

# **ASOCIATED STUDENTS OF OREGON INSTITUTE OF TECHNOLOGY ELECTION BYLAWS**

## **REGULATIONS GOVERNING THE ASOIT ELECTIONS**

### **Article I**

#### **Election Rules and Regulations**

##### **Section 1: Election Rules and Regulations**

The ASOIT Election shall operate in a manner consistent with the best interests of the student body. The election shall be conducted in a fair, orderly, and impartial manner. The electoral process shall not compromise the educational atmosphere of the institution in any way.

### **Article II**

#### **Election Procedures and Regulations of the ASOIT Election Committee**

##### **Section 1: Election Dates and Election Materials**

- A. Elections shall be held for ASOIT officers at a date announced by ASOIT NO LATER THAN the last General Meeting of winter term.
- B. Upon request, the election materials may be provided to anyone, no LATER than the first day a candidate may file for election.

##### **Section II: The Election Committee**

- A. The Election Committee chairs and members are dictated by the ASOIT Constitution. The chairs and members are subject to confirmation by a simple majority vote of ASOIT. Officers that plan on running for re-election, whose positions are listed in the Constitution as members of the Election Committee, shall appoint officers as proxies who do not plan on running for re-election.
- B. The Election Committee is an impartial body. No member of the Election Committee shall be running for an office or publicly, or privately, endorse/support any candidate.
- C. The Election Committee will meet weekly during the election period.
- D. The Election Committee interprets, reviews, distributes, and officially declares election rules, regulations, and procedures.
- E. The Election Committee shall interpret the election rules and regulations on request and will have the authority to hear complaints of violations. The

committee will make decisions on all rule interpretations and violations. All decisions may be appealed to the Campus Life Office for review by the ASOIT advisors.

### **Article III** Eligibility for Election

#### Section 1: Candidates Eligibility

- A. No student can hold more than one position in the ASOIT at the same time, either elected or hired during a term of office.
- B. Candidates for any elected office must meet the following requirements:
  - i. Undergraduate Students Shall:
    - a. Have earned at least six hours of credit in their most recently completed term.
    - b. Be currently registered for at least six credit hours.
    - c. Have a minimum cumulative Grade Point Average (GPA) of 2.5 or above. Students should contact the Election Committee with questions regarding GPA. Any candidate who wishes to dispute the GPA requirement should approach the Election Committee, which reserves the right to evaluate these situations on a case-by-case basis, in conjunction with the student's academic advisor, the Dean of Students, and other necessary resources.
  - ii. Graduate Students Shall:
    - a. Be currently enrolled in a minimum of five credit hours.
    - b. Have a minimum cumulative Grade Point Average (GPA) of 2.5 or above. Students should contact the Election Committee with questions regarding GPA.
- C. Candidates must intend to enroll for the entire academic year following elections at the Klamath Falls Campus of Oregon Institute of Technology (excluding the Wilsonville officers who must intend to be enrolled for the entire academic year following elections at the Wilsonville Campus of Oregon Institute of Technology).

#### Section II: Denial of Eligibility and Required Votes

- A. The ASOIT Election Committee reserves the right to deny the eligibility of any candidate found responsible for a Student Conduct Code Violation. The Committee also reserves the right to grant or deny a candidate's eligibility based on criminal history and/or academic performance. The Election Committee will consult with ASOIT advisors, the Dean of Students, academic advisors, and other resources as necessary regarding these issues.

- B. In order to be elected into office, candidates must receive at least 40% of all votes submitted for that particular office. A designation of “no vote” on a ballot DOES count toward the total votes tallied for that specific race. The ASOIT Election Committee reserves the right to waive this rule when multiple candidates are running for the same ASOIT position.

## **Article IV**

### **Campaigning**

#### **Section I: Campaigning Date**

- A. Campaigning shall not begin until a date announced by ASOIT no later than the first General Meeting of spring term. Any potential candidates involved in campaigning activities before the start date will be held accountable for violation of the campaigning rules. All candidates must also confirm their eligibility with the ASOIT office after filing and prior to campaigning.

#### **Section II: Campaigning Materials**

- A. All campaign material must be approved by the ASOIT Election Committee prior to posting. Any changes to the original must be re-approved prior to posting. The Election Committee, at their next meeting, must approve minor changes. Candidates must allow 24 hours for the Election Committee to process and approve any posting material. The Election Committee will meet once before campaigning begins to approve campaign materials. The Election Committee will request copies of all campaign material, and the chairs will maintain a file for each candidate.
- B. All campaign material must comply with the Oregon Tech Posting Policies (OIT-30-006); furthermore, any posting in the Residence Hall must comply with their posting policies (Oregon Tech Residence Hall Handbook section on “Bulletin Boards and Posting”). Furthermore, any candidate that violates Oregon Tech posting policies violates ASOIT Election policies subject to the discretion of the ASOIT Election Committee. Posting policies will take residence in the ASOIT office.

#### **Section III: Door-to-door Campaigning, Negative Campaigning, and Illegal Campaign Materials**

- A. No door-to-door campaigning is permitted within the Residence Hall and/or the Village, as to do so would be in violation of section 1.1 & 1.4.3 of these bylaws.
- B. No candidates or affiliates shall remove or deface the signs, posters, flyers, etc. of another candidate, nor shall they malign the campaign of another candidate in any way.

- C. No negative campaigning against another candidate or party will be permitted. Negative campaigning includes any malicious, slanderous, or libelous statements made on any media included but not limited to: any organized speech, public address, or in any written statements. The Election Committee will perform interpretations.
- D. Only members of the Election Committee or Institution staff (if in violation of posting policies) shall remove illegal campaign materials. If any illegal campaign material is spotted, please notify the Election Committee Chair(s) (contact information available in ASOIT). The election committee will consider any supporting evidence to make a decision.

Section IV: Campaign Materials and Miscellaneous

- A. Candidates must remove all campaign materials from campus by one week following the last day of elections. All candidates are solely responsible for the removal of all campaign material. No elected official will take the oath of office until all campaign material has been removed.
- B. Campaigning may not include the use Oregon Institute of Technology logos or symbols (ASOIT and other campus programs included), or any pictures or models that may be perceived as an endorsement by the Institution. Groups affiliated with Oregon Tech are forbidden from endorsing any candidate.
- C. No current ASOIT Officer seeking office can, in any way, shape, or form, work on campaign materials in the ASOIT office at any time.

**Note:** Campaigning is considered, but not limited to, any printed or electronic material advocating a particular candidate. Campaigning is also considered as any organized talk, speech, or informational meeting advocating a particular candidate or party.

**Article V**  
Finances

Section I: Campaign Expenditures and Funding

- A. Total Campaign expenditures, including the fair-market value of any donation for the election, shall not exceed \$100. This \$100 campaign expenditure is an aggregate limit, meaning \$100 is the most that any candidate can spend—in total—for all positions for which they are running.
- B. The institution will provide no funding, in any way, to a student's campaign. This includes, but is not limited to, student programs and campus clubs.

Section II: Statement of Campaign Expenditures

- A. Candidates may be subject to submit an itemized, cumulative Contributions and Expenditures statement including all expenses, donations, and receipts to the Election Committee, upon the request of the Election Committee. No elected official may take the oath of office, until outstanding cumulative Contribution and Expenditure reports are filed.

**Article VI**  
Violations

Section I: Reporting Campaign Violations

- A. Any alleged violation of campaign rules must be reported to the Election Committee within 72 hours of observation of the offense. Any party who witnessed the violation may report violations.
- B. The deadline for reporting violations to the Elections Bylaws shall be within 48 hours after the close of voting. After that time, the Election process is closed and no further reports/complaints may be made.

Section II: Reviewing a Complaint and Appeals Decisions

- A. Once a complaint has been filed, the Election Committee will review the violation at their next scheduled meeting. The candidate must be notified of any charges against him/her at least 24 hours before the time and date of his/her hearing.
- B. Appeals of decisions made by the Election Committee must be made in writing to ASOIT within 24 hours of receiving the decision; ASOIT will pass it to the Student Affairs Office to be addressed in a timely manner.

Section III: Disqualification

- A. The Election Committee may disqualify a candidate for any infraction of Institution policies, Student Conduct Code, or the rules and regulations contained herein.
- B. Disqualification of a candidate shall be considered when a candidate has received three infractions or has violated, with willful intent, major Institution policies or has proven through his/her conduct a blatant disregard for the rules of the election and/or acted in such a manner that caused great harm to the student body.

**Article VII**  
Rules that Apply Once Elected

Section I:     Officer Shadowing

- A. All officers elected under these rules and regulations shall shadow their equivalent ASOIT position holder from the end of elections until the end of spring term to ensure they are well prepared for the following year.
- B. New officers are required to attend all shadow hours, unless they provide a valid reason and advanced notification to the current President and the Director of Campus Life. The equivalent position holder will also receive a notice.

Section II:    Attending General and Executive meetings

- A. Once officially elected, all officers are required to attend all of the remaining General and Executive Meetings of the current spring term and must abide by the same attendance regulations as the current officers. Newly elected officers must schedule shadow hours with equivalent position during the first week after elections.
- B. Each individual unexcused absence could be ruled an infraction by the Election Committee and ultimately lead to disqualification. In this event, the vacant position would be open and a new officer would need to be appointed in the manner defined by the constitution.

**Article VIII**  
Enabling Clause

Section I:     These Election Bylaws will go into effect on January 26, 2015 with a majority vote of the ASOIT Executive Board.