



UtahStateUniversity™
STUDENT ASSOCIATION

EXECUTIVE COUNCIL MEETING MINUTES

12/5/2017 | 4:00 PM | USUSA Senate Chamber

CALL TO ORDER AND THE SCOTSMAN

Approval of minutes: VP Harms: **Moved** / VP Aratari: **Second** / **Passed**

Officer Accountability

VP T. Brown: **Move to move Presentation of Dance Marathon and Executive VP Charter to Council Updates** / VP Brady: **Second** / **Passed**

PUBLIC FORUM

PCAB Caroling

Justina Campbell: I am here from PCAB. We are supporting an initiative this year to go caroling on campus for the Destress Fest. We wanted to invite your committees to come join us.

VP Yoshikawa: Where will you be caroling?

Justina: Places like the Hub, the library, and other places on campus. We'll keep it close and short this year. We can make it bigger in other years.

2018 Election Bylaws

Linda: Because this body has not read through the bylaws word-for-word, we have to read through it. Director Perry and Senator Thomas will read through it.

President Peters: We'll read through page by page and save questions until the end. That will keep the process moving.

Linda: We read through and approved these in Academic Senate last night. There was one change that was approved.

President Peters: Once we approve it in Executive Council, can these go live?

Linda: Mostly. We'll have it by the end the week. We still need to proofread a few things.

[Reading of 2018 Election Bylaws, attached as an appendix]

VP B. Brown: I have a question on Section V, letter I. "On an off-campus building..." Oh, so if someone lives in a house, you have to get permission from them or a landlord to knock on the door? That makes sense for Oakridge or Pineview, but what about houses?

VP Harms: **Move to suspend house rules** / VP Brady: **Second / Passed**

President Peters: Any discussion?

VP B. Brown: I think it's a great idea.

Assistant Johnson: [Chuckles.] Same.

[Minutes were not taken while house rules were suspended]

VP Harms: **Move to vote on 2018 Election Bylaws** / VP B. Brown: **Second / Passed**

President Peters: Thank you to Director Perry, Senator Thomas, and Time for your work on this!

PRESIDENT'S REPORT

President Peters: I followed up with Dr. Morales on what we talked about last week with credits and the GPA. We concluded that we remain the same for credits, 12 per semester, but raise our GPA requirement from 2.5 to 2.75 to be consistent with the rest of Student Involvement. There's a lot that went into that discussion, but that's the conclusion I want to hear your thoughts about.

VP Yoshikawa: I think that makes sense. I like raising the bar.

VP B. Brown: I know we talked about the Spirit Squad. Is there anything we can do to lower other Student Involvement credit requirements from 15 to 12.

President Peters: In the fall semester because they are busier, they can be down to 12. They have to stay at 15 in the spring. Will this require a constitutional change?

Linda: It would require legislation through a first and second reading, and then a vote on the ballot.

VP Harms: I wonder how that would read on a ballot. I wonder what students would think. "They're holding themselves to a little higher standard." I wonder what that would read like.

VP T. Brown: Are you saying to change it to higher? Like from 2.5 to 3.0?

VP Harms: I'm saying before we do a constitutional amendment on something that minute, we'd have to figure out if it's worth the misreading. It might be for .25, not worth a full amendment.

VP Aratari: It's up to them what they think, but we present it as we're trying to make it fair across all USUSA. We present it as we want to be fair across the board.

VP Brady: Point of clarification: How would students read it? I honestly don't think most students would care. I don't think this should keep you up at night.

VP B. Brown: Would this change apply to 2018-2019 officers? I know it would go into effect a

whole year later.

President Peters: How this would appear is “Do you think USUSA should be 2.75?”

VP Brady: I feel like people will want to hold us to a higher standard?

VP Ambuehl: Do we have an answer for Bridget’s question?

VP B. Brown: I know for most things it takes a year, but the Student Events name change took effect immediately.

Linda: The next semester it would. I think someone could be grandfathered in.

President Peters: Any other questions? Great. Do we need a quick straw poll.

Linda: Someone needs to write legislation.

VP B. Brown: I’m on it.

Besides that, the Huntsman School has reached out. It comes from Blake Nemelka. The first point deals with the Huntsman Scholar program:

1. Huntsman Scholar Program (HSP). The HSP has undergone a bit of a shift in direction over the past year. Instead of accepting 25 students each year, we are looking for 100. Instead of a four-week paid international experience, there will be a one-week paid international experience. Instead of offering \$500 each semester, we now offer \$1,000 each semester for up to eight semesters for a total scholarship value of \$8,000. Applications for fall are now open and can be found at www.huntsman.usu.edu/scholars/apply. The priority deadline is February 1st. Upon receiving the scholarship, a student is agreeing to follow the scholar curriculum found at <https://huntsman.usu.edu/scholars/curriculum>.

So if you’re interested or students are asking you about it, that’s what we can share with them. The next point comes from Blake and Dr. Morales:

2. Master’s program focusing on higher education leadership (AKA university administration). VP James Morales and Blake Nemelka are leading an effort to grow the new master’s program in USU’s College of Education focused on higher education leadership. If you have a desire to continue in the university atmosphere as a full-time professional like the careers James and Blake have (or even other things like advising, athletics, fundraising, university finance, IT, etc.), then please reach out to Blake to find out how you can start as early as this spring in the program (or next fall). Blake can be reached at blake.nemelka@usu.edu.

He wanted me to let you know about this opportunity. If you want to continue in higher-ed, this would be a one-year masters program. They’re still working out the details, though, so it might change.

COUNCIL UPDATES

President Peters: USUSA retreat will take place the first week back of school--the 12th--that first Friday in the Alumni House. An agenda will come your way via email. I will reach out to a few of you for presentations on Higher Ed Day.

VP Aratari: Will we be getting excusals?

Linda: Yes.

From PCAB, we have the Destress Fest this week. We had dogs and popcorn today. Most events will be in the library. As Justina mentioned, we will have caroling with PCAB on Thursday, and cookies and hot cocoa on Friday. PCAB applications are open for spring semester, and they can be found at ususa.usu.edu/apply. From USA, we discussed the graduate tax reform and the implications that will have on our graduate students. We also did some filming for the USA mental health video. That will be ready for Higher Ed Day.

VP Harms: We also unanimously approved Bylaws in Academic Senate. Next semester we will be moving AS from 4 to 5 p.m. The second week we get back is Arts Week.

VP Ambuehl: Basketball game tomorrow, 7 p.m., UC Irvine. We are giving away ugly sweater t-shirts. BYU game was awesome. They had to turn away students. Fully packed. Football news: going to a bowl game December 29, Tucson, Arizona. Aggies on Aggies. NMSU hasn't been to a bowl game since the 60s, when they beat us. Gymnastics season is starting up soon. Basketball is underway.

VP Yoshikawa: Club Rush: I am sending out open spots for spots remaining to departmental clubs tomorrow. If you want to sign up your committees at club rush, it'd be great for students and we'd love to have you. VP Aratari, if you want to send those out to your directors, we'd love to have you. If you are doing that, sign up tonight. We will be giving out free cinnamon rolls and hot chocolate.

VP B. Brown: GRC will have more political events next semester. We are trying to get a debate/presentation on a political issue at the end of January/beginning of February. Legislative season starts soon.

VP Aratari: Festival of Trees is this week. Thanks to everyone who came and decorated their trees last night. Tonight is Sk80s, 9-11. It's also Director Loftus's birthday. Everyday from 12-2 you can vote for the trees. Tomorrow we have a Passion Workshop at 7. That is yoga. There is also a men's basketball game at 7 as well. Thursday there is Moonlight and Music and gingerbread houses at 7:30 in the Hub. Friday we are having a Dirty Thirty Ugly Sweater Edition at 9:30. That's Festival of Trees.

VP B. Brown: Perhaps to fix the tree that hasn't been decorated, we could print out old pictures from Facebook of the respective senator and decorate the tree so everyone is aware of their CHaSS senator.

Welcome Back week is in the final touches. The first night we are having a comedian. The second night is Aggie Voice. The third night is a basketball game. Thursday is Moonlight and Music. Friday is ice skating. I'll send graphics over the break. I would like to thank Senator Thomas for her work in this elections process and her ability to step in and take over for what's needed to be done.

VP T. Brown: I'll present on Dance Marathon when we get back. Final numbers are 7,500 pounds.

VP Brady: No new updates. Yield.

Director Perry: I would like everyone to know that you're important to me and over the break last year, Brenna had some problems while we were gone. It's a lonely time. If you're experiencing troubles and need help, I'm here for you.

Senator Khasgiwala: Waiting for comedian schedule finalization for Mental Health Week. Most events have been discussed. We are meeting again this week. During the break we will start working on the

marketing. Apart from that, for Yammer, there are a lot of legal concerns, so it has been pulled for all students. It's not working anymore.

VP Harms: Because of that, Anuj was able to secure Office 365 for all students as a side effect. Now students have Office 365.

Senator Khasgiwala: They can only use specific software with the student package, but we're opening it for students and professors.

VP Harms: So there was a mistake on Yammer, but! We get Office 365.

Senator Khasgiwala: It's provided free on campus, or if you have an @usu.edu email address.

Linda: If you would like something like that on your personal computer, if you go to it at usu.onthehub, you get Adobe products at a discount.

I have been approached by grad student members that they are not in support of the new tax reform. If the tax rate is increased, they pay more tax than undergrad students. Students want to protest against that.

NEW BUSINESS

Executive VP Charter

VP Harms: The reason I decided this needed to be changed was because of how narrow the purpose of the luncheon was in the fall. We proposed a change to change how it's read. This way we can use the dean's luncheon for more during the year.

VP Harms: **Move to discuss and approve these changes** / VP Ambuehl: **Second**

VP B. Brown: What was the problem?

VP Harms: It was exclusive to the fall semester. Linda suggested breakfast also. It's just more fitting for the deans.

President Peters: Any further points?

Passed

ADVISOR ANNOUNCEMENTS

Linda: Fee Board paperwork is due to Sophie by January 3. If you know a fee is going to be asked for, just let me know so I can break and figure out a schedule with Blake. Second, while we were in the meeting, you all received a wonderful email that I know you haven't read yet. The whole purpose is to let you know we appreciate all of you. We will have hot dogs and ice cream available to you for an ugly sweater party. Just stop in, grab a hot dog, get some ice cream, and good luck on finals.

ADJOURNMENT: Senator Khasgiwala: **Moved** / VP Brady: **Second / Adjourned**

IN ATTENDANCE: Linda Zimmerman, Tim Olsen, President Michael Peters, VP Blake Harms, VP Jakob Ambuehl, VP Todd Brown, VP Bridget Baldwin, VP Brendon Brady, VP Joseph Aratari, VP Chelsea Yoshikawa, Senator Anuj Khasgiwala, Director Spencer Perry, Assistant Dallin Johnson, Justina Campbell, Alison Berg, Senator

Rebecca Thomas, Senator Erik Olson

Utah State University Student Association (USUSA) Election Bylaws – Logan Campus

This document is ancillary to the USUSA Constitution.

The Utah State University Student Association election bylaws govern the election of both USUSA Candidates and referenda affecting the USU student body. These bylaws derive their authority from the USUSA Constitution Article III, Section 7.

Candidates, Campaign Committee Members and supporters, proponents, and opponents of referenda must follow all university policies, as well as local, state, and federal law.

Definitions:

Actual Cost: is defined as the cost presented on an official sales receipt.

A-frames: are defined as a freestanding object that must fit in an 8-foot by 8-foot by 8-foot (8'x8'x8') square.

Bribery: is defined as the act of offering, giving, receiving or soliciting any item of value that may influence the actions of a person.

Campaign Committee Members: are any people who are helping Candidates campaign.

Campaign Materials: are any item, tangible or digital, with the purpose of garnering attention and increasing awareness for a specific Candidate or ballot item.

Candidate(s): are registered USU students at the Logan campus that are in Good Standing and have filed a Declaration of Candidacy.

Donations: are defined as any monetary contributions or physical goods used as Campaign Materials.

Elections Week: is defined as Sunday, Feb. 25, 2018, at 3 p.m. through Thursday, March 1, 2018, at 8 p.m.

Fair Market Value: is an estimate of the value of property and services based on what an average buyer would pay to an average seller in the market.

Good Standing (behavioral and academic):

- Carrying a minimum of 12 credits per semester, or considered a full-time student by the School of Graduate Studies during their entire term of office, including the spring semester of election or appointment.
- Free from academic warning, probation, or suspension.
- Free from USU Student Code violations and/or student conduct probation, including any pending issues.

Handbill: is a small printed advertisement or other notice distributed by hand.

Poster(s): are printed or other types of Campaign Materials on paper to be hung in appropriate buildings on campus. This includes digital signage within appropriate campus buildings.

Reception: a meeting organized by the Elections Committee where students meet the Candidates and ask the Candidates questions about their platform and goals.

Slander: is defined as the spreading of an untruth about other Candidates or their campaigns in a way that may hurt their campaign or reputation.

I. Candidate Requirements

A. All Candidates must be in Good Standing.

a. Eligibility: Any appeals to the eligibility criteria may be submitted to the Office of the Vice President for Student Affairs. Extenuating circumstances may be cause to appeal Candidate eligibility.

b. The Vice President for Student Affairs may grant exception to Candidate requirements based on circumstances. Those wishing to appeal Candidate requirements must see TSC 326. Any decisions made by this office are final.

B. Candidates must be at the mandatory campaign meeting held by the Elections Committee to review the election policies and procedures. Absence will result in automatic forfeiture of candidacy unless prior approval of the Election Co-Chairs. While campaign managers are encouraged to attend the meeting, they cannot take the place of the Candidate.

C. College Senatorial Positions: Candidates for the office of a college Senator must be registered in the college they wish to represent as of the filing deadline for Declaration of Candidacy. Graduate students may run for a senatorial position in their respective college.

D. Graduate Studies Senator: Candidates running for Graduate Studies Senator must be a current, fully

matriculated graduate student in the School of Graduate Studies by the filing deadline. Matriculation requires the student to be in Good Standing and taking graduate courses.

E. Write-In Candidates:

- a. Must file a Declaration of Candidacy and abide by election bylaws, but are not required to pay the \$20 filing fee.
- b. Will not be included in ads, pictures, or biographies paid for by the Elections Committee.
- c. Must notify the Election Co-Chairs if they choose to participate in forums and debates during USUSA Elections Week.
- d. Will not be present on the primary election ballot and will only be included on the final election ballot if:
 - i. A Candidate comes in either first or second in total vote count, is eligible to hold office; and
 - ii. reaches or exceeds 10 percent of the vote total in the respective election. (See EC Bill 2014-06)

II. Timeline

A. Deadlines:

- a. A Candidate must sign a Declaration of Candidacy. The current USUSA officer holding the position should sign the form. This allows the Candidate to discuss the position with the incumbent officer and to more fully understand the position for which they are applying.
- b. If the current officer is unavailable, or is a Candidate, then the USUSA advisor that advises the Candidate's position may sign the form.
- c. This form and \$20 non-refundable filing fee are due in TSC 326 on the date set by the Elections Committee.
 - i. Any student may apply for a waiver of this \$20 fee through a written appeal to the Student Involvement and Leadership Center (SILC).
 - ii. The \$20 filing fee is for processing purposes and publicity by the Elections Committee.
- d. To withdraw a Declaration of Candidacy, Candidates must submit a document in writing to the Election Co-Chairs prior to the announcement of final election results. After the Election Co-Chairs have received the withdrawal, the Candidate cannot be reinstated and the \$20 filing fee is forfeited.
- e. If after the filing deadline, there are no constitutionally qualified Candidates for an office(s), the Elections Committee shall reopen the filing process for that particular office(s), accepting Declaration of Candidacy forms at the date set by the Elections Committee. Notice of the secondary deadline shall be advertised in The Utah Statesman.

III. Voting

A. Plurality to Elect:

- a. The names of the two Candidates on the primary ballot receiving the greatest number of votes shall be placed on the final ballot.
- b. In final elections and special elections, the Candidate or ballot item that has the greatest number of votes will be declared the winner.

B. Ballots:

- a. Ballots will be accessed via www.vote.usu.edu
- b. The names of all Candidates for each office shall be placed on the ballot in alphabetical order by last name, along with a space(s) for write-in Candidate(s). Permanent nicknames, however, may be approved by the Elections Committee (e.g. Bob for Robert, Sue for Susan, etc.).

C. Eligibility to Vote:

- a. Logan Campus students
 - i. All registered students
- ii. In USUSA Presidential election and select referenda, Elections will be open to all Regional Campus students.
- b. In senatorial races, students are only eligible to vote for senators of their respective college.
 - i. If a student has declared a major in two or more separate colleges, they are eligible to vote for the senatorial candidates running to represent each college.
 - c. Only matriculated graduate students can vote for the Graduate Studies Senator.
- d. Proxy voting is prohibited.

D. Counting Votes:

- a. Votes shall be tabulated immediately following the closing of the polls.
- b. No ballots will be accepted after the published time of closing. Votes are tabulated and verified by a committee

of two student involvement advisors, one staff member of the Information Technology (IT) department, Election Co-Chairs, and the USUSA President.

i. In the event the current USUSA President is running for office, the officer following the line of authority shall take their place.

c. Tie-Breaking Procedures: Should an exact numerical tie occur between any candidates running for a USUSA elected position, the following procedure has been outlined and established as the method of breaking the tie.

- i. Upon announcement of the final elections results, the tied candidates will be brought together by the Election Co-Chairs, the current officer in the position of the tied candidates, and at least one of the Student Involvement advisors to follow these tie-breaking procedures.
- ii. The tied candidates will be given one hour to choose, at their discretion, whether they would like to participate in a coin toss by the Vice President of Student Affairs Office or in a special one-day election to break the tie.
- iii. This election will occur within two weeks of the final announcement, will be on the selected day from 9 a.m. to 3 p.m., and all election bylaws shall apply (including remaining within the given budget allotment).
- iv. If the candidates cannot come to a consensus within the hour given, the choice will be removed and a special one-day election will occur.
- v. If a second numerical tie should occur between the same candidates, the tie-breaking procedure will be a coin toss by the Vice President of Student Affairs Office.

E. On-Campus Voting Locations

a. The Elections Co-Chairs will have voting locations throughout campus for the convenience of students.

b. Candidates and their Committee Members may not offer any devices to students for voting.

c. No campaigning or campaign related activities shall take place within 50 walking feet of a polling station.

F. Results:

a. All results are final after votes are tabulated and verified. This extends to Candidates, initiatives, referenda, or any other matter submitted to the USU student body for a vote.

IV. Money and Finance:

A. Campaign Value:

a. The campaign value limit is \$400 for Executive Council Candidates and \$200 for Senatorial Candidates.

Candidates violating the campaign value limit (overspending) will be disqualified.

- i. Any money spent towards a campaign or campaign materials prior to Declaration of Candidacy must be documented and will count towards the campaign value limit.

b. Audits

i. Candidates must submit to the Elections Committee by the specified audit deadline, original receipts and a complete list of all campaign expenditures, Donations and the Fair Market Value of materials purchased or used in their campaign ("Financial Statement"). Candidates failing to submit their Financial Statement by the specified audit deadline will be disqualified.

ii. Candidates will be audited twice: once during primary elections and once during final elections. Candidates may be subject to additional audits if deemed necessary by the Elections Committee.

iii. If a receipt for a campaign expenditure is not available, or if the item has been donated, it will be assessed at Fair Market Value by the Elections Committee.

c. Fair Market Value (FMV)

i. It is the responsibility of the Candidate to obtain from the Elections Committee a FMV for any Campaign Material not appearing on a FMV list provided at the mandatory Candidate meeting.

ii. Should a Candidate feel that FMV has been determined inaccurately or unfairly, they may submit a written appeal to the SILC Director and the Student Advocate VP who will then decide the FMV. All decisions by the SILC Director and Student Advocate VP will be final. The FMV will be communicated to the Election Co-Chairs.

iii. If the Student Advocate VP is running for office, the SILC Director will select an elected student body officer to take their place.

V. Campaign Rules:

- A. Neutrality
 - a. USUSA Hearing Board members are not allowed to wear Campaign Materials or endorse any candidate.
- B. Campaign Committee and Meetings
 - a. Social and electronic media may be used for the purpose of communicating with Campaign Committee Members, but must follow Election Bylaws.
- C. Campaigning within campus buildings
 - a. Campaigning in or around the Taggart Student Center must be in compliance with the Taggart Student Center Policy Manual (available at tsc.usu.edu).
 - b. Campaigning within campus buildings is subject to the approval and reasonable limitations of the appropriate colleges and/or departments. It is the Candidate's responsibility to receive permission prior to any campaign-related activity.
- D. Signs, Literature and Structures
 - a. General Policy
 - i. The University shall provide reasonable space outdoors for the posting of signs, notices and posters by Candidates and Campaign Committee Members. Such signs, notices and posters may deal with any subject matter including, but not limited to, notices of meetings or events and expressions of positions and ideas on social or political topics, and must clearly identify the author or sponsor of the materials.
 - ii. Further information can be found by visiting usu.edu/facilities and reading the "[Signage Standards](#)" document.
 - b. Time, Place and Manner Restrictions
 - i. Signs literature and structures are not to be distributed, placed or otherwise erected on campus property prior to Elections Week
 - ii. Candidates and Campaign Committee Members may post signs, notices and posters on bulletin boards and kiosks maintained by the University and located on the campus. Signs, notices and posters shall not be attached to trees, buildings, walls or other University structures unless otherwise expressly authorized by University Facilities.
 - iii. Messages or slogans of any kind shall not be painted or otherwise written on trees, buildings, grounds, fountains, walls or other University structures or surfaces, or on the personal property of others.
 - c. Candidates and Campaign Committee Members may also post signs, notices and posters on designated bulletin boards and kiosks maintained by the academic and administrative departments of the University subject to the approval and reasonable limitations of the appropriate departments. Colleges and departments may adopt reasonable time regulations limiting the time for display of signs, notices and posters on bulletin boards maintained by colleges and departments to maximize everyone's opportunity to use designated areas for signs, notices and posters and may prohibit attaching signs, notices or posters to walls and other surfaces in order to prevent damage to walls and other surfaces.
 - d. Any sign, notice or poster must be removed within 24 hours of the posting of the Election results. Failure to comply may result in a fine.
 - e. Responsibility for Content of Signs, Notices or Posters
 - i. Candidates and Campaign Committee Members shall be personally responsible for any signs, notices or posters they sponsor or post on campus. By posting the sign, notice or poster on campus, the person or organization agrees to hold the University harmless for any assessed damages or liabilities incurred as a result of the sign, notice or poster.
- E. Distribution of Handbills, Fliers, Petitions, Stickers and Other Written Material
 - a. General Policy
 - i. Candidates and Campaign Committee Members may hand out and distribute non-commercial handbills, petitions, stickers or other written material on campus without prior approval, so long as such distributed materials clearly identify the

- author or sponsor of the materials.
 - a. Stickers must not be affixed to any university grounds or property. The Candidate is responsible for removal of any sticker affixed to university grounds or property. Failure to comply with this rule could result in a fine.
- b. Time, Place and Manner Restrictions
 - i. Distribution of materials on campus property is not permitted prior to Elections Week
 - ii. Distribution outside of University buildings is permissible but must not interfere with the entrances to the University buildings or the normal flow of pedestrian or vehicular traffic.[SC1]
 - iii. Distribution inside buildings is permissible so long as those distributing handbills or other written materials do not disrupt the functioning of the University or interfere with the rights of other members of the University community.
 - iv. The Candidate is responsible for learning and following all building-specific rules and regulations (such as the TSC Policy Manual).
 - v. Handbills or other written material may not be attached or affixed to private property without the owner's permission.
- c. Responsibilities Associated with the Distribution of Handbills
 - i. Candidates and Campaign Committee Members distributing handbills or other written material shall be personally responsible for the content of the material and hold the University harmless for any assessed damage or liability incurred as a result of the distribution of the material.
- F. A-frames On Campus
 - a. Assigned areas for two (2) A-frames will be granted to Candidates during primary elections. These same A-frame locations will be permitted during final elections.
 - b. A-frame locations will be assigned in the order of candidacy declaration. Please see the map included in the Elections Packet for designated A-frame areas.
 - c. If there is snow, A-frames must be on grass areas to ensure that facilities can clear walkways.
 - d. A-frames cannot be moved without Election Co-Chairs approval.
 - e. A-frames must not lean against or be attached to trees, shrubs, buildings, or list posts. No stakes or signs stuck into the ground are allowed.
 - f. A-frames must be constructed so they are not a hazard.
 - g. USUSA is not responsible for any lost, stolen, or damaged A-frames during the course of Elections.
 - h. Candidates must respect each other and not vandalize A-frames or other campaign material. This also applies to Campaign Committee Members, as well as those affiliated with the Candidate.
 - i. Candidates and their respective Committee Members are not allowed to provide electronic devices to students for the purpose of voting within the A-frame area.
- e. Responsibility for Content and Safety of A-frames
 - i. Candidates and Campaign Committee Members shall be personally responsible for the content and use they make of the A-frames they erect on campus. By erecting any structure on campus, the Candidate or their representatives agree(s) to hold the University harmless for any assessed damages or liabilities caused by the structure itself or caused by libel or slander in the message it conveys.
- G. Clean-Up
 - a. Primary Candidates not advancing into final elections are responsible for removal of all Campaign Materials by the appropriate time set by the Elections Committee on the second night of Elections Week following primary elections.
 - b. Final election Candidates are responsible for the removal of all Campaign Materials by 8 p.m. on Friday, March 2, 2018.
 - c. A \$50 fee will be charged to any Candidate who does not clean up all of their Campaign Materials by the appropriate time set by the Elections Committee. If the student does not abide by this regulation, the USUSA Hearing Board will meet with the student accordingly.
 - d. The USUSA Hearing Board will investigate any charges of vandalism. USU is not

responsible for any acts of vandalism committed by Candidates, their campaigns, or their supporters.

H. Copyright and Trademark Infringement

- a. Use of USU, USUSA, and all affiliated organizations copyrighted or trademarked material is prohibited.
- b. USUSA, USU SILC, and/or USU claim no responsibility for the illegal use of copyrighted or trademarked materials by Candidates.

I. Bribery and Slander

- a. The foundation of USUSA elections rests on campaign ethics. Therefore, Candidates, campaign committees and supporters, and proponents and opponents of referenda must follow all university policies and local, state and federal laws. This includes, but is not limited to, a prohibition of:
 - i. Bribery, in any form, either to voters or other Candidates.
 - ii. Slander.

J. Off-Campus Campaigning

- a. Candidates and Campaign Committee Members must have the permission of the building or apartment owner/landlord/manager prior to door knocking, displaying or distributing any Campaign Materials.
 - i. The policy for off-campus banners and signs comes directly from the Logan City Land Development Code Section 17.40 (this policy is subject to change).

VI. Social and Electronic Media:

A. Social Media

- a. Candidates and Committee Members may use social media platforms to promote their candidacy, however, they must use personal accounts. Use of any official university affiliated or departmental social media accounts is prohibited.
- b. Throughout the election process, Candidates are not allowed to post on any official university or departmental Facebook pages or groups (e.g. USU, USUSA, College of Humanities and Social Sciences, Huntsman School of Business, etc.).

B. Election Video

- a. A video will be made by the Elections Committee of the Candidates' platforms. This video will be added to the USUSA website and social media accounts.

C. Election Website

- a. All final Candidates' election information (one picture, campaign platform, goals, and qualifications) will be uploaded to the USUSA website.

D. Mass messaging

- a. Use of USU mailing lists (e.g. Canvas or class contact information) is strictly prohibited.

VII. Violations and Penalties:

A. Fines

- a. Any fines levied against the Candidate and/or Campaign Committee Members – either by a University or city entity – count towards the Candidate's Campaign Value Limit and must be reflected on the Candidate's Financial Statement.

B. Hearing Board

a. Jurisdiction

i. Pursuant to Article V of the USUSA Constitution, the USUSA Hearing Board will hear all Election grievances. The USUSA Hearing Board will render a decision on each grievance, and will assess a penalty if necessary.

b. The Violation Process will be as follows:

i. During Elections Week, any charges of violation of campaign regulations will be submitted in writing to the USUSA Hearing Board within 24 hours of the incident, but no later than the closing of the polls.

ii. If an elections bylaw violation comes to light after the final election results have been announced, a complainant may file a grievance until noon on the day of inauguration.

a. Prior to Election Week, there is no time limit, although the USUSA Hearing Board will not meet regularly, and will hear cases on an as-needed basis.

iii. In the event of a violation, or a grievance being filed, both the accuser and accused must be called before the USUSA Hearing Board together. Upon hearing both sides, the USUSA Hearing Board will render a decision and

assess a penalty if necessary.

- iv. Election results for the office(s) in question will not be made public until all grievances have been heard by the USUSA Hearing Board, ruled upon penalties assessed, and the Candidate(s) notified of the decision.
- v. Candidates will be responsible for submitting grievances for their own campaign.
 - a. Any student who was affected by, or a direct witness to, any violation of election bylaws by campaigns or those campaigning for ballot issues is requested to file a campaign grievance.
- vi. The burden of proving that a bylaws violation occurred is on the person filing the grievance.
- vii. Explanation of how to file a grievance will be discussed at the mandatory elections meeting.
- c. Penalties
 - i. Penalties from which the USUSA Hearing Board may choose are as follows:
 - ii. Confiscation and/or restriction of Campaign Materials (e.g. only one sign as opposed to two);
 - iii. Restrictions on campaign times (e.g. not being allowed to attend town hall meetings or campaign on campus during certain times);
 - iv. Budget restrictions;
 - v. Ordering a new election for a particular office pursuant to Article III, Section 1 of the USUSA Constitution;
 - vi. Disqualification of Candidate(s);
 - vii. Or fines to be paid if the violation is discovered after the election has already taken place.
 - viii. Fines shall not exceed the respective Candidate's campaign expenditure limit (see Article IV.A.a.).

VIII. Appeals Process

- A. One faculty member, and one professional staff employee to serve as the Appeals Board for the upcoming academic year. The faculty member shall serve as chair.
- B. The decision of the USUSA Election Grievance Board may be appealed by the student who was found to have committed a USUSA Election Bylaw or a Misconduct violation. The Appeal must be made in writing to the Director of Student Conduct within three (3) days from the date of the USUSA Hearing Board's decision.
- C. If no appeal is filed within the time provided, the decision shall become final.
- D. If an appeal is made, the Director of Student Conduct shall refer the matter, with all supporting documentation, to the chair of the Appeals Board. The Director of Student Conduct shall inform the parties of the names of the members of the Appeals Board.
- E. The parties involved shall have the opportunity to challenge the Appeals Board for bias in the case. Guidelines for the Appeals Board are as follows:
- F. An appeal shall be limited to a review of the initial hearing and supporting documents for one or more of the following purposes:
 - a. To determine whether the decision reached regarding the student was based on substantial evidence; that is, whether the facts in the case were sufficient to establish that it was more likely than not that a violation occurred or that the imposition of an election sanction was warranted.
 - b. To determine whether the penalty imposed was appropriate for the violation which the student was found to have committed.
 - c. To consider new evidence, sufficient to alter a decision, or other relevant facts not brought out in the original hearing, because such evidence and/or facts were not known to the person appealing at the time of the original hearing.
- G. If new evidence and/or facts could be the basis for altering either the decision or the penalty, the matter shall be remanded to the original USUSA Hearing Board for reopening of the hearing to allow reconsideration of the original determination and/or penalty; the USUSA Hearing Board shall report its conclusion to the Appeals Board for further review in the appeal process.
- H. If new evidence and/or facts are not presented, the Appeals Board may confirm or modify the decision of the USUSA Hearing board and/or may uphold or reduce the penalty imposed by the USUSA Hearing Board. The Appeals Board may also remand the case to the original USUSA Hearing Board to reconsider whether the penalty should be increased; the USUSA Hearing Board shall report its determination to the Appeals Board for further review in the appeal process.
- I. Upon conclusion of an appeal in a case involving an election violation, the Appeals Board shall forward its finding to the Vice President for Student Affairs.

