



Associated Student Government
2019 General Election

Welcome from the Chief Justice

Candidate,

Congratulations on choosing to run in the **2019-2020 Executive Officer or Senate Election**. You are taking an important step to becoming a student leader and engaging in *Shared Governance* at the University of Arkansas.

My role as Chief Justice is to make sure that the election runs smoothly and that everyone follows the election guidelines. **The best thing you as a candidate can do to help me is to read everything in this Elections Packet.** If a violation occurs, it will be assumed that you read it; therefore, the excuse of “I never read it” won’t work.

In addition, even if you don’t spend any money on your campaign, **you must submit an Expenditure Report.** One is enclosed inside this packet. Please pay attention to the deadline for this form. If you do not turn in an Expenditure Report, you will be disqualified from the election.

Please take special note: we are allowing Senate candidates the option of either attending the Candidate Orientation Session in person OR passing a quiz that covers various Election Policy. The packet gives you the date and time for the information session, as well as the link for the quiz ([ASG Portal on HogSync](#)). You do not have to do both. If you opt for the quiz, you must receive a passing grade in order for your application to be complete. Getting 100% of the questions right will be considered a passing grade. Candidates may retake the quiz multiple times until they receive a passing grade. It is recommended that candidates complete the quiz as early as possible (at least 24 hours before it is due) to allow for plenty of time for it to be graded and corrected, and to give candidates time to retake the quiz if it is necessary. This policy applies to candidates for Senate only.

****Executive candidates MUST attend the Executive Candidate Orientation Session on Wednesday, February 13th at 5:30 PM in Arkansas Union A640.** A quiz cannot be taken in lieu of the orientation session for Executive candidates. In the event of an academic conflict, a make-up session may be scheduled with me. Please email me to schedule this session. The deadline to schedule a make-up orientation session is February 12th by 12:00pm (noon).**

If you have any questions or need to request a make-up session, please feel free to contact me at asgj@uark.edu or just visit the ASG Office, and they can put you in contact with me.

Thanks for running in the election and good luck!

Sincerely,

Julianna Tidwell
ASG Chief Justice



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2019 ASG Elections Calendar

Please note that all times are Central Standard Time.

- January 28th** General election packets made available online at ASG website (asg.uark.edu). This packet includes all application instructions and election policies. Both the [Executive Officer](#) and the [Senate](#) application will be available on the Office of Student Activities' HogSync page. The Senate candidate quiz can be found on ASG's HogSync page (<https://uark.campuslabs.com/engage/submitter/form/start/248104>).
- January 30th** **Optional Senate Candidate Orientation***
Arkansas Union 403, 5:30-6:30 p.m.
* You only need to attend an orientation session or pass the quiz. If you take the quiz instead, you do not have to attend an orientation session.
(Quiz link: <https://uark.campuslabs.com/engage/submitter/form/start/248104>)
- February 4th** **All Executive applications, Petitions, & Campaign Staff forms are due by 12:00pm (noon) CT** on HogSync. Late submissions will not be accepted.
Senate applications are due by 12:00 p.m. (NOON) CT online on OSA's HogSync page. Senate candidate quizzes will be submitted on ASG's HogSync page. Late quizzes and applications will not be accepted.
- February 5th** **Executive candidates must approve and verify all campaign staff members by 12:00 p.m. on February 5th.**
- February 13th** **Mandatory Executive Candidate Orientation and Space Allocation Meeting****
Arkansas Union A640, 5:30 – 6:30 PM
****All Executive Candidates MUST** attend the executive candidate orientation session to be eligible to run for office. In the event of an academic conflict, a make-up session may be scheduled. The deadline to schedule a make-up orientation session is February 12th by 12:00pm (noon).
Space Allocation Meeting (ALL EXECUTIVE CANDIDATES)
Candidates or a representative should be present at the same orientation meeting because we will decide space allocation for campaigning. Rules are detailed later in the packet.
- February 19th** Senate and Executive Candidates notified of official candidacy via email by 6:00 PM by the Chief Justice. You may not begin campaigning at this time.
- February 20th** *Executive Candidate Soft Campaigning begins at 4 p.m.* (See details in the Official Statement of Elections)
- February 26th** Executive Candidate Debate I, Secretary & Treasurer Candidates,
Giffels Auditorium, 6:30 – 8:00 PM, Refreshments served at 6:00PM
- February 27th** Executive Candidate Debate II, Vice President & President Candidates
Giffels Auditorium, 6:30 – 8:00 PM, Refreshments served at 6:00PM
- February 28th** Executive Candidate Debate III, Town Hall Debate
Giffels Auditorium, 6:30 – 8:00 PM, Refreshments served at 6:00PM
- February 28th** *Senate Candidate Soft Campaigning begins at 6 p.m. or upon notification from the Chief Justice*
- March 4th** **Hard campaigning for Executive and Senate Candidates** begins at 12:01am
- March 4th** **Voting begins at 9:00am**
Visit <http://asg.uark.edu/elections> or fill out a paper ballot in the Office of Student Activities to cast your vote.

Senate Candidates may begin to submit Expenditure Reports at this time via ASG HogSync (<https://hogsync.uark.edu/submitter/form/start/248299>).

ASG Election Cookout, Union Mall, 11:00am-2:00pm

All Executive candidates will receive space allocation on the Mall to kick off the first day of voting.

March 6th

Voting closes at 4:00pm. At this time, expenditure report submission may begin for executive candidates. Expenditure reports may either be physically submitted to the Office of Student Activities, or submitted online through HogSync via the form in the ASG Portal. (<https://hogsync.uark.edu/submitter/form/start/248299>).

March 7th

Expenditure Reports for Senate and Executive Candidates MUST be received by 12:00 pm (noon) to the Office of Student Activities (Executive) or HogSync (Executive or Senate).

Election Violation Complaints must be received by **12:00 pm (noon)** to the Office of Student Activities.

Campaign materials must be taken down by 4:00 pm

Election results announcements will be made when all election-related processes (vote counts, complaint hearings, expenditure report reviews) are completed.

Candidates will be notified of announcement times at the same time as the student body.

Any necessary run-off election(s) will be announced once election results are finalized.

The weeks of March 11-15 and March 25-29 are tentative dates for any run-off elections.

Contact Information

Office of Student Activities

Arkansas Union A665

Phone: 479.575.5255

Website: osa.uark.edu

Associated Student Government (ASG)

Arkansas Union A669

Phone: 479.575.5205

Website: asg.uark.edu

Office Manager: Jody Preece

Julianna Tidwell

Chief Justice

Email: asgjcj@uark.edu

PJ Martinez

ASG Advisor

Phone: 479.575.5255

Email: pm003@uark.edu

Voting Information

Online at asg.uark.edu/elections

Paper Ballots are available in Office of Student Activities, Arkansas Union A665



Elections within the ASG Code and Constitution

Excerpt from ASG Constitution, Article VI, Sections 1-2

Section 1 – Executive Officer Elections

- A. Executive Officers shall be elected in the spring general election by a popular vote of the student body administered no earlier than the first (1st) of March and no later than the thirtieth (30th) of April.
- B. Registration for Executive Officer candidacy shall be a week-long process starting no more than five (5) weeks before and concluding no less than three (3) weeks prior to the spring general election.
- C. Executive officer elections shall be administered by the OSA and facilitated by the ASGJ in conjunction with the ASG advisor.
- D. Executive Officers shall be sworn in by the Chancellor or the Chancellor's designee no earlier than five (5) business days prior to, and no later than the day before Dead Day of the spring semester.
- E. In the case of vacancies in the Office of Vice President, Treasurer, or Secretary, those positions shall be filled by an emergency general election by a popular vote of the student body. This election shall be held no later than twenty-five (25) business days after the seat is vacated and coordinated by the ASGJ in conjunction with the OSA. Registration for candidacy in an emergency election shall be a week-long process concluding no more than two (2) weeks before the emergency general election. No emergency election shall be held within two (2) weeks of the spring general election.

Section 2 – Senate Elections

- A. All Senators shall be elected in publicized, enrollment group-wide or at-large vacancy, secret ballot elections administered by the Office of Student Activities (OSA) in conjunction with ASGJ. Registration for Senate candidacy shall follow the same timeline as the Executive Officer election.
- B. The initial Senate election shall be held in conjunction with the Executive Officer election.
- C. Vacant Senate seats are to be filled via an at-large election held no later than the end of the fourth (4th) week of fall semester classes and an at-large election held no later than the end of the fourth (4th) week of spring semester classes.
- D. The Senate may hold additional Senate vacancy elections provided that at least five (5) vacancies exist. A majority vote of Senate shall be required to call these additional vacancy elections.
- E. The at-large vacancy election shall be a general election in which all empty seats are opened up to candidates from any college. Senators will be elected by a plurality vote of the student body.

Excerpt from ASG Constitution Article VII Sections 2-3

Section 2 – Amendments

- A. This Constitution shall be amended by a two-thirds (2/3) margin, following the rules for proportional voting as outlined in Article II, Section 1 of this Constitution (unless initiated as outlined in Article VI, Section 3 of this Constitution), by a majority of votes cast in a referendum of the general ASG membership, and by approval of the Chancellor.
- B. Both legislative bodies may establish transitional regulations for amendments made to this Constitution via a resolution passed by a two-thirds (2/3) margin, following the rules for proportional voting as outlined in Article II, Section 1 of this Constitution if necessary, subject to approval of the Chancellor.
- C. The Chief Justice may make clerical amendments to this Constitution as they see fit, provided the amendment does not alter the power or authority of any branch, office, or entity of ASG.

Section 3 – Initiative

- A. The general ASG membership shall have the authority to initiate the amendment process. In order to initiate the amendment process, the general ASG membership must gather a number of valid signatures of general ASG members, with the required threshold set at thirty-five percent (35%) of the number of students which voted in the last regular ASG Executive Election as determined by the OSA. All initiated amendments shall be required to have the amendment title and a short statement of purpose attached to any circulated petition. Initiated amendments must pass by a three-fifths (3/5) majority of students voting on the amendment to be considered valid.
- B. The general ASG membership shall have the authority to initiate a referendum regarding any issue upon attaining a number of valid signatures of general ASG members, with the threshold set at thirty-five (35%) of the number of students which voted in the last regular ASG Executive Election as determined by the OSA. All circulated petitions proposing referenda shall include a title and short statement of purpose.
- C. The OSA shall review each signature for authenticity on all petitions. The ASGJ, in conjunction with the OSA, shall administer the referendum.
- D. The short title and purpose of every initiated amendment or referendum shall be reviewed by the ASGJ in order to determine the constitutionality of the initiative and to ensure the short title and purpose serve the same ends.
- E. The specific process for valid initiatives shall follow the process as outline in Title VII of the ASG Code.

Excerpt from ASG Code, Title VII, Sections 1-5 and 7-11

Title VII. Election Code

Section 1 – General Guidelines for All Elections

- A. General rules governing all elections are as follows:
- B. Elections shall follow the specifications outlined in this Code and the ASG Constitution and shall be administered by the OSA.
- C. General ASG members are eligible to vote.
- D. Verification of an elector's identity must occur prior to their vote being counted. Electors must adhere to all policies outlined in the Code of Computing Practices, this Code and the ASG Constitution, the ASGJ Official Statement on Elections, and University Policy.
- E. No candidate may run for more than one position in any election.
- F. Write in candidates will not be accepted in any election.
- G. The order of candidates on any ballot for any election shall be chosen and assigned randomly.
- H. Campaign rules and regulations are defined as follows:**
 - a. Campaigning shall be defined as an attempt to influence the decision or opinion of a voter in regard to the election;
 - b. All campaigning must comply with this Code and the ASG Constitution, the Standards of Ethics, University Policy, the Code of Student Life, the Election Rules, and the Code of Computing Practices;
 - c. Candidates must follow all University policies concerning the use of trademarks and licenses the University maintains;

i. Specific to ASG elections, the university prohibits the use of trademarks (words or logos), for political campaigns, including campus elections. University trademarks include images of Old Main as well as its silhouette since that building is incorporated into the academic/administrative logos of the university. This protection regarding the image and silhouette of Old Main extends to variations of the image as well. Other university trademarks can be found at in a presentation from the Licensing Office, available at <https://osa.uark.edu/registered-studentorganizations/forms.php> ii.

silhouette;

ii. Candidates may take pictures in front of Old Main, as it itself is not a trademark or

silhouette;

iii. Candidates may use tents with the Razorback logo if purchased from an officially licensed vendor;

- d. All candidates for any ASG election may not begin campaigning until they have completed the registration process. The registration process includes submitting an application, attending candidate orientation, meeting the requirements for co-curricular activities, and meeting any other requirements as outlined in University Policy. It is the responsibility of Senate candidates to be aware of their eligibility to run and/or campaign for ASG Senate;
- e. Candidates for Executive Office may begin campaigning on a date specified by the ASGJ. This date shall be no sooner than the day after the Executive Officer candidate orientation session. Any campaigning prior to this date will be considered a campaign violation;
- f. During the official time when the election is being conducted, no campaigning shall occur within twenty-five (25) feet of any computer lab on campus, including the general access labs, any departmental labs, or any labs in residence halls, or Greek living units. Additionally, campaigning shall not occur within fifty (50) feet of the official ASG sponsored polling stations. Polling station locations shall be announced no later than the candidate orientation session. The twenty-five (25) feet rule shall only apply to computer labs on the same building floor or level that the candidate is campaigning on; it does not apply to the vertical plane;
- g. All candidates and campaign paraphernalia must comply with this Code and the ASG Constitution, the Standards of Ethics, the ASGJ Official Statement on Elections, and University Policy;
- h. Candidates and members of campaign staffs are prohibited from setting up computers or laptops for the purpose of establishing a polling station. ASGJ shall sponsor 2 polling stations per election. Candidates shall be notified of ASGJ polling stations no later than 2 weeks prior to the beginning of campaigning. No candidate or campaign staff member shall work the official polling station. A polling station shall be defined as any computer that accesses the University network for the purpose of casting a vote and/or submitting a ballot. QR codes are not considered a polling station.
- i. An elector cannot be asked or required to cast a vote for a candidate in exchange for any item or service of value;
- j. No state or student fee monies, including ASG monies, shall be used to support or oppose any candidate;
- k. Candidates may not use any ASG, RSO, or departmental property such as, but not limited to, phones, computers, copy machines, office space, printers, and any other supplies or equipment purchased with University funds, for the purpose of campaigning;
- l. No candidate or campaign staffer shall interfere with the campaigning or campaign materials of an opponent;
- m. Campaigning via the use of mass, unsolicited e-mails on University networks is strictly prohibited. Candidates must adhere to the Code of Computing Practices at all times;
- n. The use of the University mail system for campaigning is strictly prohibited;
- o. Campaigning door to door in any Housing-operated building (residence halls, on campus apartments, etc.) or any off campus living unit (Greek houses, etc.) is strictly prohibited; Candidates may campaign within campus living units if given written permission from University Housing.
- p. Candidates and campaigns must follow all University Policies and guidelines for posting and flyer distribution, including any policies which may exist within individual buildings and/or areas of campus;
- q. All campaign materials must be removed within twenty-four (24) hours of the conclusion of the election;
- r. Candidates are responsible for any litter that is created due to campaign activities;
- s. Only University of Arkansas students may serve as members of a campaign staff;
- t. Candidates will be held responsible for the actions and conduct of their campaigns, including the actions of individuals whom the candidate asked to actively campaign on their behalf;
- u. The use of electronic media by a candidate or agent of a candidate to campaign before the campaigning period begins is strictly prohibited;
- v. Candidates must follow all University policies concerning use of buildings and sidewalks for campaigning; and
- w. All electorate staff shall remove campaign paraphernalia before entering an official polling station.

I. Guidelines for sitting Executive Officers shall be as followed:

- a. No Associated Student Government Executive member, currently in office, may publically endorse one candidate/ticket election candidates with the exception of themselves. Executive members are able to give informed answers that are germane to the candidates and their positions, but under no circumstances shall they initiate/create such a conversation (on-campus, social networking sites, and email); and
- b. The outgoing Associated Student Government Executive team can promote and advertise all the candidate(s)/ticket(s) running or the “vote.uark.edu” via on-campus, social networks, and email; and
- c. This prohibition will not be considered to include (providing the officer does so as an individual) conversations of a personal nature between groups of five people or less where an officer is merely expressing an opinion.

Section 2 – The ASGJ and the Elections

- A. The ASGJ shall only have jurisdiction over the elections outlined in Article II, Section 16 of the ASG Constitution.
- B. The ASGJ shall be responsible for the enforcement of all rules and regulations contained in this Code and the ASG Constitution for all elections within Senate and during the Executive Officer Elections.
- C. The ASGJ shall author an Official Statement on Elections with expanded guidelines established in this Code and the ASG Constitution.
- D. The ASGJ shall set the date for all elections within its jurisdiction within the timeframe established in this Code and the ASG Constitution.
 - a. All Executive Officer Elections shall occur between Monday and Thursday of the week of the election as decided by the ASGJ.
 - b. All Executive Office Elections shall be open for voting for at least forty-eight (48) consecutive hours and not more than ninety-six (96) consecutive hours.
- E. No ASGJ member shall endorse or campaign in any manner for any ASG candidate other than himself or herself.
- F. The ASGJ shall organize and staff two ASG Polling Stations for the ASG Executive Elections, ASG Senate Elections, and ASG Sponsored Referenda. The ASGJ shall work in conjunction with Computing Services and the OSA to ensure the polling stations are run in a fair and efficient manner.
- G. The ASGJ shall have the authority to set the official election timeline as established in this Code and the ASG Constitution.
 - a. The Spring General Election will be comprised of periods of Soft Campaigning and Hard Campaigning.
 - i. Soft campaigning will last no more than 2 weeks.
 - ii. Hard campaigning will last no more than 1 week.
 - iii. Further description of Soft and Hard Campaigning shall be defined in the Official Statement on Elections.
- H. The ASGJ shall establish a promotions committee to aide in promoting each ASG election.
 - a. The Promotions Committee shall be comprised of solely ASG Agents.
 - i. Campaign staffers and supporters of candidates are prohibited from serving as members of the promotions committee.

Section 3 – Executive Officer Election Registration

- A. All candidates for Executive Office must turn in with the filing application a fifty (50) signature petition provided by the ASGJ five (5) business days before the candidates are allowed to start filing.
 - a. Signatures, including ID numbers, must be from unique ASG members.
 - b. Petitions must have the office you are running for on the petition and must match the position on the filing application.
 - c. All petitions must follow all local, state, and federal law.
 - d. The ASGJ shall be responsible for certifying the petitions.

Section 4 – Executive Officer Elections

- A. Executive Officer Elections shall be administered by the OSA and facilitated by the ASGJ in conjunction with the ASG Advisor.

- B. Prospective candidates for Executive Office must register with the OSA within the timeframes established by this Code and the ASG Constitution and the ASGJ.
- C. When registering, candidates must submit a signed and dated registration packet to the OSA.
- D. Registration packets shall be made available at least five (5) weeks prior to the beginning of the Executive Officer Elections in the OSA and shall list the date, time, and location of any and all candidate orientation sessions.
- E.
 - a. In order to be able to run for the office of ASG President, candidates must have served in an official elected or appointed ASG position for a minimum of one semester of the preceding year.
 - b. All Executive Officer candidates shall be verified by the OSA for participation in co-curricular activities as outlined in the Student Handbook. Requirements include minimum GPA and good-standing status with the Office for Community Standards and Student Ethics. Candidates not meeting these requirements will be removed from the ballot.
- F. The ASGJ in conjunction with the OSA shall conduct an Executive Officer candidate orientation session. Executive Officer candidates shall not be allowed to begin campaigning until they have completed candidate orientation and the registration process.
- G. Candidates for an Executive Office must receive a majority of votes cast in the corresponding election. If no candidate receives a majority vote, a run-off election shall occur as outlined below:
 - a. If no candidate for an Executive Office receives a majority of the votes cast in the election, there shall be a run-off election at a date and time to be determined by the ASGJ, no earlier than five (5) days but within ten (10) days, of the first (1st) election. The two (2) candidates receiving the most votes in the general election shall be the candidates in the first (1st) run-off election;
 - b. If there is a tie for second (2nd) for any Executive Office in the general election, the run-off shall be between the candidate receiving the most votes and all second (2nd) place candidates;
 - c. In the event that multiple candidates tie for first (1st) place, the candidates receiving the equal number of votes causing the tie shall be placed in the run-off election; and
 - d. All guidelines established by this Code and the ASG Constitution and University Policy shall be adhered to during the run-off election.
- H. Vacancies occurring within an Executive Office shall be filled in accordance with this Code and Article I, Section 4 of the ASG Constitution.
- I. Executive Candidate Tickets
 - a. Candidates for President and Vice President shall run together on one official ticket to campaign, be voted upon, and be elected as one Presidential-Vice Presidential slate.
 - b. Any combinations of candidates, including President, Vice President, Secretary, and Treasurer, may run together on an unofficial ticket to pool resources and garner support; however, only the Presidential and Vice Presidential candidates will be voted on and elected together as one slate.
- J. The Executive Officer Campaigns shall begin seven (7) days prior Election Day and shall last only this amount of time. No other period of campaigning shall be held in conjunction with or in place of the seven (7) day campaign.

Section 5 – Election of Senators

- A. The Senate Elections shall be as follows:
- B. Senate Elections shall be administered by the OSA and facilitated by the ASGJ.
- C. All Senators shall be elected in publicized, enrollment group-wide or at-large vacancy, secret ballot elections administered by the OSA in conjunction with the ASGJ. Candidates shall be required to accomplish the following tasks in order to qualify for the ballot:
 - a. Submit an official application packet, which must include the signed and dated application form, to the OSA within the given timeframes published by the OSA. The OSA may choose to accept these forms in person or online;

- b. If a candidate is majoring in more than one (1) college or enrollment group, the candidate shall choose which enrollment group to run in as provided for on the application packet;
 - c. Attend a mandatory candidate orientation meeting held as specified on the application packet; and
 - d. All Senate candidates shall be verified by the Office of Student Activities for participation in co-curricular activities as outlined in the Student Handbook. Candidates not meeting these requirements will be removed from the ballot.
- D. In lieu of a vacated seat in the Associated Student Government Senate, the Chair of the Senate has the power to appoint an At-Large Senator from the pool of general election and first vacancy election candidates to fill the empty seat in order to maintain a full senate body. The appointee will be a full and legitimate Senator, pending approval as determined by a vote of confidence within the Senate body five (5) senate meetings following his or her appointment and hold office for the duration of the academic year.
- E. The initial Senate election will be held in conjunction with the Executive Officer election.
- F. Electors will vote by enrollment group as established in this Code and Article II, Section 2 of the ASG Constitution.
- a. Electors shall vote within their college or enrollment group according to the data on file with the Registrar's Office. If an elector is a member of multiple colleges or enrollment groups, he or she shall choose which college or enrollment group to vote in.
 - b. Electors within each enrollment group shall have the same number of votes as the number of Senate seats apportioned to that enrollment group.
 - c. The number of Senate seats allotted to each college shall be based on enrollment within that college, based on formulas in the ASG Constitution.
 - d. Electors may not cast multiple votes for the same candidate.
- G. The ASGJ shall coordinate significant advertisement outlining Senator Election candidate registration processes and Senator Election voting processes.
- H. Senators shall be elected by a plurality vote. In the case of a tie for the final open seat within an enrollment group, all candidates who tied shall be contacted and asked if they would like to participate in a run-off election in that enrollment group. If more than one (1) candidate still wishes to pursue the Senate seat, a run-off election between the tied candidates will occur within that enrollment group only. The run-off election shall occur at the earliest practicable time.
- I. Vacancies occurring in the Senate may be filled in accordance with this Code and Article V, Section 2 of the ASG Constitution.

Section 7 – Election Expenditures

- A. No Presidential-Vice Presidential official ticket's campaign may spend more than two thousand dollars (\$2,000.00), including donations, for the general election. No Treasurer or Secretary Candidate's campaign may spend more than five hundred dollars (\$500.00) each, including donations, for the general election. In the case of a run-off election, the Presidential-Vice Presidential candidates will be allowed a total of two hundred and fifty dollars (\$250.00) each in campaign expenses per run-off campaign, while each Treasurer and Secretary candidate will be allowed a total of one hundred and twenty-five dollars (\$125.00) in campaign expenses per run-off campaign.
- B. No Senate candidate's campaign may spend more than three hundred ten dollars (\$310.00) total, including donations for the general election. In the case of a run-off, each candidate will be allowed a total of one hundred fifty dollars (\$150.00) in campaign expenses per run-off campaign.
- C. A full, itemized report of all monetary contributions and expenses must be submitted to the OSA as a matter of public record by 12:00 p.m. CT on the day after the general election, and the report will be posted, along with the results of the election on the ASG website as a PDF. In the case of a run-off, additional itemized spending reports will be required by 12:00 p.m. CT on the day after every run-off election and will be posted on the ASG website with the results of the corresponding run-off election. If no money was spent during a candidate's campaign, a report with the candidate's signature is still required.**

- a. Monetary contributions and expenses are defined in Title VII, section 7.F.a. and section 7.F.b.

below.

- D. Campaigns for Executive Officer candidates and Senate candidates may not combine fundraising efforts and/or election expenditures for or with campaigns in another branch of the Associated Student Government in either the general election or in the case of a run-off election.
- E. ASGJ shall provide candidates with an example of a completed election expenditure report.
- F. Definitions of Financial Terms
 - a. Monetary contributions include the source and amount of any and all funds provided to a candidate, ticket affiliate(s), or the ticket itself for the use of furthering that candidate's campaign.
 - b. Expenses are monetary contributions spent on any good or service for the purpose of furthering that candidate's campaign.

Section 8 – Election Violations

- A. Any member of the University community wishing to file a complaint against a candidate, an official ticket, a campaign, or multiple candidates, official tickets, or campaigns must do so in person with the OSA by the close of the first (1st) business day following the alleged violation.
- B. All complaints must be submitted in writing. An official form for this purpose must be used and will be made available by the OSA.
- C. No anonymous complaints will be accepted.

Section 9 – Elections Complaint Process

- A. Violations of Elections Rules during any election will be processed as follows:
 - a. The ASG Elections Commissioner shall convene the ASGJ no later than seventy-two (72) hours upon receipt of a complaint;
 - b. Upon convening to discuss the complaint, ASGJ shall determine if the complaint is valid by a 2/3 Quorum Vote
 - c. The ASGJ Elections Commissioner shall notify all parties in the complaint of the time and location of the hearing no less than twenty-four (24) hours preceding hearing;
 - d. The ASGJ Elections Commissioner must notify the accused party or parties of their right to state their case before the convened ASGJ, as per due process, no less than forty-eight (48) hours preceding the meeting;
 - e. The ASGJ shall, after hearing relevant testimony, determine whether a violation of the Elections Rules has taken place;
 - f. The ASGJ shall, determine any action to take on the violation, as provided by the Statement on Elections and Title V, Section 9 of this Code;
 - g. After the ASGJ has made a decision regarding the complaint, the ASG Elections Commissioner must notify all parties involved within twenty-four (24) hours of the decision;
 - h. Any party wishing to appeal the decision of the ASGJ must present the request to the ASGJ Elections Commissioner no later than seventy-two (72) hours after the meeting; and
 - i. Appeals of an ASGJ decision on the elections violation shall be heard by the ASG Elections Commissioner and two (2) members of the OSA selected by the Director of the OSA; and
 - j. Appeals must be heard within seventy-two hours (72) of the request for appeal and the ASGJ Elections Commissioner must notify all parties involved no less than forty-eight (48) hours preceding the hearing;
 - k. The ASGJ Elections Commissioner shall notify all parties of the decision within twenty-four (24) hours of the close of the hearing;
 - l. All decisions of the ASGJ Elections Commissioner and the OSA are final and may not be appealed;
 - m. The ASGJ Elections Commissioner must report the actions of the ASGJ to the ASG Senate at the next viable Senate meeting.
- B. Additional rules concerning the complaint process must be written in a Statement on Elections to be passed by the ASGJ and given to the ASG Senate for informational purposes no later than the day prior to the beginning of the registration for the Executive Officer Elections and the day before registration and/or nomination for all other elections.

Section 10 – Powers of the ASGJ and Elections

- A. The ASGJ shall have the power to convene to hear complaints filed concerning elections.
- B. The ASGJ shall have the power to determine whether a complaint is a valid violation.
- C. The ASGJ shall have the power to determine a penalty for elections violations.
- D. The ASGJ shall only be able to establish penalties that are provided for in the Statement on Elections and in accordance with all University Policies and local, state, and federal law.
- E. All elections decisions of the ASGJ can be appealed to the ASGJ Elections Commissioner and the OSA.
- F. The ASGJ shall have the power to set up official polling stations during the Executive Elections, the Senate Elections, and ASG sponsored referenda.



Official Statement on Elections – Election Guidelines

2019-2020 General Election

I. Election Timeline

- A. The 2019-2020 General Election shall be conducted from March 4th-6th, beginning at 9:00am on March 4th and ending at 4:00 pm on March 6th.
- B. Executive Candidates may begin soft campaigning February 20th at 4:00 pm. Soft campaigning will end on March 6th at 4:00pm.
- C. Senate Candidates may begin soft campaigning February 28th at 6:00 pm or upon notification from the Chief Justice. Soft campaigning will end on March 6th at 4:00 pm.
- D. ALL Candidates may begin hard campaigning March 4th at 12:01am. Hard campaigning will end on March 6th at 4:00pm.

Soft Campaigning	Hard Campaigning
Candidates & staff may wear campaign t-shirts Websites can be made public Social media posts can begin Word-of-mouth campaigning No banners No yard signs No chalking No distribution of campaign promotional materials	Campaign paraphernalia may be distributed (flyers, t-shirts, food, etc) Banners are permitted Yard signs are permitted Chalking is permitted Website and social media can continue Word-of-mouth campaigning can continue

- E. Election results announcements will be made when all election-related processes (vote counts, complaint hearings, expenditure report reviews) are completed.

II. Ballot Qualifying Procedures

- A. Candidates for any elective office of the Associated Student Government must be in good standing as defined by the University of Arkansas Code Of Student Life (Article III, Section D). Any student not meeting these qualifications shall be excluded from the ballot.
- B. All Executive candidates must submit a petition of fifty (50) signatures provided in this packet no later than 12:00 pm (noon) on February 4th. This signed petition will be uploaded as part of the official application and the candidate will not be able to submit the application without the petition attachment. Names and IDs will be verified to ensure they are current University of Arkansas, Fayetteville, students. Candidates are encouraged to obtain sixty (60) signatures in case some of the signatories are deemed ineligible or the ID numbers are invalid. No petitions will be accepted after the application deadline.
- C. Candidates shall be required to accomplish the following tasks in order to qualify for the ballot:
 1. Submit an official application no later than 12:00 pm (noon) on February 4, 2019. Executive candidates must submit all application materials on the OSA HogSync page (<https://uark.campuslabs.com/engage/submitter/form/start/246147>). Senate candidates must submit an application on OSA's HogSync page (<https://uark.campuslabs.com/engage/submitter/form/start/246148>).
 1. As part of this application, each candidate must submit a petition of fifty (50) signatures. Instructions for this requirement can be found later in the packet.
 2. Candidates will also be responsible for verifying the students who are a part of their campaign staff. The individual campaign staff member will register through the OSA HogSync page and the candidate will receive an email with instructions on how to verify their role. Additional instructions for this requirement can be found later in the packet.
 2. Executive Candidates must attend the candidate orientation session on February 13th, 2019 in Arkansas Union A640 at 5:30 PM.
 3. Senate candidates must attend the candidate orientation session or take the quiz instead of attending an orientation:
 1. January 30th, Arkansas Union 403, 5:30 PM

2. Online quiz available at ASG's HogSync page (<https://hogsync.uark.edu/submitter/form/start/248104>). If a candidate cannot attend the offered orientation session, the quiz must be completed and passed instead.

III. Election Procedures

- A. This election shall be conducted via electronic vote arranged and administered by University IT Services and the Office of Student Activities.
- B. Qualified electors shall be defined as those students at the University of Arkansas, Fayetteville registered for at least one credit hour of spring semester 2019 coursework.
- C. Qualified electors shall cast no more than one ballot in the 2019-2020 ASG Election.
- D. All elections shall be decided by a majority vote of the students.
 1. ASGJ views a majority as fifty percent of the final votes counted plus one.
 2. The final vote total is calculated by subtracting any vote deduction penalties determined for an election from the original sum total of votes in that election. This total is then used to determine the threshold needed to achieve a majority of votes in the election. Vote deduction penalties can be assessed by ASGJ when a candidate or candidates are found responsible for an official election violation following an election complaint hearing
- E. All other questions shall be referred to the ASG Code and Constitution.
- F. If any student is unable to vote online, please refer them to the Office of Student Activities at 575-5255, ARKU A665 to vote by paper ballot.

IV. Campaign Rules and Regulations

- A. Campaigning shall be defined as an attempt to influence the decision or opinion of a voter in regard to the election.
- B. All campaigning must comply with all the aforementioned rules and regulations in this document, the ASG Constitution & Code, University policies, and the Code of Student Life.
- C. Candidates must follow all University policies concerning the use of trademarks and licenses the University maintains.
 1. Specific to ASG elections, the university prohibits the use of trademarks (words or logos), for political campaigns, including campus elections. University trademarks include images of Old Main as well as its silhouette since that building is incorporated into the academic/administrative logos of the university. This protection regarding the image and silhouette of Old Main extends to variations of the image as well. Other university trademarks can be found at in a presentation from the Licensing Office, available at <https://osa.uark.edu/registered-student-organizations/forms.php>.
- D. During the official time when the election is being conducted, no campaigning shall occur within twenty-five (25) feet of any computer lab on campus, including the general access labs, any departmental labs, or any labs in a residence halls or Greek living units. Additionally, campaigning shall not occur within fifty (50) feet of the official ASG sponsored polling stations. Polling station locations shall be announced no later than the candidate orientation session. The twenty-five (25) feet rule shall only apply to computer labs on the same building floor or level that the candidate is campaigning on; it does not apply to the vertical plane.
- E. Candidates and members of campaign staffs are prohibited from setting up computers or laptops for the purpose of setting up a polling station. A polling station is defined as any computer that accesses the University network for the purpose of casting a vote and/or submitting a ballot.
- F. An elector cannot be required to cast a vote for a candidate in exchange for any item of service or value.
- G. Candidates may not use any Associated Student Government, RSO or departmental property such as, but not limited to, phones, computers, copy machines, office space, printers and any other supplies/equipment purchased with University funds, for the purposes of campaigning.
- H. Candidates are responsible for any litter that is created due to campaign activities.
- I. Campaigning via the use of mass, unsolicited emails on University networks is strictly prohibited. Candidates must adhere to the Code of Computing Practices at all times.
 1. College-based and residence hall listservs are not to be used at any time for campaigning before or after the official start for campaigning.
 2. Use of faculty or staff emails to actively campaign endorsing a candidate or referendum is prohibited.
 3. Individual RSO listservs may be used after the date and time that candidates are allowed to campaign for the election if the candidate is a member of that organization or an organization

chooses to send an email on the candidate's behalf. The RSO president must request approval with the Chief Justice 24 hours in advance of the email.

- J. No candidate or campaign staffer shall interfere with the campaigning or with the campaign materials of an opponent.
- K. The use of the University mail system for campaigning is strictly prohibited.
- L. Campaigning door to door in any Housing-operated building (residence halls, on-campus apartments, Greek living units) is strictly prohibited.
- M. Candidates and campaigns must follow all University policies and guidelines for posting and flyer distribution, including any policies which may exist within individual buildings and/or areas of campus.
- N. All campaign materials must be removed within twenty-four (24) hours of the conclusion of voting.
- O. Only currently-enrolled University of Arkansas, Fayetteville, students may serve as members of a campaign staff.
- P. The number of students who can serve on a campaign staff is capped at the following number for each position:
 - 1. 15 campaign staff members for each candidate for President
 - 2. 15 campaign staff members for each candidate for Vice President
 - 3. 10 campaign staff members for each candidate for Treasurer
 - 4. 10 campaign staff members for each candidate for Secretary
 - 5. This means that the maximum number of campaign staff members for a coordinated campaign ticket consisting of a candidate for President, Vice President, Treasurer, and Secretary is 50 students
- Q. Candidates will be held responsible for all actions and conduct in support of their campaign.
- R. Candidates must follow all University policies concerning use of buildings and sidewalks for campaigning.
- S. All electorate staff shall remove campaign paraphernalia before entering an official polling station.
- T. All campaigning space reservations will be made through an allocation process determined by the ASGJ.
- U. Please refer to the ASG Elections Code for further rules and regulations.
- V. No campaign materials with an adhesive backing (i.e. stickers)
- W. No chalking on Senior Walk or using spray chalk.
- X. No chalking on vertical surfaces.

V. Pre-Campaign Activities

- A. The ASG Elections Committee will view the following behaviors prior to February 20th at 4:00 pm (for Executive candidates) and prior to February 28th at 6:00 pm or upon notification from the Chief Justice (for Senate candidates) as a campaign violation:
 - 1. Distributing or wearing any campaign paraphernalia.
 - 2. Discussing or distributing a platform to anyone not listed as campaign staff.
 - 3. Advertising for campaign events.
 - 4. Appear on media source (Facebook, Twitter, etc.) as an ASG Executive Candidate in any way (events, groups, wall posts, photo comments, etc.)
 - 5. Sending an email with campaign information to anyone not on your campaign staff.
 - 6. Launching a campaign
- B. A candidate may work with their campaign staff on the following before February 20th (for Executive candidates) and before February 28th (for Senate candidates):
 - 1. Soliciting donations from non-electorate
 - 2. Planning campaign events
 - 3. Meeting with campaign staffers, potential running mate, and the campaign staffers of the potential running mate
 - 4. Meeting with administrators to discuss platform initiatives
 - 5. Design and purchase campaign materials
 - 6. Design but not launch a campaign website

VI. Campaign Sanctions and Penalties

- A. In addition to adhering to this Statement on Elections – Election Code, candidates and their staffs are also expected to adhere to the Standards of Ethics listed in Article VII of the ASG Constitution.
- B. Any campaign violations filed will be adjudicated under the authority of the ASGJ.
- C. Violations of the regulations as stated in this Statement on Elections – Election Code may include, but are not limited to:

1. Campaigning (public) before 4:00 pm on February 20th (for Executive candidates) and before 6:00 p.m. on February 28th (for Senate candidates).
 2. Setting up a computer or laptop for the purpose of setting up a polling station.
 3. Exchanging anything of value for a vote.
 4. Libel/slander.
 5. Interference with the orderly conduct of the election.
 6. Falsification or nondisclosure of campaign or expense information.
 7. Campaigning within a restricted polling area.
 8. Posting campaign material in an improper location.
- D. Any member of the university community, affiliated with a campaign or not, wishing to file a complaint against a candidate, campaign, or multiple candidates/campaigns, must do so in person at the Office of Student Activities by the close of the first (1st) business day following the alleged violation or awareness of the violation.
- E. All complaints must be submitted in writing. An official form for this purpose must be used and will be made available at the Office of Student Activities, ARKU A665.
- F. No anonymous complaints will be accepted.
- G. Once a complaint is received, the ASG Judiciary shall convene no later the seventy-two hours upon receipt of the complaint. Appeals will be heard by the ASG Elections Commissioner, ASG Advisor, and Director of the Office of Student Activities.
- H. Penalties for violations may include but are not limited to one or more of the following sanctions:
1. Loss of votes.
 2. Written apology to offended party or parties.
 3. Disqualification from the election.
 4. Disqualification from any ASG elections for a period of one calendar year.
 5. Referral to the Office of Student Standards and Conduct (OSSC).
 6. A fine as determined appropriate by ASGJ.

VII. Campaign Finance

- A. Full disclosure of all campaign finances shall be required of all candidates, including all sources of campaign donation, revenue, and all expenditures made by or on behalf of the campaign. Forms and receipts must be attached.
- B. No state or student fee monies shall be used to support or oppose any candidate.
- C. **All expense reports are due in the Office of Student Activities or to HogSync no later than 12:00pm (noon) on March 7th.**
- D. **If there was no money spent during a campaign, a report with the candidate's signature is still required.** Executive expenditure reports may not be turned in before voting has concluded. Please be aware that members of the press may request that these reports be released, and that under Arkansas state law, the Office of Student Activities will be required to do so.
- E. Individual candidates or tickets are allowed to open bank accounts for their campaign finances. Candidates may either open individual accounts or share a joint account with other candidates from their ticket. **If candidates choose to open a bank account for their campaign, they MUST turn in an account summary from the bank that their account is with in addition to their expenditure report.** If a ticket chooses to open one joint bank account, each candidate will have to submit a copy of this account summary with their expenditure report.

VIII. Election Material

- A. A hold will be placed on the candidate's UA Connect account in the event that election material is not taken down within the 24-hour time period or damage is incurred by the candidates.

IX. Alcohol

- A. The use and distribution of alcohol at any campaign event is strictly prohibited.

X. Coordination of Campaigns

- A. The coordination of executive campaigns and senate campaigns is strictly prohibited. This includes:
1. The combining of Executive and Senate funds is strictly prohibited.
 2. Executive campaign staffers cannot run for a Senate seat.
 3. Executive candidates cannot endorse Senate candidates.

4. Senate candidates cannot endorse Executive candidates.
 5. Campaign materials, promotional items, and theme must be distinctly different between Senate and Executive campaigns. Determining whether materials, items, and theme are distinctly different is at the discretion of the Elections Commissioner and Chief Justice.
 6. Registered campaign events must be for singular tickets or for group/individual senate candidates
- B. You must abide by all of the guidelines found herein. Failure to do so will result in your name being dropped from the ballot. In all elections, a candidate may only run for or hold one Executive Position or one Senate Position during the same election for the same term of office. Senators elected during the spring 2019 election may not apply for or interview for a position on the Executive Branch appointed during the spring 2019 application period. Furthermore, no candidate shall knowingly seek a position that, if won and accepted, would force he or she to violate the rule stated in the previous sentence.
- C. Violation of the section on Campaign Coordination is subject to penalties being levied against both senate and executive candidates as deemed by ASGJ.



ASG Election Debate Formats

Format Summary

Order of Debates

- 1) Treasurer / Secretary – Tuesday, February 26th, Giffels Auditorium, 6:30 PM
- 2) President / VP – Wednesday, February 27th, Giffels Auditorium, 6:30 PM
- 3) Town Hall Debate - Thursday, February 28th Giffels Auditorium, 6:30 PM

Each Debate will begin at 6:30PM, doors open at 6:00PM, and will last approximately 30 minutes for Secretary and Treasurer Positions and 30 minutes for President/Vice President debate, with possible extension given the number of candidates. All candidates should be present for the entire time. Candidates are expected to maintain a hospitable environment that facilitates open discussion for the benefit of the entire student body.

Opening Statements

- Candidates will be afforded 2 minutes for opening statements at the start of each debate

Question Format

- Questions will be generated via four sources and screened and ordered by the Elections Commissioner
 - 1) Online Student Submissions, asg.uark.edu
 - 2) ASG Social Media Outreach
 - 3) Elections Commissioner / Associated Student Government Judiciary
 - 4) Questions posed from the public at the debate (*Only at the Town Hall debate on February 28th*)
 - 5) Each candidate will be permitted to submit one question to his/her opposing candidate. These questions must be submitted to the Chief Justice 24 hours prior to the debate and will be accepted at the discretion of the Justice, the ASG Advisor and debate moderators. The question will be asked by the moderator. Submit questions to asgjcj@uark.edu.
- The questions will be ordered by the Chief Justice.
- *No candidate will have access to the questions prior to the debate.*
- Each question will be asked of each candidate. For example if the question were, “How will you ensure stewardship of university funds?” the question would be put to all candidates in that debate.
 - Questions will be asked until the allotted time expires.

Closing Statements

- Each candidate will be afforded 1 minute for a closing statement

Order Determination

- Order will be determined by randomly selecting candidate names from a hat. Order will be selected separately for each segment: Opening Statements, Questioning, and Closing Statements.

Time Keeping

- There will be a designated timekeeper at the debate and time limitations will be strictly enforced. A card will be held up when 30 seconds remain in an answer.



Space Allocation Meeting

All candidates, or their designee, will need to attend the Space Allocation Meeting, to be held within the Candidate Orientation Session on February 13, at 5:30 PM in Arkansas Union A640. If a candidate is not represented, the ASG Advisor will select space on their behalf.

2019-2020 Campaign Space Allocation Process

The following describes the process of Space Allocation for the 2019-2020 ASG Executive Election.

1. All executive campaigns will be guaranteed space to physically campaign on each day of hard campaigning.
2. The locations available for campaigning *might* be (depending on the reservations made):
 - a. The Union Mall
 - b. The space outside the northeast corner of the Greek Theater at the intersection of Dickson and McIlroy
 - c. The space next to the Fulbright Peace Fountain between Old Main and Vol Walker Hall
 - d. The space between the Business Building and WJ Walker Hall
3. If an individual runs for a single office, they will be treated as an independent campaign.
4. Campaigns may choose up to two locations per day to campaign at, if allowed by the Elections Commissioner and Chief Justice.
5. If there are two campaigns, there will be a coin flip to determine order, after which the campaigns will pick the location they wish for each day.
6. If there are three or more campaigns, the same process as above will be used with the substitution of names drawn out of a hat instead of a coin flip.
7. For purposes of identification, the first campaign to turn in their completed application will be considered Ticket A, the second, Ticket B and so forth.
8. The actual allocation of campaign space will be made no later than one week before the beginning of hard campaigning and will be made in the presence of representatives of all campaigns.



Associated Student Government Application to Run for the 2019-2020 Executive Office

The application period to run for ASG Executive Office is from January 28th at 9:00 AM to February 4th at 12:00 PM (noon) CT. The ASG Executive Offices are open to all full-time University of Arkansas students that meet [co-curricular requirements](#). The application for 2019-2020 Executive Office will be hosted on the [Office of Student Activities' HogSync page](#).

Students interested in running for ASG President must have served in an official elected or appointed ASG position at any point during one semester of the preceding year. Any questions should be referred to PJ Martinez, ASG Advisor, pmoo3@uark.edu, 479-575-5255. Any questions referring to campaigning should be referred to ASG Chief Justice Julianna Tidwell at asgjcj@uark.edu. All information must be accurate and complete or your application will not be processed.

Per Title VII, Section 3, Subsection A, each candidate must submit a petition of fifty (50) signatures to accompany your application. Students applying for ASG Executive Office will be required to upload a petition of signatures (found in this packet) as part of their application. Applications and petitions must be turned in by 12:00pm (noon) CT on February 4th on the Office of Student Activities' HogSync page. Applications and petitions are mandatory and will not be accepted after the deadline. The petition form can be found on the following page.

All campaign staff must be registered with the Office of Student Activities and each candidate must verify their campaign staff.

- It is the responsibility of the potential campaign staff member to submit the required information on the campaign staff member form using the [online form found on OSA's HogSync page](#) by NOON by Monday, Feb. 4th. Only students who are enrolled in one (1) credit hour at the University of Arkansas, Fayetteville, may participate on campaign staffs.
- It is the responsibility of the candidate to verify the student's status as a campaign staff member once the potential campaign staff member submits the form. Students who are not verified by the candidate will not be able to serve as campaign staff members. Candidates will have until Noon on Tuesday, Feb. 5th to approve campaign staff members.

The Office of Student Activities will verify campaign staff member enrollment status. Campaign staff member forms submitted after noon on Feb. 4th, or those not approved by candidates by noon on Feb. 5th, will not be considered.

The number of students who can serve on a campaign staff is capped at the following number for each position:

- 15 campaign staff members for each candidate for President
- 15 campaign staff members for each candidate for Vice President
- 10 campaign staff members for each candidate for Treasurer
- 10 campaign staff members for each candidate for Secretary

This means that the maximum number of campaign staff members for a coordinated campaign ticket consisting of a candidate for President, Vice President, Treasurer, and Secretary is 50 students

A mandatory Candidate Orientation Session will be held February 13th at 5:30PM CT in ARKU A640. At this orientation session, instructions will be given to address election guidelines and campaign space allocation. Elections for the ASG Executive Officers and Senators will be held from 9:00AM CT March 4th until 4:00PM CT March 6th at asg.uark.edu/elections. Paper ballots will be made available in the Office of Student Activities (ARKU A665).

Please go to OSA's HogSync page to complete your ASG Executive Officer application:

<https://uark.campuslabs.com/engage/submitter/form/start/246147>



Associated Student Government Petition to Run for the 2019-2020 Executive Office

Per Title VII, Section 3, Subsection A of ASG Code, each candidate running for ASG Executive Office must receive (50) fifty signatures in order to complete their registration as a Candidate. It is encouraged to get at least 60 signatures in case the validity of any signatures come into question. Signatures must be from current students enrolled in at least one credit hour at the University of Arkansas- Fayetteville. The Office of Student Activities will certify the validity of each student who has signed this petition.

The petition to run for ASG Executive Office must be submitted with the Executive Office application by February 4th at noon via HogSync. Students submitting a petition should:

1. Print this petition form
2. Collect signatures
3. Scan and upload the completed petition form into the HogSync application where prompted

On the HogSync application there is only room to upload one file, so you will need to combine the files into a single document.

Late petitions will not be accepted. Invalid or inaccurate ID numbers not matching name will result in disqualification of signatory. *Students submitting a petition must remember to sign the bottom of the document.* Students are encouraged to retain the original copy of their petition in case OSA requests that version of the document to clarify any student information that might be unclear on a scanned version.

Name of Executive Candidate _____

Please Indicate Which Office You Are Seeking:

ASG President ASG Vice President ASG Secretary ASG Treasurer

PLEASE PRINT NEATLY.

	Name	ID	Email	Signature
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Signature of Applicant

Date



Associated Student Government

2019-2020 Campaign Expenditure Report

All candidates must submit this form, an itemized budget and receipts/documentation for all of their expenses, as well as documentation for sponsored or donated income, and donated items or services. **This form is due at NOON on March 7th via HogSync or with a paper copy to the Office for Student Activities, ARKU A665.** Please review the ASG Code above for spending limits. President/Vice-President Tickets may submit one (1) report, while each Secretary, Treasurer and Senate candidate must submit individual reports. **Please provide copies of campaign receipts.**

- (A) No Presidential-Vice Presidential official ticket's campaign may spend more than two thousand dollars (\$2,000.00), including donations, for the general election. No Treasurer or Secretary Candidate's campaign may spend more than five hundred dollars (\$500.00) each, including donations, for the general election. In the case of a run-off election, the Presidential-Vice Presidential candidates will be allowed a total of two hundred and fifty dollars (\$250.00) each in campaign expenses per run-off campaign, while each Treasurer and Secretary candidate will be allowed a total of one hundred and twenty-five dollars (\$125.00) in campaign expenses per run-off campaign.
- (B) No Senate candidate's campaign may spend more than three hundred ten dollars (\$310.00) total, including donations for the general election. In the case of a run-off, each candidate will be allowed a total of one hundred fifty dollars (\$150.00) in campaign expenses per run-off campaign.
- (C) **A full, itemized report of all monetary contributions and expenses must be submitted to the OSA as a matter of public record by 12:00 p.m. CT on the day after the general election, and the report will be posted, along with the results of the election on the ASG website as a PDF. In the case of a run-off, additional itemized spending reports will be required by 12:00 p.m. CT on the day after every run-off election and will be posted on the ASG website with the results of the corresponding run-off election. If no money was spent during a candidate's campaign, a report with the candidate's signature is still required.**

(Please Print Neatly)

Full Name: _____

Student ID: _____ E-Mail: _____

Phone Number: _____

Expenditure Report Form Guidelines:

- **All boxes with a \$ must be filled out with a numerical amount. If you have a box that lists a type of income, expense, or estimated cost that does not apply to the expenditures of your campaign, please write "\$0" in the box. If you did not spend any money or receive any donated money or items for your campaign, please list "\$0" in every box. Your expenditure report will be considered incomplete if any boxes are left blank, which will result in your disqualification from the election.**
- **Remember: Total Expenses + Total Estimated Costs MUST = Total Income**
- Under **Income** in "Sponsors/Donations" documentation from sponsors and donors must be provided. Documentation is defined as a note/letter, copy/screenshot of an email or text from the sponsor or donor expressing that they have given money to your campaign. If no documentation is provided, your expenditure report will be considered incomplete, which will result in your disqualification from the election.
- All items listed in **Expenses** must have receipts turned in with them. Any report that lists an item in Expenses but does not provide a receipt as proof of purchase for that item will be considered incomplete, and will result in your disqualification from the election. The only exception to this rule is if an item or service is purchased through a transaction that does not generate a receipt. If you purchased an item through a transaction that did not generate a receipt, please provide alternative documentation (such as a note/letter, copy/screenshot of an email or text from the individual that the item was purchased from).

- All items listed under **Estimated Costs** must have documentation either from yourself or the individual who donated a service or item to your campaign. Documentation is defined as a note/letter, copy/screenshot of an email or text from yourself or the individual who donated a service or item to your campaign, expressing that they have given this service or item to your campaign. If no documentation is provided, your expenditure report will be considered incomplete, which will result in your disqualification from the election.

Please provide the following information regarding your campaign expenses. Attach all receipts/documentation to this form. Feel free to attach any additional documents you used to track your budget during your campaign:

Income: (This is where you list <i>the sources</i> of the money you spent on your campaign)	
Sponsors/Donations (This is not an estimated cost, please list the exact monetary amount that was donated to your campaign.)	
Personal contributions	
Estimated Costs (Please see Estimated Costs table below- whatever is listed under “Total Estimated Costs” should be listed here”)	
Total Income (Cannot exceed \$2,000 for Presidential/Vice-Presidential Candidates, Cannot exceed \$500 for Secretarial or Treasurer Candidates, Cannot exceed \$310 for Senate Candidates):	

Expenses: (This is where you list <i>how</i> the income for your campaign was spent. You should list any item or service in Expenses that had an exchange of money and an exact cost associated with it.)	
Flyers	
Yard Signs	
Promotional items (food, beverages, buttons, t-shirts, etc.)	
Web development	
Advertisements	
Misc.	
Total Expenses:	

*The following table should **only** be filled out if you had an item or service donated to your campaign (either by yourself or someone else) and there were **no transactions** involved for the item or service for the campaign. (Examples: Tents used in campaigns that were owned prior to campaigning, printing done on personal printers and computers, etc.)

- If you have questions about whether or not something should be listed in this table, please contact the ASG Chief Justice at asgjcj@uark.edu prior to the final deadline!

Estimated Costs:	
Items Donated by Yourself or Someone Else	
Services Donated by Yourself or Someone Else	
Misc.	
Total Estimated Costs:	

- **Remember: Total Expenses + Total Estimated Costs MUST = Total Income**

I hereby confirm that the above stated expenses are true and correct and that this is the total amount that I/others have spent on my campaign.

Candidate Signature: _____



Associated Student Government

Election Violation Complaint Form

2019-2020

Filer's information (Please Print Neatly):

Full Name (violations may not be filed anonymously): _____

Student ID: _____ E-Mail: _____

Cell Phone Number: _____ Classification: FR SO JR SR GR LAW

Filer's Signature: _____

Description of Complaint:

Section of ASG Constitution/Elections Code/Statement of Elections Violated & Explanation:

Parties Involved: _____

Location/Time: _____

Witnesses/Evidence (please include contact information/description):

1. _____

2. _____

3. _____

For Official Use Only

Received by Office of Student Activities:

Received by: _____ Date: _____ Time: _____

Forwarded to ASGJ:

Received by: _____ Date: _____ Time: _____

Forwarded to Elections Commissioner:



Associated Student Government Application to Run for the 2019-2020 Senate

The application period to run for ASG Senate is from January 28th at 9:00 AM to February 4th at 12:00PM (noon) CT. The ASG Senate is open to all full-time University of Arkansas undergraduate students that meet [co-curricular requirements](#). Elected Senators serve their term for one academic year beginning in August. The application for 2019-2020 Senate will be hosted on the Office of Student Activities' HogSync page:

<https://uark.campuslabs.com/engage/submitter/form/start/246148>

Candidates submitting an application for the ASG Senate must attend the Candidate Orientation Session or complete the on-line Candidate's Orientation Quiz. Candidates wishing to attend the Candidate Orientation Session in person can attend the session on Wednesday, January 30th from 5:30-6:30 PM in Arkansas Union room 403. If you are unable to attend the session, you must take the quiz online.

The Candidate Orientation Quiz is hosted on ASG's HogSync page:

<https://hogsync.uark.edu/submitter/form/start/248104>. The quiz covers information found in a PowerPoint presentation available on the ASG website (asg.uark.edu/elections). Candidates must score a passing grade in order for their application to be considered complete and placed on the ballot. After taking the quiz, candidates will receive notification of either Passing or Failing the quiz within one business day by the ASG Chief Justice. If a candidate fails the quiz, they must retake it and pass it prior to the deadline of Feb. 4th at noon (CT). Passing will be defined as getting 100% of the questions correct. Late quizzes will not be accepted.

Please go to OSA's HogSync page to complete your ASG Senate application:

<https://uark.campuslabs.com/engage/submitter/form/start/246148>

Remember to go to ASG's HogSync page to complete your optional Senate Candidate Orientation Quiz if you do not attend the Candidate Orientation Session:

<https://hogsync.uark.edu/submitter/form/start/248104>