

Code of Elections for Georgia College & State University
Student Government Association

Article I. Purpose

This Code shall be the governing document in regards to all aspects of the elections process for the Student Government Association of Georgia College & State University.

Article II. Requirements for Office

Section 1. Officers

Paragraph A. President

- i. Must be a registered full-time student as defined by the President's degree program of study and must maintain a semester and cumulative grade point average of 2.30 on a 4.0 on scale.
- ii. Must have completed forty (40) semester hours, thirty (30) of which shall have been completed at any branch of Georgia College & State University.
- iii. The individual must have been at least a committee chair, for a full semester, or executive officer for one semester in good standing.
- iv. The individual must submit an application for the Office of the President and have been approved by the Secretary of the Student Government Association.
- v. Shall be elected by the student body in a secret ballot no later than the last full week of February.
- vi. Must be capable of fulfilling duties beginning on May 15, following the spring election.

Paragraph B. Vice President

- i. Must be a registered full-time student as defines by the Vice President's degree program of study and must maintain a semester and cumulative grade point average of 2.30 on a 4.0 on scale.
- ii. Must have completed thirty (30) semester hours, twenty (20) of which shall have been completed at any branch of Georgia College & State University.
- iii. The individual must have been at least a senator for one semester in good standing.
- iv. The individual must submit an application for the Office of the Vice President and have been approved by the Secretary of the Student Government Association.
- v. Shall be elected by the student body in a secret ballot no later than the last full week of February.
- vi. Must be capable of fulfilling duties beginning on May 15, following the spring election.

Paragraph C. Secretary

- i. Must be a registered full-time student as defines by the Secretary's degree program of study and must maintain a semester and cumulative grade point average of 2.30 on a 4.0 on scale.
- ii. Must have completed twenty-four (24) semester hours, twenty (20) of which shall have been completed at any branch of Georgia College & State University.
- iii. The individual must have been at least a senator for one semester in good standing.

- iv. The individual must submit an application for the Office of the Secretary and have been approved by the Secretary of the Student Government Association.
- v. Shall be elected by the student body in a secret ballot no later than the last full week of February.
- vi. Must be capable of fulfilling duties beginning on May 15, following the spring election.

Paragraph D. Treasurer

- i. Must be a registered full-time student as defines by the Treasurer's degree program of study and must maintain a semester and cumulative grade point average of 2.30 on a 4.0 on scale.
- ii. Must have completed twenty-four (24) semester hours, twenty (20) of which shall have been completed at any branch of Georgia College & State University.
- iii. The individual must have been at least a senator for one semester in good standing.
- iv. The individual must submit an application for the Office of the Treasurer and have been approved by the Secretary of the Student Government Association.
- v. Shall be elected by the student body in a secret ballot no later than the last full week of February.
- vi. Must be capable of fulfilling duties beginning on May 15, following the spring election.

Paragraph E. President Pro Tempore

- i. Must be a registered full-time student, at the start of their term, as defines by the President Pro Tempore's degree program of study and must maintain a semester and cumulative grade point average of 2.30 on a 4.0 on scale.
- ii. Must have completed twenty-four (24) semester hours, twenty (20) of which shall have been completed at any branch of Georgia College & State University.
- iii. The individual must have been at least a senator for one semester in good standing.
- iv. The individual must submit an application for the Office of the Senator, must designate desire to run for President Pro Tempore and have been approved by the Secretary of the Student Government Association.
- v. Shall be elected as Senator by the student body in a secret ballot no later than twenty-eight (28) days after the start of the fall semester.
- vi. Must be elected by a simple majority among members of the newly elected senate in the Fall Semester during the first official Senate session.

Paragraph F. Attorney General

- i. Must be a registered full-time student, at the start of their term, as defines by the Attorney General's degree program of study and must maintain a semester and cumulative grade point average of 2.30 on a 4.0 on scale.
- ii. Must have completed twenty-four (24) semester hours, twenty (20) of which shall have been completed at any branch of Georgia College & State University.
- iii. The individual must have been at least a senator for one semester in good standing.
- iv. Shall be elected as Senator by the student body in a secret ballot no later than twenty-eight (28) days after the start of the fall semester.

- v. Must be appointed by the President, and confirmed by a two-thirds majority of the newly elected senate in the Fall Semester during the first official Senate session.

Paragraph G. Senator

- i. Senators shall be elected from the student body of Georgia College & State University.
- ii. Senators must be registered as full-time students, at the start of their term, as defined by their degree or program and must maintain a cumulative GPA of 2.30 on 4.0 scale, with the exception of first semester freshman candidates and must be in good standing with the University.
- iii. Senators shall represent their respective class based on their earned credit hours, or may represent in an At-Large capacity.
- iv. Senators must submit an application for the Office of the Senator and be approved by the Secretary of the Student Government Association.
- v. Shall be elected as Senator by the student body in a secret ballot no later than twenty-eight (28) days after the start of the fall semester.

Section 2. Cross-filing

No cross-filing for any two offices is allowed.

Article III. Filing

Section 1. Documents

Paragraph A. Statement of Intent

- i. All candidates shall file a statement of his or her intention to run for office with the Internal External Committee.
- ii. The statement of Intent shall be distributed by the Internal External Committee and shall include the candidate's name, current address, phone number, e-mail address, position for which he or she shall stand for election, names of any individual campaign staff, staff phone numbers and staff e-mail addresses. Campaign staff is defined as any person who is willfully helping with your campaign during the majority of the election process.
- iii. All candidates shall sign a grade release statement enabling the Internal External Committee to check grade qualifications of the candidates.
- iv. A candidate may change the office he or she seeks to run for up until the close of the filing period at which time changes will be prohibited.

Paragraph B. Application

- i. Each candidate must complete the application corresponding to their desired office.
- ii. All applications must be submitted no later than three (3) university business days prior to the start of campaigning.
- iii. Applications must be approved by the Internal External Committee and bear the signatures of the Chair of the Internal External Committee and Secretary of the Student Government Association.

Paragraph C. Elections Timeline

- i. The timeline for the elections shall be distributed to all candidates in the official election packet for their respective office.

Section 2. Deadline

All filings shall be completed no later than two weeks prior to the start of the campaign period. Failure to do so shall exclude the individual from having his or her name included on the ballot.

Section 3. Requests

A prospective candidate may request the identity of any other students who have already filed for any office or position at anytime.

Section 4. Tampering

Any tampering of election documents will result in the disqualification of the tampering person or the candidate they represent.

Article IV. Campaigns

Section 1. Campaign Period

The Campaign period for fall elections will be set by the Internal/External Committee in the spring of the previous academic year. It shall be no longer than 18 days, including the week of voting. Further, the Campaign Period for spring elections will likewise be set by the Internal/External Committee and shall not exceed 18 days.

Section 2. Expenses

The Internal/External Committee reserves the right to place maximums on money spent on campaigns. Any limits set shall be done before the Campaign period begins with the necessary publication of the limits as to inform the involved candidates.

Section 3. Campaigning and Postings

- i. All physical, campus, campaign materials must be approved by the Internal External Committee.
- ii. Any unapproved material may not be posted on University property.
- iii. All campaign materials must be date stamped and approved by the Campus Life Office; failure to comply will result in a \$25 posting fine per incident and further election consequences outlined below
- iv. Postings must follow the GCSU Posting and Advertising Guidelines. Additionally, they must not be placed on glass surfaces; only on approved bulletin boards.
- v. Permission of the owner of any property is required for off-campus postings.
- vi. Each Candidate is responsible for seeing that his or her postings are removed by 5:00 pm. the day following the announcement of the election results.
- vii. Any postings not removed by the deadline will result in a \$10 fine per incident.
- viii. Candidates are responsible for the cleanup of all litter resulting from campaign materials i.e. Glitter; tear off tabs, sticker backings, etc.
- ix. Campaign materials may not display foul language or any obscene, questionable, or any inappropriate pictures or references.
- x. Postings shall not be made out of hard-wood except as a frame to hold a banner that has already been approved by the Internal/External Committee. Further,

Signs should not exceed 3ft by 3ft unless otherwise approved by the Office of Campus Life. The Internal/External Committee reserves the right to make exceptions to the posting rules so long as they too, follow the rules outlined by the Office of Campus Life. Exceptions to the size rules may be given to materials such as sheet banners, and other materials that enhance campus ethos at the discretion of the Office of Campus Life, and I/E.

Section 4. Provisions

1. No persons other than a member of the Internal/External Committee, a respective candidate, or member of a candidate's staff shall willfully destroy, deface, obscure, move, or remove postings.
2. Only the I/E committee or Campus Life shall handle campaign materials in violation of the Code of Elections and shall alert the candidate, within one business day, of its removal.
3. No candidate or any individual working with a campaign may publicly state any false or misleading information about a candidate, staff member, or I/E member.
4. Hand distributed material must be given out hand-to-hand, and may not be left at a central location for pick-up by voters.
5. No candidate may claim to be endorsed by a certain individual or organization unless the respective candidate secures a signed statement of endorsement from the individual/group in question, and such signed statement is furnished for Internal/External Committee review.

Article V. Elections

Section 1. Procedures

Paragraph A. Elections Period

- i. The elections shall be held on the last week of the campaign period.
- ii. Candidates and staff must remain at least 100 feet away from any student actively voting.
- iii. There shall be no mass voting. Candidates and their staff are not allowed to produce independent polling stations or solicit votes door-to-door or any similar situation.
- iii. The Internal External Committee shall supervise the elections and be available for assistance and ruling in any and all matters during the elections process.

Paragraph B. Voting

- i. Only individuals who are officially registered as a students of GCSU may participate in SGA elections.
- ii. The voting Count shall be under the supervision of the Internal External Committee.

Paragraph C. Results

- i. The incoming President, Vice President, Treasurer, Secretary, and members of Senate elected shall be notified of the results no more than three school days after the close of the ballots.

Section 2. Restrictions

Paragraph A. Proxy Voting

- i. One person submitting a ballot using the identity of another student, regardless of the willingness of the student, is prohibited.

Paragraph B. Block Voting

- i. One or more persons submitting ballots using the using the identity of multiple students, regardless of the willingness of the students, is prohibited.

Section 3. Recount

Paragraph A. Petition

- i. Any individual desiring a recount must petition the Internal External Committee within 24 hours after the elections results are announced.

Paragraph B. Notification

- i. All candidates involved in a recount shall be notified within 24 hours of the request.

Paragraph C. Recount

- i. The recount shall be conducted by the Internal External Committee within seven days of the request.

Section 2. Irregularities

Paragraph A. Withholding Results

- i. The Internal External Committee shall have the power to withhold the certification and results of an election in which it finds substantial evidence that irregularities may have occurred, and such irregularities may have influenced the outcome or results of the election.

Paragraph B. Notice

- i. Notice of withholding results will be filed with SGA senate within 3 school days of the conclusion of the election procedures in any election.

Paragraph C. Investigation.

- i. The Internal External Committee shall have three school days to investigate and rule on the irregularity.

Paragraph D. Election

- i. The Internal External Committee may, if deemed necessary, call a new election to be held within the limits of this Code of Elections at the earliest convenient time, but no later than the last week of February.

Section 3. Run-Off Elections

Paragraph A. Election

- i. The Internal External Committee shall set an appropriate date for the run-off election should election results fail to determine a winner to a position.

Article VI. Referendums and Constitutional Amendments

Section 1. Voting

Constitutional amendments, referendum or resolution issues, and other questions/ issues may be submitted to the student body at the same time as any election governed by this Code.

Section 2. Special Elections

The Internal/ External committee, under instructions from the SGA senate, may call a Special election while classes are in session during fall and spring semesters, so long as those elections follow the guidelines set out by this governing document.

Article VII. Transition

Section 1. The official SGA transition period shall begin immediately following the announcement of the election results and will end with the swearing in of the new Student Government Executive Officers and Senators.

Section 2. Oath of Office

Paragraph A. Executive Officers

The President-elect, Vice President-elect, Secretary-Elect and Treasurer-elect shall be administered the Oath of Office by the current SGA President during the last senate session of the academic year, yet will not assume duties until May 15th.

Paragraph B. Senators

The Senators-elect shall be administered the oath of office by the Vice President of the SGA, at the first official meeting of SGA after the election whereupon the Senators-Elect where elected.

Article VIII. Campaign Violations and Consequences

Section 1.

Paragraph A. Electronic Media and Announcement

Any campaigning including the use of electronic media, i.e. Facebook, Myspace, student announcement, prior to the start of the campaign period shall result in an automatic disqualification from the election.

Paragraph B. Consequences

Consequences for violations of posting rules, outlined in Article IV, Section 3, are as follows, in addition to Campus Life fines and penalties.

Offence 1) Written warning

Offence 2) All campaign materials must be removed from campus

Offence 3) Disqualification from the election

Article IX. Election Oversight

Section 1. Absence of Internal/External Committee

In the absence of the Internal/External Committee, the four elected officers, President, Vice President, Secretary and Treasurer, shall be the governing body for the elections process. The Vice President shall serve as the chair.

Section 2. Internal/External Committee

Paragraph A. Committee Membership

The Internal/External Committee shall be chaired by the President Pro Tempore and 3 senators appointed by the President.

Paragraph B. Committee Substitution

If any member of the Internal/External committee is running in the election, he/she must recue themselves from the committee until the election has been completed. The President shall appoint a duly qualified senator to fill the place of any senator standing in the election.

Section 3. Executive Board

If the Secretary is running in the election, his/her powers for the election shall be vested in the Treasurer. If the Treasurer is also running, the power shall be vested in the Vice President. If the Vice President is standing in the election, the power shall be vested in the President. If the president is standing in the election the power shall rest with the Attorney General.