

## SGA Elections Campaign Rules and Regulations

### General

Greetings! Thank you for your interest in running for the Student Government Association. By running for office or a senate seat, you are making a commitment to both your fellow students and the University as a whole to represent them in all of your actions. The following rules and regulations regarding campaigning are meant to provide you with a structure through which you can convey your platform and ideas for SGA. Some of the rules have been modified to encourage sustainability and green initiatives on campus. These rules incorporate all of the rules from the *Lowdown* (which are found in Chapters 500, 501, 502, 503, and 506 of the SGA Code-of-Laws; p. 177-180 of the 2008-09 edition). If you have any questions, concerns, or complaints, please send them to [mas406@jaguar1.usouthal.edu](mailto:mas406@jaguar1.usouthal.edu). You should be contacted within 12 hours of any comments.

### Dates

March 9 – Applications are available in SGA Office, SC 280.

March 25- Applications are due by 5pm in SGA Office, SC 280. Candidates Meeting at 5:15pm in the SGA Office (each candidate must be present or have a representative present; each representative may only represent one candidate).

March 27 – Candidates' Forum for those running for President, Vice President, and Treasurer at 2pm in the SC Room 222. All candidates for these offices must attend, or be disqualified.

March 30 – Ballots will be sent to all student e-mail accounts.

April 3 – Polling will end at 3pm; results will be posted shortly thereafter.

April 7 – 9 – Tentative set aside for run-off election polling.

### Flyers

Flyer must be no larger than 8.5" x 11". All flyers must identify the candidate that is being supported and which organization, if any, has endorsed it. Flyers will not require approval by the Student Center Information Desk. Flyers may be placed on designated bulletin boards in the following areas:

#### *Services Buildings*

Housing (4) – Beta/Gamma Commons lobby (1); Delta Commons lobby (1); Epsilon 1 and 2 lobbies (2)

Library (2) – First floor lobby at each exit

Meisler Hall (1) – downstairs lobby

Recreation Center (1) – main lobby

Student Center (5) – Market/Information Desk lobby (1); downstairs lobby at opposite ends (2); breezeways near Bookstore and side door to Market (2)

Student Health Center (1) – main lobby outside of automatic doors to clinic

### *Academic Buildings*

Engineering Classroom Building (EGCB) (1) – main lobby

Health, Physical Education and Leisure Studies (HPELS) (2) – outside Jag Gym (1); outside HPELS department office (1)

Humanities Building (HUMB) (1) – breezeway lounge between both buildings

Instructional Laboratory Building (ILB) (1) – main lobby

Laidlaw Performing Arts Center (LPAC) (1) – front lobby

Life Sciences Building (LSCB) (1) – first floor lobby near the large lecture hall

Mitchell College of Business (MCOB) (2) – first floor main lobby (1); second floor main lobby (1)

University Commons (UCOM) (3) – Communications Department lobby (1); College of Education lobby (1); Biomedical Sciences Department lobby (1)

There may only be one flyer endorsing a candidate on each side of designated bulletin boards. Candidates must provide their own push pins for the board; no tape will be allowed. Flyers will not be allowed on glass, painted, or brick surfaces, nor the walkways, sidewalks, and stairs on campus. If a building does not contain a designated bulletin board, then boards in the building may be used, following normal posting policy (sans the approval by the Information Desk). Those building include: College of Medicine, CIS classroom buildings, Alpha Hall buildings, Chemistry building, Engineering Lab Building, and Humanities stairwells.

“Dorm storming” is defined as going through the residence halls and either placing small ¼ sheet flyers on the doors or knocking on each door. Dorm storming is at the discretion of the Area Coordinators in the Department of Housing (additional information should be available at the time of the rules meeting).

Flyers that are found to be improperly placed will be documented and fined \$1.00 for each flyer that is in violation, per the rules of the Lowdown. Candidates will be notified if their flyers are displayed inappropriately.

### Sheet Signs

Sheet signs must be registered with the SGA office including its location and when it was put up. Sheet signs must be hung with biodegradable twine. Sheet signs may not be hung from the sides of any academic or services buildings. Banners must be hung outside. Sheet signs that are hung improperly will face a \$1.00 fine for each violation.

### Endorsements and Campaign Expenses

No facility on the University campus may lend its support in any capacity to any candidate. Permission cannot be granted exclusively to any candidate for the distribution of material by such a facility. No employee of the University (faculty, staff, or administration) may campaign in any capacity for any candidate. Any student who is an employee in any capacity for the University of South Alabama may not campaign, either verbal or material, for any candidate while on the clock. No candidate may receive any exclusive assistance (“exclusive assistance” is defined as “any service or contribution which is provided to a candidate which is not equally made available to all other candidates”) from any type of business; violation of this will result in disqualification of the candidate. No candidate may use university letterhead (or copies of letterhead) for campaigning purposes.

No candidate’s campaign expenses may exceed \$250.00 including all contributions. This amount is to cover the general and run-off elections. Each candidate must submit an itemized financial statement containing an estimate of the fair market value of each item which he or she used in the campaign. This statement must be submitted no later than 5:00 p.m. on the first day following elections (23 hours after the polls close). The Election Rules Committee has the power to assess a candidate’s expenditures according to the fair market value of the expenditures. Any candidate whose expenses are determined by the committee to be over \$250.00 will be disqualified. All materials used in the general election may be used in the run-off election. Failure to turn in itemized financial statements for campaign expenditures as stipulated will result in a hold on the candidate’s grades.

### End of Campaign

At the conclusion of the election (or run-offs), candidates have seventy-two (72) hours to remove all campaign materials. Failure to do so will result in a fine of \$2.00 each day material is still up.

## Penalties and Enforcement

The Elections Committee shall assess campaign violations. When a poster or other campaigning material is found in an illegal place, the committee member shall remove that poster in the presence of any student, sign the back of the poster, and give the date, time and place of the violation; as well as request the witnessing student to initial and give student number for proof of witness. No person may be fined more than once for each violation (e.g. if he or she has one poster in an illegal place, he or she cannot be fined 4 times for that poster. He or she can, however, be fined 4 times for 4 illegal posters). Notify the candidate in writing for the specific violations which he or she committed and the amount of fines which he or she must pay. He or she should be informed that he or she has the options of paying his or her fines to the SGA secretary to be placed in the Contingency Account, or appealing the fines to the Election Rules Committee. If the Election Rules Committee upholds the fines, the decision may be appealed to the Supreme Court. Every effort must be made to verbally notify the candidate of disqualification within forty-eight (48) hours of the time of disqualification. Written notification of violations must be mailed (or e-mailed) within three (3) business days. This applies to any person who is not a member of SGA.

All campaign violations for flyers, banners, and sheet signs will be \$1.00, except in situations where nails have been used, which will be a \$5.00 fine. If a candidate violates any rules regarding fair campaigning, endorsements, or exclusive assistance, the Elections Rules Committee will meet on a case-by-case basis to discuss and issue a penalty. If a candidate accumulates more than \$25.00 in fines, then that candidate will be immediately disqualified by the Elections Rules Committee.

No member of the Election Rules Committee, including the President of the Senate may be involved in any committee work for or during any election which he or she is running for office. The Election Rules Committee shall expand the rules regarding campaign publicity in Chapter 501 as is necessary with approval of the Executive council. It is the responsibility of the Elections Rules Committee to make available to all candidates at the time of the candidate registration deadline a copy of the expanded rules.