

Club Council Elections Bylaws

Appalachian State University

The Coordinating Council of Clubs (Club Council) of Appalachian State University (ASU) is responsible for providing supervision and administration of the Chair and Vice Chairs Elections. The following Bylaws provide specific policies, rules, and procedures related to these elections. Additional policies not contained in these Bylaws can be established in accordance with these Bylaws and the Constitution.

Section I: Chair and Vice Chairs General Election

1. The Chair and Vice Chairs Election shall be supervised by the Director of Elections. The Director of Elections shall be responsible for the general supervision and administration of these elections, adjudicating and resolving questions related to alleged violations of elections policies, actions of individuals, interpretation of policies, and other related matters in accordance with these Bylaws.
2. The day-to-day supervision of the elections is the responsibility of the Director of Elections and Club Council Advisor(s).
3. The Chair shall appoint a Director of Elections. This person must be a current member of Club Council with no intentions of re-election or election during the next academic year.
4. Any alleged campaign violations and/or issues of conflict(s) shall be reviewed by the Director of Elections, Advisor(s), and current Club Council Executive members not seeking re-election or election. They will be responsible for reviewing complaints, concerns, and accusations of violations of the Chair and Vice Chairs elections by candidates or members of their staff and interpretation of rules as outlined in these Bylaws. This group is responsible for reviewing the facts of the case, allowing individuals to present information on their behalf, asking relevant questions regarding the case, determining responsibility or lack thereof for the alleged violations, making a decision on an appropriate sanction should a candidate or a member of their staff be found responsible, and forwarding a recommendation to Club Council.
5. The Director of Elections may establish policies and procedures which are consistent with the policies and procedures of Appalachian State University and which are subject to review by Club Council.

Section II: Duties of the Director of Elections

1. Keep records of all elections data (applications) on file for a period of time determined at his or her discretion but not less than one month following the conclusion of any election.
2. Oversee all administrative aspects of the Chair and Vice Chairs Election.
3. Carry out official correspondence with all candidates.
4. Plan at least one mandatory meeting for the Chair and Vice Chairs candidates to review election bylaws and procedures.

Section III: Campaigning Rules

1. Candidates are responsible for following all University, State, and Federal laws during campaigning process.

2. Candidates may not use campaigning which is or can be construed as slander, libel or statements with malicious intent.
3. Upon nomination, all candidates must sign a statement adhering to these Bylaws. If not signed, their nomination will be declared invalid by the Director of Elections. This statement is to be turned in along with the nomination form no more than two days following the nomination.
4. Door-to-door campaigning will not be allowed in the residence halls.
5. Candidates may hold forums with any student organization provided it is approved by that organization and the Director of Elections.
6. There shall be no limit on the number or size of posters anywhere except where existing university policies or state law addresses such; however, candidates should use discretion in placement of flyers and/or posters.
7. All campaign material must be approved by the Director of Elections before being publicly displayed.
8. After campaign material has been placed, it may not be removed by anyone other than the candidates or the Director of Elections while voting is in progress. University employees acting in accordance with their duties and in enforcement of university policy may remove materials as well.
9. There will be no limit on the number of campaign displays anywhere except in the Student Union where a campaign may have one display case and one contact table.
10. There are no restrictions on any candidate painting the tunnels under Rivers Street unless otherwise established by the Elections Board.
11. Candidates may use e-mail, as defined in Section 9.4, as well as conventional paper mail, telephone calls, and text messaging at their discretion, while maintaining compliance with applicable University Policies and Procedures.
12. Online social network groups, campaign websites, and blogs may not be publicly posted until campaigning period commences.
13. All candidates must adhere to these elections policies and applicable institutional policies during the election period.
14. Additional policies and procedures approved by Club Council for the purpose of managing the elections process may be developed in addition to these Bylaws and must be adhered to by all candidates. All additional policies will be provided to candidates prior to the start of any campaign period.
15. All posters and other campaign materials must be removed within forty-eight hours after the closing of the election. It is the responsibility of all candidates to see that their materials are removed.
16. All Chair and Vice Chairs candidates must attend all election meetings.
17. It is the duty of Club Council to set the election dates each year for the period of campaigning, the period of voting, and, if necessary, the period for a run-off election.

Section IV: Campaigning Expenditures

1. The following are the maximum amounts candidates may spend on their campaign: Chair Elections: \$150.00 per candidate; Vice Chairs Elections: \$100.00 per candidate. Run-off for Chair Elections: \$100.00; Run-off for Vice Chairs Elections: \$50.00.
2. All receipts must be submitted to the Director of Elections within 2 days of purchase.
3. Any type of material donation to the campaign by any person or organization will be considered an expenditure and must have appropriate receipts or documentation.

Section V: Voting for Chair and Vice Chairs

1. Chair and Vice Chairs elections will take place during the spring semester of the academic year.
2. Candidates wishing to run for a position must submit an Executive Board Officer application no less than three days before the start of the campaigning period.
3. The campaigning and elections schedule shall be determined by the Director of Elections but shall be no less than one week.
4. Voting shall be conducted electronically via AppalNet.
5. Voting will only be open to clubs and organizations currently registered through the Center for Student Involvement and Leadership (CSIL).
6. In the event that electronic voting is not possible, voting will take place in the Club Hub on two consecutive days.
7. Vote counting shall be supervised by the Director of Elections and Club Council Advisor.
8. The Director of Elections shall notify winners as soon as the results are final.

Section VI: Declaration of Winners

1. In an election in which there is only one winner, the winner must receive a majority of all valid votes cast.
2. Results are not final for at least twenty-four hours.

Section VII: Violations and Sanctions

1. Actions or misconduct in breach of these Bylaws, other related elections policies or rules, and/or applicable University policies by candidates will result in sanctions deemed appropriate by the Director of Elections, Advisor(s), and current Club Council Executive Board members not running for re-election or election.
2. Violations shall fall into two categories: minor and major. A minor violation includes, but is not limited to: failure to meet deadlines set by Club Council, door-to-door campaigning, or third party violations. A major violation includes, but is not limited to: slander, libel, malicious campaigning, falsification of receipts, vandalism of other tickets campaign documents, or failure to comply with the direction of the Director of Elections. Two minor violations shall constitute a major violation.
3. Sanctions forwarded by the Director of Elections, Advisor(s), and current Club Council Executive members not running for re-election or election may include, but are not limited to: reprimands, restitution, campaign restrictions or disqualification. Punishments for minor violations may include, but are not limited to: verbal reprimands, written reprimands, twenty-four hour suspensions of campaigning, suspension of campaigning for the rest of the election, and/or disqualification from the election. Punishments for major violations may include, but are not limited to: written reprimands, forty-eight hour suspensions of campaigning, and/or disqualification from the election.
4. A deliberate and/or persistent pattern of violation may result in disqualification.

Section VIII: Definitions

1. Campaign Material: Electronic and physical material used to promote nominees and otherwise garner votes for an election.

2. Campaign Period: The pre-designated period of time during which candidates may promote or otherwise garner votes for their ticket.
3. E-mail: Any message sent via the Internet.