

# 2022-2023 ASCWU Student Government ELECTIONS PACKET



## ASCWU Student Government Central Washington University

Revised January 2022

# ASCWU STUDENT GOVERNMENT ELECTIONS

## ASCWU Election Chair:

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## ASCWU Election Vice Chair

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## ASCWU Election Commission:

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## Student Involvement Administration:

Amber Hoefler, Director, SLICE: [amber.hoefler@cwu.edu](mailto:amber.hoefler@cwu.edu)

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# Introduction

Congratulations! By reviewing this packet, you have taken your first step on the path to making a difference at Central Washington University. The upcoming student election is an opportunity for you to step into a role of leadership and be a voice for more than 15,000 students at our eight campuses statewide. This packet contains the rules for the 2022 Associated Students of Central Washington University Student Government Election.

It is the task of the Election Commission to ensure a fair process for the candidates and to facilitate an open and inclusive process for the student body; however, it is primarily the responsibility of you, the candidate, to ensure that your campaign abides by the guidelines set forth in this packet. We would prefer to act as facilitators, not regulators throughout the process. The better you grasp each of the regulations and guidelines for candidate behavior and campaigning, the more we can be a resource for the candidates rather than a supervisory board.

# **EXECUTIVE OFFICER POSITION INFORMATION**

**President:** Chair of the board; must serve 20 hours/week; acts as chief spokesperson for the Board; gives the State of the ASCWU-SG Address in the spring; represents the Associated Students in all legislative issues.

**Executive Vice President:** Vice Chair and voting member of the Board; must serve 19 hours/week; provide a budget forecast each fall; oversee committees and appointments; provide a monthly summary of monetary activity; sit on the S&A Committee; take minutes if the office staff is unavailable.

**Senate Speaker:** The Senate Speaker is a voting member of the board and serves 19 hours/week as the chair and primary organizer of the Student Senate. The Senate Speaker is considered the liaison between the Student Senate and the ASCWU Board of Directors. The Senate Speaker also serves as a voting member on the ASCWU-BOD and brings issues, concerns, and legislation created by the Student Senate to the ASCWU-BOD.

**\*\*\*Director for Equity and Multicultural Affairs:** The ASCWU Director for Equity and Multicultural Affairs is a voting member serves 19 hours/week and represents the student voice regarding diversity, equity, multi-cultural, social activism, and inclusivity affairs at Central Washington University. The Director of Equity and Multicultural Affairs is also tasked with representing and advocating for the under-represented groups on campus or the Equity and Services Council (ESC).

**Director for Student Life and Facilities:** The ASCWU Director for Student Life & Facilities is a voting member of the ASCWU Board of Directors and serves 19 hours/week as the student voice regarding capital-planning projects, buildings on campus, and student services offered on campus. The Director of Student Life & Facilities is also tasked with promoting and advocating for CWU spirit on-campus and within the community.

**Director for Governmental Affairs:** The ASCWU Director for Governmental Affairs is a voting member of the ASCWU Board of Directors and serves 19 hours/week as the student voice regarding governmental affairs including; state, local, and federal policy. The Director of Governmental Affairs is also tasked with promoting and advocating for the CWU student policy agenda, increasing student voter registration, increasing student voter turnout, and increasing student civic education/engagement.

\*It is highly encouraging for candidates to participate in summer employment of a minimum of five (5) hours per week and a maximum fourteen (14) hours per week.

\*\*Candidates must attend required trainings and workshops when elected to their office.

\*\*\* The ASCWU Director for Equity and Multicultural Affairs position is open to any qualified student interested in becoming a candidate. However, the position is voted on internally within the Equity and Services Council (ESC) by the ESC organizations in good standing as defined by the ESC Constitution and By-Laws.

# **ASCWU STUDENT SENATE POSITIONS**

The ASCWU Student Senate is a group of student leaders committed to the engagement of all matters affecting university life by creating an inclusive environment for all students, as well as representing and empowering student voices, improving the school as a whole, and increasing student involvement in the choices that affect them.

These positions will be open for filing following the BOD election cycle, in order to allow students who did not get elected or students who can not meet the time commitment of a full time Board member to still serve the school in a slightly different way. See the bottom of the attached timeline on the last few pages for information there- These elect rules still apply the same, but with a slightly different timeline.

## **1. Elected Student Senators from each of the following areas:**

- a. Two (2) Senators from the College of Business
- b. Three (3) Senators from the College of Arts and Humanities
- c. Three (3) Senators from the College of the Sciences
- d. Two (2) Senators from the College of Education and Professional Studies
- e. One (1) Senator from the Graduate School
- f. Two (2) Undergraduate Transfer Student Senators
- g. Three (3) Senators at large

## **2. Appointed members**

- a. One (1) Senator for Disability Services
- b. One (1) Senator for the Veterans Center
- c. One (1) Senator for International Students
- d. One (1) Senator for Athletics
- e. One (1) Senator for Sustainability

## **3. Unique Electoral Circumstances**

- a. Two (2) Senators from ESC

## **ELIGIBILITY AND CRITERIA FOR STUDENT GOVERNMENT OFFICERS:**

To be a candidate and a seated officer, you must meet the following criteria:

- Have completed (36) credit hours of which (24) credit hours shall be completed at Central Washington University. These credits will be confirmed by the beginning of Summer Quarter following elections.
- Be in good academic standing (not on academic warning or probation) with a Cumulative GPA of 2.5 or higher by the completion of winter 2022 quarter.
- Final hiring will require a Student Employment background check.
- Have not served in any executive office of the ASCWU Student Government for more than two (2) years. Any partially completed year will count as one full year.
- May not be serving on the Election Commission for the 2022-2023 ASCWU elections.

## **TERM OF OFFICE:**

- All elected officers shall begin their term of office on 16 June every academic year.
- No student may serve more than two terms (to include partial terms) as an officer of the ASCWU-SG Student Government.

# Election Code & Ethics

## Filing Procedures:

Filing begins 8am Monday, February 7, 2022. Filing is inclusive of the following requirements:

1. MS FORMs/Presence: Link to the Application
  - a. Registration
  - b. Filing Form
  - c. Staff Disclosure
  - d. Word statement
2. STEP 1: Complete Candidate Registration Form online at <http://www.cwu.edu/ascwu/elections>.
3. Complete the Candidate Filing Declaration Form online at <http://www.cwu.edu/ascwu/elections>.
4. Submit a 150-word statement discussing your candidacy (for publicity purposes).
5. Complete Campaign Staff Disclosure Form emailed after completing Candidate Declaration Form. Sign, scan and submit by email to Paula Moffatt [paula.moffatt@cwu.edu](mailto:paula.moffatt@cwu.edu)
6. All required documentation must be submitted via email or physical copy no later than 5:00pm on February 22, 2022 for consideration as a registered candidate.
  - a. A professional headshot will be taken at the required election meeting on February 22, 2022. If unable to attend in person, guidelines will be given for you to submit a headshot of your own for use in advertising materials. The following Disclosures are needed:
    - i. Disclosure of use of your picture.
    - ii. Media Release advertisement Disclosure
    - iii. Disclosure of accommodation request process [Contact Chair of the Election Commission directly]

## Initiative Petition and Referendum:

**Initiative:** A new proposition that is initiated by a constituent group within the represented population, which is established by the people and voted upon by the people (petition).

**Referendum:** A proposition that is brought to the attention of or referred to the people by the representatives of a governance body responsible for the entire population of constituents.

\* The process to append the mandatory student fees onto the General Election ballot must be approved by Student Government. No proposal may be formally presented to the Elections Commission without the approval of the Student Government Executive Board. Contact your ASCWU Executive Board for any concerns and/or questions.

## Write-In Candidates:

Write-in candidates are those candidates who register after the filing deadline. These candidates' names will not appear on the ballot. An open line will be included under the office for which a write-in candidate is running. To cast a vote for a write-in candidate, voters must fill in the name of the candidate on the line provided. To be understood for identity and for vote to be counted it must be full name, (first and last name). All write-in candidates for Student Government positions are required to contact SLICE Director Amber Hoefler ([amber.hoefler@cwu.edu](mailto:amber.hoefler@cwu.edu)) no later than 4:00 pm seven calendar days prior (February 25, 2022) to the ASCWU-SG Primary Election and ten calendar days prior (April 8, 2022) to the General Election in which they are running.

- As a consequence of filing late, write-in candidates will not appear on Election Commission advertisements, posters or pamphlets. Write-in candidates may participate in Election Commission sponsored forums and debates upon prior notification the Election Commission Chair.
- Write-in candidates are subject to all election codes and regulations including Declaration of Intent and Eligibility, Campaign Code Compliance Statement, Advertising Compliance Statement, and Spending Cap Compliance Statement.
- All write-in candidates are subject to the fine and penalty structure as outlined in the Elections packet.

## Withdrawal of a Candidate:

Candidates wishing to withdraw from the election must email a written statement of withdrawal to SLICE Director Amber Hoefler ([amber.hoefler@cwu.edu](mailto:amber.hoefler@cwu.edu)) and the Election Commission Chair Will Stryker ([strykerw@cwu.edu](mailto:strykerw@cwu.edu)) no later than **Friday, March 4, 2022** prior to the Primary Elections and General Elections. Candidates who withdraw are still subject to any and all election fines levied by the Election Commission.

## Campaign Spending Cap:

There are certain limits to how advertisements and campaign materials will be conducted during the campaign. The spending cap for the Primary and General Elections shall remain no more than \$300 \*. Receipts must be scanned and emailed to Paula Moffatt ([paula.moffatt@cwu.edu](mailto:paula.moffatt@cwu.edu)) no later than **Monday, May 3, 2022 by 4:00pm**. Receipts will be reviewed by the Election Commission.

**Primary:** \$100

**General:** \$200

Any material item used in the campaign whether it was purchased or gifted will be considered an in-kind donation and count against a candidate's total election expenditures. Volunteers may offer their assistance to a candidate in regard to services included but not limited to taking photos without counting against a candidate's spending cap, as long as the volunteers do not professionally offer that service as a means of employment. *The spending cap is not a budget provided by any university entity and you will not be reimbursed for any expenditure used to promote yourself in these elections.*

**\*The \$200 for the General Election is independent of the \$100 for the Primary.**



## Receipts and Itemization Requirements:

Each candidate who chooses to use money for their campaign must present their documentation. Receipts must be scanned and emailed to Paula Moffatt ([paula.moffatt@cwu.edu](mailto:paula.moffatt@cwu.edu)) no later than **Monday, April 25, 2022 by 5:00pm**. Charges for office supplies will be assessed on a case-by-case basis. If the Election Commission believes that the fair market value of a receipt is being violated, it may assess fair market values. This includes graphic design or media publication used in social media outlets that are professionally produced. Advertisements not represented by a receipt may also be assessed at fair market value by the Election Commission. Any candidate who withholds financial information from the Election Commission and/or violates the aforementioned cap by more than ten percent (10%) will be disqualified. Receipts will be reviewed by the Election Commission.

# CANDIDATE-CAMPAIGN CODE

The Associated Students of Central Washington University Student Government (ASCWU-SG) exists to provide leadership to students. In order for the process to provide a political experience for the candidates and a high quality of leadership for the Associated Students, certain rules must be adhered to.

## Candidate Endorsements:

- Any student club or organization, excluding Student Government and their employees, that is registered with the University may publicly endorse any candidate for office that it has the prior approval of the candidate to be endorsed.
- Current ASCWU Student Government Officers, their employees and members of the Election Commission shall not publicly endorse any candidate.
- Candidates cannot receive any financial contributions from any student organization.
- CWU Staff, Faculty, including any Academic Department, or any teaching assistants may not publicly endorse any candidate while acting in their official capacity. (Examples include but are not limited to: announcing support in a class setting, in meetings, posters in offices, or emails sent to students).

## Clubs, Organizations, Friends & Endorsements:

Candidates may individually request to virtually speak at any club or organization meeting. If the request is granted, it is up to that particular club or organization's discretion whether to notify the other candidates. Clubs may endorse a candidate if they choose to do so.

- Students who wish to endorse other students may do so on a student-to-student level. This means that a candidate may endorse another candidate for their qualifications and past experience rather than endorsing them for their specific title. This is intended to prevent current ASCWU officeholders from utilizing their current ASCWU title to an advantage in endorsing one and other and vice versa. If a current ASCWU officer is running for an elected position they are running as an officer not a candidate. (Example: A sitting ASCWU Vice President running for ASCWU President cannot endorse another candidate).
- If the Election Commission interprets boundaries are being crossed, your campaign will be contacted and penalized accordingly. Refer to commission for any questions prior to endorsing another candidate.
- Current ASCWU Student Government Officers, their employees and members of the Election Commission shall not publicly endorse any candidate.

## **Drug & Alcohol Promotion:**

A student leader, especially a candidate, must maintain a positive image in both public and private settings. This is important because as a potential elected leader, you represent the University as a whole. A candidate cannot accomplish this while using drugs and alcohol to entice students to participate in an election; therefore, the use of alcohol to promote ASCWU-SG elections is inconsistent with the values and mission of the election and will not be tolerated and may result in immediate disqualification of the candidate per the Election Commission and Council of Probity bylaws.

## **Commercial, Home & Vehicular Campaign Advertising:**

Student government elections should be free from the influence of private interests. Specifically, organizations or companies should not use a candidate to promote or acquire a stronger advertising presence on the CWU campus. Therefore, candidates are prohibited from promoting an organization or product in association with a campaign. This would include coupons, discounts, and general advertising (example: candidates cannot hang their posters in any business and business cannot promote or sponsor a candidate) Campaign material can be displayed at private homes and at homes owned by organizations at the owner's discretion.

## ADVERTISEMENT

Candidates for elected positions are encouraged to find innovative, creative ways to advertise their campaign. Candidates are encouraged to check for regulations prohibiting a particular form of advertising. If a candidate is in doubt about any regulation, the candidate should ask the Election Commission for a ruling prior to posting. Candidates can buy airtime at a radio station to promote their candidacy; however, the cost of that airtime goes against their spending cap. Candidates may not use or pay for services from the Publicity Center. The CWU office of the Publicity Center supports all candidates equally by providing access for photo/video for official campaign media needs in addition to producing and publicly promoting candidate and election information.

### **Ban on the use of Washington State Material:**

The use of Washington State material is strictly prohibited. This shall include, but not be limited to, copiers, software, electronic mail, phones, automobiles, paper, general office supplies, and equipment used in the production or distribution of campaign information. The replication of copyrighted or stolen material is prohibited.

### **Handbill Ordinance:**

In the City of Ellensburg and on the Central Washington University campus, leaving flyers on cars, windows, doors, etc., is considered a violation of law. All violations of local, state and federal law will result in candidate disqualification.

### **Social Media Policy:**

Due to the nature of this election and adhering to local, state and federal health guidelines candidates are encouraged to create a strong online presence and “go live” as often as possible to reach students. The Election Commission will be granted viewable access to all social media and online formats so that they can be monitored regularly throughout the campaign. Admin access is not necessary, but Election Commission members should be able to view content at any time.

Candidates shall regulate and maintain a professional presence on social media outlets. Posts from friends, pages created for campaign purposes, and campaign staff comments are to be monitored throughout the campaign. Failure to do so may result in disciplinary action by the Elections Commission and may be considered negative campaigning. Misuse of social media outlets by the candidate that result in slander or libel (see below) will be reviewed

Candidates who choose to create pages for their campaign must directly notify the Election Commission Vice Chair, Shayla Sanchez **by February 22, 2022** for viewing access of the accounts.

## Negative Campaigning:

Candidates shall refrain from negative campaigning. This shall include, but not be limited to, making derogatory remarks to elicit negative feelings in, or about, a candidate, “smearing,” or in other ways defaming/attacking another candidate or organization.

## Slander or Libel of Other Candidates:

- Slander (saying things that are untrue that defame character) may result in immediate disqualification.
- Libel against one’s opponent (publication of things that are untrue that defame character) may result in immediate disqualification.

## Personal Favor Campaigning:

- **Promises of personal favors**, such as quid pro quo\*, by candidates, campaign staff members, supporting clubs/organizations or other students offered in attempt to gain votes or influence during the election process is prohibited. Any violations may result in immediate disqualification. ‘Personal favors’ should not be confused with exploratory conversations regarding leadership positions, platform plans, or proposed initiatives. Candidates are encouraged to run on student issues and policies that do not constitute personal favors. For example, “If you vote for me you will get X Y Z”.

## Advertising Offenses and Fines

(Fines do not go against the total spending cap)

	Advertising Offenses	Penalty
1	Misrepresentation or fraudulent Campaign material	\$50 and/or disqualification
2	Use of state material for personal use	\$30 - \$300.00 and/or disqualification
3	Use of slanderous and libelous Communication	\$300.00 and/or disqualification
4	Posting of campaign materials online prior to the end of the Campaign Kickoff Meeting	\$100
5	Violation of Election Campaign spending cap	\$100 and/or disqualification (if violations exceed 10% of spending cap, disqualification is automatic)
6	Election violations	\$50.00 - \$300 and/or disqualification
7	Posting (advertising/publicity) without Candidate Advisory sign-off sheet submitted	\$10 per advertisement including but not limited to posters, flyers, displays, etc. (TV/internet count as one ad) and/or disqualification (pending approval of Student Government)

# VOTING POLICY

## Voter Eligibility:

All members of the Associated Students taking at least one (1) credit are eligible and encouraged to vote. A student may vote once in the Primary Election and once in the General Election. Any student voting more than once in either election will be in violation of WAC 106-120-027 (16) and will be subject to disciplinary action through the Dean of Student Success office. If you become aware of somebody violating these rules, please report it to the Elections Commission as soon as possible.

## Voting will be entirely online:

Online voting allows for a more accurate, accessible and flexible election process.

Primary Election- Online voting will begin at 8am (as needed) on Saturday, March 5, 2022 and will close at 5pm on Tuesday, March 16, 2022.

General Election- Voting will be open at 8am online Friday, April 18, 2022 and will close at 6pm on Tuesday, April 22, 2022.

Students will use their single sign on to vote in the elections at a link found at [www.cwu.edu/ascwu/elections](http://www.cwu.edu/ascwu/elections).

## Election Returns:

- The Election Commission and/or its designees will carry out the counting of the votes.
- Unofficial election results for both the Primary and General Elections will be posted on the ASCWU webpage ([www.cwu.edu/ascwu](http://www.cwu.edu/ascwu)) within five (5) hours of the polls closing.

Official results will be posted no later than two (2) business days following the closing of the polls, except when a written dispute has been filed. A dispute must be filed with the Election Commission by 5 P.M. no later than two (2) business days following the close of polls. The Commission shall render its decision regarding the dispute within three (3) University business days from the filing of a dispute. Official results will be posted after the grievance process as applicable.

## **ELECTION COMMISSION & By-Laws:**

By order of the ASCWU-SG Constitution and By-laws, the Election Commission consists of five students with ASCWU advisor (s).

### **ELECTION COMMISSION BY-LAWS:**

- The powers and duties of the Elections Commission shall be limited to those enumerated within the ASCWU-SG Constitution, these By-Laws, and the Election Code
- The Elections Commission will have at least three (3) members and a maximum of ten (10).
- Any active student enrolled at CWU is eligible to serve on the Elections Commission, though when seating the Commission, the Elections team reserves the right to inquire about an applicant's expected graduation date, and study abroad plans for the fall and winter Quarters.
- The term of membership for the Elections Commission shall continue until the Assembly seats the elected officers for a new term after the next year's regularly scheduled ASCWU Elections, though membership may be renewed for more than one term.
- In the event of a vacancy on the Elections Commission, the Assembly shall choose a student to fill the vacancy.
- Elections Commission, per the ASCWU-SG Constitution and these By-Laws, shall adjudicate all allegations of election violations and shall attempt to handle all cases speedily and efficiently
- A voter is entitled to vote only for candidates within each designated position poll which they are running for, as defined in these By-Laws.
- No elected officer of Student Government, nor a member of his or her hired office support staff, may serve on the Election Commission.
- Election rules and procedures not listed in the By-Laws or Constitution may be adopted and amended by the Elections Commission
  - The Election Code and any amendments thereafter must be filed with the ASCWU Advisor(s) no later than a week prior to the final Elections meeting before ASCWU General Election and presented to the ASCWU Executive Vice President for a consent resolution. Following the final Elections meeting prior to the general elections, the most recent Election Code that has been consented by the Elections Commission will be in force.
  - The Election Code shall be made available by the Elections Commission for public inspection.

### **DUTIES:**

- Approve forms for the election requirements.
- Upon complaint or upon its own motion, investigate and report apparent violation of the codes or by-laws. The Council of Probity will be the appellant and review the decision made.
- Enforcement by the Election Commission is according to the powers granted by the By-Laws.
- ASCWU-SG Constitution and guidelines of the Election Code.
- Be present and supervise virtual and in-person debates and forums.

- Oversee all Election voting procedures.

### **ADDITIONAL AUTHORITY:**

- Adopt, amend, and rescind suitable administrative rules to carry out the policies and the purpose of the election with ASCWU-SG approval.
- Make decisions on own motions, audits, and field investigations.
- Adopt and promote a code of fair campaign practices.
- Suspend election code, with the approval of the Student Government, under extenuating circumstances.
- After a hearing, may suspend or modify any of the reporting requirements in a particular case if it finds that literal application works a manifestly unreasonable hardship, and that the suspension or modification will not frustrate the election
- Has the authority to create rules and procedures that arise which are not outlined in this document or in the ASCWU-SG constitution with the approval from the SG. Candidates cannot retroactively be punished.
- When an issue is presented to the Election Commission, the names will be blacked out so the commission can remain unbiased.

### **COMMISSION PROCEDURE:**

1. A Grievance Form must be brought to the Election Commission within one week of the end of the relevant election OR within two (2) University business days from the date of the incident.
  - A Grievance Form may be a written and signed letter, a signed E-mail, or a recorded verbal complaint addressed to the current Election Commission Chair via E-mail.
  - Allegations will be received by the Chair of the Election Commission (who will have an email address posted to the ASCWU website once candidate registration opens at which he or she can be reached) who will present the Grievance Form, in its entirety, to the rest of the commission. Grievance Forms or any other complaints will be investigated. Candidates should not contact individual members of the Election Commission regarding their complaints. Information submitted to individual members of the Election Commission will not be considered. The investigation will put the official results on hold until complete. Appeals will occur with the Council of Probity.
2. Any student, club/organization, or any member of the Election Commission or Student Government may submit a Grievance Form. Anonymous complaints will not be considered.
3. Upon receiving a Grievance Form, the Election Commission will:



- Determine whether an actual violation has occurred.
  - Issue and enforce an appropriate order following such determination.
4. When a grievance is contested, the Commission shall hold a hearing to determine whether a violation has occurred.
  5. The Commission may refer to the Assistant Attorney General or other enforcement agency for advisement.
  6. The Commission may require an individual or organization to stop the activity that constitutes a violation.
  7. No individual penalty assessed to a candidate by the Commission may exceed the maximum penalty for the offense if a maximum penalty exists.
  8. If the Commission's order is not satisfied, and no petition for review is filed within two (2) University business days, the Commission may disqualify a candidate from the election.
  9. A candidate has two (2) University business days to appeal, in writing, the decision of the Election Commission to the Council of Probity. The Council of Probity will use the Election Code, the ASCWU-SG Constitution & Bylaw's, and the relevant Washington Administrative Codes (WAC) to render its decision.
  10. Appeals are to be submitted to the Election Commission through Dr. Jenna Hyatt

### **Sanctioning of Debates, Forums, and Broadcasts:**

All student questions asked during a sanctioned debate will have a moderator or a member of the Election Commission present to screen the forum.

Forums sanctioned by the Elections Commission shall include but not be limited to the Student Senate, Club Council, Residence Hall Association, and the Equity Services Council. These are required forums for all candidates.

Candidates needing to send a proxy need to be requested to the Election Commission prior to the forum. The Election Commission will be highly encouraged to attend campus-wide forums and debates to promote equitable administration and provide student participation in the election process.

### **CERTIFICATION OF A CANDIDATE:**

The Election Commission and the ASCWU Advisor shall certify the eligibility of the candidates based on the criteria set forth for eligibility. Additionally, the Election Commission has the authority to bar or remove candidates from the election based on failure to meet the certification requirements. The election commission must have at least a 3/5 vote to remove a candidate from the election.

### **Primary Election (March 5-9, 2022):**

The purpose of the Primary Election shall be to decrease the number of candidates for each position to only two (2) candidates per position. In the case of a tie, a special runoff election will occur a week after between the tied candidates.

### **General Election (April 18-22, 2022):**

The General Elections shall occur after the Primary Election; only those candidates who are eligible after the Primary Election shall appear on the ballot. The candidates for the Student Government positions who receive a plurality (the number of votes exceeds that of the closest opponent) of votes shall be declared the winner of that position.

- In the case of a tie in the General Election, a runoff election shall be called to resolve the tie and determine a winner seven (7) days following the General Election.

Candidates will be informed about the results before they are made public.

Students will use their single sign on to vote in the elections at a link found at [www.cwu.edu/ascwu/elections](http://www.cwu.edu/ascwu/elections).

# Candidate Filing Declaration (online)

Candidates who complete the Candidate Registration Form will receive information on how to complete this form. Candidates must complete the online form by **5:00pm on Sunday, February 20, 2022** to declare candidacy.

## **DECLARATION OF INTENT AND ELIGIBILITY:**

I declare my candidacy for the position of: (**check one only**)

President

Executive Vice President

Senate Speaker

Director of Equity & Multicultural Affairs

Director for Student Life and Facilities

Director for Governmental Affairs

I hereby acknowledge that I am eligible, as set out in the Eligibility and Criteria, to run for office.

## **CANDIDATE CAMPAIGN CODE COMPLIANCE STATEMENT:**

I acknowledge that I have read and will follow the guidelines and decisions, written and expressed, for any action taken by my campaign staff during my campaign.

I agree to the rules as set forth in the Election Code and ASCWU-SG Student Government Constitution & By-law's.

## **SPENDING CAP COMPLIANCE STATEMENT:**

I acknowledge that I have read and agree to follow the Election Spending Cap Policy.

I have read and indicate my understanding of the rules and guidelines outlined in the ASCWU-SG Election Packet. Furthermore, I recognize the authority of the Election Commission to make rulings and levy fines and that these fines may be charged to my student account, if necessary. Finally, I am responsible for my own conduct during the election and of all people working on my behalf.

# Campaign Staff Disclosure Form (online)

This online form will be sent to candidates after they have officially declared their candidacy. It is the responsibility of the candidate to send the form to any campaign staff. Campaign staff are required to complete the form. Participation includes, but is not limited to, production of campaign materials, distribution of campaign materials and other forms of publicity.

**Candidate Name**

**Candidate Office**

**Campaign Staff Name**

**Campaign Staff Phone**

**Campaign Staff Email**

**Campaign Social Media**

As a campaign staff member, I understand and acknowledge that my actions will reflect upon the candidate for which I am campaigning. Therefore, I am held to the same policies and procedures of the ASCWU-SG Election stated in this document and by the Election Commission. Any violations of these policies will result in disqualification of my candidate, fines to my candidate as stated in this document or other judicial measures taken by Central Washington University. By submitting the online disclosure form, I agree that I have read all the election policies and understand my responsibilities and rights as a campaign staff member.



ASCWU

# STUDENT GOVERNMENT

## 2022 – 2023 ASCWU Elections Calendar & Commitments

**\*Schedule is subject to change\***

**\*\*All virtual sessions will be recorded using closed captioning\*\***

8am Monday, February 7, 2022	<b>Candidate Registration Opens</b> Is available at <a href="http://www.cwu.edu/ascwu/elections">www.cwu.edu/ascwu/elections</a> . The candidacy declaration form will be available until the close of filing on February 21, 2022.
6pm Tuesday February 8 <sup>th</sup> , 2022	<b>ASCWU Open Forum: Elections Information Session **</b>  Interested in running for the 2022-2023 ASCWU Board of Directors? Learn more information about elections with the current ASCWU Board. Register in advance to attend <a href="#">HERE</a>
6pm, February 15, 2022	<b>ASCWU Open Forum: Campaign Tips</b> Interested in running for the 2022-2023 ASCWU Board of Directors positions? Join this open forum to receive tips and tricks on how to campaign in person and in a virtual setting. Register in advance to attend
5pm Monday, February 21, 2022	<b>Filing Closes</b> Online filing due by 5pm
6 pm, Tuesday, February 22, 2022 Location TBD	<b>Campaign Kick-Off/Info Session- Executive Board Session **</b> This meeting is <b>required</b> for all candidates, their campaign managers, and additional campaign staff team members. Candidates will meet the other candidates, go over information, campaign rules, and get their questions answered. Advertising and campaigning begins following this meeting. In person with virtual access. <b>[Notify Election Commission 24 hours in advance if any member of the above cannot attend].</b>
7pm Tuesday, February 22, 2022	<b>Social Media Profile Filing</b> Must email their account names of all of their social media accounts that are intended for their advertisement to Shayla Sanchez, <a href="mailto:shayla.sanchez@cwu.edu">shayla.sanchez@cwu.edu</a> .
TBD	<b>University Center Campuses **</b> Candidate Introduction Session, candidates will join the virtual meeting and be prepared to give a 2-minute introduction speech and platform. Questions will be taken.
6pm Wednesday March 2 <sup>nd</sup> 2022	<b>On-Campus Residence Hall Students – RHA **</b> Candidate Introduction Session, candidates will join the virtual meeting and be prepared to give a 2-minute introduction speech and platform. Questions will be taken.
7pm Wednesday March 2, 2022	<b>Inter Club Association (ICA) **</b> Candidate Introduction Session, candidates will join the in person meeting and be prepared to give a 2-minute introduction speech and platform. Questions will be taken.

1pm Friday March 4 <sup>th</sup> 2022	<b>Equity &amp; Services Council (ESC)**</b> Candidate Introduction Session, candidates will join the virtual meeting and be prepared to give a 2-minute introduction speech and platform. Questions will be taken. CC
TBD	<b>ASCWU Student Senate **</b> Candidate Introduction Session, candidates will join the virtual meeting and be prepared to give a 2-minute introduction speech and platform. Questions will be taken.
6 pm , Tuesday , March 8 , 2022	<b>ASCWU Director for Equity and Multicultural Affairs</b> <b>ESC Primary Elections via Presence if necessary. **</b>
<b>8am Saturday, March 5, 2022 – 5pm Wednesday, March 9, 2022</b>	<b>Primary Election</b> <b>Online Voting begins</b>
<b>March 19-28 ,2022</b>	<b>Spring Break</b>
<b>March 29, 2022</b>	<b>Spring Quarter classes start</b>
6pm Tuesday, April 4, 2022	<b>ASCWU Public Debate #1</b>
6pm Tuesday, April 11, 2022	<b>ASCWU Public Debate #2</b>
<b>8am Monday, April 18, 2022 – 5pm Friday, April 22, 2022</b>	<b>General Election</b> <b>Online Voting begins Monday, April 18, 2022 at 8am through Friday, April 22, 2022 at 5pm</b>
April 24, 2022	<b>Official Results posted</b>
<b>**May 3, 2022**Hiring and Background Check</b>	<b>Hiring and Background Check</b> When the General Election is final, all winning candidates will go through the hiring process for your position. Those students who have worked on campus within the past year, will not need to have a background check done. Students who have never worked on campus, will need to work with Student Employment and Paula Moffatt to complete their background check.
<b>Senator Election Timeline</b>	
April 24, 2022	<b>Senator Interest Registration Opens</b> Will be available at <a href="http://www.cwu.edu/ascwu/elections">www.cwu.edu/ascwu/elections</a> . After candidates complete initial interest form, the candidacy declaration form will be sent to their CWU email.
May 7, 2022	<b>Online filing closes at 5pm</b>
May 10, 2022	<b>Campaign Kick-Off-</b> This meeting is required for all candidates, their campaign managers, and additional campaign staff team members. Candidates will meet the other candidates, go over information, campaign rules, and get their questions answered. Advertising and campaigning begins following this meeting. In person with virtual access. [Notify Election Commission 24 hours in advance if any member of the above cannot attend]. <b>Social media profiles turned in to Shayla Sanchez (<a href="mailto:shavla.sanchez@cwu.edu">shavla.sanchez@cwu.edu</a>)</b>
May 17, 2022 TBD	<b>Senator get-to-know-you session</b>
May 23, 2022 TBD	<b>Senator virtual breakout rooms</b>
<b>8am May 24, 2022- 5pm May 28, 2022</b>	<b>Senator Elections</b>
May 30, 2022	<b>Senator Election Results Posted</b>
<b>**June, 2022**Hiring and Background Check</b>	<b>Hiring and Background Check</b> When the Senator Election is final, all winning candidates will go through the hiring process for their position. Those students who have worked on campus within the past year, will not need to have a background check done. Students who have never worked on campus, will need to work with Student Employment and Paula Moffatt to complete their background check.

