to be eligible for candidacy in the student body elections. The meeting for all senatorial candidates will be held at 7:00 p.m., and the meeting for all executive candidates will be held at 8:00 p.m. Each meeting will take place in the SJMC 106.

If unable to attend, the candidate must submit an excuse to the Elections Commission via email **prior** to the meeting and schedule a make-up meeting with the Elections Commission to take place

within two (2) business days following the mandatory meeting. Any potential candidate who misses the meeting without prior approval will be disqualified from the race. Any potential candidate who misses the meeting cannot begin campaigning until after the make-up meeting with the Elections Commission has occurred.

Final updates to the campaign staff list should be communicated to the Elections Commission before the conclusion of the Mandatory Candidates' Meeting via email or resubmission of the Campaign Staff List form, included in this packet.

Executive Candidate Debate

All candidates for the offices of student body president, student body vice president, speaker of the Student Senate, and student body treasurer must participate in a debate to be held in the Russell House Ballroom on the evening of Tuesday, February 19. More information, including the specific format of the debate, will be sent to all executive candidates via email as it becomes available.

Pre-Election Greene Street Tabling Day

Candidates will be permitted to table on Wednesday, February 20 between 10:00 a.m. and 3:00 p.m. on Greene Street. Table spaces will be assigned by the Elections Commission in advance. Each executive candidate will have their own table. Each Student Senate district for which candidates have filed will have its own table, which candidates from that district must share. No candidate is obligated to table. Candidates interested in tabling are expected to email the Elections Commission in advance so that the appropriate number of tables are placed on Greene Street. In the case of inclement weather, candidates may be allowed to table inside Russell House. Further details will be promptly communicated when necessary.

Voting Days

Voting for the regular election will begin at 9:00 a.m. on Tuesday, February 26 and continue through 5:00 p.m. on Wednesday, February 27. Voting for the runoff election, if applicable, will begin at 9:00 a.m. on Tuesday, March 5 and continue through 5:00 p.m. on Wednesday, March 6. Ballots are accessible online at www.sc.edu/elections.

Candidates will be permitted to table on Greene Street on official voting days between 10:00 a.m. and 3:00 p.m. Due to potential limited tabling space availability, table reservation requests must be submitted to the Elections Commission in advance, and table spaces will be assigned on a first-come, first-served basis with priority given to executive candidates.

No campaigning may take place at official polling locations. Official polling locations are polling tables that will be supervised by the Elections Commission or recruited poll workers. Official polling tables will be set up at any of the following locations:

- Russell House Patio
- Davis Field 2
- Darla Moore School of Business
- Pickens Street Bridge

- Leadership and Service Center

Election Results Announcements

Election results will be announced in the Leadership and Service Center on the day of the closing of the polls. The announcement of regular election results is scheduled to begin at 6:00 p.m. on Wednesday, February 27; however, delays may result from tabulation of votes or pending violations. The announcement of runoff election results, if applicable, is scheduled to begin at 6:00 p.m. on Wednesday, March 6.

Leadership Training Retreat

All elected executive officers and senators are expected to attend the Student Government Leadership Training Retreat to be held on Sunday, March 31 between 1:00 and 7:00 p.m. in the Russell House Ballroom. The retreat will provide Student Government leaders with the training and resources needed to succeed in becoming effective advocates for students.

Inauguration Practice

All newly elected executive officers are expected to attend an inauguration practice to be held on Wednesday, March 27 at 6:00 p.m. at Rutledge Chapel.

Inauguration

The inauguration of newly elected officers is to be held on Thursday, March 28 at 4:00 p.m. The inauguration will take place at Rutledge Chapel, with a reception to follow at the President's House. Family members and friends of newly elected officers are welcome to attend the event.

Submission of Information for the Electronic Ballot

All candidates have the opportunity to have both their photo and platform statement displayed on the electronic ballot. Candidates may choose to have their photo taken at the time of filing on February 4 and 5. Alternatively, candidates may send the Elections Commission a photo via email by February 9 at 12:00 p.m.

Candidate photos will not be included on the electronic ballot unless the following requirements are satisfied:

- Recent and recognizable photo of the candidate
- Only head and shoulders included
- Clear, front view of the candidate's full face
- Dressed in appropriate business or business casual clothing
- Appropriate background
- Not pixelated or blurry
- No promotional words or objects related to candidacy pictured

Platform statements and candidate photos must be submitted via email to the Elections Commission no later than 12:00 p.m. on Friday, February 8. The Elections Commission reserves the right to exclude any inappropriate platform statement or photo from the ballot. Platform statements of senatorial candidates may not exceed 75 words. Platform statements of executive candidates may not exceed 100 words. No candidate's platform statement will be posted on the electronic ballot without an accompanying photo, and no candidate's photo will be posted on the ballot without an accompanying platform statement.

It is the responsibility of the candidate to ensure that the platform statement and photo are received via email on time and in an accessible format.

A sample ballot will be emailed to each candidate prior to the election. It will be the responsibility of each candidate to ensure that information appearing on the ballot is correct and to promptly inform the Election Commission if information on the ballot is incorrect.

Soft and Hard Campaigning Periods

There will be two distinct campaigning periods occurring between the conclusion of the Mandatory Candidates' Meeting and the conclusion of the final voting period for each race: **soft campaigning** and **hard campaigning**.

Please note that the Elections Commission must approve all flyers, banners, promotional items, and other forms of materials-based communication prior to their distribution.

Candidates may only promote their candidacy by speaking or distributing flyers during class meetings if they have received written approval from the professor of the class. Proof of approval must be emailed to the Elections Commission.

See the below descriptions for details about the duration and characteristics of each campaigning period. The descriptions of permissible campaigning methods for each campaigning period are not to be interpreted as all-inclusive, but rather as guidelines regarding the nature of each campaigning period.

Soft Campaigning

The period of soft campaigning begins upon the conclusion of the Mandatory Candidates' Meeting and ends after the conclusion of the Executive Candidate Debate.

The following methods are permissible during the period of soft campaigning:

- Speaking at student organization meetings and class meetings
- Passing out pre-approved flyers at organization meetings or class meetings
- Mass-emailing
- Posting pre-approved flyers and banners
- Distributing campaign promotional items to campaign members included on final campaign staff list submitted at the Mandatory Candidates' Meeting
- Public declarations of candidacy on social media, in publications, or at a mass assembly of students

Hard Campaigning

The period of hard campaigning begins after the conclusion of the Executive Candidate Debate and ends upon the conclusion of the final voting period for each race.

The following methods are permissible during the period of hard campaigning:

- Distributing pre-approved campaign promotional items such as cups, t-shirts, food, beverages, and consumer products
- Holding campaign rallies or special events
- Tabling
- All other campaign methods not in violation of the Student Government Codes

Apportionment of Student Senate Districts

The following chart summarizes the apportionment of Student Senate seats to each district.

District		Apportioned Seats
1	College of Arts and Sciences	12
2	College of Hospitality, Retail, and Sport Management	4
3	College of Social Work	2
4	Darla Moore School of Business	8
5	College of Education	3
6	College of Engineering and Computing	5
7	College of Mass Communications and Information Studies	3
8	School of Law	2
9	College of Nursing	3
10	College of Pharmacy	2
11	Arnold School of Public Health	4
12	School of Music	2
		Total Seats: 50

Qualifications for Office

All elected officeholders, including candidates for the Student Senate, must be considered full-time students and maintain the cumulative GPA requirement to remain in good standing with their respective school or college. All candidate must be in good judicial standing at the time of the election. Executive officers must meet the credit-hour requirements listed below. In addition, no student may hold any other office under the authority of Student Government while holding executive office.

STUDENT BODY PRESIDENT

Must have obtained at least sixty (60) credit hours and at least thirty (30) credit hours at the Columbia campus of the University of South Carolina

STUDENT BODY VICE PRESIDENT

Must have obtained at least forty-five (45) credit hours and at least thirty (30) credit hours at the Columbia campus of the University of South Carolina

SPEAKER OF THE STUDENT SENATE

Must have obtained at least forty-five (45) credit hours and at least thirty (30) credit hours at the Columbia campus of the University of South Carolina

STUDENT BODY TREASURER

Must have obtained at least thirty (30) credit hours and at least fifteen (15) credit hours at the Columbia campus of the University of South Carolina

Duties and Expectations

ALL EXECUTIVE OFFICERS

- Work at least ten (10) office hours per week, including during the summer
- Attend the LEAD, Diversity, and Freshman Council retreats
- Regularly report to the Student Senate
- Meet weekly with the Student Government Advisor
- Assist with New Student Orientation and First Night Carolina

STUDENT BODY PRESIDENT

- Act as official representative of Student Government and the student body
- Serve as ex-officio member of the Board of Trustees
- Deliver annual address on the state of the student body to the Student Senate
- Nominate members of the Executive Cabinet, justices of the Constitutional Council, and other officials
- Oversee the administration of the Executive Cabinet
- Sign into act or veto legislation passed by the Student Senate
- Assist in the preparation and presentation of the Student Government Budget
- Assist in the facilitation of the external communications of Student Government
- Fulfill other duties as outlined in the Student Government Constitution and Codes

STUDENT BODY VICE PRESIDENT

- Oversee the administration of Student Government programs
- Assist in the facilitation of the external communications of Student Government
- Nominate directors of Student Government programs and other officials
- Oversee the planning and execution of the Annual Student Government Fall Awards
- Deliver annual address on the state of Student Government programs to the Student Senate
- Fulfill other duties as outlined in the Student Government Constitution and Codes

SPEAKER OF THE STUDENT SENATE

- Preside over the Student Senate
- Be proficient in parliamentary procedure
- Nominate chairpersons and appoint members of Student Senate committees
- Oversee the administration of the Student Senate
- Serve as ex-officio member of the Student Senate Rules Committee
- Vote on student body legislation only in the case of a tie
- Ratify all resolutions and recommendations passed by the Student Senate
- Fulfill other duties as outlined in the Student Government Constitution and Codes

STUDENT BODY TREASURER

- Enforce university and Student Government regulations pertaining to funds from student activities fees as well as agreements between student organizations and the Senate Finance Committee
- Serve as non-voting member on the Senate Finance Committee
- Keep public record of all receipts, expenditures, and appropriations of monies from Student Government
- Assist in the preparation and presentation of the Student Government Budget
- Recruit and supervise student comptrollers
- Assist student organizations in understanding of the finance request process through Treasurers' Workshops
- Fulfill other duties as outlined in the Student Government Constitution and Codes

STUDENT SENATORS

- Attend weekly Senate sessions (held every Wednesday at 5:30 p.m. in the Senate Chambers)
- Participate in weekly committee meetings
- Assist with Student Government programs
- Fulfill other duties as outlined in the Student Government Constitution and Codes

Election Violations Process

Filing a Complaint

Any student, faculty member, or staff member may file complaints of alleged election violations or fraud. The Elections Commission does not take responsibility for patrolling or monitoring for violations in any way. An election violation is defined as any willful act, deed, or conspiracy that violates the Student Government codes. Candidates may be held responsible for election violations occurring on any date during or before the campaign period. Election fraud is defined as any willful act, deed, or conspiracy that violates the integrity of the electoral process during the voting period.

To file complaints of an alleged election violation or fraud, the person filing the complaint must complete and submit a report in the Student Government office (Russell House 227) detailing information relevant to the incident in question. Any complaint of alleged election violations or fraud must be filed with the Elections Commission in the Student Government office during normal business hours. All complaints of alleged election violations must be filed within two (2) business days following the conclusion of the voting period for the particular race in question. All complaints of alleged election fraud must be filed within two (2) business days of the incident in question.

The person filing the complaint:

- Must state in that complaint who was involved, what was done, where the act occurred, and any other known, relevant information;
- Will be informed that he or she may be asked to testify before the Elections Commission or at any other level of the appeals process;
- And will be informed that his or her name could be made publicly available in accordance with governmental regulations at the time of filing the complaint.

A notebook containing all complaints filed will be kept in the Student Government office for open examination by the candidates and the public. The Elections Commission will inform the person who filed the complaint that the complaint has been received on the day in which it was filed.

Notification and Hearings

The Elections Commission will send a notice via email to all candidates by 3:00 p.m. each business day during the campaign period detailing any complaints received between 2:00 p.m. of the previous day and 2:00 p.m. of the current day as well as the time at which the Elections Commission will convene to consider the complaint.

The Elections Commission will convene to consider a complaint no earlier than 6:00 p.m. on the day that the complaint is filed and no later than two (2) business days after the complaint is filed. The count of business days will not include any days in which the university is on spring break.

During the hearing of the complaint, the candidate against whom the complaint was filed will maintain the right to be present at all times with the exception of any period reserved solely for

deliberation by the Elections Commission, Constitutional Council, or Office of Student Affairs, at which point no candidates or campaign members may be present. The person who filed the complaint may be asked to testify before the Elections Commission or at any other level of the appeals process.

Decision Following a Hearing

The Elections Commission will announce its decision in response to a complaint immediately following the hearing of the complaint. The decision will entail the score of the violation on a scale of ten (10) points. The Elections Commission will vote to disqualify any candidate who accrues ten or more points from the race of any and all positions for which he or she was previously eligible. Written notifications of disqualification will be filed with the Student Government attorney general as they are forwarded to the candidates.

The final decision regarding the assignment of points will be left to the discretion of the Elections Commission. The Elections Commission may, by a majority vote of its total membership, forward responsibility to rule on any decision directly to the Constitutional Council without making an initial ruling.

Assignment of Points

To assess all complaints of alleged election violation or fraud received, the Elections Commission will determine the appropriate point value for each complaint on a case-by-case basis. In doing so, the Elections Commission will consider the following factors with respect to the case at hand: **severity, intent, affiliation, subsequent remedial measures, and precedent.** These factors will be used as points of reference and should not be construed as limiting the power of the Elections Commission to assign points at its discretion.

- **Severity** is defined as the degree to which a particular provision of the Student Government Codes was violated. In determining the severity of the violation, the Elections Commission will consider the extent to which the incident in question may have undue influence on the campaigning process or election results.
- **Intent** is defined as the purpose or aim of the particular incident. The Election Commission will consider factors such as knowledge of the violated code provision and the specific reason for which the act was performed. However, ignorance of a code provision will not prevent points from being assigned in cases in which a violation has been committed.
- **Affiliation** is defined as the extent of relation or association between the person who committed the violation and the candidate. For the purposes of violations, members of a candidate's campaign staff and the candidate themselves will be held equally liable for violations, with the exception of specific extenuating circumstances to be determined at the discretion of the Elections Commission. In addition, if any offender was asked to commit the violation by a candidate or a member of that candidate's campaign staff, that action will be treated as the candidate's own.

- **Subsequent remedial measures** are defined as any action taken to mitigate, reduce, or otherwise clear any undue influence on the election process caused by the violation in question. This does not include any attempt(s) to hide evidence of a violation from the Elections Commission. While taking subsequent remedial measures may lessen the number of points in some cases, it is still up to the discretion of the Election Commission to determine what reduction, if any, will be taken, and evidence of subsequent remedial measures are not a guarantee that any reduction will occur at all. The severity of the violation in question will be weighed against any and all subsequent remedial measures to determine the extent of any undue influence on the election process caused by the violation.
- **Precedent** is defined as a previous decision undertaken by the Elections Commission in regards to similar violations of the same or similar code provision(s) in the past. The previous point value assigned to a violation is not a concrete indication of what points, if any, need to be assigned to for a particular violation. Past precedent will be used as a reference as the Elections Commission considers the various factors in the case at hand.

Appeals Process

A candidate may appeal any decision of the Elections Commission. To appeal the decision of the Elections Commission to the Constitutional Council, the candidate must submit a letter to the Constitutional Council within one (1) business day from the time that the decision of the Elections Commission is submitted to the candidate.

If that appeal is found to have sufficient merit to warrant consideration, it will be heard by the Constitutional Council. Details regarding the appeals of decisions of the Elections Commission through the Constitutional Council can be found in Chapter 5, Article 3 of the Student Government Codes.

A candidate may also appeal any decision of the Constitutional Council but must do so within one (1) business day of the Constitutional Council's decision. If the appeal of a decision by the Constitutional Council is found to have sufficient merit to warrant consideration, it will be heard by the Office of Student Affairs.

In the event of an appeal, the outcome of any decision by the Elections Commission or the Constitutional Council will be postponed until the entire appeals process is complete. During all levels of the appeals process, the Student Government attorney general will represent the Elections Commission.

2019 Posting Regulations

The following chart includes the building-specific regulations for posted materials. For buildings that have approval requirements, the postings must be initialed and dated by the person approving them.

Building	Regulation	Building Phone Number
Barnwell	Post only on designated bulletin boards. DO NOT POST ON WALLS. All posting has to be approved by the undergraduate office.	803-777-4137
Blatt PE Center	Posting must be approved by overseers at the Strom Thurmond Center. Must bring a copy of the posting (and any more copies that would like to be posted) to the front desk at the Strom Thurmond Center. They will post them personally.	803-777-4602
Business Administration	You must contact Business Administration and send in formatted electronic slide for display. Flyers may not be posted on any surface inside the Darla Moore School of Business building.	803-777-3176
Byrnes Center	You must receive approval from the front office on each floor. Separate services/departments on each floor. There is also a designated area in the lobby for posting information.	803-777-7461
Callcott Center	You may post on the basement and first floor bulletin boards. DO NOT POST ON WALLS. NO TAPE.	803-777-5234
Close-Hipp Building	Posting is allowed on the lower level on the long bulletin boards above the benches. For posting in specific offices/sections of the building, students must contact	

	that office for their posting regulations.	
Coker Life Sciences Building & Earth and Water Sciences Building	You may post in the snack room (2 posters on wall, 1 poster on window), on Student Activities board between elevators, in the entrance foyer between the two sets of glass doors, on the bulletin board across from CLS 005, and in the foyer between the Life and Earth Water Science buildings. DO NOT POST ON WALLS, MURALS, OR WALLPAPERED SURFACES. DO NOT COVER OTHER POSTERS ON WINDOWS. ALL POSTS MUST BE CLEARED THROUGH THE OFFICE OF THE DEAN PRIOR TO POSTING. DO NOT POST ON THEIR ORGANIZATION BOARDS.	803-777-4151 803-777-4535
Coliseum	With permission from the College of Hospitality, Retail and Sport Management (HRSM) candidates may post in specific areas. For permission to post, stop by the HRSM Dean's suite, Coliseum suite 1,000 (enter doors off Blossom Street). DO NOT POST ON PAINTED SURFACES.	Contact HRSM at 803-777-1611
Currell College	You can post on the bulletin board but DO NOT POST OVER PREVIOUS POSTING. DO NOT POST ON WALLS OR WINDOWS. Bulletin boards on both first and the second floor. They also have plastic covers installed on the walls for flyers.	803-777-7099
Davis College	You may only post on the student bulletin board in the main hall (second floor) next to the computer lab. You must also bring a copy to the Office in room 113 for approval. They do have a large	803-777-3858

	rolling TV screen that can also be used.	
Flinn Hall	You may place material inside the building as long as it does not interfere with University property. All postings need to be cleared by Dr. Loren Knapp (office is in Flinn Hall room 110) and affixed to cork boards or non-painted surfaces. The front and back doors are available for postings related to University activities and events as well.	803-777-2993
Gambrell Hall	You may post on bulletin boards on the first floor exits and boards on the 3rd and 4th floors. Limit large posters to only 1-2 per board to conserve space. DO NOT PUT TAPE ON WALLS OR DOORS.	803- 777-7161
Hamilton	You must get approval first from Room 317. Then they will tell you where you can post. CADIDATES ALSO NEED TO GO TO EACH COLLEGE INSIDE THE BUILDING TO SEEK THEIR APPROVAL BEFORE POSTING.	803-777-6500
Harper College	You may post on bulletin boards outside the 2nd floor office, and bulletin boards in the stairwells. DO NOT POST ON ANY OTHER FLOORS OR ON THE WALLS. DO NOT POST ON WINDOWS. Candidates before posting need to bring a copy of the post to Harper College to send it through their vetting process.	803-777-8102
Health Sciences Building	Check with the dean's office (on the fourth floor) before posting.	803-777-6096

John Welsh Humanities	All bulletin boards in hallways are available for posting, no posting on walls.	803-777-4881
Jones Physical Science Center	Materials may be posted on the first-floor bulletin boards only. NO POSTING IN STAIRWELLS.	803-777-4121
Journalism	Candidates are not allowed to post anywhere inside or outside the building for the School of Journalism and Mass Communications.	803-777-4105
Law Center	You may post on the red glass walls only after clearing your materials with the Student Affairs office in Rm. 127. DO NOT POST ON ANY BULLETIN BOARDS FOR SBA AND HONOR COUNCIL ELECTIONS	803-777-6857
LeConte College	You may post on bulletin boards only.	803-777-5313
Longstreet Theatre	You may post in elevators only.	803-777-4288
McKissick Museum	You may only post in the canteen on the bulletin board above the sink.	803-777-7251
McMaster College	You may post on bulletin boards only.	803-777-4236
Music School	You can only post on basement bulletin boards, general announcement bulletin boards, and on windows in the canteen areas. NO POSTING ON WALLS AND ABSOLUTELY NO TAPE.	803-777-4280
Nursing	All posting must be approved by the Dean's Office in Room 202. Bulletin boards on the first floor. NO TAPING ON WALLS; ONLY PUSHPINS ARE ALLOWED.	803-777-3861

Public Health	All postings need to be approved by each department on that given floor of the building.	803-777-5032
Residence Halls	NOTE: Distribution is available for registered student organizations and University departments only. RESIDENT HALLS DISTRIBUTE INFORMATION PRIMARILY VIA ELECTRONIC DISPLAY. For more information on electronic display visit http://housing.sc.edu/flyerdist.html Additional materials must be brought to USC Housing Department located in Patterson. Access to flyer distribution forms can be found at: http://housing.sc.edu/flyerdist.html	803-777-4283
Russell House	Only executive candidates may post inside the Russell House. You may take six flyers to the Information Desk located on the 2nd floor. They may be no bigger than 25 x 40 inches. The RH staff will post them for you. DO NOT POST ON ANY OTHER SURFACES.	803-777-3196
Sloan College	You may post materials after going to third floor main office, room 321, for approval. After acceptance by the department chair, materials will be posted on the first floor.	803-777-5251
Strom Thurmond Center	NO POSTING IS ALLOWED	803-777-3656
Sumwalt	There are bulletin boards in the hallways of Sumwalt where candidates can post flyers with the expectation that they remove the flyers once the election or event they are posting for is over.	803-777-5581

Swearingen	You may post only on the regular bulletin boards or on free standing clip posts. NO WALLS.	803-777-4177
Thomas Cooper Library	The posting kiosk has been moved to the area by the exit gate in the space between the two class doors. THIS IS THE ONLY PLACE FOR CADIDATES TO POST.	803-777-4866
Thomson Health Center	NO POSTING IS ALLOWED	803-777-3175
Wardlaw	You may post on the 2nd floor lounge on the Peabody side after checking with the Dean's office (located before room 274).	803-777-6732

Prohibited posting locations include but are not limited to:

- Parking garages
- Trees
- Sidewalks
- Light poles
- Parked cars
- Official polling locations

Greene Street Wall Banners

- Only executive candidates may hang banners on the brick wall in front of the Russell House on Greene Street.
- The acceptable range in which banners may be hung spans from the corner of Woodrow Residence Hall to the end of the wall by Melton Observatory.
- The banner locations must be requested through the Elections Commission in advance and will be assigned by the Elections Commission.
- Banners are subject to approval by the Elections Commission and Russell House Administration.
- Banners may be hung when the campaigning period begins upon the conclusion of the Mandatory Candidates' Meeting on February 12th.
- The Elections Commission, Office of Student Government, and Department of Student Affairs assume no responsibility for the security of banners and posters at any time during display. Candidates are encouraged to secure banners with locks or remove them at night.

- Any candidate is eligible for immediate removal from their race if the candidate or a member of his or her campaign staff is found to have tampered with, destroyed, or stolen another candidate's banner.
- Candidates are responsible for removal of banners, including all debris (tape, paper, etc.) from the wall and the surrounding area immediately following the conclusion of the campaigning period.
- All banners must have the official approval sticker that is provided by the Elections Commission. This sticker must be visible on the top, left corner of the banner.

Removal of Improperly Posted Materials and Banners

Candidates are responsible for removing all improperly posted materials, regardless of who posted them. Candidates and their staff must respect University property and policies when posting materials.

If the Elections Commission issues a warning or infraction, material must be removed by 12:00 p.m. (noon) of the following day.

Clean Sweep Posting Regulations

In an effort to keep the campus clean and orderly, all campaign-related promotional material must be removed campus-wide within 48 hours following the conclusion of the general student body elections. Candidates competing in a runoff election have until 48 hours after the final runoff election to remove their posted materials.

Executive candidates who fail to meet this deadline will forfeit their filing fee refund.

Approval of Materials-Based Communication

- All banners, flyers, and posters must be approved by the Elections Commission *in advance*. For approval, an electronic version or clear photo must be sent via email to the Elections Commission (saec@mailbox.sc.edu). The Elections Commission will respond, approving or denying the submission, within one (1) business day. Candidates may begin sending requests for approval after filing for office.
- Greene Street banners must be presented in person to the Student Government advisor or graduate assistant in order for an official sticker of approval to be placed on the banner. Candidates must present proof of approval in order to receive the sticker. Their offices are located in the Leadership and Service Center; Russell House, Room 227.

Additional Posting Policies

- Only one (1) poster is allowed per bulletin board per candidate in accordance with the above regulations. Each classroom may have two (2) posters per candidate. However, candidates are not allowed to post over other candidates' posters, and each poster must be on a separate wall in accordance with the above regulations.

- Flyer size limit is 11" x 17". This applies for all flyers and posters in all locations. Two posters connected together will be counted as two and not one. Banner size limit for Greene Street is 8' x 8'.
- No tear-offs are permitted on flyers.

Policies for Posting Promotional Materials

(Adapted from the USC Policy and Procedure Manual – Please note these are University Policies – official policies can be found here: <http://www.sc.edu/policies/policiesbydivision.php#STAF>)

I. Policy

The publicizing of university department, academic unit, or a student organization's events or programs is a necessary part of insuring the success of these functions. The university has designated suitable areas in most buildings for the purpose of providing a place for groups and organizations to post their respective notices. The purpose of this set of procedures is to outline guidelines for the general posting and distribution of publicity material(s) as well as guidelines for the use of designated places on campus for the posting of said material(s).

II. Procedures

- A. Announcements of general interest to the student body of the university by registered student organizations, academic units, or university departments are the only type material(s) permitted. All announcements shall indicate the name of the university entity that is sponsoring the event.
- B. Publicity materials for campus events should not be posted or distributed until approval has been granted for the facility in which items will be posted.
- C. Publicity material(s) shall be posted only on bulletin boards or other approved areas designated in this policy. Under no circumstances shall any publicity material be placed, written, chalked, or painted upon any surface (interior or exterior) including, but not limited to, trees or shrubs, parked cars, poles, signs, doors, windows, walls, sidewalks or other campus structures.
- D. The primary message included in the advertising for an event may not promote the sale, consumption, or distribution of alcoholic beverages. Please refer to university policy STAF 3.02 Alcohol Policy and Guidelines for the University Community (<http://www.sc.edu/policies/ppm/staf302.pdf>) for further information.
- E. If the name of a non-University organization is to appear on any advertising material because of a co-sponsor relationship with a university organization, the content of the advertisement or promotion must clearly promote the event as its central message and the University organization's name must appear on the advertisement. The name, logo, slogan, or similar identifier of the non-university organization must not appear as the dominant message. This includes flyers, posters, newspaper ads, banners, table tents, as well as other similar advertising visuals.
- F. Student organizations shall retain all publicity material(s) for a period of no less

than 90 days. This material shall be made available to the Associate Vice President for Student Life or designee upon request.

- G. The distribution of any publicity material(s) shall be consistent with the orderly conduct of the university's affairs, the maintenance of university property, and the free flow of traffic and persons. Efforts must be made to avoid litter. Distribution by means of accosting individuals, hawking or shouting, is strictly prohibited.
- H. All publicity material(s) not covered by the specific guidelines set forth in this policy must be approved by the Associate Vice President for Student Life at least two weeks prior to beginning advertising for the event.
- I. Violations of this policy constitute violations of university policy and will be addressed through appropriate disciplinary channels.
- J. Designated Locations and Procedures
 - 1. Greene Street
 - a. Posters and banners are allowed on the brick wall along Greene Street, beginning at the corner of the Woodrow Residence Hall to the end of the wall on the east end by the Melton Observatory.
 - b. Only registered student organizations, academic units, university departments, or student candidates officially registered in campus-wide elections (such as Student Government office) may hang banners. All banners/posters must list the sponsoring organization or entity per Section II above.
 - c. Registration for posters/banners is located at the Russell House Information Center (second floor).
 - d. Banner messages are to promote a specific event or activity. They are not to be used for "general advertising" or to serve as a billboard for a standing event with a regular occurrence.
 - e. Space is available on a first come/first served basis. Registration for banners/posters will be accepted until space is filled on any given day.
 - f. Banners/posters may be hung up to a week before the event. The Russell House University Union assumes no responsibility for security of banners/posters at any time during display.
 - g. Organizations are responsible for removal of banners, including all debris (tape, paper) from wall and surrounding area, immediately after the advertised event is over.
 - 2. Russell House: All posters and publicity material(s) intended for the Russell

House must be approved at the Information Center (located in the second floor lobby of the Russell House) and stamped for posting. The Russell House staff will be responsible for putting up and removal of all posters from Russell House bulletin boards. Up to six (6) posters per event may be posted in the Russell House at any given time and must fit in existing poster size stanchions. Contact the Russell House event services coordinator for posters and flyer sizes.

- a. Russell House first floor digital displays
 - i. Only registered student organizations, academic units, university departments, or student candidates officially registered in campus-wide elections (such as Student Government office) may submit information for the digital displays located in the Russell House first floor lobby.
 - ii. Digital information must be pertaining to a campus event or service in or at any University owned or controlled facility. Event information will be displayed up to two weeks before the event.
 - iii. Information is to be submitted to the Russell House University Union Event Services(suite 218). Contact the RHUU event services coordinator or department website (www.sa.sc.edu/rhuu) for format specifications.
- b. Light Poles
 - i. Banners may be hung on the light poles in front of the Russell House on Greene Street.
 - ii. Banners must be approved by the Director of the Russell House University Union or designee.
 - iii. Only registered student organizations, academic units, and university departments may request banners to be hung.
 - iv. All expenses will be paid by the sponsoring organization.
 - v. Banners may be displayed for up to two weeks.
- c. Residence Halls - all requests to post publicity material(s) intended for the residence halls must be directed to the department of University Housing.
- d. Academic Buildings - designated areas of academic building lobbies are available for posting of publicity material(s). All publicity material(s) intended for academic buildings must be approved by the appropriate academic dean or designee.

Policies for Campus Solicitation

(Adapted from the USC Policy and Procedure Manual – Please note these are University Policies – official policies can be found here <http://www.sc.edu/policies/policiesbydivision.php#STAF>)

I. Policy

The University of South Carolina has the duty and responsibility to maintain a safe and healthy environment conducive to its principal mission of education. At the same time, the university recognizes and respects the constitutional protection of free speech as well as the individual student's right to privacy. Accordingly, the university hereby adopts this solicitation policy for the purpose of establishing reasonable time, place and manner for campus solicitation.

II. Procedure

A. Solicitation is defined as contact for the purpose of:

1. Soliciting funds or sales or demonstrations that may result in sales;
2. Distributing advertising or other materials;
3. Compiling data for surveys, programs, or other purposes;
4. Recruitment of members or support for an organization or cause;
5. Providing educational information sessions (exclusive of formal University of South Carolina academic classes).

“Non-commercial solicitation,” means any distribution by students individually or as members of student organizations of leaflets, brochures or other written material, or oral speech by them to a passersby, conducted without intent to obtain commercial or private pecuniary gain.

B. Solicitation activities may not substantially disrupt or materially (or significantly) interfere with the educational, administrative, or operational activities of the university.

Commercial speech which is false, fraudulent, or misrepresentative is not permitted. Events which are in violation of local, state, or federal law, Board of Trustees’ policy, or rules, regulations, and guidelines of the university are prohibited.

C. An event that places an undue burden on campus facilities, interferes with the use of campus facilities by other persons, disrupts normal operations, infringes on the protected rights of others, and/or has as a principal goal to incite a riot or to disrupt other activities, may be denied the privilege of using university facilities (or grounds) for solicitation.

D. Distribution of Literature

1. Distribution of literature by university or non-university individuals or organizations for purposes of commercial solicitation is subject to the solicitation policy in order to prevent harassment of students and to maintain the campus environment. The person-to-person distribution of literature by university or non-university individuals or organizations for purposes of commercial solicitation is restricted to the areas available for solicitation and must be registered and reserved in advance through the Department of Student Life (or designee).
2. The posting of literature by university or non-university individuals or organizations is restricted to appropriate reserved areas of bulletin boards in university buildings or on the Carolina Information Boards located at various outdoor points around the campus. Some bulletin board space is designated for university activities only (see University Policy STAF 3.11 Posting Promotional Material, Including Banners, <http://www.sc.edu/policies/staf311.pdf>).
3. The posting or attachment of flyers, posters, advertisements, or announcements of any type on the external/internal sides of buildings, trees, sidewalks, light posts, parked cars, or other similar structure is prohibited.

E. Direct Mail Solicitation

1. The University of South Carolina postal office is responsible for providing services for USC faculty, staff, and students for official university business only. Mail determined to be of personal nature (such as checks, bank statements, utility bills, personal packages) will be returned to the sender. The only exception to this policy is mail service to on-campus resident students whose mail is delivered via assigned university post office box.
2. University Intra-Campus Mail Service cannot be used by faculty, staff, students, or outside businesses or organizations for advertising, campaign notices, solicitation, or for any purpose that is not determined official university business. No USC mailing list will be available for use other than for official University of South Carolina business. Student organizations may be contacted through Leadership and Service Center.

F. Approval to solicit on the University of South Carolina campus shall not be granted in an arbitrary or capricious manner on the basis of the content of the proposed speech related activity. Any constitutionally protected speech will be permitted within the reasonable time, place, and manner parameters of this policy.

G. Eligibility

1. University Organizations and Departments - Registered student organizations, academic units, or university departments may solicit in designated areas and under prescribed conditions as listed under Guidelines and Procedures later in this

section.

2. Non-University Organizations and Individuals - Any non-university organization or individual wishing to come on campus for the purpose of solicitation must be sponsored by a registered student organization, academic unit, or university department.
3. Employee Solicitation - Employees of the university may not solicit for non-university sponsored activities during working time regardless of whether they are in their work area or not. (see University Policy HR 1.48 Solicitation and Distribution, <http://www.sc.edu/policies/hr148.pdf>).
4. Solicitors and Tradesmen - Solicitors and tradesmen, including students, faculty, or other university personnel are prohibited from entering the grounds or buildings of the University of South Carolina for the purpose of transacting business with students, faculty, or other university personnel, unless they have been issued a letter of permit for this purpose by the Office for the Vice President for Student Affairs (or designee). Guidelines and procedures for buildings, grounds, and residence halls are distributed to solicitors upon registration and permit approval

H. Guidelines

1. University Organizations and Departments

- a. For solicitations other than non-commercial solicitations, the organization or department must complete a USC Facility Reservation and Event Registration Form to the Russell House University Union event services coordinator.
 - b. Outside speakers and/or performers being sponsored on campus must be approved in advance by the associate vice president for student life and development (or designee). Sufficient biographical information to identify the proposed speaker, including the address, email address and telephone number of the speaker or that of the agency representing the speaker shall be provided. This information is placed in open public records and may be posted at the reservation location.
 - c. The Associate Vice President for Student Life and Development (or designee) must approve student fundraising activities. (See University Policy STAF 3.22 Fund Raising by Student Organizations for specific information, <http://www.sc.edu/policies/staf322.pdf>)
 - d. Lotteries, raffles, and games of chance must be in accordance with South Carolina state law.
2. Designated Areas - Solicitation activities are permitted in the following designated areas. A solicitation fee of \$29.00 will be assessed when activities are

deemed solicitation as described in this policy, but this fee will not be assessed for non-commercial solicitations. (Note: Any use of space not normally designated for use by student organizations and university departments must be requested in writing to the Associate Vice President for Student Life and Development at least two weeks prior to the event.)

- a. Specific areas of the Russell House University Union (including the front and back patios, Davis field, Ballroom, meeting rooms, and main lobby).
Special stipulations:
 - i. User fees will be assessed under certain conditions to university departments and academic units for usage of Russell House facilities and equipment in accordance with the university's approved Consolidated List of Service Charges for the current budget year: <http://adminfin.sc.edu/budget/>. User fees will not be assessed to registered student organizations. (Note: User fees should not be confused with fees for services such as costs for technical services, security, or other labor costs or the solicitation fee.)
 - ii. Equipment - Organizations must use Russell House equipment (tables, chairs, etc.).
 - iii. Space Limitation - Each display area will normally be limited to four (4) tables.
 - iv. Display Material(s) - In the interest of maintaining an environment that is consistent with the mission of the RHUU and the university, the RHUU staff reserves the right to determine appropriate location and manner of all display materials including goods, posters, banners, backdrops, etc. All display materials must be maintained in the designated display area.
 - v. Campus-Wide Events - No solicitation fees will be assessed to non-university organizations or individuals who are invited to participate in a campus-wide event and provide services that are integral to the mission or specific function of a university department (e.g., Career Fair sponsored by the USC Career Center). Display and table regulations may be waived for such campus-wide events. Requests for exceptions should be submitted in writing with the Facility Reservation and Event Registration form two weeks prior to the event. User fees may still apply.
- b. Greene Street (between the gates ONLY and at specified times)

- c. Pickens Street Bridge (student organizations only)
 - d. Designated areas of the Coliseum walkway (student organizations only)
 - e. Designated areas of academic building lobbies upon the approval of the appropriate academic dean and the Associate Vice President for Student Life (or designee)
 - f. Other designated locations upon the approval of the Associate Vice President for Student Life (or designee)
 - g. Other specifically designated areas formally contracted through the university for the purpose of advertising goods and services to the Carolina community.
 - h. Residence Halls - Solicitation is prohibited in the residence halls. Newspaper subscriptions may be delivered by resident students or district managers after they have proper authorization from the Director for Residence Life. All other deliveries must be made to the lobby desk located in the lobby of each residence hall. Use of lobby tables for soliciting funds is prohibited for external vendors or organizations other than hall governments. Use of lobby tables is permitted for campus organizations and university offices only after permission has been received through the residence hall government president, the residence hall director/residence life coordinator, and the assistant director or associate director for residence life. External vendors may not advertise, distribute or leave coupons in the residence halls except in approved locations.
- 3. Exceptions to the above policies may be approved by the Director of the Russell House University Union provided that exceptions shall not be in conflict with the general policy on solicitation and sales.
 - 4. Upon approval, all solicitation and related activities shall be confined to the designated display space only; passers-by are not to be harassed or harangued.
 - 5. Non-University Organizations and Individuals
 - a. Non-University organizations or individuals must be sponsored by a university student organization, university department, or academic unit. The reservation/registration procedure must be properly completed by the appropriate registered student organization, academic unit, or university department prior to the non-university group setting up on campus.
 - b. Sponsored non-university groups are limited to use of designated RHUU facilities for the purpose of solicitation. Use of spaces by non-university organizations or individuals other than the RHUU designated spaces is generally prohibited unless extenuating circumstances exist.

- c. Upon obtaining sponsorship, all other applicable guidelines must be adhered to as outlined in this policy. Questions regarding sponsorship should be directed to the Office of the Associate Vice President for Student Life and Development.
- d. The sponsoring university organization shall be responsible for ensuring that the non-university group is informed and in compliance with university policies and guidelines at all times during the registered event.
- e. The following additional guidelines for non-university organizations and individuals must be adhered to:
 - i. A member or designee from the sponsoring student organization, academic unit or university department must be present at the solicitation location at all times.
 - ii. Use of facilities by non-university organizations or individuals for the purpose of solicitation is limited to no more than 5 (five) days per academic semester. Multiple sponsors do not allow for additional reservations.
 - iii. All advertising or "giveaways" must be in compliance with university policies.
 - iv. No food, beverage, alcohol or illegal items may be sold.
 - v. The appropriate business license and sales tax remission form (if applicable) must be provided upon request; registration with the Better Business Bureau may be required.
- f. Non-university entities that are major sponsors of university-wide programs or services (such as Freshman Orientation), and non-university entities that provide services that are integral to an on-going university-wide function of a specific university department (such as employment recruiters registered with the USC Career Center) may be exempt from the sponsor attendant and the five (5) day time limitation as listed above. Exceptions must be requested in advance in writing and shall be subject to the approval of the Associate Vice President for Student Life and Development (or designee).

III. Related Policies:

STAF 4.03 University Housing Policies and Regulations (specifically section Z, "Solicitation in the Residence Halls") <http://www.sc.edu/policies/ppm/staf403.pdf>

UNIV 6.00 Calendar and Space Reservation (USC-CSR) Policy.

CHAPTER 4 – ELECTIONS COMMISSION AND ELECTIONS

ARTICLE I. ELECTIONS COMMISSION

Section 4-1-10. Authority.

(A) The Elections Commission shall exist as a service to the student body, conducting the student body elections and inauguration.

(B) Authority shall be derived from and regulated by the Student Government Constitution and Codes. Any changes made to Chapter 4 of these codes after January 1st shall not go into effect until after the upcoming election has concluded.

(C) The Elections Commission shall act as an independent body, advised by the Student Government coordinator.

Section 4-1-20. Funding.

(A) Funding shall be derived from student activity fees on the same basis as other Student Government bodies.

(B) All expenditures by the Elections Commission shall be approved by the elections commissioner and the Student Government coordinator.

(C) The Student Government advisor shall be authorized to disburse funds necessary to conduct elections in accordance with the Student Government Constitution and Codes.

Section 4-1-30. Composition.

The Elections Commission shall be composed of the elections commissioner, the deputy elections commissioner, and seven (7) to nine (9) assistant elections commissioners, as follows:

(A) The publicity chair;

(B) The marketing and outreach chair;

(C) The candidate relations chair;

(D) The posting regulations chair;

(E) The debate chair;

(F) The violations chair;

(G) The inauguration chair;

(H) And, optionally, two other chairs, whose titles shall be determined by the elections commissioner.

Section 4-1-40. Nomination and confirmation.

(A) The student body president shall nominate the elections commissioner for consideration by the Student Senate at least one (1) business day prior to the second senate session following the student body president's inauguration.

(B) The elections commissioner shall nominate the deputy elections commissioner for consideration by the Student Senate by the conclusion of the spring academic semester.

(C) The elections commissioner shall nominate all assistant elections commissioners for consideration by the Student Senate by October 1st.

(D) No member of the Elections Commission may take office without being nominated, being interviewed by either the Student Senate Powers and Responsibilities or Judiciary Committee (or both committees in the case of the elections commissioner and deputy elections commissioner), being confirmed by the Student Senate, and taking the Student Government oath of office.

(E) In the event that the office of elections commissioner becomes vacant, the student body president shall nominate a replacement within two (2) weeks of the initial vacancy.

(F) In the event that the office of deputy elections commissioner becomes vacant, the elections commissioner shall nominate a replacement within two (2) weeks of the initial vacancy.

(G) In the event that an assistant elections commissioner position becomes vacant and the total number of assistant elections commissioners falls below seven (7) as a result, the elections commissioner shall nominate a replacement within two (2) weeks of the initial vacancy.

(H) The attorney general may, if requested by the Student Government coordinator, direct the postponement of the election if the minimum staff is not appointed and approved within the time limits stated herein.

Section 4-1-50. Duties of the elections commissioner.

Duties of the elections commissioner shall include, but may not be limited to:

(A) Implementing, in good faith, Chapter 4 of these Student Government Codes;

(B) Reviewing the Student Government Codes with all members of the Elections Commission and ensuring awareness of these codes;

(C) Providing a copy of Chapter 4 of these Student Government codes, along with the official candidates' packet, to all student organization presidents no earlier than January 1st;

- (D) Procuring all materials necessary to conduct student body elections;
- (E) Nominating and training the deputy elections commissioner and assistant elections commissioners;
- (F) Selecting and training any poll workers deemed necessary;
- (G) Overseeing the publicity and marketing surrounding all student body elections;
- (H) Overseeing the planning and holding of the candidate interest meetings, the official candidates' meeting, the candidates' debate, any violation hearings, and the announcement of election results;
- (I) And overseeing the tabulation of results of all student body elections;

Section 4-1-60. Duties of the Elections Commission.

Duties of the Elections Commission shall include, but may not be limited to:

- (A) Meeting regularly with the Student Government coordinator, beginning four weeks prior to the student body election;
- (B) Publicizing student body elections to ensure that students are aware of the dates and times for candidate interest meetings, the official candidates' meeting, the candidates' debate, and voting;
- (C) Communicating effectively and consistently with candidates prior to and during the campaign period to ensure that the candidates are aware of all rules, regulations, procedures, and relevant actions by the Elections Commission;
- (D) Establishing and maintaining posting regulations and the official candidates' packet, and providing this information to candidates during the official candidates' meeting;
- (E) Planning and holding at least one (1) candidate interest meeting prior to the candidate filing period;
- (F) Planning and holding the official candidates' meeting no earlier than one (1) week following the candidate filing period and no later than one (1) week prior to the candidates' debate
- (G) Planning and holding a debate for candidates for executive office at least one (1) week prior to the regular student body elections;
- (H) Establishing a process for hearing and considering complaints of election violations and fraud, and making decisions on such complaints following those hearings;
- (I) Monitoring all write-in procedures and reporting any irregularities or violations to the elections commissioner;

(J) Assuring the security of all ballots and other election records for a period of thirty (30) days after the student body election. If the election is contested, records must be retained until a settlement is reached;

(K) Tabulating the results of all elections and certifying those results;

(L) Planning and holding an event to announce the results of all regular and other elections;

(M) And planning and holding an inauguration for elected candidates no earlier than four (4) weeks and no later than five (5) weeks following regular elections.

ARTICLE II. STUDENT BODY ELECTIONS

Section 4-2-10. Date and time.

(A) So long as class is in session, the regular student body election shall be held on the Tuesday and Wednesday two (2) weeks prior the University's spring break.

(B) So long as class is in session, any runoff student body election shall be held on Tuesday and Wednesday of the week following the regular student body election.

(C) All elections shall last for a period of two (2) consecutive days, beginning at 9:00 AM on the first day and lasting until 5:00 PM on the second day.

(D) If an election is determined to be null and void, a new election shall take place at a time to be determined by the Elections Commission, with the approval of the Office of Student Affairs.

Section 4-2-20. Offices elected.

The following elected offices shall be filled in the designated spring elections: student body president, student body vice president, speaker of the student senate, student body treasurer, and student senators.

Section 4-2-30. Election procedures.

(A) In elections for executive offices, a winner shall be determined at such time that one candidate gains a majority of the votes cast, which shall be defined as fifty (50) percent of all votes cast, plus one vote.

(B) In elections for executive offices, a run-off election shall be held if no candidate receives a majority of votes cast for a particular office. The two persons receiving the highest number of votes cast shall be eligible for the run-off election.

(C) In elections for Student Senate, a winner or winners shall be determined as stated in the Student Government Constitution.

(D) In elections for Student Senate, a run-off election shall be held in the event of a tie for one or more seats.

(E) In the general election, but not in any run-off election, a candidate may be elected to an executive office or to the Student Senate by write-in ballots. The Elections Commissioner shall all write-in candidates winning their election after it is determined that this person is eligible to serve.

(F) No candidate may be elected by write-in ballot that has not submitted a declaration of write-in candidacy by 4:00 p.m. EST on the final day of the regular student body election.

(G) The names of write-in candidates will not appear on the ballot for any office for which the candidate has declared write-in candidacy.

(H) The Elections Commission shall hold a period during which any candidates wishing to declare write-in candidacy must submit a declaration of write-in candidacy certifying that they meet the requirements for the office, has read the appropriate rules and grants the Student Government advisor permission to certify academic eligibility.

(I) The period in which candidates may submit declarations of write-in candidacy shall start immediately following the end of the filing period and conclude at 4:00 p.m. EST on the last day in which the regular elections are to be held. The submission of declarations of write-in candidacy is to be conducted in the Student Government office.

(J) For a referendum to appear on the ballot it must be published in The Daily Gamecock at least one (1) week prior to the vote of the student body pursuant to the Student Government Constitution. If necessary, a referendum may appear on the ballot in an abbreviated form, as determined by the Elections Commission.

Section 4-2-40. Student Senate districts.

(A) The electoral districts of the Student Senate and the apportionment of the fifty (50) Student Senate seats shall be as follows:

(1) District 1 (College of Arts and Sciences) – twelve (12) seats; and

(2) District 2 (College of Hospitality, Retail, and Sport Management) – four (4) seats; and

(3) District 3 (College of Social Work) – two (2) seats; and

(4) District 4 (Darla Moore School of Business) – eight (8) seats; and

(5) District 5 (College of Education) – three (3) seats; and

(6) District 6 (College of Engineering and Computing) – five (5) seats; and

(7) District 7 (College of Mass Communications and Information Studies) – three (3) seats; and

- (8) District 8 (School of Law) – two (2) seats; and
- (9) District 9 (College of Nursing) – two (3) seats; and
- (10) District 10 (College of Pharmacy) – two (2) seats; and
- (11) District 11 (Arnold School of Public Health) – four (4) seats; and
- (12) District 12 (School of Music) – two (2) seats.

(B) Any school or college having more than 100 full-time students, as defined by the Office of the Registrar, shall have a corresponding Student Senate district, and each district shall have at least one (1) seat.

Section 4-2-50. Student Senate reapportionment.

(A) Each fall, the Elections Commission shall review the enrollment figures for each academic college and school at the University for the purpose of reapportionment of Student Senate districts.

(B) The apportionment of Student Senate seats shall occur as follows:

(1) Each district shall be assigned one (1) seat.

(2) The additional seats assigned to each district shall be derived by dividing the number of full-time students (FTS) enrolled in that particular college or school by the number of FTS enrolled in the University, and then multiplying the result by the number of seats remaining after all districts have been assigned one (1) seat. This formula shall be as follows:

$$\text{Additional seats per district} = \frac{(\text{FTS enrolled in the college or school})}{(\text{FTS enrolled at the University})} * (\text{Remaining seats})$$

(3) All number of remaining seats per district shall be properly apportioned by the whole number, excluding the decimal.

(4) If a district receives no whole additional seats through this process, assign one of any remaining seats to each district bringing them to two (2) seats. If not possible, award the seats based on the decimal value in descending order. By receiving this additional seat, these districts are excluded from the remaining apportionment process.

(5) If seats still remain, they shall be allocated to the districts based upon which districts' had the highest decimal value. In descending order, the remainder of additional seats per district shall be apportioned based upon the above formula. (For instance, a district with 2.6 additional seats per district shall be awarded a remaining seat over a district with 1.3 or 3.3 additional seats per district).

(C) Once the apportionment of seats is calculated, the elections commissioner shall transmit the

calculations and a recommendation for reapportionment (if necessary) to the student body vice president, who shall refer them to the chair of the Student Senate Powers and Responsibilities Committee.

Section 4-2-60. Candidate filing and fees.

(A) The Elections Commission shall plan and hold a period during which any candidates wishing to be placed on the ballot for a particular office must file for election in the Student Government office. Filing shall start at 9:00 a.m. on the Monday five (5) weeks before the University's spring break and continue through 5:00 p.m. on that Monday. Filing will reopen at 9:00 a.m. on Tuesday and conclude at 5:00 p.m. If that Monday is a holiday, filing shall start at 9:00 a.m. on the Tuesday five (5) weeks before the University's spring break and continue through 5:00 p.m. on that Tuesday. Filing will open at 9:00 a.m. on Wednesday and conclude at 5:00 p.m.

(B) During the filing period, each candidate shall submit a filing form certifying that he or she meets the requirements for the office, has read the appropriate rules, and grants the Student Government advisor permission to certify his or her academic eligibility. In accordance with university policy, no student can be approved for candidacy if he or she is currently on academic probation or is otherwise not in good standing with the university.

(C) During the filing period, each candidate must provide to the elections commissioner a list of his or her campaign staff, and must update this list if the membership of his or her campaign staff changes. A person who operates on the behalf of a particular candidate shall be judged a member of that candidate's campaign staff if it is determined that this person received explicit or implicit encouragement to campaign on that candidate's behalf. If it is determined that this person is a member of that candidate's campaign staff, he or she may be given consideration for the purposes of assessing elections fraud or elections violations against that candidate.

(D) The filing fee to run for Student Senate shall be a non-refundable amount of five (5) dollars.

(E) The filing fee to run for executive office shall be fifty (50) dollars, of which forty-five (45) dollars is refundable, provided that all of the candidate's campaign materials are removed within forty-eight (48) hours of the last election to the satisfaction of the Elections Commissioner. If not, the money is forfeited to the Elections Commission.

(F) A receipt for fees paid shall be issued to each candidate by a Student Government office staff employee upon the candidate's filing.

(G) The student body treasurer shall keep on file for one year a copy of each receipt issued. These shall constitute a public record.

(H) All collected monies shall be deposited to the Student Government elections account, as prescribed by university policy.

(I) Candidates filing to run for Student Senate may only do so in a district according to their academic certification pursuant to the Student Government Constitution.

(J) A candidate running for an executive position may simultaneously file for a seat in the Student Senate. In the case of the candidate winning both the executive election and Student Senate election, that candidate will be moved to the executive office, and the vacated Student Senate seat will be given to the next candidate with the highest votes.

(K) Candidates must file for office using their names as listed in university records. The candidate's name as it is to appear on the ballot shall be subject to approval by the Elections Commission.

(L) If a student seeking a Student Senate seat is a member of the South Carolina Honors College, that student shall seek the seat that represents the college the he or she is enrolled in for his or her major.

(M) After the filing deadline has passed, the elections commissioner shall give the names of the applicants to the Student Government advisor for verification of eligibility.

Section 4-2-70. Candidates' meeting.

(A) The Elections Commission shall plan and hold an official candidates meeting that shall be mandatory for all candidates.

(B) The date of this meeting shall be determined during the fall semester, and candidates shall be informed of the meeting and its date and time when they complete the filing process.

(C) If a candidate is unable to attend the mandatory meeting, the candidate, to be eligible to run for office, must:

(1) Submit a written excuse to the Elections Commission prior to the mandatory meeting;

(2) And meet with the Elections Commission within two (2) business days after the mandatory meeting.

(D) At this meeting, the Elections Commission shall provide a copy of the official candidates' packet for all candidates, which must contain Chapter 4 of these Student Government Codes, the posting regulations, a copy of the University Solicitation Policy, a copy of the Carolinian Creed, contact information for members of the Elections Commission, and any other information deemed necessary.

(E) At this meeting, all candidates must sign an agreement affirming that they have read the documents mentioned above and fully understand all of their meanings and implications. It is the responsibility of the Elections Commission to explain any ambiguities or answer any questions that the candidates may have.

Section 4-2-80. Campaign period.

(A) The period in which candidates may campaign shall begin immediately following the official candidates' meeting and shall end upon the conclusion of the final voting period for that

candidate's particular race.

(B) There shall be two distinct periods of campaigning: Soft Campaigning and Hard Campaigning.

(1) Soft Campaigning is defined as attempts to gain votes after the conclusion of the candidates meeting until one week prior to the Student Government election. This includes passing out flyers, mass-emailing and public declarations of candidacy on social media, in a publication, or at a mass assembly of students. Reaching out to individuals to learn about issues, attempting to find campaign staff, and having exploratory conversations and email exchanges are not considered to be soft campaigning. If a violation is issued, the elections commission may choose to bar the candidate from the election. The candidate has the right to appeal the election commission's decision to the Constitutional Council. Soft campaigning may consist of all campaign methods not including:

(a) Those in violation of these Student Government Codes;

(b) The distribution of campaign promotional items such as cups, t-shirts, food, beverages, and items related to the exchange of food, beverages, or consumer products;

(c) Or the holding of campaign rallies or special events.

(2) Hard Campaigning is defined as any attempts to gain votes the week before the conclusion of the election period, through methods such as tabling, distributing campaign promotional items such as cups, t-shirts, food, beverages, and any items related to the exchange of food, beverages, or consumer products. It may consist of all campaign methods not including those in violation of these Student Government Codes.

(C) The period of soft campaigning shall begin with the conclusion of the official candidates' meeting and shall end at the conclusion of the candidates' debate.

(D) The period of hard campaigning shall start at the conclusion of soft campaigning and shall end at the conclusion of the final voting period for each race.

(E) The distribution of campaign promotional items to campaign members, as named at the official candidates' meeting, shall not be prohibited at any point during the campaign period.

Section 4-2-90. Polling locations.

(A) Students may vote from any computer with access to the designated online voting system.

(B) The Elections Commission may designate other polling locations where voting may be encouraged and facilitated by the commission.

(C) The Elections Commission shall determine whether an area constitutes a polling location for the purpose of complaints of election violations or fraud.

(D) Every person eligible to vote in the student body elections shall receive an email from the

university reminding them to vote. This email must contain a link to online voting system, instructions for voting, and candidate information or a link to candidate information. This email shall be sent out the day of elections to students' official University email accounts. In case of a runoff, new, or special election, the same requirements apply.

Section 4-2-100. Voting procedures.

(A) The Student Government advisor, in coordination with University Technology Services, shall be responsible for the implementation and preparedness of all ballot information for the elections.

(B) Voting shall occur through the designated online voting system and all ballots shall be automatically tallied by the system.

(C) Voters shall access the election site through the website of the designated online voting system.

(D) All students registered at the University of South Carolina-Columbia campus will be provided electronic ballots for regular and other elections. The ballot shall be appropriate based on their college or school of enrollment.

(E) Each student will be allowed to access the electronic ballot to vote one time. Additional attempts to access the site shall not be allowed

(F) If not possible through electronic randomization, the order of candidate's names on the ballot shall be determined through a random drawing to be conducted by the Elections Commission during the mandatory candidates' meeting only for contested races. Candidate's names in uncontested races will appear in alphabetical order.

(G) Each candidate's name on the ballot must contain no more than twenty-five characters or letters. Each candidate is responsible for viewing the ballot on the online voting system and verifying the correct spelling of their name on the ballot with the Student Government advisor no later than four (4) days prior to the election. Any requests for a change of ballot information must be submitted in writing four (4) business days prior to the election and must be issued a receipt by the Student Government advisor.

(H) The online voting system must be accessible for at least seventy-five (75) percent of the allotted election time available during any election. If it is not, that election may be considered null and void at the discretion of the Elections Commission.

(I) Students wishing to submit a write-in ballot during the general election must do so through the electronic voting system. If unavailable, students may submit a write-in ballot at the Student Government office polling location by the following process:

(1) The student shall present to the poll worker a picture identification.

(2) The student shall log onto the online voting system and submit a blank ballot.

(3) The student shall be provided a paper ballot by the designated member of the Elections

Commission monitoring the write-in location. This paper ballot must contain the names of all executive candidates and senatorial candidates for the student's college or school of enrollment, spaces for the student to write-in votes for each office, and an envelope.

(4) The student shall indicate his or her selections on the ballot, seal the ballot in the envelope, and place it in the designated ballot box.

(J) The Elections Commission shall be responsible for providing the following items at the write-in polling station located in the Student Government office:

- (1) One large, lockable ballot box;
- (2) Write-in ballots and envelopes;
- (3) Instructions for any poll workers;
- (4) And materials to designate the polling location;

Section 4-2-110. Tabulation and notification.

(A) A member of the Elections Commission must be present to close the write-in polling location at 5:00 p.m. on the final day of the regular student body election and to transport the ballots to the counting location. Candidates for executive office may have one observer present from the time the poll closes until the tabulation of the write-in ballots is complete.

(B) The attorney general must be present as an observer at the time the write-in ballot box is opened and until the tabulation is complete. The attorney general shall be responsible for the security of the area where counting is taking place. If the attorney general is not present, the chief justice of the Constitutional Council or an individual designated by the Student Affairs shall substitute.

(C) The tabulation of the write-in ballots is the responsibility of the Elections Commission. The Elections Commission shall count the write-in ballots under the direct supervision of the elections commissioner.

(D) Upon completion of the tabulation of write-in ballots and their addition to the total vote count, the elections commissioner shall certify the results prior to publishing the results.

(E) The Elections Commission shall announce the results of the elections on the evening of their certification, barring any pending complaints of election violations or fraud.

(F) The elections commissioner shall post a copy of the results within twenty-four (24) hours of their certification, at which time the official results shall constitute a public record. The record on file in the Student Government office shall include the total number of ballots cast and the total votes cast for each candidate.

(G) Anyone wishing to contest an election must do so within twenty-four (24) hours after the

posting of the official vote tabulation results by the Elections Commissioner. Contests must be filed during normal business hours.

ARTICLE III. ELECTION VIOLATIONS

Section 4-3-10. Definition.

An election violation shall be defined as any willful act, deed, or conspiracy that violates the provisions of these codes. An election violation may occur on any date during or before the campaign period.

Section 4-3-20. General rules and regulations.

(A) In all instances, candidates and members of a candidate's campaign shall, in addition to these codes, observe and abide by:

(1) The University Solicitation Policy;

(2) And the posting regulations as provided in the official Candidates' Packet.

(B) Prior to the campaign period, a candidate may communicate with others for the purpose of enlisting campaign members, but shall not campaign for the explicit purpose of acquiring votes.

Section 4-3-30. Electronic communication.

(A) Phone calls or text messaging may only be directed at individuals who have a pre-existing relationship with the candidate or the campaign member performing the contact.

(B) No candidate may campaign through any listserv or webpage operated by the University.

Section 4-3-40. Oral communication.

(A) Candidates wishing to reserve tables for their campaign shall do so through the Elections Commission. Tables may only be reserved on the days of the election, and on one day during the week prior to the election, to be determined by the Elections Commission.

(B) Candidates or members of a candidate's campaign may not solicit organizations to set up speaking times until that candidate has filed for office.

(C) Candidates or members of a candidate's campaign are prohibited from soliciting on off-campus residences, which include private homes, condominiums, or apartment complexes, unless they have signed written permission by the owner or complex manager and submit a copy of that written permission to the Elections Commission.

Section 4-3-50. Materials-based communication.

(A) All fliers, banners, promotional items, and other forms of materials-based communication to be posted or distributed must be approved by the Elections Commission in advance.

(B) Candidates wishing to reserve space for banners for their campaign shall do so through the Elections Commission. Banners may be displayed as soon as campaigning begins.

(C) Campaign materials:

(1) May not be distributed before the official candidates' meeting;

(2) May be distributed following the official candidates' meeting, but in a person-to-person manner only during student organization meetings or at times designated by the Elections Commission for oral and materials-based communication;

(3) May only be placed in university posting locations and other places specifically designated for announcements and public notices;

(4) May not be placed on residence hall doors without the consent of the resident;

(5) May not be placed in any official polling location (e.g. a computer lab);

(6) May not employ any officially trademarked or copyrighted materials (e.g. the University logo, seal, etc.);

(7) And may include stick-on decals, as long as the decals are of the type that do not leave a residue upon removal.

ARTICLE IV. ELECTION FRAUD

Section 4-4-10. Definition.

(A) Election fraud shall be defined as any willful act, deed, or conspiracy that violates the integrity of the electoral process during the voting period.

(B) Elections fraud shall include the following acts, committed by the candidate or members of his or her campaign:

(1) Attempting to vote or voting in place of another;

(2) Attempting to procure or procuring – by the payment, delivery, or promise of money or other article of value – another to vote for or against any particular candidate or ballot measure;

(3) Attempting to procure or procuring – by the use of threats or intimidation – another to vote for or against any particular candidate or ballot measure;

- (4) Attempting to make disparaging assertions with the intent to defame by slander, libel, or other injurious process against other candidates or campaigns;
- (5) Attempting to influence or influencing a voter who is in the process of voting;
- (6) Or attempting to monitor or monitoring a voter who is in the process of voting.

ARTICLE V. COMPLAINTS AND HEARINGS

Section 4-5-10. Filing.

- (A) Any student, faculty member, or staff member can file a complaint of an alleged election violation or election fraud.
- (B) Any complaint of an alleged election violation must be may be filed with the Elections Commission at any time up until two (2) business days following the conclusion of the final voting period for the particular race in question.
- (C) Any complaint of alleged election fraud must be filed with the Elections Commission during normal business hours and within two (2) business days of the incident in question.
- (D) The person filing the complaint:
 - (1) Must state in that complaint who was involved, what was done, where the act occurred, and any other known, relevant information;
 - (2) Must be informed that he or she may be asked to testify before the Elections Commission or at any other level of the appeals process;
 - (3) And must be informed that his or her name could be made publicly available in accordance with governmental regulations at the time of filing the complaint.

Section 4-5-20. Response.

- (A) The Elections Commission shall, in a timely manner, inform the person filing a complaint of an alleged election violation or election fraud that the report has been received;
- (B) The Elections Commission must send an email to all candidates by 3:00 p.m. each business day during which campaigning is allowed, detailing any complaints received and the time at which the Elections Commission will convene to consider the complaint.

Section 4-5-30. Hearing.

- (A) The Elections Commission shall convene to consider a complaint at a time no earlier than 6:00 p.m. on the day that the complaint is filed and no later than two (2) business days after the

complaint is filed, not including days in which the University is on spring break.

(B) During the hearing of a complaint, the candidate against whom the complaint was filed has the right to be present at all times during which the complaint is being considered and to witness all documentation against him or herself, with the exception of any period reserved solely for deliberation by the Elections Commission, Constitutional Council, or Office of Student Affairs, which shall not include any candidates or campaign members.

Section 4-5-40. Decision.

(A) The Elections Commission shall announce its decision in response to a complaint immediately following the hearing of the complaint.

(B) The Elections Commission may, with a two-thirds (2/3) vote of its total membership, disqualify any candidate, including write-in candidates, who do not comply with the rules and regulations set forth in these codes. Written notifications of disqualification must be filed with the attorney general as they are forwarded to the candidates.

(C) The Elections Commission shall refer violations of University policy concerning general student conduct to the Office of Student Conduct. In the event that a person found to have committed an election violation or election fraud is not a member of a campaign, he or she will be referred to the Office of Student Conduct.

(D) The Elections Commission shall not impose a penalty exceeding the amount of the filing fee or the disqualification of a candidate.

(E) The Elections Commission shall conduct a new election for each race significantly affected if it is determined that election fraud has occurred and has had a significant impact upon the result of the election.

Section 4-5-50. Appeal.

(A) A candidate may appeal any decision of the Elections Commission, but must do so within one (1) business day of the Elections Commission's decision.

(B) Any appeal of a decision by the Elections Commission, if determined to have sufficient merit to warrant consideration, shall be heard by the Constitutional Council.

(C) The Elections Commission may, by a majority vote of its total membership, forward responsibility to rule on any decision directly to the Constitutional Council without making an initial ruling.

(D) A candidate may appeal any decision of the Constitutional Council, but must do so within one (1) business day of the Constitutional Council's decision.

(E) Any appeal of a decision by the Constitutional Council, if determined to have sufficient merit to warrant consideration, shall be heard by the Office of Student Affairs.

(F) The attorney general shall represent the decision of the Elections Commission during all levels of appeal.

(G) The outcome of any decision by the Elections Commission or Constitutional Council shall be postponed until the appeals process is complete.

ARTICLE VI. INAUGURATION

Section 4-6-10. Date.

The inauguration of new Student Government officers shall be held no earlier than four (4) weeks and no later than five (5) weeks following regular elections.

Section 4-6-20. Accommodations.

(A) Efforts shall be made to accommodate the university president.

(B) A reception shall be planned for the event, as well as advertising and the purchase of any other materials needed to conduct the event in a traditional manner.

(C) All costs associated with inauguration shall be charged to the Student Government Elections Commission budget.

Section 4-6-30. Oath of office.

(A) The Student Government oath of office shall be as follows: I, [name], do solemnly pledge to faithfully execute the office of [position name], to abide by the Student Government Constitution and Codes, to uphold the Carolinian Creed and to represent my constituents to the best of my ability.

(B) The chief justice of the Constitutional Council shall administer the oath of office to the incoming officers. If the chief justice is unavailable, an associate justice of the Constitutional Council or the outgoing president pro tempore of the Student Senate may administer the oath.

(C) All elected Student Government officials must take the oath of office upon their inauguration.

CHAPTER 5 – CONSTITUTIONAL COUNCIL

ARTICLE III. APPEALS OF DECISIONS OF THE ELECTIONS COMMISSION

Section 5-3-10. Filing of an appeal.

(A) Any candidate affected by a ruling of the Elections Commission may appeal the decision of the Elections Commission to the Constitutional Council by submitting a letter to the Constitutional Council detailing the decision of the Elections Commission within one (1) business day from the time that the decision of the Elections Commission is submitted to the candidate, not including days in which the University is on spring break.

(B) Upon the submission of this letter, the candidate submitting the letter shall be considered the plaintiff. The Elections Commission shall be considered the defendant.

(C) Upon the receipt of this letter, the Constitutional Council shall inform the student body president, student body vice president, student body treasurer, and the Elections Commission of the appeal.

Section 5-3-20. Determination of standing.

(A) Upon the receipt of this letter, the Constitutional Council shall determine, within one (1) business day, if the plaintiff has standing, not including days in which the University is on spring break.

(B) The plaintiff shall be said to have standing if the Constitutional Council determines that the decision of the Elections Commission may have violated the Student Government Constitution or Codes. Standing shall not be granted on the grounds that the plaintiff is displeased with the decision of the Elections Commission.

(C) If the Constitutional Council does determine that the plaintiff has standing, the Constitutional Council shall inform both the plaintiff and defendant.

(D) If the Constitutional Council does not determine that the individual has standing, the appeal shall not be taken up by the Constitutional Council.

Section 5-3-30. Discovery of evidence.

Following the determination of the standing of the plaintiff, there shall be a one (1) business day period, not including days in which the University is on spring break, in which all evidence to be brought before the Constitutional Council must be submitted to the Constitutional Council, which shall disseminate all submitted evidence to both parties.

Section 5-3-40. Hearing of the appeal.

(A) The Constitutional Council shall hold a public hearing in response to the appeal within three (3) business days after the conclusion of the period for the discovery of evidence, not including days in which the University is on spring break. All parties shall be informed of the date, time, and location of this public hearing immediately after the date, time, and location have been set.

(B) During a hearing of an appeal, both the plaintiff and defendant shall have the right to state their cases before the Constitutional Council.

(C) The process of hearings shall be governed by the Constitutional Council Rules of Evidence and Procedure, which shall be adopted and amended by the Constitutional Council by a majority of its members and may not contradict these Student Government Codes.

Section 5-3-50. Ruling.

(A) Following a hearing of an appeal, the Constitutional Council shall either issue a ruling based on the majority opinion of its members no later than 10:00 a.m. on the day following the hearing. Damages may not exceed the overturning of the decision in question by the Elections Commission.

(B) The majority opinion of the Constitutional Council shall be written by the chief justice or by a designated associate justice within five (5) business days of the Constitutional Council's ruling on the appeal, not including days in which the University is on spring break.

Section 5-3-60. Appeals.

Any ruling of the Constitutional Council may be appealed to the Office of Student Life.

Candidate Filing Form
Student Body Elections 2019
Due by Tuesday, February 5 at 4:00 p.m.

This form must be filed in person in the Office of Student Government on February 4 or 5, 2019
between 9:00 a.m. and 4:00 p.m.

Note: Completed Campaign Staff List form and Filing Fee must accompany this filing form
Senatorial Candidates **\$5.00**, Executive Candidates **\$50.00**

Print Full Legal Name (as listed in university records):

First Middle Last

Email Address: _____

Please list an email you check regularly; this will be our primary means of communication throughout the campaign season

Local Address:

Street City State Zip Code

Local Telephone Number: (____) _____

Permanent Address:

Street City State Zip Code

Permanent Telephone: (____) _____

VIP ID: _____ (used to log in to Self Service Carolina)

USC ID: _____ (found on back of Carolina Card)

Major: _____

College of Enrollment: _____

Expected Graduation Date (Month/Year): _____

Name as you would like for it to appear on ballot: (25 characters or less):

*Must be the name that is on university records *

Office applying for: _____

(Continue on next page)

For Senatorial Candidates:

Senate District Number: _____

For Executive Candidates:

Campaign Manager Information:

Name: _____

Phone Number: (____) _____

Email Address: _____

Do you understand that submission of information to be included on the electronic ballot (photo and platform statement) is to be sent to the Elections Commission via email (to saec@mailbox.sc.edu) no later than 12:00 p.m. on Friday, February 8?

☐ Yes, I understand

Do you understand that you are required to attend the Mandatory Candidates' Meeting to be held on Tuesday, February 12 (at 7:00 p.m. for senatorial candidates and 8:00 p.m. for executive candidates), and that no campaigning may occur prior to the conclusion of this meeting?

☐ Yes, I understand

I certify that I understand that the Student Government Constitution, Elections Codes, Posting Regulations and Candidates' Packet are available online at the Elections Commission page of the Student Government website (<http://www.sa.sc.edu/sg/>), and a hard copy is available upon request. I further certify that I have read the Election Codes pertaining to filing for office and the qualifications of the office for which I am running (both included in the Candidates' Packet) and that I am qualified for that office under all stated guidelines. I understand that if I am not in good academic or disciplinary standing with the University of South Carolina, I am ineligible to run for office or serve in any capacity.

By filing this application and signing this form, I am authorizing the Student Government Advisor, or his/her assistants, on my behalf pursuant to election code 4-2-60(B), to obtain information from the Registrar's Office and the Office of Student Conduct and Academic Integrity. The information shared with the Student Government Advisor may include my college of enrollment, grade point average, cumulative hours carried, and judicial standing. I further understand the Student Government Advisor will inform the Elections Commission of my eligibility.

Signature: _____ **Date:** _____

Write-In Candidacy Form
Student Body Elections 2018
Due by February 27, 2018 at 4:00 p.m.

This form must be filed in person in the Office of Student Government following the conclusion of the regular voting period on February 27, 2018 at 5:00 p.m.

Note: By submitting this form, the candidate acknowledges that his or her name will not be listed on the electronic ballot.

Print Full Legal Name:

First Middle Last

Email Address: _____

Please list an email you check regularly; this will be our primary means of communication throughout the campaign season

Local Address:

Street City State Zip Code

Local Telephone Number: (____) _____

Permanent Address:

Street City State Zip Code

Permanent Telephone: (____) _____

VIP ID: _____ (used to log in to Self Service Carolina)

USC ID: _____ (found on back of Carolina Card)

Major: _____

College of Enrollment: _____

Expected Graduation Date (Month/Year): _____

Office applying for: _____

For Senatorial Candidates:

Senate District Number: _____

(Continue on next page)

For Executive Candidates:

Campaign Manager Information

Name: _____

Phone Number: (____) _____

Email Address: _____

I certify that I understand that the Student Government Constitution, Elections Codes, Posting Regulations and Candidates' Packet are available online at the Elections Commission page of the Student Government website (<http://www.sa.sc.edu/sg/electioninformation>), and a hard copy is available upon request. I further certify that I have read the Election Codes pertaining to filing for office and the qualifications of the office for which I am running (both included in the Candidates' Packet) and that I am qualified for that office under all stated guidelines. I understand that if I am not in good academic or disciplinary standing with the University of South Carolina, I am ineligible to run for office or serve in any capacity.

By filing this application and signing this form, I am authorizing the Student Government Advisor, or his/her assistants, on my behalf pursuant to election code 4-2-60(B), to obtain information from the Registrar's Office and the Office of Student Conduct and Academic Integrity. The information shared with the Student Government Advisor may include my college of enrollment, grade point average, cumulative hours carried, and judicial standing. I further understand the Student Government Advisor will inform the Elections Commission of my eligibility.

Signature: _____ **Date:** _____

The Carolinian Creed

Note: This form must be submitted to the Elections Commission at the Mandatory Candidates' Meeting on February 12.

The ideals that are embodied in the Carolinian Creed are essential to having a successful Student Body Election. Therefore, we would like each candidate to read and sign below as an agreement to conduct his/her campaign in accordance with the ideals of the Carolinian Creed:

As a Carolinian. . .

I will practice personal and academic integrity;

I will respect the dignity of all persons;

I will respect the rights and property of others;

I will discourage bigotry, while striving to learn from differences in people, ideas, and opinions;

I will demonstrate concern for others, their feelings, and their need for conditions which support their work and development;

Allegiance to these ideals requires each Carolinian to refrain from and discourage behaviors which threatens the freedom and respect every individual deserves.

Candidate Name

Candidate Signature

Date

Campaign Staff List

Note: The campaign staff list is due during the filing period and needs to be finalized to the Elections Commission at the Mandatory Candidates' Meeting on February 12.

Candidate: _____ Office: _____

Campaign Manager: _____ Email: _____

[illegible]

I certify the above information to be correct and I agree to inform the Elections Commission immediately if the membership of my campaign staff changes.

Signature: _____ **Date:** _____

General Campaigning Practices and Reminders

Ethics

The eyes of the Carolina Community, including faculty, staff, and the student body, are upon you. As a student leader at Carolina, you have an obligation to uphold the principles of the Carolinian Creed and conduct yourself and your campaign in an appropriate manner.

Posting and Campaigning

- You must abide by all posting regulations and make sure your campaign staff members are fully aware of these policies. You will be held responsible for their actions.
- You are responsible for the removal of any residue from your campaign materials after the election (see Clean Sweep information).
- Stick-on decals may be used for campaign material. They must be non-residue and must be approved by the Elections Commissioner before distribution.
- No wooden stakes are permitted in the ground anywhere on campus.
- Be conscious of your impact on the environment. Use printed materials as needed and use recyclable materials whenever possible.
- Candidates may not use USC CSD (such as listserv or blanket mail-out) to contact potential voters, as this constitutes direct mail solicitation. Candidates may develop their own webpage; however, it cannot be linked to any USC websites, including Student Government.
- You must turn in a COMPLETE list of your campaign staff during the filing period. This list must be updated, with updates sent via email to the Elections Commission, as soon as the change in campaign staff membership is made.
- The use of all university logos pursuant to Section 4-3-50 of the Student Government Codes is prohibited. This includes the Palm Tree, Athletic Logos, etc.

When in doubt, ask. It is better to take time to get a clarification on a code or regulation from the Elections Commission than to be the subject of violation complaints. Always follow the Student Government Codes. This Candidate Information Packet is the official source of information for Elections and is what the Elections Commission will use to guide their operations and decisions.

No campaign materials should be worn or displayed inside the Student Government Office. Additionally, no equipment from the office may be used for campaigning purposes.

