
University of Wisconsin – Green Bay
Student Government Association
Election Rules

Approved by the Student Senate: May 2008

The Court is to take care that all elections are conducted truthfully and fairly, and according to such rules as the Court, subject to the Senate's will, shall make – SGA Constitution

I. Election Materials

- a. Election materials will be made available to the student body at least twenty-eight (28) days prior to the election. Candidates will have at least ten (10) business days to complete and return all materials
 - i. Nomination Papers
 1. Candidates running for either the SGA Presidential ticket or the RHAA Chair ticket are required to obtain the signatures of 200 students enrolled at the University of Wisconsin – Green Bay (per ticket).
 2. Candidates running for a Student Senate position are required to obtain the signatures of 50 students enrolled at the University of Wisconsin – Green Bay.
 - ii. Biographical Sketch
 1. Candidates running for either the SGA Presidential ticket or the RHAA Chair ticket must submit a biographical sketch that the Student Court will make available to the student body as well as the news media.
 - iii. Significance of Election Materials
 1. Candidates who successfully complete the biographical sketch and nomination papers will be placed on the ballot and may participate in the candidate debate. The Court reserves the right to disqualify candidates whose nomination papers are falsified.

II. Candidates

- a. Requirements for Candidacy
 - i. Candidates must be enrolled in a minimum of 3 credits at the University of Wisconsin – Green Bay and must have a cumulative grade point average of 2.0 on a 4.0 scale at the time that nomination papers are submitted. Any student who transfers into the University is assumed to be in good academic standing and eligible for candidacy.
- b. Duties
 - i. Candidates are required to complete and return all election materials at the time and place designated by the Student Court. No late submissions will be accepted.
 - ii. Representatives of the SGA Presidential and RHAA Chair tickets are required to attend an SGA candidate debate, to be scheduled in advance at a mutually convenient time. Failure to appear will result in an automatic disqualification unless the candidate has notified the Student Court of their absence with documentation as to why they will not be present. In order to be excused, written notice must be given to the Student Court seventy-two (72) hours prior to the debate.
 - iii. Candidates for the SGA Presidential ticket and the RHAA Chair ticket must turn in their campaign resource report to the Student Court no later than two (2) hours after the polls close and are subject to Sections III, IV, and V of the election rules.
- c. Write-in Candidates
 - i. Write-in candidates must meet all candidacy requirements that are listed above. In order to be elected to Student Senate, a write-in candidate must receive 100 votes. In order to be elected as either the Presidential or RHAA ticket, a write-in ticket must receive 200 votes.
 - ii. All write-in candidates must adhere to Sections III, IV, and V of the election rules.

III. Spending

- a. Limits
 - i. Campaign spending will be limited to \$1000 total, pursuant to the conditions stated below.

1. Tickets and Senate Candidates are allowed to contribute up to \$500 of personal funds towards their campaign fund.
 2. Tickets and Senate Candidates are allowed to raise up to \$1000 of funds from University of Wisconsin – Green Bay students.
 3. No student contribution to any one political campaign can exceed \$50.
 4. Any overspending of the allotted \$1000 will result in the immediate disqualification of the candidate or ticket.
 5. In the event of a run off election, candidates may raise an additional \$250.00. Candidates may also spend any unused funds from the prior election.
- ii. Campaign Resource Reports
 1. All candidates must document their funding and spending on their Campaign Resource Report.
 2. A complete Campaign Resources Report includes signed receipts for all contributions and expenditures.
 - iii. Fundraising
 1. Only fundraising events that properly document each contribution will be permitted (including name of contributor, amount given and date of contribution). Only the funds received from University of Wisconsin – Green Bay students may be used towards the candidate’s campaign.

IV. Physical Campaigning

- a. The Student Court reserves the right to declare “campaign free” zones. These zones may expand during polling hours and all candidates will be informed of the boundaries of the zone and will be given advance notice of when all campaign materials shall be removed. Permanent campaign free zones include:
 - i. All of Residence Life (buildings and grounds)
 - ii. The Student Government Association Offices
 - iii. All Academic Classrooms
 - iv. General Access Labs
 - v. Computer Kiosks
 - vi. Library 3rd-6th Floor
 - vii. Prohibited physical campaigning also includes behavior that disrespects the act of private voting
- b. All campaign materials must have an “Authorized and Paid for” statement placed upon it, specifying the authorizing candidate and the funder of the campaign material.
- c. All campaign materials (including but not limited to print materials, posters, banners, chalkings, and table tents) must comply with Campus and Union policies.

V. Infractions

- a. Infraction Categories

The following infractions are examples of actions that are prohibited by the Student Court during the SGA elections. While they outline many of the foremost infractions, the court is not limited to assigning penalties for only the actions listed below.

 - i. Minor infractions: If a candidate is found to have committed more than three (3) infractions that are considered to be “minor” in nature, their actions may result in their removal as a candidate.
 1. Failure to place “Authorized and Paid for” statement on the any literature or signage.
 2. Campaigning in a “Campaign Free” zone
 - ii. Major Infractions: If a candidate is found to have committed an infraction that is listed in the Major category, the action may result in their disqualification as a candidate.
 1. Overspending the allotted campaign budget
 2. Unexcused absence for the candidate debate
 3. Illegal campaign contributions
 4. Failure to turn in a campaign resource report by the mandated deadline
 5. Refusal to appear in front of the Student Court upon their request
 6. Intentional destruction of an opponent’s campaign materials
 7. Coercion of votes, including but not limited to the buying of votes

- b. Complaints
 - i. All complaints must be submitted on the Student Court's authorized complaint form no later than 24 hours from the time of the incident. The Student Court will review each claim within one (1) business day. The Court is the sole venue of remedy for any challenge, problem or discrepancy with the ballot, vote, tally, or certification of SGA election. This includes, but is not limited to, matters associated with electronic voting procedures.

VI. Referendums

- a. Notice
 - i. If a group or individual wishes to include a referendum question on the SGA election ballot, they must notify the Student Court thirty (30) days prior to the election.
- b. Campaigning
 - i. Individuals or parties that campaign for a referendum issue are required to abide by all physical campaigning rules stated above.
- c. Neutral Statement
 - i. It shall be the duty of the Student Court to issue an unbiased statement to the student body one week in advance of the election. The statement will include the verbatim referendum question(s) that will appear on the ballot and a neutral and unambiguous statement of the consequences of a "No" vote and a "Yes" vote.

VII. Election Mechanics

- a. Polls
 - i. The polls will be open for two consecutive days from 9:00am to 6:00pm the following day.
 - ii. Only members of the Student Court may conduct SGA elections and prepare the ballot.
- b. Vote Verification
 - i. The final vote must be verified by both an e-tally and a manual printout.
 - ii. All recorded votes (ballots, printouts, etc) and all candidate materials (nomination papers, campaign resource reports, etc) will be stored in a secure place for 30 days after the election, after which time they may be destroyed.
 - iii. Complaints and infractions that may result in Candidate disqualification will be acted on prior to tally and verification of the vote.
- c. Representation
 - i. In the event of a multi-ticket ballot (more than two), a winning ticket must obtain 40 percent of total votes cast. For example, if 1,000 students voted in the election, a single ticket must gain a total of 400 votes in order to win the election.
 - ii. In the event two tickets gain the required 40 percent, the ticket with the most votes will be proclaimed the winner.
 - iii. In the event no single ticket reaches the 40 percent threshold, a runoff election will take place between the two tickets with the most votes. The Court will determine the date and time of the runoff election.

VIII. Election Rules Modifications

- a. Modifications to the election rules may be made by a 4/5 vote of the Student Court and a 2/3 vote of the Student Senate.
- b. No modifications may be made to the election rules less than thirty (30) days prior to an election.