UNIVERSITY UNIONS BOARD OF DIRECTORS
Friday, February 24, 2012

The University Unions Board of Directors met on Friday, February 24, 2012 in the Executive Conference room of The Student Activity Center, SAC 3.114.

Members Present:  Dr. Brian Roberts
                  Mr. Wm. Andrew Smith, Jr.
                  Mr. Cody Johnson, vice chair
                  Mr. Cameron Allison
                  Mr. Givens Miller
                  Dr. Karol Kitt
                  Ms. Natalie Butler
                  Mr. Jesse Hernandez

Members Absent:   Ms. Sarah Lee, Chair
                  Dr. Soncia Reagins-Lilly
                  Dr. John Ruszkiewicz

On February 7, 2012 Mr. Cody Johnson contacted members of the University Unions Board of Directors for an email vote on a motion to extend the filing deadline for students applying to run for Student Events Center President and University Unions Board positions from February 7, 2012 at 4 p.m. to February 10, 2012 at 4 p.m.

MOTION
Mr. Cameron Allison – To extend the deadline for filing for University Unions elected positions from February 7, 2012 at 4 p.m. to February 10, 2012 at 4 p.m.

Second
Mr. Cody Johnson

Motion Carried by email vote, and the deadline for filing was extended.

I. CALL TO ORDER

The meeting of the University Unions Board of Directors was called to order at 3:00 p.m. Mr. Cody Johnson reminded Board members that information sent to them prior to the Board meeting is confidential, and that if discussion is required, it will take place in Executive Session rather than in the open Board meeting. He introduced Mr. Eric Nimmer, Chair of the Election Supervisory Board, and candidates for University Unions positions, Seth Snyder, Bethany Ellerbrook, and Carissa Kelly.

II. APPROVAL OF THE MINUTES

A quorum was called. Mr. Cody Johnson asked if there were any additions or corrections to the minutes of the meeting of January 27, 2012.

MOTION
Mr. Jesse Hernandez - That the minutes be approved as submitted.
Second Mr. Cameron Allison
Motion carried, and the minutes were approved as submitted.

III. OLD BUSINESS

A. Room Reservations
Mr. Cody Johnson asked Mr. Givens Miller to give the Board an update of the work of the room reservations policy committee. Mr. Miller informed the Board that the group was reviewing rules such as moving furnishings inside of rooms, noise levels, and various other questions. Those questions have been presented to Mr. Andy Smith for staff review. Mr. Smith said that he hopes to have responses from staff to Mr. Miller prior to March 12, 2012.

B. Budget Allocations
Mr. Johnson reminded the Board that SEC committees would turn in information packets by March 2, 2012. The Board will review the materials and on March 26 and 27 the committees will make their budget presentations to the Board.

C. Texas Union Underground
The Texas Union Underground subcommittee is in the process of contacting organizations for responses to the survey sent to them a few weeks ago. When survey results are in, the subcommittee will meet with Mr. Kevin Ray, Senior Retail Manager for the Underground and Ms. Jennifer Zamora, Director of Student Programs, to discuss recommendations to bring to the Board of Directors at the March 30, 2012 Board meeting.

IV. REPORTS

A. Interim Chair, University Unions Board of Directors
Mr. Johnson asked Board members to continue to reach out to organizations on campus to keep them informed on Board and University Unions activities. He reminded the Board that it is an expectation of Board members to attend SEC events, and encouraged members to check the SEC website and attend events. With the Board’s responsibility to allocate SEC committee funds comes a responsibility to learn as much as possible about the committees and the events they host.

B. President, Student Events Center
Mr. Cameron Allison reported that a candidate debate forum would take place on Tuesday, February 28, 2012 at 5:30 p.m. in the SAC auditorium. This event provides an opportunity for students to come and meet candidates for leadership positions and ask them questions. Mr. Allison informed the Board that the chairman of the Tournaments and Games Committee had to step down. Eric Boeglin has been appointed as the interim chair.
Recent events include the January 30, 2012 Winter Wonderland event, which had four hundred attendees in the first two hours and was then canceled due to rain. The high turn out in the short amount of time the event took place indicates that students appreciate and enjoy this type of “welcome back” event. The Spring Break Preparedness Week event is in the planning process. Mr. Allison reported that the SEC is in the final stages of developing a new mission statement as a part of their self-study. Developing a mission statement will establish a strong foundation for
building the organization, and will be a good starting point for looking at all the self-study criteria.

C. Executive Director, University Unions

Mr. Andy Smith reported that the decomposed granite replacement project is in the final stages of completion at the Student Activity Center. The project to address sound attenuation in major meeting rooms will be delayed until the end of this semester due to a delay in equipment delivery. The project will resume after commencement. The project to add a glass wall along the balcony rooms in the SAC begins in June. It is expected to take four to six weeks for completion. The Turrell art piece project is expected to start on the fourth of April, with completion in January 2013.

The Texas Union construction project is more visible with core drilling though beams, and ceilings removed. Next week work will begin on HVAC units near the Wendy’s east patio entrance. Fencing has been installed around the north end of the building for the renovation there. All construction projects are on schedule.

The rooms in the Texas Union will be released for reservation soon. Most rooms will be available for reservation on August 15, with the theatre available on August 31, 2012.

V. NEW BUSINESS

A. Elections

Mr. Cody Johnson reminded the Board that there would be no discussions of election complaints or individuals, but a general discussion of the University Unions election code. Mr. Johnson informed the Board that Mr. Eric Nimmer, Chair of the Election Supervisory Board, was attending the meeting to help clear up confusion about the Common Election Code (Attachment A), University Unions 2011 Election Code (Attachment B), and the University Unions Election Rules and Regulations (Attachment C). Mr. Johnson invited Mr. Nimmer to address the Board. Mr. Nimmer asked the Board members to look at the University Unions Election Rules and Regulations, and said that this list is not exhaustive or binding. He asked Board members to read the third bullet point in the Common Election Code, which states “Situations not specified in this Code should be addressed by each group’s respective election code.” Mr. Nimmer said, “The Common Code itself is not a non-unique document. Each organization is supposed to adopt these campus-wide provisions and then have a specified code of its own. Therefore, the University Unions 2011 Election Code is binding and still in effect over the University Unions Election Rules and Regulations, because it was adopted by this Board and Provision 1.04 states ‘This Code shall become effective immediately after its passage by the University Unions Board of Directors, and shall supersede any and all previous election codes.’” Section 8.01 of this code talks about the ratification process and the steps the Board has to take to vote on it. That makes it binding and enforceable until another code is introduced that says ‘this is the new code that invalidates all previous codes.’” Mr. Nimmer went on to say “This University Unions Election Rules and Regulations doesn’t have that wording, and therefore does not have the power to trump last year’s election code.” Mr. Nimmer pointed out to Board members that the Student Government Election Code (Attachment D) “is an example of an empowered unification between the common code and the regular code. It has general provisions, it has the campus-wide election common code, and then it has Student Government specific election code provisions.”
Mr. Nimmer stated that "specific to the University Unions, imagine if the Unions had the common code and last year's election code (University Unions Election Code for 2011 Elections), that's what you are now operating with. Anything that contradicts in the old code falls to the common code. So, if the old code says do 'A', and the common code says do 'B', you do 'B'.

Mr. Smith asked Mr. Nimmer if he could look at the document referred to as University Unions Election Code 2011. Mr. Nimmer said, "contractually speaking, until the University Unions Board adopts the University Unions Rules and Regulations, it is not binding, whatsoever."

Mr. Smith said that the University Unions did not use the University Unions 2011 Election Code, and the Board did not adopt it last year. It was not included in our Election packets. He said that the University Unions Rules and Regulations was approved by the Board several years ago, and that it had been last modified and approved by the Board in 2009. In 2009 there was a change made in the amount of money a candidate could spend on campaigning, which was Board approved. Mr. Nimmer said that the document titled "University Unions Election Code for 2011 Elections" was presented to him last year when he was election chair, and it was posted on the Dean of Students website. Mr. Nimmer said if the Board had not approved the University Unions 2011 Election Code, the binding election code would be the University Unions Rules and Regulations. A discussion ensued on how the University Unions Election Code 2011 came to be distributed, when the Board had not approved it.

**MOTION**  
Mr. Cameron Allison – That the 2009 University Unions Election Rules and Regulations be approved, striking the last two bullets.

**Second**  
Dr. Kerrol Kitt

**Motion carried**, and the University Unions Election Rules and Regulations were approved, with the last two bullets struck.

Mr. Cody Johnson asked if the Board would like to look at the 2011 University Unions Election Code for future use, and Mr. Smith said that as Elections Chair, Mr. Johnson might want to put that in front of the Board in the fall semester. Mr. Cody Johnson asked if the Board would want an executive session to discuss personnel issues.

**MOTION**  
Mr. Jesse Hernandez – That the Board convene to executive session to discuss personnel issues, with Mr. Nimmer asked to stay.

**Second**  
Mr. Givens Miller

**Motion Carried**, and the Board went in to executive session

**VII. ADJOURNMENT**

The Board adjourned in executive session.
DRAFT COMMON CODE

GENERAL PROVISIONS

- All groups participating in Campus-Wide Elections agree to adopt the Common Code and have their candidates and races adhere to the Common Code.
- All rules and regulations in this Code shall apply equally to campaigning both on and off campus.
- Situations not specified in this Code should be addressed by each group’s respective election code.
- All groups may refer alleged violations of their election process to the Election Board.

DEFINITIONS

- “Student” refers to any person whose name appears on the current roster of the Registrar of the University. Only students may actively seek office or vote in Campus-Wide Elections.
- “Campus-Wide Elections” refers to any election involving multiple entities that are to be governed and conducted by the Office of the Dean of Students.
- “Group(s)” refers to the five organizations that utilize and participate in Campus-Wide Elections. They are as follows: Graduate Student Assembly, Student Government, Texas Student Media, the University Co-operative Society, and University Unions.
- “Election Board” or “ESB” refers to the Election Supervisory Board established by the Student Government Constitution and defined within this Code.
- “Candidate” refers to any student consenting and/or endeavoring to be elected as expressed by filing to run for office in accordance with this and all respective Codes.
- “Worker” refers to any person that contributes time, effort, or services for the purpose of supporting or furthering a candidacy, where the candidate or agent has knowledge of said contributions.
- “Agent” refers to any candidate-appointed worker who is authorized to speak and act on behalf of the candidate.
- “Campaign Materials” refers to all materials and literature concerning any candidate but excludes any individual endorsement not approved by the candidate.
- “Campaign” and “Campaigning” refer to statements, literature, activity or deliberate use or distribution of materials that have the effect of soliciting votes or interest for a candidate or elective office. Campaigning should only occur during the official campaign period as defined in this Code.
- “Polling Location” refers to any internet-enabled device available for public use that is being used to vote in Campus-Wide Elections.
- “Advisory Opinion” refers to any opinion issued by the Election Supervisory Board concerning any matter affecting the Campus-Wide Elections that may not be included within the language of the Election Code.
- “Campus-Wide Elections Filing Agreement” refers to the document signed by the candidate that acknowledges the candidate is aware of and will adhere to the Campus-Wide Elections Common Code.
- “Day” is one 24-hour period. A day includes both weekdays and Saturday and Sunday.
- “Week” is defined as seven calendar days.

Last updated 11.7.11
Election Supervisory Board

- The Election Supervisory Board shall be responsible for the administration of Campus-Wide Elections.

Selection

- The Election Board shall be assembled through an application process, to be completed no later than the last day of classes in the spring semester. A total of nine members will be selected to comprise the Election Board from the applications submitted.
- Election Board members will be selected through an application and interview process.
- Each group participating in Campus-Wide Elections will put forward one representative to participate in the selection of the Election Board members.
- Election Board members must have completed 12 or more credits at The University of Texas at Austin at the time of application. In order to be eligible to serve on the Election Board, students must not be serving a discipline penalty and they must have and maintain a minimum 2.5 grade point average while serving on the Board.
- Individuals holding or endeavoring to run for an elected position in one of the groups that participates in campus-wide elections are not eligible to serve on the Election Board.
- Any member of the Election Board may be removed for just cause by a unanimous vote of the Appellate Court. The selection committee will then convene and determine a replacement.

Positions and Responsibilities

- The Chair of the Election Board shall be selected in the initial application and selection process. He or she shall facilitate and organize the necessary meetings and hearings in order to accomplish tasks set forth by this Code.
- The Election Board shall appoint a Secretary who shall be responsible for recording the minutes of its meetings and hearings, and keeping records of all opinions, rulings, and filings required of candidates under this Code. The Secretary shall provide a written copy of all decisions concerning individual candidates to the candidates involved. Failure to do so may result in revocation of duties by the Election Board Chair.
- The remaining members of the Election Board shall be assigned an equal group of candidates for whose questions, complaints, and financial statements they are responsible.

Violations

Hearing and Procedures

- Members of the Election Board are prohibited from filing complaints. Any other student may file a complaint with the Election Board. All complaints must be filed under the name of the student filing the complaint. The Election Board shall act on all complaints within two days after they are received by either dismissing the complaint or calling a hearing under the provisions of this subchapter.
- The Election Board may dismiss a complaint if:
  - The complaint was not filed within a reasonable amount of time;
  - The complaint fails to state a cause of action for which relief may be granted;
  - The complaint has not and likely will not suffer injury or damage.
- If a complaint is not dismissed, then a hearing must be held. The Election Board shall inform, in writing or via e-mail, the complaining party and all individuals or groups involved.
named in the complaint of the time and place of the hearing. The parties are not considered notified until they have received a copy of the complaint.

- The hearing shall be held at the earliest possible time, but not within twenty-four (24) hours after receipt of the notice described in the previous section, unless all parties agree to waive the 24-hour time constraint. This 24-hour time constraint is waived if the complaint is filed during the voting period.

- At the time a notice of a hearing is issued, the Election Board, by majority vote, may issue a temporary restraining order if it determines that such action is necessary to prevent undue or adverse effects on any individual or entity. Any restraining order, once issued, will remain in effect until a decision of the Election Board is announced after the hearing or until rescinded by the Election Board.

- All Election Board hearings, proceedings, and meetings must be open to the public, except for the deliberations that determine the outcome of complaint hearings.

- All parties of the Election Board hearing shall present themselves at the hearing or authorize an agent in writing to carry on said proceedings in their stead. Parties may be accompanied by any other student from which they can receive counsel and have the option to be represented by that counsel.

- For any hearing, a majority of sitting Election Board members must be in attendance with the Chair of the Election Board presiding. In absence of the Chair, the responsibility to preside shall fall to an Election Board member designated by the Chair.

- The Election Board shall determine the format for the hearing but must require that both the complaining and responding parties appear physically before the Board to discuss the issues through a complaint, answer, rebuttal, and rejoinder format, when applicable. The purpose of the hearing is to gather the information necessary to make a decision, order, or ruling that will resolve an election dispute. To effectuate this purpose, the following rules should prevail at all hearings:
  - Complaining parties shall be allowed no more than two witnesses; however, the Election Board may call witnesses in accordance with previous sections of this Code. If said witnesses are unable to appear at the hearing, signed affidavits may be submitted to the Election Board Chair for the purpose of testifying by proxy.
  - All questions and discussions by the parties in dispute shall be directed to the Election Board.
  - There shall be no direct or cross-examination of any party or witness by complaining or responding parties during hearings.
  - Reasonable time limits may be set by the Election Board, provided they give fair and equal treatment to both sides.
  - The complaining party shall bear the burden of proof.

- Decisions, orders, and rulings of the Election Board must be concurred to by a majority of the Election Board present and shall be announced as soon as possible after the hearing. Such decisions may be delivered orally or in writing. The Election Board shall issue a written opinion of the ruling within twenty-four (24) hours of announcement of the decision. The written opinion must set forth the findings of fact by the Election Board and the conclusions of law in support of it. Written opinions shall set a precedent for a time period of three election cycles for Election Board rulings and shall guide the Election Board in its proceedings. Upon consideration of prior written opinions, the
Board may negate the decision but must provide written documentation of reasons for doing so.

- If the decision of the Election Board is appealed to the Appellate Court, the Election Board must immediately submit its ruling to the Court.

**Remedies and Sanctions**

- Violations of the Code shall be divided into four classifications:
  - Class A violation shall result in a fine.
  - Class B violation shall result in a moratorium of campaigning.
  - Class C violation shall result in a combination of moratorium of campaigning and a fine.
  - Class D violation shall result in a disqualification from the election.

Within the ranges established by the Election Board, the Election Board shall select the amount of the fine or length of the suspension most appropriate to both the severity of the infraction and the intent of the violator as determined by the Election Board.

- If a candidate, or a candidate's agents or workers, commits a violation resulting in a fine, the Election Board has the authority to fine the candidate. Any fine or total amount of fines against a candidate in an election cycle may not exceed the spending limit as defined by each race's respective code of origin.

- If, after a hearing, the Election Board finds a candidate, or a candidate's agents or workers, has committed a Class B or Class C violation, the Election Board may restrict the candidate, or the candidate's agents or workers, from engaging in some or all campaign activities for some or all of the remainder of the campaign. If an order is issued covering only part of the remaining campaign period, it shall take effect within 24 hours so that after its termination, the candidate will have an opportunity to resume campaigning during the days immediately prior to and including the election days.

- If, after a hearing, the Election Board finds that provisions of either this Code or decisions, opinions, orders, or rulings of the Election Board have been violated by a candidate, or a candidate's agents or workers, has committed a Class D violation, the Election Board may disqualify the candidate.

- Any complaints concerning voter fraud filed through the Election Board must be immediately and wholly turned over to the Office of the Dean of Students.

**Appeals**

- Any party adversely affected by a decision of the Election Board may file an appeal with the Appellate Court within twenty-four (24) hours after the adverse decision is announced, unless the Election Board’s decision takes place during a voting period. The Appellate Court shall have discretionary appellate jurisdiction over the Election Board in all cases in which error on the part of the Election Board is charged.

- The decision of the Election Board shall stand and shall have full effect until the appeal is heard and decided by the Appellate Court.

- The Appellate Court shall hear appeals of the Election Board rulings as soon as possible, but not within twenty-four (24) hours after the Election Board delivers to the Appellant and the Appellate Court a copy of its written opinion in the case. Appeal may be heard prior to this time, but only if the Appellant waives the right to a written opinion and the Appellate Court agrees to accept the waiver.

*Last updated 11.7.11*
• The Appellate Court shall review findings of the Election Board when appealed. The Appellate Court may affirm or overturn the decision of the Election Board, or modify the sanctions imposed.
• The Appellate Court shall have full authority to fashion an equitable remedy appropriate to the circumstances of the case, but should endeavor to avoid remanding the case to the Election Board.
• The Appellate Court shall be made up of two law students and one law professor to be appointed by the Student Bar Association.

ELECTION TIMETABLE
• The Campus-Wide Elections shall be held on two (2) consecutive weekdays during the last full week of February, with a full week beginning on Sunday and ending on Saturday. Poll hours for the Campus-Wide Elections shall be from 8:00 am on the first day of voting in the Campus-Wide Elections until 5:00 pm on the second day of voting in the Campus-Wide Elections.
• In the case of a run-off in any race, voting will take place exactly one week after the Campus-Wide Elections. Poll hours for the run-off election shall be from 8:00 am on the first day of voting in the run-off election until 5:00 pm on the second day of voting in the run-off election.
• No changes to the Common Code may be enacted within four (4) weeks of the Campus-Wide Elections.
• A list of all candidates campaigning for races in their organization must be submitted by each group to the Office of the Dean of Students by 12:00 noon on the day of the Candidate Seminar.
• The Election Board shall advertise the complete ballot, with proper ballot order, in the student newspaper of the University at least seven (7) days prior to the Campus-Wide Elections.
• The Election Board shall designate a publically acceptable place to post the following information on each candidate: name, position sought, major(s), and a statement of no more than 150 words. The Student Government Executive Alliance will be allowed to have a statement of 300 words. The Election Board shall be able to restrict any false information.

CANDIDATES
• All candidates must adhere to the qualifications set forth in this Code, University policy, the General Information Catalogs, and all statutes enforceable by the Election Board and/or the Appellate Court.
• All candidates must be deemed eligible by the respective election code of the group for which they are running in order to be able to participate in Campus-Wide Elections.

FILING
• The filing period shall open at 9:00 am on the first day of the spring semester and shall remain open for two weeks.
• Each candidate must complete and submit a Campus-Wide Elections Filing Agreement for each race s/he is entering to the respective group by the filing deadline.
• Each group is responsible for paying a $20 filing fee for each candidate running in its respective races. A candidate’s fee may be waived if s/he provides justification of a
financial hardship. The determination of financial hardship for a candidate will be made by the respective entity in which the individual is seeking an elected position.

- A copy of this Code shall be made available to each candidate by the time of filing.

Candidate Seminar

- The Election Board shall set the Candidate Seminar date. The exact time and place of the Seminar shall be set no later than the beginning of the filing period.
- The Election Board shall set the agenda for the Candidate Seminar. The agenda must include the assignment of ballot positions in accordance with this Code, and may include explanations of this Code, review of the election timetable, and answering of candidate questions. Attendance at the Candidate Seminar is required of each candidate running in a race that is part of the campus-wide elections process. Failure to attend the Seminar shall not be an acceptable excuse for violating this Code.
- If the candidate has an excused absence as determined by the Election Board, then s/he may send an authorized agent in her or his place. The Election Board must be notified of the substitution at least 24 hours in advance of the Candidate Seminar.
- Ballot positions for all candidates in all races shall be decided during the Candidate Seminar by blind drawing or other satisfactory, secret, random method devised by the Election Board. After all ballot positions for all races are determined for those present, the same process shall be used to determine ballot position for the absent candidates.
- No absent candidate may receive a ballot position above a candidate who was present at the Candidate Seminar. The first ballot position available to absent candidates shall be after the last position assigned to a candidate who was present.
- Each group will be responsible for certifying each candidate’s eligibility before the Candidate Seminar. Candidates who fail to meet eligibility requirements will be disqualified immediately and notified of this action in writing.

Financial Disclosures

- Each candidate must keep accurate and up-to-date records of all campaign receipts and expenditures. A template for use by all candidates will be developed by the Election Board and provided to each group by the first day of filing.
- No candidate is allowed to contribute financially to another candidate’s campaign. Sharing of campaign money and resources is strictly prohibited.

Campaigning

- Each group participating in Campus-Wide Elections will set its own spending limits for campaigns and is responsible for enforcing these limits with the candidates running in their respective races.
- All candidates are prohibited to solicit or bring attention to their campaign or election before the appropriated time. The aforementioned includes all attempts to secure endorsements, sponsorships or any other presentation of information made for public consumption or use. Campaigning excludes the personal, individual recruitment of team members.
- Details regarding campaigning for a particular race not covered by this Code fall under the jurisdiction of the race’s respective group.

Polling Locations

Last updated 11.7.11
• The Election Board shall have jurisdiction over all polling locations on the days of elections governed by this Code. All polling locations must abide by the Code.
• The Election Board is responsible for hosting two on-campus polling stations. The locations of these stations must be published on-line and publicized at least 24 hours before the start of the first election day.
• The Election Board may set limitations on the hours of operation for the polling stations but may not deny the right to vote to any person standing in line to vote at the time the polling station closes.

**Election Ratification**

• The Dean of Students and the Election Board Chair shall ratify all races that are part of Campus-Wide Elections immediately following the closing of polls.
• Results of any election under this Code shall be announced no later than twenty-four (24) hours after the polls close for the election. The location of the both the announcement and posting of the results is to be announced by the Election Board no later than the Candidate Seminar.
Chapter I: General Provisions

1.01 This act shall be referred to and cited as the "University Unions Election Code", or the "Code."
1.02 This Code shall apply to all aspects of elections governed and sponsored by the University Unions Board of Directors at the University of Texas at Austin.
1.03 References to the singular shall be construed to include the plural. References to candidates shall be construed to apply to their agents and workers as well.
1.04 This Code shall become effective immediately after its passage by the University Unions Board of Directors, and shall supersede any and all previous election codes.
1.05 Candidates, agents, or workers for any election shall be responsible for the regulations relevant to their election, as defined by the Election Code. A copy of the Election Code and the job responsibilities for all elected offices within the University Unions shall be made available to each candidate, no later than the time of the candidate's filing to run for office, in the University Unions' Executive Director office. Any student may receive a full copy of the Election Code at any time.
1.06 Ignorance of this Code shall not be an acceptable defense in response to any offense committed in any election under this Code, either by the candidates themselves, their agents or workers, or the election regulatory bodies, as defined by this Code.
1.07 Each election under this Code shall be considered a single and separate application of this Code. Rulings made by the University Unions Vice Chair and/or Election Supervisory Board during any election period are relevant only to that election.

Chapter II: Definitions

2.01 "University" refers to The University of Texas at Austin.
2.02 "Board of Directors" refers to the University Unions Board of Directors of the University Unions.
2.03 "Student" means any person whose name appears on the current roster of the Registrar of the University of Texas at Austin. Only a student at the University of Texas at Austin, as defined by this Code, may seek office or vote in University Unions' elections.
2.04 "Appellate Court" refers to the Appellate Court, as empowered by Article 5.3 of the Student Government Constitution.
2.05 "ESB" refers to the Election Supervisory Board established by Article 5.4 of the Student Government Constitution.
2.06 "General Election" refers to the annual election of University Unions officers, as specified in Article 6.1 of the Student Government Constitution.
2.07 "Special Election" refers to an election called by the Student Government President, as
specific in Article 6.2 of the Student Government Constitution.

2.08 "Candidate" refers to any student consenting and/or endeavoring to be elected as President of the Student Events Center, an At-Large member of the University Unions Board of Directors, or an elected officer of any entity participating in the General Election, whether or not the student has filed to run for office in accordance with this Code.

2.09 "Worker" refers to any person who contributes time, effort, or services for the purpose of supporting or furthering a candidacy, where that candidate has personal knowledge of and accepts the time, effort, and services rendered.

2.10 "Agent" refers to any candidate appointed worker who is authorized to speak on behalf of a candidate.

2.11 "Campaign Materials" refers to all materials and literature concerning any candidate. Campaign Materials shall include, but not be limited to: signs, handbills, buttons, email and other advertisements, but excluding any individual endorsement not approved by the candidate or ticket.

2.12 "Campaign" and "Campaigning" refer to any statement, literature, activity, or deliberate use or distribution of materials which have the effect of soliciting votes for an elective office. This includes the formation of any public group on a social networking site.

2.13 "Endorsement" and "Endorsing" refer to any form of communication expressing support for a candidate by a party other than the candidate.

2.14 "Polling Location" refers to any Internet enabled computer available for public use that facilitates the means by which to vote in campus-wide elections.

2.15 "Polling Station" refers to any polling location that is managed by the Election Supervisory Board.

2.16 "Regulatory Bodies" include the University Unions Vice Chair, the Election Supervisory Board, the Appellate Court, and administrative bodies of the election process.

2.17 "Advisory Opinion" refers to any opinion issued by the Election Supervisory Board concerning any matter affecting the Election that may not be included within the language of the Election Code.

2.18 "Advisory Ruling" refers to any decision or ruling issued by the Election Supervisory Board resulting from a hearing.

2.19 "ESB Proctor" refers to any individual working for the Election Supervisory Board to monitor on-campus polling locations on election days during polling hours.

2.20 "Ballot vacancy" refers to an occurrence of a candidate association not being comprised of the maximum number of students for election.

2.21 "Officer" refers to the Student Events Center President, or any member of the University Unions Board of Directors.

2.22 "Elections Chair" refers to the Vice-Chair of the University Unions Board of Directors.

2.23 "Candidate Meeting" refers to the mandatory meeting for all candidates seeking positions on the University Unions Board of Directors.

Chapter III: The Election Supervisory Board

3.01 The Election Supervisory Board shall be responsible for the administration of University Unions Board and other elections.
3.02 By the time of filing, no member of the Election Supervisory Board shall be a candidate for, nor hold any elected or appointed office or position in the University Unions Board of Directors.
3.03 The Election Supervisory Board shall be assembled through an application process, to be completed no later than the third week of October, pursuant to Article 5.43 of the Student Government Constitution. Any member of the ESB may be removed for just cause by a unanimous vote of the Appellate Court. The selection committee will then convene and use the previous applications to determine a replacement.
3.04 The ESB shall interpret, execute, and enforce all election rules provided in this Code in a manner consistent with University policy, as expressed in the General Information Catalogs. The ESB shall have jurisdiction over all polling locations on the days of elections governed by this Code. All polling locations must abide by the Election Code.
3.06 Results of any election under this Code shall be announced no later than twelve (12) hours after the last close of polling for the election. The location of both the announcement and posting of the results is to be announced by the ESB no later than the Candidate Seminar, as defined in Section 5.17 of the Student Government Election Code.
3.07 The Election Supervisory Board shall assess and execute the remedies and sanctions provided in this Code if it finds violation of either provision of this Code or Election Supervisory Board rulings.
3.08 The Election Supervisory Board shall certify the fairness of each campaign with its election processes and results in a report to the Student Government Assembly, and made available to the public, within forty-eight (48) hours of the conclusion of all electoral procedures in any election.

Chapter IV: Election Supervisory Board Hearings and Procedures

SUBCHAPTER A: Jurisdiction
4.01 In pursuit of its duties, the Election Supervisory Board may prosecute violators of any aspect of this Code or the rulings of the ESB. The ESB shall serve as the court of original jurisdiction. Appellate Court shall have appellate jurisdiction over issues of law and fact in all cases or controversies arising under this Code in which the ESB has issued a final decision. Upon review by, the Appellate Court may revoke or modify the sanctions imposed by the ESB.
4.02 The ESB shall have the authority to issue an advisory opinion concerning any matter within its jurisdiction. An advisory opinion shall be binding on the ESB for the duration of the election in which it was issued. Advisory opinions from previous years may be re-issued, if desired, at the beginning of each election cycle. The ESB shall not be required to hold a hearing in connection with the issuance of an advisory opinion. An advisory opinion may be amended after issuance, provided that no substantial injury or hardship to the student body or election process results from such action.
4.03 In carrying out the duties of the office, the ESB shall conduct proceedings and hearings necessary to fulfill those duties. In executing those duties they shall have the authority: (a) to issue a writ of subpoena to compel candidates, agents, and workers, and to request students to appear and give testimony, as well as produce necessary records; and (b) to inspect the financial reports of any candidate and make these records available for public
scrutiny upon request.

4.04 Any organization selecting officers or hosting a referendum by participating in the student body elections governed by the ESB shall defer jurisdiction of election procedures to the board unless otherwise announced at the time of filing of their candidates.

SUBCHAPTER B: Hearing Procedures

4.05 Members of the ESB are prohibited from filing complaints. Any other student may file a complaint with the ESB. All complaints must be filed under the name of the student filing the complaint. The ESB shall act on all complaints within two business days after they are received by either dismissing them or calling a hearing under the provisions of this sub-chapter.

4.06 Candidates have a duty to negotiate in good faith when disputes arise and must attempt to reach a settlement consistent with this code and ESB decisions prior to filing a complaint. The party filing the complaint must provide a document to the ESB describing the steps that were taken to resolve the dispute.

4.07 The ESB may dismiss a complaint if:
   (a) the complaint was not filed within a reasonable amount of time;
   (b) the ESB lacks jurisdiction over the subject or party in the dispute as defined in Subchapter A Section 4.01;
   (c) the complaint fails to state a cause of action for which relief may be granted;
   (d) the complainant has not and likely will not suffer injury or damage.

4.08 If a complaint is not dismissed, then a hearing must be held. The ESB shall inform, in writing, or via e-mail, the complaining party and all individuals or groups named in the complaint of the time and place of the hearing. The parties are not considered notified until they have received a copy of the complaint.

4.09 The hearing shall be held at the earliest possible time, but not within twenty-four (24) hours after receipt of the notice described in Section 4.08, unless all parties agree to waive the 24-hour time constraint. This 24-hour time constraint is waived if the complaint is filed during the voting period.

4.10 At the time notice of a hearing is issued, the ESB, by majority vote, may issue a temporary restraining order, if it determines that such action is necessary to prevent undue or adverse effects on any individual or entity. Any restraining order, once issued, will remain in effect until a decision of the ESB is announced after the hearing or until rescinded by the ESB.

4.11 All ESB hearings, proceedings, and meetings must be open to the public, except for the deliberations that determine the outcome of complaint hearings.

4.12 All Parties of the ESB hearing shall present themselves at the hearing and may be accompanied by any other student from which they can receive council, and have the option to be represented by that council.

4.13 For any hearing, a majority of sitting ESB members must be in attendance with the Chair of the ESB presiding. In the absence of the Chair, the responsibility to preside shall fall to an ESB member designated by the Chair.

4.14 The ESB shall determine the format for the hearing, but must require that both the complaining and responding parties appear physically before the board to discuss the issues through a complaint, answered, rebuttal, and rejoinder format. The purpose of the hearing is to gather the information necessary to make a decision, order, or ruling that will resolve an election
dispute. To effectuate this purpose, the following rules should prevail at all hearings:
(a) Complainants shall be allowed no more than two witnesses, however the ESB may call
in accordance with Section 4.03 of this Code. If said witnesses are unable to appear
at the hearing, signed affidavits may be submitted to the ESB Chair for the purpose of testifying
by proxy.
(b) All questions and discussion by the parties in dispute shall be directed to the ESB.
(c) There shall be no direct or cross-examination of any party or witness by complaining or
responding parties during hearings.
(d) Reasonable time limits may be set by the ESB, provided they give fair and equal treatment
to both sides.
(e) The complaining party shall bear the burden of proof.
4.15 Decisions, orders, and rulings of the ESB must be concurred to by a majority of the ESB
present and shall be announced as soon as possible after the hearing. Such decisions may be
delivered orally or in writing. The ESB shall issue a written opinion of the ruling within twenty-
four (24) hours of announcement of the decision. The written opinion must set forth the findings
of fact by the ESB and the conclusions of law in support of it. Written opinions shall set a
precedent for a time period of three election cycles for ESB rulings, and shall guide the ESB in its
proceedings. Upon consideration of prior written opinions, the Board may negate the
decision, but must provide written documentation of reasons for doing so.
4.16 If the decision of the ESB is appealed to the Appellate Court, the ESB must immediately
submit its ruling to the Court.

SUBCHAPTER C: Remedies and Sanctions
4.17 Violations of the code shall be divided into four classifications. Prior to the campaigning
time period for that year, the ESB shall issue an advisory opinion that defines the ranges of
fines and moratoriums connected with each classification. They shall also provide examples of
violations in this opinion of what constitutes each class and specific remedies for repeat
offenses.
(a) Class A violation shall result in a fine.
(b) Class B violation shall result in a moratorium of campaigning.
(c) Class C violation shall result in a combination of a moratorium of campaigning and a fine.
(d) Class D violation shall result in a disqualification from the election.
Within the ranges established in the advisory opinion, the ESB shall select the amount of the
fine or length of the suspension most appropriate to both the severity of the infraction and the
state of mind or intent of the violator as determined by the ESB.
4.18 If a candidate, or a candidate's agents or workers, commits a violation resulting in a fine,
the ESB has the authority to fine the candidate. Any fine or total amount of fines against a
candidate in an election cycle may not exceed the spending limit as defined in Chapter 6
Subchapter A of this Code.
4.19 If, after a hearing, the ESB finds a candidate, or a candidate's agents or workers, has
committed a Class B or Class C violation, the ESB may restrict the candidate, or the candidates
agents or workers, from engaging in some or all campaign activities for some or all of the
remainder of the campaign. If an order is issued covering only part of the remaining campaign
period, it shall take effect within 24 hours so that after its termination, the candidate will have an opportunity to resume campaigning during the days immediately prior to and including the election days.

4.20 If, after a hearing, the ESB finds that provisions of either this Code or decisions, opinions, orders, or rulings of the ESB have been willfully and blatantly violated by a candidate, or a candidate’s agents or workers, has committed a Class D violation, the ESB may disqualify the candidate.

4.21 Any complaints concerning voter fraud filed through the ESB must be immediately and wholly turned over to the Office of the Dean of Students.

SUBCHAPTER D: Appeals

4.22 Any party adversely affected by a decision of the ESB may file an appeal with the Appellate Court within twenty-four (24) hours after the adverse decision is announced, unless the ESB’s decision takes place during the voting period. The Appellate Court shall have discretionary appellate jurisdiction over the ESB in all cases in which error on the part of the ESB is charged.

4.23 The decision of the ESB shall stand and shall have full effect until the appeal is heard and decided by the Appellate Court.

4.24 The Appellate Court shall hear appeals of ESB rulings as soon as possible, but not within twenty-four (24) hours after the ESB delivers to the Appellant and the Appellate Court a copy of its written opinion in the case. Appeal may be heard prior to this time, but only if the Appellant waives the right to a written opinion and the Appellate Court agrees to accept the waiver.

4.25 The Appellate Court can issue writs to suspend or halt the serving of punishment issued by the ESB until the appeals are decided by the respective bodies.

4.26 The Appellate Court shall review findings of the ESB when appealed. The Appellate Court may affirm or overturn the decision of the ESB, or modify the sanctions imposed.

4.27 The Appellate Court shall have full authority to fashion an equitable remedy appropriate to the circumstances of the case, but should endeavor to avoid remanding the case to the ESB.

4.28 The Office of the Dean of Students shall have ultimate authority over the Election process in matters of university policy.

Chapter V: Candidate Rights and Duties

SUBCHAPTER A: Filing Process

5.01 Eligible students may file for a position as President of the Student Events Center or Affiliated member of the University Unions Board of Directors.

5.02 All candidates in the election must campaign separately, without endorsements from any fellow candidate. No association between candidates of any kind will be tolerated. Candidates found in violation of this rule can be subject to immediate disqualification.

5.03 All candidates must adhere to the qualifications set forth in this Code, University policy, the General Information Catalogs, and all statutes enforceable by the Vice Chair of the University Unions Board of Directors, the ESB, and/or the Appellate Court.

5.04 The Vice Chair of the University Unions Board of Directors shall set and advertise the
dates for filing along with a list of the contestable positions on the University Unions website on
the first day of the spring semester. The filing period shall open at 8:00 AM on the first day of
the spring semester. The filing deadline shall be at 4:00 PM, three (3) weeks prior to the first
day of the election. All candidates seeking to run as President of the Student Event Center or
At-Large member of the University Unions Board of Directors must file the appropriate
documents, as outlined in this Code, no later than the filing deadline. In the event that no one
files to run for a particular office, the University Unions Board of Directors may extend the filing
deadline for that particular race for a period of up to three (3) class days.
5.05 The administrative associate of Student Government shall post online the names and
positions all candidates who have filed. Once campaigning begins, candidate statements shall
be included after ESB review.
5.06 In accordance with Section 2 of this Code, candidates, their agents and workers are
subject to governance by this Code both before and after they have filed for candidacy during
the filing period established in Section 5.04.
5.07 The appropriate documents that all candidates seeking to run as President of Student
Events Center or At-Large member of the University Unions Board of Directors:
(a) Refer to the Filing Statement for Student Events Center President or University Union Board
At-Large positions.
5.08 Candidates may file to run for only one elected office per election cycle. Candidates for
Student Events Center President and At-Large positions on the University Unions Board of
Directors may not file to run in any other race during the General Election.
5.09 Upon request, prospective candidates shall be informed, prior to their filing for office, of
the identity of candidates already filed for any office for which the prospective candidate is
eligible.
5.10 At the time of filing, candidates shall be informed of the Candidate Meeting and the
advantages of attending.
5.11 At the Candidate Meeting, candidates shall each be entitled to one free copy of this
Code, the Job responsibilities of the University Unions Board of Directors, and the Election
Timetable.
5.12 Any candidate wishing to withdraw from an election may do so by turning in a written
request no later than four (4) class days before the election.
5.13 Each candidate shall be required to submit to the ESB a list of agents they have
authorized for their campaign on or before the Candidate Meeting date.

SUBCHAPTER B: The Candidate Meeting
5.14 The Candidate Meeting shall be held the day after the filing deadline. The exact time
and place of the meeting shall be set by the Vice Chair of the University Unions Board of
Directors no later than the beginning of the filing period, and shall be announced in accordance
with Section 5.10 of this Code.
5.15 The Vice Chair of the University Unions Board of Directors shall set the agenda for the
Candidate Meeting. The agenda must include the assignment of ballot positions in accordance
with this Code, and may include explanations of this Code, review of the Election Timetable,
and answering of candidate questions. Failure to attend the meeting shall not be an acceptable
excuse for violating this Code.
5.16 If the candidate has an excused absence the Elections Chair must be notified of the substitution at least 24 hours in advance of the Candidate Meeting.
5.17 Ballot positions for all candidates in all races shall be decided during the Candidate Meeting by blind drawing or other satisfactory, secret, random method devised by the University Unions Board of Directors. All ballot positions for all races are determined at the Candidate Meeting.
5.18 The Operations Coordinator and Executive Assistant to the Executive Director will certify each candidate’s eligibility before the Candidate Meeting. Candidates who fail to meet eligibility requirements will be disqualified immediately and notified of this action in writing.

SUBCHAPTER C: Financial Disclosure
5.19 Each candidate for the University Unions positions must keep accurate and up-to-date records of all campaign receipts and expenditures.
5.20 Receipts must be provided for all campaign expenditures. All expenses in excess of one dollar shall be included in the candidate disclosure statements.
5.21 Contributions to a candidate by individuals or organizations are allowed, but all contributions must be documented in a financial disclosure statement in accordance with this Code. Student organizations receiving student fee allotments shall not contribute funds derived from student fees to any candidate or executive alliance, nor use such funds to purchase any items to be used in campaigning. This provision shall not be construed to prohibit any Texas Student media publication or service from publishing the endorsement of candidates.
5.22 No candidate is allowed to financially contribute to another candidate’s campaign. Sharing of campaign money and resources is strictly prohibited.
5.23 Each candidate’s financial records must list identifying information (name, item, etc.) and amounts of each contribution and expenditure. Contributions and expenditures of non-monetary assets or in-kind efforts must be listed and valued at their fair market value, as determined by the ESB. Each financial disclosure statement must have all expenditure receipts attached. All expenses must be included in the financial disclosure report.
5.24 All campaign materials distributed by and/or paid for by an endorser of a candidate must be included in the candidate’s campaign expenditures. If an endorsing organization pays for campaign materials promoting multiple candidates, the full cost of those materials must be included in the campaign expenditures of each candidate promoted by the materials.
5.25 The ESB shall provide standardized forms for the purposes of this Code by the filing deadline.
5.26 Financial disclosure statements shall be filed with the ESB, in the University Unions Board of Directors - Executive Director’s office or other location designated by the ESB, at the following times:
   (a) by 4:30 p.m., on the first day of campaigning;
   (b) by 4:30 p.m., on the last day of the second week of campaigning;
   (c) by 4:30 p.m., on the first day of voting in the General Election.
5.27 The financial disclosure statement in Section 5.26 (c) must contain all the expenses incurred by the candidate during the campaign. A candidate does not have to file a report in accordance with Section 5.26 (a) and (b) of this Code, provided that there are both no contributions and no expenditures to report.
5.28 Each candidate's financial records shall be available for public inspection. Each candidate must submit a spreadsheet in digital and paper format summarizing their campaign expenditures to the ESB for each disclosure required by Section 5.27. This summary of records shall be placed online by the ESB within 24 hours after records are submitted.
5.29 Failure to file accurate financial disclosure statements by the deadlines listed in this section, or falsification of financial statements, shall qualify the candidate for disqualification by the ESB.

Chapter VI: Campaign Provisions and Procedures

SUBCHAPTER A: Expenses
6.01 Candidates for University Unions Board positions shall be allowed $400 each for campaigning in the General Election.

SUBCHAPTER B: Campaigning and Endorsing
6.02 No campaigning or endorsing will be allowed until the official campaign period has begun as determined by the ESB. Please refer to section 2.13 and 2.14 of this Code for a definition of campaigning and endorsing.
6.03 A sample of all campaign materials must be filed with the ESB prior to its public distribution or posting.
6.04 Candidates are responsible for all actions and conduct of their agents and workers.
6.05 All candidates, and their agents and workers, shall be responsible for following all applicable University regulations.
6.06 All Campaign Materials must be in compliance with University regulations governing the use of electronic media.
6.07 On election days, no campaigning or campaign materials shall be permitted within 20 feet of official ESB sanctioned polling locations.
6.08 No campaigning shall take place inside or within 20 feet of any polling voting location.
6.09 No candidate, agents or workers shall remove, obscure, or damage any sign, which is in compliance with the posting policies of that locale.
6.10 Candidates shall refrain from knowingly deceptive or misleading campaign activities, including any act or statement reasonably calculated to injure or compromise the rights or interests of any student, faculty or administration.
6.11 Candidates, as well as their agents and workers, shall not engage in campaigning activities that subjects students, faculty, or the administration to demeaning verbal harassment as determined by the ESB.
6.12 Students must have their University of Texas Student EID in order to vote. The collection of personal identifiers or student identification to facilitate voting is prohibited, in accordance with the policies of the University IT Security Policy Office, and shall subject the candidate to disqualification by the ESB.
6.13 Reasonable latitude will be allowed by the Election Supervisory Board to electioneering activities during the campaigning process, as long as those activities are in line with those specified within this Code, the General Information Catalogs, and in accordance with University policy. Any activity which is not expressly allowed within those boundaries is hereby expressly denied, except by clear and distinct ruling by the Election Supervisory Board prior to
commission of the activity.

6.14 All endorsements must be filed in the University Unions Board of Directors - Executive Director's office or another location determined by the ESB. This includes endorsements by registered student organizations or their representatives.

6.15 A candidate must expressly consent to an endorsement before it is publicized by the Election supervisory Board. Further consent shall be required if the endorsing party intends to make campaign expenditures on a candidate's behalf. The Election Supervisory Board shall be responsible for publishing endorsements and informing student organizations of the endorsement process.

6.16 No members of the University Unions Board of Directors may endorse any candidate on behalf of the University Unions.

6.17 In making a personal endorsement of a candidate, an office or head of any entity adopting this code must make an explicit disclaimer stating that his or her endorsement does not constitute an endorsement by the entity of which he or she is an officer.

6.18 If an officer or head of any entity adopting this code campaigns for any candidate, he or she must make a good faith effort to distance himself or herself from the entity of which he or she is an officer.

6.19 Members of the Election Supervisory Board may not endorse or campaign for any candidate. Doing so shall be considered just cause for removal from the board under Section 3.03 of this Code.

Chapter VII: Election Timetable and Procedures and Guidelines

Subchapter A: Election Timetable

7.01 The General Election shall be held on two (2) consecutive weekdays during the first week of March, in accordance with Section 6.1 of the Student Government Constitution.

7.02 No changes to the Election Code may be enacted within four (4) weeks of the General Election.

7.03 The ESB shall advertise the complete ballot, with proper ballot order, in the student newspaper of the University at least seven (7) days prior to the General Election.

7.04 The ESB shall advertise in the student newspaper of the University the official polling website. This shall also include all polling locations accessible to persons with disabilities, and must be published prior to the General Election.

SUBCHAPTER B: Polling Locations and Stations

7.05 The Election Supervisory Board shall be charged with the creation of a minimum of four polling station on campus, as well as their staffing.

7.06 The locations of these stations must be published online and publicized at least 24 hours before the start of the first election day.

7.07 No campaigning or campaign materials may exist within 20 feet of any on-campus polling station.

7.08 All reported and published polling locations must have an Internet-ready device available on voting days, during voting hours, for the express purpose of facilitating voting.

7.09 The same polling locations must be used on both voting days.
Polling stations must be on campus.

The Election Supervisory Board may set limitations on the hours of operation for the voting locations, but may not deny the right to vote to any person standing in line to vote at the time the polling location closes.

Subchapter C: Election Procedures

Each student may cast one (1) vote for the Student Events Center President and two (2) votes for the two available At-Large representative seats in the University Unions Board of Directors. The Candidate who receives the most votes in the race for Student Events Center President will be declared the winner. The two (2) Candidates receiving the most votes for At-Large positions on the University Unions Board of Directors will be declared the winners.

Election results shall be determined in accordance with Sections 6.4 and 6.5 of the Student Government Constitution.

No potential voter may be specifically excluded from casting a vote at any polling location.

On election days, no candidate, agent, or worker may exchange anything of value, excluding campaign material, in return for guarantee of vote.

The ESB must coordinate with Services for Students with Disabilities in the Office of the Dean of Students, or other appropriate office, to ensure that at least one polling location is accessible to students with disabilities.

Poll hours for the General Election shall be from 8:00 AM on the first day of voting in the general elections until 5:00 PM on the second day of voting in the general elections.

Designated computer lab proctors may neither campaign, nor in any way indicate their opinion, while operating the polls. A candidate may not serve as a designated computer lab proctor during the election for which the candidate is on the ballot.

Candidate information on the ballots shall include the candidate's name, position sought, and other information pertinent to voting procedure.

Any computer with Internet access is acceptable for use in voting in all elections governed by this code.

Any change in the election process or this Code shall be presented before the University Unions Board of Directors, and shall be implemented following approval of the University Unions Board of Directors.

The final vote tabulation shall be under the supervision of the ESB. No candidate for any University Unions Board position shall participate in vote tabulation. The ESB shall annually determine the process for certifying election results.

Complaints regarding the election, or allegations of election fraud, must be directed to the Office of the Dean of Students immediately.

Chapter VIII: Enactment

If this Code is enacted after any of the enclosed deadlines, such deadlines shall be immediately due, and the ESB shall meet those deadlines with all deliberate speed. This Code shall not be implemented in part or whole until approved by the University Unions Board of Directors.
University Unions
Election Rules and Regulations

The University Unions Board of Directors has established the following rules regarding the Spring 2012 election:

- Campaign spending is limited to:
  - $400 for SEC presidential candidates
  - $400 for University Unions Board candidates
- All candidates are expected to conduct their campaigns in a clean and professional manner.
- All candidates must be registered for at least 6 credit hours.
- Complaints against a candidate may be filed in writing to the University Unions Election Chair Cody Johnson. The University Unions Board Elections Committee will decide on an appropriate course of action concerning the complaint.
- The Election Chair may refer complaints to the Election Supervisory Board for judgment and/or disciplinary matters.
- A plurality of votes will determine the successful candidate(s) in University Unions elections.
  - The candidate who receives the most votes shall be elected as Student Events Center President.
  - The two candidates who receive the most votes shall be elected to fill the two University Unions Board of Director positions.

2012 Election Information:
- Campaigning will begin at 12:01 AM on Wednesday, February 15, 2012.
- Additional rules may be announced at the February 13, 2012 candidate meeting.
STUDENT GOVERNMENT ELECTION CODE

TITLE I
CAMPUS-WIDE STUDENT ELECTIONS

Article I: General Provisions

1.01 This Code shall become effective immediately after its passage by the Student Government Assembly, and shall supersede any and all previous election codes.
1.02 If this Code is enacted after any of the enclosed deadlines, such deadlines shall be immediately due, and the Election Supervisory Board shall meet those deadlines with all deliberate speed.
1.03 This Code shall not be implemented in part or whole until approved by the Assembly of Student Government.
1.04 Pursuant to Article 5.44 of the Student Government Constitution, this act shall be referred to and cited as the "Student Government Election Code", "Election Code", or the "Code."

TITLE II
CAMPUS-WIDE ELECTION COMMON CODE

Article I: General Provisions

1.01 The provisions of Title II apply to all organizations participating in Campus-Wide elections.
1.02 All groups participating in Campus-Wide Elections agree to adopt the Campus-Wide Elections Common Code and have their candidates and races adhere to the Code.
1.03 Situations not specified in this Code should be addressed by each group's respective election code.
1.04 All groups may refer alleged violations of their election process to the Election Supervisory Board.
1.05 References to the singular shall be construed to include the plural.
1.06 References to candidates shall be construed to apply to their agents and workers as well.
1.07 Candidates, agents, or workers for any election shall be responsible for the regulations relevant to their election, as defined by the Election Code.
1.08 Ignorance of this Code shall not be an acceptable defense in response to any offense committed in any election under this Code, either by the candidates themselves, their agents or workers, or the election regulatory bodies, as defined by this Code.
1.09 Each election under this Code shall be considered a single and separate application of this Code.
1.10 Rulings made by the Election Supervisory Board during any election period are relevant only to that election and associated runoff elections.
1.11 All candidates, and their agents and workers, and the Election Board shall be responsible for following all applicable University regulations.

Article II: Definitions

2.01 "Student" refers to any individual whose name appears on the current roster of the Registrar of the University.
2.02 "University" refers to The University of Texas at Austin.
2.03 "Campus-Wide Elections" refers to any election involving multiple entities that are governed by this Code.
2.04 "Group(s)" refers to the organizations that utilize and participate in Campus-Wide Elections. They are currently as follows: Graduate Student Assembly, Student Government, Texas Student Media, the University Co-operative Society, and University Unions.
2.05 "Election Board" or "ESB" refers to the Election Supervisory Board established by the Student Government Constitution and defined within this Code.
2.06 "Appellate Court" refers to the court, made up of two law students and one law professor to be appointed by the Student Bar Association, granted appellate jurisdiction over all Campus-Wide Elections except Student Government Elections.
2.07 "Candidate" refers to any student consenting and/or endeavoring to be elected as expressed by filing to run for office in accordance with this and all respective Codes.
2.08 "Worker" refers to any person that contributes time, effort, or services for the purpose of supporting or furthering a candidacy, where the candidate or agent has knowledge of said contributions.
2.09 "Agent" refers to any candidate-appointed worker who is authorized to speak and act on behalf of the candidate.
2.10 "Campaign Materials" refers to all materials and literature concerning any candidate but excludes any individual endorsement not approved by the candidate.
"Campaign" and "Campaigning" refer to statements, literature, activity or deliberate use or distribution of materials that have the effect of soliciting votes or interest for a candidate or elective office. Campaigning should only occur during the official campaign period as defined in this Code.

"Polling Location" refers to any internet-enabled device available for public use that is being used to vote in Campus-Wide Elections.

"Polling Station" refers to any publicly accessible on-campus polling location designated for the use of voting in the Campus-Wide elections by the Election Supervisory Board.

"Officer" refers any sitting officer of any group participating in campus wide elections.

"Officer-elect" refers a candidate whose election already being decided, has won his/her respective election, but who has not yet been sworn-in nor seated yet, pursuant to UTSG Const. Art. VI, SS 6.5

"Defeated Candidates" refers to a candidate, whose election already being decided, have lost in their respective elections.

"Ruling" refers to any decision or ruling issued by the Election Board resulting from a hearing.

"Advisory Opinion" refers to any opinion issued by the Election Supervisory Board concerning any matter affecting the Campus-Wide Elections that may not be included within the language of the Election Code.

"Campus-Wide Elections Filing Agreement" refers to the document signed by the candidate that acknowledges the candidate is aware of and will adhere to the Campus-Wide Elections Common Code.

"Day" is one 24-hour period. A day includes both weekdays and Saturday and Sunday.

"Week" is defined as seven calendar days.

**Article III: The Election Supervisory Board**

3.01 The Election Supervisory Board shall be responsible for the administration of Campus-Wide Elections.

3.02 The jurisdiction of the Election Board applies both on-campus and off-campus.

**SUBCHAPTER A: Selection**

3.03 The Election Board shall be assembled through an application process, to be completed no later than the last day of classes in the spring semester. A total of nine members will be selected to comprise the Election Board from the applications submitted.

3.04 Election Board members will be selected through an application and interview process.

3.05 Each group participating in Campus-Wide Elections will put forward one representative to participate in the selection of the Election Board members.

3.06 Election Board members must have completed 12 or more credits at The University of Texas at Austin at the time of application. In order to be eligible to serve on the Election Board, students must not be serving a discipline penalty and they must have and maintain a minimum 2.5 cumulative grade point average while serving on the Board.

3.07 Individuals holding or endeavoring to run for an elected position in one of the groups that participates in Campus-Wide Elections are not eligible to serve on the Election Board.

3.08 Any member of the Election Board may be removed for just cause by a unanimous vote of the ESB Selection Committee. The selection committee will then convene and determine a replacement.

**SUBCHAPTER B: Positions and Responsibilities**

3.09 The Chair of the Election Board shall be selected in the initial application and selection process. He or she shall facilitate and organize the necessary meetings and hearings in order to accomplish tasks set forth by this Code.

3.10 The Election Board shall appoint a Secretary who shall be responsible for recording the minutes of its meetings and hearings, and keeping records of all opinions, rulings, and filings required of candidates under this Code. The Secretary shall provide a written copy of all decisions concerning individual candidates to the candidates involved. Failure to do so may result in revocation of duties by the Election Board Chair.

3.11 The remaining members of the Election Board shall be assigned an equal group of candidates for whose questions, complaints, and financial statements they are responsible.

**Article IV: Violations**

**SUBCHAPTER A: Hearing & Procedures**

4.01 Members of the Election Board are prohibited from filing complaints. Any other student may file a complaint with the Election Board. All complaints must be filed under the name of the student filing the complaint. The Election Board shall act on all complaints within two days after they are received by either dismissing the complaint or
calling a hearing under the provisions of this subchapter. If after the two days, the Election Board fails to act, the
Chair of the Election Board shall have original jurisdiction over the matter.

4.02 The Election Board may dismiss a complaint if:
(a) The complaint was not filed within a reasonable amount of time;
(b) The complaint fails to state a cause of action for which relief may be granted;
(c) If a complaint is not dismissed, then a hearing must be held. The Election Board shall inform, in writing or via e-
mail, the complaining party and all individuals or groups named in the complaint of the time and place of the
hearing. The parties are not considered notified until they have received a copy of the complaint.

4.03 The hearing shall be held at the earliest possible time, but not within twenty-four (24) hours after receipt of the
notice described in the previous section, unless all parties agree to waive the 24-hour time constraint. This 24-
hour time constraint is waived if the complaint is filed during the voting period.

4.04 At the time a notice of a hearing is issued, the Election Board, by majority vote, may issue a temporary restraining
order if it determines that such action is necessary to prevent undue or adverse effects on any individual or entity.
Any restraining order, once issued, will remain in effect until a decision of the Election Board is announced after
the hearing or until rescinded by the Election Board.

4.05 All Election Board hearings, proceedings, and meetings must be open to the public, except for the deliberations
that determine the outcome of complaint hearings.

4.06 All parties of the Election Board hearing shall present themselves at the hearing or authorize an agent in writing to
carry on said proceedings in their stead. Parties may be accompanied by any other student from which they can
receive counsel and have the option to be represented by that counsel.

4.07 For any hearing, a majority of sitting Election Board members must be in attendance with the Chair of the Election
Board presiding. In absence of the Chair, the responsibility to preside shall fall to an Election Board member
designated by the Chair.

4.08 The Election Board shall determine the format for the hearing but must require that both the complaining and
responding parties appear physically before the Board to discuss the issues through a complaint, answer, rebuttal,
and rejoinder format, when applicable. The purpose of the hearing is to gather the information necessary to
make a decision, order, or ruling that will resolve an election dispute. To effectuate this purpose, the following
rules should prevail at all hearings:
(a) Complaining parties shall be allowed no more than two witnesses; however, the Election Board may call
witnesses in accordance with previous sections of this Code. If said witnesses are unable to appear at the
hearing, signed affidavits may be submitted to the Election Board Chair for the purpose of testifying by proxy.
(b) All questions and discussions by the parties in dispute shall be directed to the Election Board.
(c) There shall be no direct or cross-examination of any party or witness by complaining or responding parties
during hearings.
(d) Reasonable time limits may be set by the Election Board, provided they give fair and equal treatment to both
sides.
(e) The complaining party shall bear the burden of proof.

4.10 Decisions, orders, and rulings of the Election Board must be concurred to by a majority of the Election Board
present and shall be announced as soon as possible after the hearing. Such decisions may be delivered orally or
in writing. The Election Board shall issue a written opinion of the ruling within twenty-four (24) hours of
announcement of the decision. The written opinion must set forth the findings of fact by the Election Board and
the conclusions of law in support of it. Written opinions shall set a precedent for a time period of three election
cycles for Election Board rulings and shall guide the Election Board in its proceedings. Upon consideration of prior
written opinions, the Board may negate the decision but must provide written documentation of reasons for doing
so.

4.11 If the decision of the Election Board is appealed to the Court, the Election Board must immediately submit its ruling to
the Court.

SUBCHAPTER B: Remedies & Sanctions

4.12 Violations of the Code shall be divided into four classifications:
(a) Class A violation shall result in a fine.
(b) Class B violation shall result in a moratorium of campaigning.
(c) Class C violation shall result in a combination of moratorium of campaigning and a fine.
(d) Class D violation shall result in a disqualification from the election.

Within the ranges established by the Election Board, the Election Board shall select the amount of the fine or
length of the suspension most appropriate to both the severity of the infraction and the intent of the violator as
determined by the Election Board. At the candidate seminar, the Election Board shall clearly define what would
constitute each class of a violation.
4.13 If a candidate, or a candidate's agents or workers, commits a violation resulting in a fine, the Election Board has the authority to fine the candidate. Any fine or total amount of fines against a candidate in an election cycle may not exceed the spending limit as defined by each race's respective code of origin.

4.14 If, after a hearing, the Election Board finds a candidate, or a candidate's agents or workers, has committed a Class B or Class C violation, the Election Board may restrict the candidate, or the candidate's agents or workers, from engaging in some or all campaign activities for some or all of the remainder of the campaign. If an order is issued covering only part of the remaining campaign period, it shall take effect within 24 hours so that after its termination, the candidate will have an opportunity to resume campaigning during the days immediately prior to and including the election days.

4.15 If, after a hearing, the Election Board finds that provisions of either this Code or decisions, opinions, orders, or rulings of the Election Board have been violated by a candidate, or a candidate's agents or workers, has committed a Class D violation, the Election Board may disqualify the candidate.

4.16 Any complaints concerning voter fraud filed through the Election Board must be immediately and wholly turned over to the Office of the Dean of Students.

Article V: Appeals

5.01 Any party adversely affected by a decision of the Election Board may file an appeal with the Appellate Court within twenty-four (24) hours after the adverse decision is announced, unless the Election Board's decision takes place during a voting period. The Appellate Court shall have discretionary appellate jurisdiction over the Election Board in all cases in which error on the part of the Election Board is charged.

5.02 The decision of the Election Board shall stand and shall have full effect until the appeal is heard and decided by the Appellate Court.

5.03 The Appellate Court shall hear appeals of the Election Board rulings as soon as possible, but not within twenty-four (24) hours after the Election Board delivers to the Appellant and the Appellate Court a copy of its written opinion. Appeal may be heard prior to this time, but only if the Appellant waives the right to a written opinion and the Appellate Court agrees to accept the waiver.

5.04 The Appellate Court shall review findings of the Election Board when appealed. The Appellate Court may affirm or overturn the decision of the Election Board, or modify the sanctions imposed.

5.05 The Appellate Court shall have full authority to fashion an equitable remedy appropriate to the circumstances of the case, but should endeavor to avoid remanding the case to the Election Board.

Article VI: Election Timetable

6.01 General elections shall be held on the Wednesday and Thursday of the week two weeks prior to the start of the University's spring break. Poll hours for the Campus-Wide Elections shall be from 8:00 am on the first day of voting in the Campus-Wide Elections until 5:00 pm on the second day of voting in the Campus-Wide Elections.

6.02 In the case of a runoff in any race, voting will take place exactly one week after the Campus-Wide Elections. Poll hours for the runoff election shall be from 8:00 am on the first day of voting in the runoff election until 5:00 pm on the second day of voting in the runoff election.

6.03 No changes to the Election Code may be enacted within four (4) weeks of the Campus-Wide Elections.

6.04 A list of all candidates campaigning for races in their organization must be submitted by each group to the Office of the Dean of Students by 12:00 noon on the day of the Candidate Seminar.

6.05 The Election Board shall advertise the complete ballot, with proper ballot order, in the student newspaper of the University at least seven (7) days prior to the Campus-Wide Elections.

6.06 The Election Board shall designate a publicly acceptable place to post the following information on each candidate: name, position sought, major(s), and a statement of no more than 150 words. The Election Board shall be able to restrict any false information.

6.07 Complaints can be filed to the Election Board from the moment the Board is created until 48 hours after the certification of the final results.

6.08 The official web address used for voting shall be announced no later than the Candidate Seminar.

Article VII: Candidates

7.01 All candidates must adhere to the qualifications set forth in this Code, University policy, the General Information Catalog, and all statutes enforceable by the Election Board and/or the .

7.02 All candidates must be deemed eligible by the respective election code of the group for which they are running in order to be able to participate in Campus-Wide Elections.

7.03 Only students may actively seek office or vote in Campus-Wide Elections.
7.04 Each candidate shall be required to submit to the Election Board a list of agents they have authorized for their campaign on or before the Candidate Seminar date.

SUBCHAPTER A: Filing

7.05 The filing period shall open at 8:00 am on the first day of the spring semester and shall remain open until 12:00 pm noon the day of the candidate seminar.

7.06 Each candidate must complete and submit a Campus-Wide Elections Filing Agreement for each race s/he is entering to the respective group by the filing deadline.

7.07 A copy of this Code shall be made available to each candidate by the time of filing.

SUBCHAPTER B: Candidate Seminar

7.08 The Election Board shall set the Candidate Seminar date. The exact time and place of the Seminar shall be set no later than the beginning of the filing period.

7.09 The Election Board shall set the agenda for the Candidate Seminar. The agenda must include the assignment of ballot positions in accordance with this Code, and may include explanations of this Code, review of the election timetable, and answering of candidate questions. Attendance at the Candidate Seminar is required of each candidate running in a race that is part of the Campus-Wide elections process. Failure to attend the Seminar shall not be an acceptable excuse for violating this Code.

7.10 If the candidate has an excused absence as determined by the Election Board, then s/he may send an authorized agent in her or his place. The Election Board must be notified of the substitution at least 24 hours in advance of the Candidate Seminar.

7.11 Ballot positions for all candidates in all races shall be decided during the Candidate Seminar by blind drawing or other satisfactory, secret, random method devised by the Election Board. After all ballot positions for all races are determined for those present, the same process shall be used to determine ballot position for the absent candidates.

7.12 No absent candidate may receive a ballot position above a candidate who was present at the Candidate Seminar. The first ballot position available to absent candidates shall be after the last position assigned to a candidate who was present.

7.13 Each group will be responsible for certifying each candidate’s eligibility before the Candidate Seminar. Candidates who fail to meet eligibility requirements will be disqualified immediately and notified of this action in writing.

SUBCHAPTER C: Financial Disclosures

7.14 Each candidate must keep accurate and up-to-date records of all campaign receipts and expenditures. A template for use by all candidates will be developed by the Election Board and provided to each group by the first day of filing.

7.15 No candidate is allowed to contribute financially to another candidate’s campaign. Sharing of campaign money and resources is strictly prohibited.

7.16 Financial disclosure statements shall be filed with the Election Board, in the Student Government office or other location designated by the Election Board, at the following times:
  (a) by 4:30 p.m., on the first day of campaigning;
  (b) by 4:30 p.m., on the last day of the second week of campaigning;
  (c) by 4:30 p.m., on the day before the General or Special Election;
  (d) by 4:30 p.m., on the first day of campaigning in a Runoff Election;
  (e) by 4:30 p.m., on the last day of voting in a Runoff Election.

Article VIII: Campaigning

8.01 Each group participating in Campus-Wide Elections will set its own spending limits for campaigns and is responsible for enforcing these limits with the candidates running in their respective races.

8.02 All candidates are prohibited to solicit or bring attention to their campaign or election before the appropriated time.

8.03 The aforementioned includes all attempts to secure endorsements, sponsorships or any other presentation of information made for public consumption or use. Campaigning excludes the personal, individual recruitment of team members.

8.04 Details regarding campaigning for a particular race not covered by this Code fall under the jurisdiction of the race’s respective group.
Article IX: Polling Locations

9.01 The Election Board shall have jurisdiction over all polling locations on the days of elections governed by this Code. All polling locations must abide by the Code.

9.02 The locations of these stations must be published online and publicized at least 24 hours before the start of the first election day.

9.03 No campaigning or campaign materials may exist within 20 feet of any on-campus polling station.

9.04 All reported and published polling locations must have an internet-ready device available on voting days, during voting hours, for the express purpose of facilitating voting.

9.05 The same polling locations must be used on both voting days, but may be modified with the same time constraints for the Runoff elections if necessary.

9.06 The Election Supervisory Board may set limitations on the hours of operation for the polling locations, but may not deny the right to vote to any person standing in line to vote at the time the polling location closes.

Article X: Election Ratification

10.01 The Dean of Students and the Election Board Chair shall ratify all races that are part of Campus-Wide Elections immediately following the closing of polls.

10.02 Results of any election under this Code shall be announced no later than twenty-four (24) hours after the polls close for the election. The location of the both the announcement and posting of the results is to be announced by the Election Board no later than the Candidate Seminar.

TITLE III
STUDENT GOVERNMENT SPECIFIC ELECTION CODE

Article I: Provisions

1.01 TITLE III shall only apply to Campus-Wide elections of the Student Government at the University of Texas at Austin.

1.02 A copy of the Election Code, the Constitution, and the internal Rules of Procedure for Student Government shall be made available to each candidate, no later than the time of the candidate's filing to run for office, in the Student Government office. Any student may receive a full copy of the Election Code at any time.

Article II: Definitions

2.01 "Student Government" refers to the Student Government of the University.

2.02 "Appellate Court" refers to the Judicial Court, as empowered by Article 5.3 of the Student Government Constitution to serve as the court holding appellate jurisdiction over all Campus-Wide Student Government Elections.

2.03 "General Election" refers to the annual election of Student Government officers, as specified in Article 6.1 of the Student Government Constitution.

2.04 "Special Election" refers to an election called by the Student Government President, as specified in Article 6.2 of the Student Government Constitution.

2.05 "Runoff Election" refers to all secondary elections held to resolve races not initially determined by a General or Special Election as specified in Article 6.5 of the Student Government Constitution.

2.06 "Endorsement" and "Endorsing" refer to any form of communication expressing support for a candidate by a party other than the candidate.

2.07 "Executive Alliance" refers to the alliance between a presidential and vice-presidential candidate in elections governed by this Code.

2.08 "Regulatory Bodies" include the Election Board and all other administrative bodies of the election process.

Article III: Candidate Rights and Duties

SUBCHAPTER A: Filing Process

3.01 Eligible students may file for a position in their respective school, file for a position as a University Wide Representative, or form an executive alliance, which requires a Presidential and Vice Presidential candidate.

3.02 Only the Presidential and Vice Presidential candidates that compose an executive alliance are allowed to participate in campaigning together; all other candidates in the election must campaign separately, without endorsements from any fellow candidate. No association between candidates of any kind will be tolerated, with
the exception of the executive alliance. Candidates found in violation of this rule can be subject to immediate disqualification.

3.03 All candidates must adhere to the qualifications set forth in the Student Government Constitution, this Code, University policy, the General Information Catalogs, and all statutes enforceable by the Election Board.

3.04 Candidates must file for a position in their current college or school, but those in the act of transferring may provide verifiable written documentation of transfer to run in another college.

3.05 The Election Board shall set and advertise the dates for filing along with a list of the contestable positions in the student newspaper of the University on the first day of the spring semester. The filing period shall open at 9:00 AM on the first day of the spring semester. The filing deadline shall be by 12:00 noon on the day of the Candidate Seminar.

3.06 In the event that no one files to run for a particular office, the Election Board may extend the filing deadline for that particular race for a period of up to three (3) class days.

3.07 The Senior Administrative Associate of Student Government shall post online the names and positions sought of all candidates who have filed. The list shall be updated at the end of each filing day at 7:00 PM. Once campaigning begins, candidate statement shall be included after ESS review.

3.07 In accordance with Section 2 of this Code, candidates, their agents and workers are subject to governance by this Code both before and after they have filed for candidacy during the filing period established in Section 5.06.

3.08 The appropriate documents that all candidates seeking to run for office in the Student Government must file to the Student Government Office are:

(a) a statement announcing the intention of the candidate to run for a particular office, listing the candidate's current address, phone number, and college;

(b) a statement signed by the candidate which gives permission to the Election Board to solicit the Dean of Students to verify the requirements for the appropriate office, in accordance with Article I of the Student Government Constitution.

3.09 Candidates may file to run for only one elected Student Government office per election cycle.

3.10 Upon request, prospective candidates shall be informed, prior to their filing for office, of the identity of candidates already filed for any office for which the prospective candidate is eligible.

3.11 At the time of filing, candidates shall be informed of the Candidate Seminar and the advantages of attending.

3.12 At the time of filing, candidates shall each be entitled to one free copy of this Code, the Student Government Constitution, By-Laws, and the Election Timetable.

3.13 At the time of filing, each candidate shall be required to submit a good faith deposit, made payable to Student Government. The deposit of twenty dollars ($20) shall be held by the Election Board until the election process is completed. At that time, the deposit will be immediately refunded, unless failure to follow this Code or ruling of the Election Board has resulted in forfeiture of all or part of the deposit. In any case, no portion of a candidate's deposit shall be refunded until all the candidate's signs are removed from the campus of the University. Failure to do so within three (3) class days after the election shall result in forfeiture of the deposit.

3.14 Any candidate wishing to withdraw from an election may do so by turning in a written request no later than four (4) class days before the voting period.

SUBCHAPTER 6: Financial Disclosure

3.15 Each candidate in any Student Government election must keep accurate and up-to-date records of all campaign receipts and expenditures.

3.16 Receipts must be provided for all campaign expenditures. All expenses in excess of one dollar shall be included in the candidate disclosure statements.

3.17 Contributions to a candidate by individuals or organizations are allowed, but all contributions must be documented in a financial disclosure statement in accordance with this Code. Student organizations receiving student fee allotments shall not contribute funds derived from student fees to any candidate or executive alliance, nor use such funds to purchase any items to be used in campaigning. This provision shall not be construed to prohibit any Texas Student media.

3.18 Each candidate's financial records must list identifying information (name, item, etc.) and amounts of each contribution and expenditure. Contributions and expenditures of non-monetary assets or in-kind efforts must be listed and valued at their fair market value, as determined by the Election Board. Each financial disclosure statement must have all expenditure receipts attached. All expenses must be included in the financial disclosure report. Campaign materials promoting an executive alliance must be accounted for and divided equally among the financial disclosures of each candidate written by the materials.

3.19 All campaign materials distributed by and/or paid for by an endorser of a candidate must be included in the candidate's campaign expenditures. If an endorsing organization pays for campaign materials promoting multiple candidates, the full cost of those materials must be included in the campaign expenditures of each candidate promoted by the materials.
The Election Board shall provide standardized forms for the purposes of this Code by the filing deadline.

The financial disclosure statements in Section 5.28 (a) and (e) must contain all the expenses incurred by the candidate during the campaign. A candidate does not have to file a report in accordance with Section 5.28 (a) and (b) of this Code, provided that there are both no contributions and no expenditures to report.

Each candidate’s financial records shall be available for public inspection. Each candidate or executive alliance must submit a spreadsheet in digital and paper format summarizing their campaign expenditures to the Election Board for each disclosure required by Section 5.28. This summary of records shall be placed online by the Election Board within 24 hours after records are submitted.

Failure to file accurate financial disclosure statements by the deadlines listed in this section, or falsification of financial statements, shall qualify the candidate for disqualification by the Election Board.

Article IV: Campaign Provisions and Procedures

SUBCHAPTER A: Expenses

4.01 Candidates in all Student Government Campus-Wide elections shall adhere to the following spending limits:
(a) Executive Alliance: $300 in any general election or special election
(b) University Wide Representative: $550 in any general election or special election
(c) College Representatives: $350 in any general election or special election

4.02 Candidates and executive alliances shall be allowed an additional $150 each for campaigning in a runoff election.

4.03 Candidates who spend 20% or more over their designated spending limit shall be immediately disqualified by the Election Supervisory Board.

4.04 Total expenditures shall include all campaign expenditures and fines issued by the Election Supervisory Board.

SUBCHAPTER B: Campaigning and Endorsing

4.05 No campaigning or endorsing will be allowed until the official campaign period has begun as determined by the Election Board. Please refer to section 2.13 and 2.14 of the Code for a definition of campaigning and endorsing.

4.06 A sample of all campaign materials must be filed with the Election Board prior to its public distribution or posting.

4.07 Candidates are responsible for all actions and conduct of their agents and workers.

4.08 All Campaign Materials must be in compliance with University regulations governing the use of electronic media.

4.09 On election days, no campaigning or campaign materials shall be permitted within 20 feet of polling stations.

4.10 No campaigning shall take place inside or within 20 feet of any polling voting location.

4.11 No candidate, agents or workers shall remove, obscure, or damage any sign, which is in compliance with the posting policies of that locale.

4.12 Candidates shall refrain from knowingly deceptive or misleading campaign activities, including any act or statement reasonably calculated to injure or compromise the rights or interests of any student, faculty or administration.

4.13 Candidates, as well as their agents and workers, shall not engage in campaigning activities that subjects students, faculty, or the administration to demeaning verbal harassment as determined by the Election Board.

4.14 Students must have their University of Texas Student EID in order to vote. The collection of personal identifiers or student identification to facilitate voting is prohibited, in accordance with the policies of the University IT Security Policy Office, and shall subject the candidate to disqualification by the Election Board.

4.15 Reasonable latitude will be allowed by the Election Supervisory Board to electioneering activities during the campaigning process, as long as those activities are in line with those specified within this Code, the General Information Catalog, and in accordance with University policy. Any activity which is not expressly allowed within these boundaries is hereby expressly denied, except by clear and distinct ruling by the Election Supervisory Board prior to commission of the activity.

4.16 All endorsements must be filed in the Student Government office. This includes endorsements by registered campus organizations or their representatives. A candidate must expressly consent to an endorsement before it is publicized by the Election Supervisory Board. Further consent shall be required if the endorsing party intends to make campaign expenditures on a candidate’s behalf. The Election Supervisory Board shall be responsible for publishing endorsements and informing student organizations of the endorsement process.

4.17 No Student Government representative, executive board member, agency or committee member, may endorse any candidate or executive alliance on behalf of Student Government, in accordance with Section 10.4 of the Student Government Constitution.

4.18 In making a personal endorsement of a candidate, an office or head of any entity adopting this code must make an explicit disclaimer stating that his or her endorsement does not constitute an endorsement by the entity of which he or she is an officer.
4.19 If an officer or head of any entity adopting this code campaigns for any candidate, he or she must make a good faith effort to distance himself or herself from the entity of which he or she is an officer.

4.20 Members of the Election Supervisory Board may not endorse or campaign for any candidate. Doing so shall be considered just cause for removal from the board under Section 3.03 of this Code.

Article V: Election Timetable and Procedures and Guidelines

SUBCHAPTER A: Election Timetable

5.01 The General Election shall be held on two (2) consecutive weekdays two weeks prior to the start of the University's Spring Break, in accordance with Section 6.1 of the Student Government Constitution. Runoff elections will be held on two consecutive weekdays in the following week.

5.02 No changes to the Election Code may be enacted within four (4) weeks of the General Election, in accordance with Section 5.44 of the Student Government Constitution.

5.03 The Election Board shall advertise the complete ballot, with proper ballot order, in the student newspaper of the University at least seven (7) days prior to a General or Special Election, and during the week of a Runoff Election if necessary.

5.04 Ballot items declared pursuant to the Student Government Constitution must be presented to the Election Board for certification at least three (3) weeks prior to the election. All ballot items must contain exact wordings of the items to be presented.

5.05 The Election Board shall advertise in the student newspaper of the University the official polling website. This shall also include all polling locations accessible to persons with disabilities, and must be published prior to a General or Special Election, or the week of a Runoff Election.

5.06 On the ballot and the Student Government website a link shall be provided to the following information on each candidate: name, position sought, major(s) and a statement of no more than 160 words. The ESB shall be able to restrict any untrue information.

5.07 No less than one (1) week prior to the election, the Student Government Deputy Advisor must hold a debate between any contesting executive alliances.

SUBCHAPTER B: Election Procedures

5.08 The number of representatives for each College shall be advertised in the student newspaper of the University at least four (4) weeks prior to the General Election, in accordance with Section 4.3 of the Student Government Constitution. Campaigning shall begin the Wednesday two weeks prior to the first election date.

5.09 Each student may cast one (1) vote for President and Vice President (executive alliance), one (1) vote for each available seat for their respective school in the Assembly, and one (1) vote for each available University Wide Representative seat, in accordance with Section 6.3 of the Student Government Constitution.

5.10 Election results shall be determined in accordance with Sections 6.4 and 8.5 of the Student Government Constitution.

5.11 No potential voter may be specifically excluded from casting a vote at any polling location.

5.12 On election days, no candidate, agent, or worker may exchange anything of value, excluding campaign material, in return for guarantee of vote.

5.13 The Election Board must coordinate with Services for Students with Disabilities in the Office of the Dean of Students, or other appropriate office, to ensure that at least one polling location is accessible to students with disabilities.

5.14 Poll hours for the General Election shall be from 8:00 AM on the first day of voting in the general elections until 5:00 PM on the second day of voting in the general elections.

5.15 Poll hours for the Runoff Election shall be from 8:00 AM on the first day of voting in the runoff elections until 5:00 PM on the second day of voting in the runoff elections.

5.16 Candidate information on the ballots shall include the candidate's name, position sought, and other information pertinent to voting procedure.

5.17 Any computer with Internet access is acceptable for use in voting in all elections governed by this code.

5.18 Any change in the election process or this Code shall be presented before the Assembly, and shall be implemented following approval of the Assembly.

5.19 The final vote tabulation shall be under the supervision of the Election Board. No candidate for any Student Government office or position shall participate in vote tabulation. The Election Board shall annually determine the process.
Approved by the Student Assembly January 27, 1998
As Amended by the Student Assembly January 18, 2000 A.B. 21 Establishing Judicial Commission Oversight for Absentee Balloting and A.B. 22 Amending the Election Code
As Amended by the Student Assembly 02/01/2000 by A.B. 24 Amending the Election Code
As Amended by the Student Assembly 02/08/00 (Amendment addition approved by ESB chair Nathan Brown) by A.B. 25 Amending the Election Code.
As Amended by the Student Assembly 11/14/00 by A.B. 11 Amending the Election Code
As Amended by the Student Assembly 12/05/00 by A.B. 14 Amending the Election Code
As Amended by the Student Assembly 01/30/01 by A.B. 10 Amending the Election Code
As Amended by the Student Assembly 02/13/01 by A.B. 19 Amending the Election Code to Require an Advisory Opinion of the Election Supervisory Board
As Amended by the Student Assembly 01/22/02 by A.B. 13 Amending the Election Code
As Amended by the Student Assembly 12/03/2002 A.B. 13 Amending the Election Code
As Amended by the Student Assembly 02/03/2004 A.B. 15 Amending the Election Code
As Amended By the Assembly 11/30/2004 A.B. 13 Revising the Election Code
As Amended By the Assembly 03/08/2005 A.B. 17 Enforcing the Dispute Resolution Requirement
As Amended By the Assembly 4/19/2005 A.B. 1 Election Improvement Act of 2005
As Amended by the Assembly 1/24/2006 AB 27, Code Clarifications for Fall 2005
As Amended by the Assembly 1/24/2006 AB 28 Code Clarifications for Fall 2005 (Finances)
As Amended by the Assembly 4/4/2006 A.B. 33 Amendment to the Student Government Election Code
As Amended by the Assembly 4/1/2008 AB 24 Changing Election Code – Miscellaneous Things
As Amended by the Assembly 4/1/2008 AB 25 Changing Election Code – Tickets
As Amended by the Assembly 4/1/2008 AB 26 Changing Election Code – Polling
As Amended by the Assembly 4/1/2008 AB 27 Changing Election Code – Publicity
As Amended by the Assembly 10/07/2008 AB 15 Amending the Election Code – Spending Limits and Management of Polling Locations
As Amended by the Assembly 9/29/2009 Election Reform
As Amended by the Assembly 10/19/2010 AB 14 Student Government Election Code for 2011
As Amended by the Assembly 1/17/2012 AB 4 Student Government Election Code