Article V: Election Code
Section 1: Rules on Elections
A) This section shall apply to all aspects of the electoral process for the Student Government Association (SGA) of University of North Texas at Denton. Candidates for any election, opponents/proponents for any referenda on the ballot (“Referendum Parties”), and members of the Election Board shall be responsible for the regulations provided herein. Ignorance of these regulations shall not be an acceptable defense in response to any violation in any election, either by the candidates or Referendum Parties themselves or by individuals campaigning on behalf of a candidate or Referendum Party.
B) These regulations are subject to interpretation only by the Election Board, interpretation of which is subject to review only by the SGA Supreme Court. Additionally, any liberties of interpretation given specifically to the Election Commissioner are subject to review by the SGA Supreme Court. No other member of SGA or the Election Board is authorized to provide interpretations of the Election Code.
C) Candidates and Referendum Parties may contact the Election Commissioner for the purpose of consultation pertaining to the election. The Election Commissioner shall be contacted via UNT e-mail, and the Election Commissioner will make reasonable attempts to respond to queries within one (1) business day.
D) The Election Code is intended to provide for the fairness, equitability, and efficiency of all SGA elections with respect to candidates, Referendum Parties, and voters. In the absence of established guidelines, rulings concerning elections should be made with this principle in mind.

Section 2: Election Board
A) The Election Board shall consist of six members and an Election Commissioner appointed by the SGA President.
B) The Election Commissioner shall be a paid member of SGA and, while not considered a member of the Executive Branch, will be held to the obligations outlined in Bylaws Article III, Section 5 (Student Government Paid Employee Obligations).
C) General Duties of the Election Commissioner:
   i. to serve as a liaison between the Election Board and other entities on campus.
   ii. oversee Election Board meetings, represent the Election Board in any public situation, draft the final election report, and only vote on an Election Board decision in the event of a tie.
   iii. hold office hours, plan Election Board-sponsored election events, maintain contact with electoral candidates, and coordinate other duties that may arise, as directed by the SGA President or Senate.

Section 3: Rules on Candidacy
A) To be eligible for candidacy, an individual must meet active member eligibility requirements as stated in the SGA Constitution and Article XII of these Bylaws. An individual must meet these requirements prior to the beginning of campaigning. These requirements shall only be confirmed by the SGA Advisor.

B) An individual must file for candidacy via the designated application. At the close of the application, the Election Commissioner will notify applicants, by email, of their eligibility for candidacy.

C) Each candidate is required to meet with the Election Board Commissioner to receive election code information; this meeting is required for election eligibility.

D) Only in the event that a position is running unopposed shall a write-in candidate be allowed.
   
i. After the application closes, write-in candidates may file a Voluntary Compliance notice with the Election Board. This notice shall bind write-in candidates to election regulations and subject the candidate to disciplinary action in accordance with said regulations. This notice shall also allow such a write-in candidate to participate in forums, debates, election guides, or other events or activities deemed appropriate by the Election Commissioner. Write-in candidates shall not be able to participate in such activities without such a notice. The required content of the notice shall be determined by the Commissioner. A write-in candidate shall never be placed on an official ballot by means of this notice.
   
ii. If elected, write-in candidates shall be accepted provided they meet the active member eligibility requirements as stated in the SGA Constitution and Article XII of these Bylaws. These requirements will be confirmed by the SGA Advisor.

iii. Upon release of the final election report, elected write-in candidates must submit the following to the Election Commissioner within forty-eight (48) hours:
   
   1. A Statement of intent to serve in the elected position.
   2. An expense report, if required by that position.

iv. If a write-in candidate fails to submit these documents, or exceeds the campaign expenditure limit for the position in which they are elected, then they shall be disqualified.

E) Any candidate may withdraw his/her name from the ballot any time prior to 5 p.m. on the business day before the election by submitting written notification to the Election Commissioner. The Election Commissioner shall verify said notification and provide notice to the SGA Advisor.

Section 4: Rules on Campaigns

Subsection 1: General Campaign Rules

A) Candidates and Referendum Parties shall take reasonable measures to ensure that every individual campaigning on behalf of or volunteering for the candidate/Referendum Party is aware of campaign regulations and guidelines. Candidates/Referendum Parties may be liable for the campaign infractions of their campaigners and volunteers even if the candidate/Referendum Party did
not specifically direct the offending action.

B) Candidates may only begin publicizing their campaigns after the Election Code meeting has been satisfied and on the date set forth by the Election Calendar. Referendum parties may only begin publicizing their campaigns on the date set forth by the Election Calendar. If candidates or Referendum Parties are found publicizing their campaigns in any way before the above dates, it is grounds for disqualification.

C) Candidates and Referendum Parties shall abide by all University policy, which supersedes Election Board mandates and Election Code regulations.

D) Candidates and Referendum Parties shall not damage any University property and shall be responsible for any damage caused by said candidate’s/Referendum Party’s campaign materials.

E) Candidates and Referendum Parties shall not unduly disrupt the normal activities of the University.

F) Candidates and Referendum Parties shall assume responsibility for the accuracy and truthfulness of their statements and campaign materials.

G) No University, State, or public funds may be used by Candidates. For candidate campaigns, this includes the utilization of employee work time. No Candidate may solicit campaign assistance from an employee during the employee’s work hours. Referendum parties shall be limited to spending no more than $650 in state or student fee funds for campaign purposes.

H) The Election Commissioner and Election Board members have the right to solicit the names of all members of a campaign from the affiliated candidate or Referendum Party.

I) All posters and signs must be placed in accordance with University policy and may not exceed 18x24 inches.

J) No more than 20 ground signs may be placed on campus, but other promotional items are not limited in quantity.

K) Each candidate and Referendum Party shall be responsible for the removal of their campaign materials from public areas and buildings by the Monday following the final election report. Failure of Candidates and Referendum Parties to remove their materials may result in a violation of the Student Code of Conduct.

**Subsection 2: Rules on Presidential Campaigns**

A) President/Vice-President candidate teams may spend up to 1000 dollars on their campaign.

   i. An additional 300 dollars may be spent in the event of a run-off election.

B) A typed expense report must be filed with the Election Board at the close of polling. These reports must include itemized receipts of all purchases made pertaining to the candidate team’s campaign.

**Subsection 3: Rules on Senatorial Campaigns**

A) Senatorial Candidates may spend up to 300 dollars on their campaign.

   i. An additional 100 dollars may be spent in the event of a run-off election.

B) In the event of a dispute, candidates must be able to provide a typed expense
report, to include itemized receipts of all purchases made pertaining to the
candidate’s campaign.

**Subsection 4: Rules on Election Board-Sponsored Campaigns**

A) In the interest of increasing undergraduate student engagement and voter
turnout, the Election Board may produce campaign materials or host campaign
events, to be promoted via SGA communication and marketing channels.
B) Such materials or events shall not endorse any one candidate or item on the
ballot, but shall give unbiased information about the election, candidates, and
referenda.
C) Such events and materials may include, but are not limited to: debates, town
halls, forums, and election guides.

**Subsection 5: Rules on Special Buildings and Areas**

A) *SGA Office*
   i. No campaigning may take place within the SGA Office. Any materials
      that are campaign related may not be stored or left in the SGA
      office/space.
B) *Campus Housing*
   ii. All campaigning and campaign material in or on the property of UNT
       Housing requires the expressed consent of the Director of UNT Housing
       & Residence Life or designee, and must abide by UNT Housing policies.
       Door-to-door campaigning shall not be permitted under any
       circumstances.
C) *Willis Library*
   iii. No campaigning may take place inside of Willis Library, or within 50 feet
        of its front doors.
D) *Restricted Zones*
   iv. Candidates and Referendum Parties shall not campaign or display in any
       manner campaign material within fifty (50) feet of Restricted Zones.
       Restricted Zones will be defined by the Election Board, and presented
       with the Election Calendar each semester.

**Section 5: Rules on Elections**

A) General Elections shall be held no later than three weeks prior to Pre-Finals
Week, unless the Election Board deems this impossible.
   i. The Fall General Election shall exist for the election of referenda by the
      undergraduate Student Body, if necessary.
   ii. The Spring General Election shall exist for the election of members of the
       Senate, President and Vice-President, and referenda by the
       undergraduate student body.
B) Polls must be open for a minimum of three (3) school days in any election.
C) Elections shall be held solely via SGA’s voting platform.
D) At the close of polling, the Election Commissioner will create a final election
report. The report shall be certified by the signatures of the Election
Commissioner, every member of the Election Board present at the election
certification meeting, and the SGA Advisor. The final election report shall be considered official 24 hours after being certified. The report shall include:

i. The total number of votes cast for each candidate;
ii. The total number of consenting and dissenting votes in any referenda and whether they passed or failed;
iii. Any written rulings issued by the Election Commissioner;
iv. The minutes of any Election Board hearings;
v. Information about any election irregularities or problems reported to date; and
vi. Any other appropriate information deemed necessary by the Election Commissioner.

E) Unofficial results shall not be released to any party, under any conditions.
F) In the event that no Presidential/Vice-Presidential candidate team receives a simple majority of votes, or in the event that two or more Senatorial candidates tie for a seat, a run-off election will be held.
G) Candidates in a run-off election will be given at least 72 hours to campaign.

Section 6: Rules on Oversight

Subsection 1: Election Commissioner Rulings

A) Any candidate or Referendum Party in an SGA election wishing for clarification may request a ruling on any part of the Election Code by submitting a request in writing to the Election Commissioner.
B) The Election Commissioner shall honor all requests within one business day and post rulings on the SGA web page and distribute them to all candidates by e-mail.
C) The Election Commissioner’s ruling shall be considered binding until overturned by the SGA Supreme Court.
D) The Election Commissioner shall not make any ruling beyond interpretation of the Election Code.

Subsection 2: Election Code Violations

A) Failure to comply with the regulations of the Election Code may result in punitive action being taken by the Election Board. Any alleged Election Code violation is subject to a hearing by the Election Board. Furthermore, if the Election Code violation is also a University policy violation, this may result in disciplinary action being taken by the Dean of Students office.
B) All complaints regarding violations of election regulations shall be submitted in writing to the Election Board within 24 hours of the close of polling. Complaints shall include details of the presumed violation, such as date, time, and name(s) of involved individuals. Evidence shall be provided when appropriate.
C) Upon receiving a complaint, the Election Board shall have 72 hours to conduct a hearing, unless otherwise stated by University Policy. Each involved party will be given a reasonable amount of time to state their case, during which period any Election Board Member may ask questions.
D) After hearing all applicable evidence, the Election Board will deliberate on a ruling of candidacy. A majority vote of Election Board Members present,
assuming quorum is met, is required to render any decision. The Election Commissioner may vote only in the event of a tie. Any decision of the Election Board shall be made public immediately.

E) Should a hearing be unable to be scheduled before the release of the final election report, the election results affected by the complaint will be withheld until after the Election Board ruling. All other election results shall be published according to the approved Election Calendar.