



2025 CSUN EXECUTIVE ELECTION RULES

I. DEFINITIONS

- A. Campaign-related Activity:** Any activity designed to promote a candidate for CSUN office.
- B. Campaign Materials:** Any materials designed to promote a candidate for CSUN office.
- C. Campaign Materials Request Form:** The Official CSUN request form allowing Candidates access to printed campaign materials complimentary of CSUN.
- D. Candidate:** Any person seeking an office in CSUN who has met the qualifications outlined in the CSUN Constitution, CSUN Bylaws, and this document and has submitted all necessary filing paperwork by established deadlines.
- E. Physical Campaigning:** Any public campaign-related activity that involves the distribution of physical materials including, but not limited to, posters, flyers, and t-shirts.
- F. Verbal Campaigning:** Any public campaign-related activity via spoken word that does not include private conversations with acquaintances.
- G. Electronic Campaigning:** Any campaign-related activity via digital media including, but not limited to, websites, social media (Instagram, TikTok, X, etc.), e-mail, and text messages.
- H. Tickets:** A ticket **contains three (3)** candidates who agree to campaign together and/or share expenses.
- I. Endorsements:** When a person or group leadership supports and/or uses funds to engage in any campaign-related activity on behalf of a candidate or candidates. Endorsements may only be received from enrolled UNLV undergraduate students' personal accounts or student organizations which are recognized by SIA.
- J. Recognized Supporters:** Any person or group leadership that engages and/or supports in campaign-related activity formally recognized and registered by a candidate or campaign and CSUN Associate Director of Elections.
- K. Unrecognized Supporters:** Any person or group leadership that engages in campaign-related activities without the formal recognition or registration of a candidate or campaign and the CSUN Associate Director of Elections.
- L. SIA:** Student Involvement and Activities.
- M. Time-stamp:** All documents requiring a time-stamp must be stamped by either the SIA/CSUN receptionist, CSUN Associate Director of Elections, CSUN Director of Elections and Operations, CSUN Faculty Advisor, or the CSUN Business Manager. Documents that are sent through email will be considered time-stamped with the exact time the email was sent.
- N. Penalty:** A penalty can be either financial in nature or a disqualification.

O. **CSUN Officers:** President, Vice President, Senate President, Senators, and Justices.

II. GENERAL PROVISIONS

- A. Information pertaining to the conduct of elections, the Elections Commission, designated polling locations, the processes for how to vote, how ballots shall be counted, and how elections shall be certified is contained within CSUN Senate Bylaw 204, located here: www.unlv.edu/csun
- B. Candidates are required to adhere to UNLV's Student Conduct Code, located here: <http://studentconduct.unlv.edu/conduct/pdf/Student-Conduct-Code.pdf>. If the code of conduct is violated, offenders will be referred to the Office of Student Conduct by the CSUN Professional Staff.
- C. The use of campus buildings and open spaces for campaign-related activity must meet the requirements set forth in UNLV's Guidelines for Scheduling University Facilities, which includes UNLV's posting policies (Section II, Subsection 15) located here: <https://www.unlv.edu/campuslife/scheduling-guidelines>
- D. Where not otherwise specified, all filing or actions shall be done at the CSUN Student Government Offices ("CSUN Offices") located on the 3rd floor of the Student Union on CSUN business days between 8:00AM and 5:00PM.
- E. Candidates are required to adhere to all federal, state, and local laws. NOTE: The Elections Commission will not pass judgment on any unlawful conduct, as it is outside our jurisdiction. Potential violations of federal, state, or local laws filed with the CSUN Elections Commission will be transferred to the UNLV Office of General Counsel for review and possible legal action.
- F. Any individual who does not meet the requirements set forth in this document will not be considered a candidate in this election.
- G. All CSUN documents regarding the 2025 CSUN Executive Elections, including the 2025 CSUN Executive Election Filing Packet, 2025 CSUN Executive Elections Rules, CSUN Bylaw 204: Electoral Process, the 2025 CSUN Executive Elections Voters Guide, as well as Complaint and Expenditure forms, will be available at: www.unlv.edu/csun
- H. The official election cycle will begin at the close of the filing period on February 24, 2025.
- I. The Associate Director of Elections with a majority vote of the Elections Commission may edit/change the Election Rules before the close of the Filing Period.
- J. If there are any changes of the rules, all candidates will be informed of the changes/edits.

III. QUALIFICATIONS FOR CANDIDACY

- A. Qualifications for candidacy in the 2025 CSUN Executive Election are defined in Article IV, Section C of the CSUN Constitution located at: <https://www.unlv.edu/csun/government>
- B. Candidates must be eligible at the time of filing (UNLV local time). No exceptions will be made.

IV. CANDIDATE FILING

- A.** The official filing period for candidacy in the 2025 CSUN Executive Election begins at 8:00 AM on Monday, February 10, 2025 and ends at 5:00 PM on Monday, February 24, 2024.
- B.** Filing packets are available to complete at: <https://www.unlv.edu/csun/government> and must be submitted no later than 5:00 PM on Monday, February 24, 2024. Submissions reflecting a time beyond 5:00 PM will be considered late and not accepted.
- C.** All filing packets must include the CSUN Grade Verification Form and the Application for Candidacy. Incomplete packets will be considered void.
 - i.** NOTE: A grade verification form must be submitted regardless of if a potential candidate has already submitted a form previously.
- D.** For any e-mail communication used by candidates who have access to a @unlv.edu email account, only their Rebel Mail (@unlv.Nevada.edu) account may be used for campaign-related communications. For candidates that do not have access to a @unlv.edu email must also use their rebel mail (@unlv.nevada.edu).
- E.** Each student will be required to sign a release giving the CSUN Faculty Advisor and/or the CSUN Business Manager and/or member of the CSUN Professional Staff access to his/her/their academic records to determine eligibility.
- F.** There shall be one or more highly encouraged Informational Meetings held for the purpose of explaining election rules and addressing any other election concerns after the close of the filing period.

V. MEETINGS AND EVENTS

A. Informational Sessions

- i.** All candidates are strongly encouraged to attend at least one (1) optional Informational Session, on a date to be determined, for the purposes of explaining CSUN's executive electoral process and for answering questions regarding CSUN and the offices being sought.

B. CSUN Senate Meetings

- i.** All candidates are strongly encouraged to attend at least one Senate meeting during the election cycle created by the Senate President.
- ii.** The agenda for the Senate meeting, including location, will be posted in the CSUN office lobby no later than three (3) business days in advance of the meeting.

VI. CAMPAIGNING, TICKETS, AND EXPENDITURES

A. Campaigning

- i.** Campaign-related activity is permitted between 9:00 am on Tuesday, February 25, 2025 and when polls close at 5:00 pm on Thursday, April 10, 2025.
- ii.** Any UNLV- or CSUN-owned, -supported, or -managed property, equipment, social media accounts or pages, or other resources are strictly prohibited in the creation of campaign materials or for campaign-related activity. CSUN officers and officials, and their respective position titles, are not considered property of CSUN.

- a) This provision includes the *UNLV Scarlet and Gray Free Press* and other university publications, and KUNV and its general programming;
 - b) But excludes the *UNLV Scarlet and Gray Free Press* candidate profile section, the use of CSUN marketing materials available to all students, privately purchased UNLV attire, and student-run shows broadcast on KUNV.
 - c) Campaign materials requested through the Elections and Operations Department are not considered CSUN-owned property once the candidate obtains the requested materials.
- iii. Candidates are not permitted to create their own polling place or voting location by allowing others to use personal laptops, cell phones, or other electronic devices to cast votes.
 - a) QR codes on a flyer do not constitute a polling or voting location.
 - b) Events during voting times do not constitute polling locations if each voter uses their own device to vote.
- iv. Physical and verbal campaigning may only take place within UNLV's campus and in accordance with the policies and procedures outlined in Article II of this document.
 - a) Any physical campaign material must be submitted to and approved by the Associate Director of Elections or Director of Elections **before** being created, distributed, posted, or displayed by a candidate.
 - (1) Any physical materials, such as t-shirts, hats, pins, etc. that a candidate, candidates, recognized supporters, or students may wear must be approved by the Associate Director of Elections or Director of Elections before being worn during the campaign period.
- v. Electronic campaigning is subject to all policies and procedures outlined in this document.
 - a) All campaign-related graphics, images, or videos must be submitted to and approved by the Associate Director of Elections or Director of Elections **before** being distributed, posted, or displayed by a candidate. Failure to provide materials to the Associate Director of Elections prior to posting will result in a penalty.
 - b) For social media campaigning, any material being reshared or reposted on a story must be approved by the Associate Director of Elections or Director of Elections.
 - (1) Active social media occurrences, such as comments or reposts from others, are not required for pre-approval by the Associate Director of Elections or Director of Elections.
 - (2) If campaign materials feature anyone other than candidates, such as recognized supporters, those individuals must be registered or identified as supporters before being posted on social media.
 - c) Modern technologies, including but not limited to Artificial Intelligence (AI), AI-generated content, etc. are strictly prohibited in creating campaign materials.
- vi. Campaigning events outside of the voting period may only take place within UNLV's

campus and in accordance with the policies and procedures outlined in Article II of this document.

- a) Tickets may organize and host gatherings and/or events to promote their campaign before the official voting period. These events must adhere to the following guidelines:
 - (1) Events must be pre-approved by the CSUN Elections Commission, including a detailed event proposal submitted no less than ten business days in advance.
 - (2) Event funding must comply with the campaign expenditure limits outlined in Section VI-c. Donations or sponsorships specifically for these events must also be declared and included in the expenditure reports.
 - (3) No campaign materials or candidate-related endorsements may be distributed or displayed during these events. General promotion of the election process and voting importance is encouraged.
 - (4) Events must follow all UNLV facility use guidelines and relevant policies, including proper permits for on-campus activities.
- b) The CSUN Elections Commission reserves the right to monitor these events to ensure compliance with election rules. Any violation may result in penalties as outlined in Section IX.
- vii. The polling locations for the 2025 CSUN Executive Elections will be open from 9:00 am - 5:00 pm on each Election Day. Polling locations will be in one or more, but not limited to the following locations:
 - a) Student Union (SU)
 - (1) One booth inside the Student Union building on the first floor OR outside the building near the Plaza.
- viii. No campaign-related activity is permitted in the following areas:
 - a) Anywhere Inside the student union
 - (1) This includes Student Union polling locations and CSUN offices on the Student Union 3rd floor.
 - b) Inside residence halls or within twenty-five (25) feet of residence hall entrances
 - c) Inside the Dining Commons or within twenty-five (25) feet of the Dining Commons entrance.
 - d) Inside the Student Recreation and Wellness Center (SWRC)
 - (1) Except with the permission of the Director or Associate Director of Elections.
 - e) In any computer lab
 - f) Any campus library

- g) On yard signs
 - h) Newspaper stands
 - i) Any off-campus locations
 - j) Within twenty-five (25) feet of an active polling location with the sole exception of approved billboards in accordance with UNLV's posting policy.
 - k) Please be advised that wearing campaign t-shirts is considered active campaigning. Wearing a campaign t-shirt in any of the above prohibited areas and outside of the voting period may result in a complaint and subsequent penalty.
- ix. Candidates are not allowed ***anywhere*** in the Student Union, Lied Library or any computer lab from 9:00 am on Wednesday, March 12, 2025 until 5:00 pm on Thursday, March 13, 2025; and 9:00 am on Wednesday, April 9, until 5:00 pm on Thursday, April 10, 2024. Exceptions for purposes relating to a class or a student worker job may be granted at least 24 hours advance by the CSUN Director and/or Associate Director of Elections.
- a) Other candidates, as well as recognized or registered supporters, may only verify their own permissions to enter the Student Union if they have been approved by the Associate Director of Elections or the Director of Elections and Operations
- x. Candidates are not allowed within twenty-five (25) feet of an active polling location during Election times and days.
- a) This includes polling locations inside the Student Union and Pida Plaza.
- xi. The CSUN Elections Commission shall review questionable misconduct which includes, but is not limited to the following:
- a) Threatening, harassing, and bribing any member of the CSUN Elections Commission, other candidates, students, UNLV faculty, staff and representatives, and eligible voters.
 - b) Defacing, removing, destroying, altering, or covering another candidate's campaign materials;
 - c) Slanderous, libelous, crude, distasteful, vulgar, or personal attacks against another candidate or candidates.
 - d) Any of these acts of misconduct may result in a candidate's disqualification.

B. Tickets

- i. A candidate may only be on one ticket.
- ii. Tickets contain three (3) candidates.
- iii. In order to declare a ticket, candidates must complete and submit a CSUN Ticket Agreement Form to the CSUN Associate Director of Elections, Director of Elections or Operations, Faculty Advisor, or Business Manager as part of the Filing Packet, by the Filing Packet deadline.

- iv. Candidates are not permitted to campaign for or combine funds with any other candidate without a completed CSUN Ticket Agreement Form. Doing so may result in disqualification.

C. Expenditures

- i. Each candidate shall be limited to \$250.00 of expenditures on all campaign-related activity and materials **for both Primary and General Elections**. Endorsements are included in this total. No additional funds may be spent on behalf of a candidate. Failure to meet this requirement will result in a request for disqualification.
- ii. Each candidate must submit a CSUN Expenditure Form to the CSUN office no later than 5:00 pm on Thursday, April 10, 2025. The form must be time-stamped accordingly. Failure to meet this requirement may result in a request for disqualification.
- iii. If no funds were spent during campaigning, inform the Associate Director of Elections or Director of Elections before the end of Elections.
- iv. A ticket may submit one form for the whole ticket, provided every expenditure made by the ticket is included on the form. All ticket-mates must be listed on the form.
- v. The expenditure form shall outline all campaign-related expenses, along with receipts for all materials and services that are purchased or donated. If receipts are unavailable for goods or services, candidates shall submit an approximation of their fair market value which is subject to the approval by the CSUN Associate Director of Elections and/or CSUN Director of Elections and Operations prior to the specified deadline.
- vi. Candidates may replace destroyed or defaced campaign materials without reduction of their budget if proper evidence is shown to, and approved by, the CSUN Associate Director of Elections and/or CSUN Director of Elections and Operations.

VII. ENDORSEMENTS AND RECOGNIZED SUPPORTERS

- A. Candidates may be formally endorsed **only** by enrolled UNLV undergraduate students or student organizations that are recognized by SIA. As stated in Section I, formal endorsements involve money being given to a candidate to be used for campaign-related activity.
- B. Formal endorsements by student organizations are required to provide financial documentation of accounts received within the past 120 days in order to be eligible for providing financial resources for campaign-related activity. Use of endorsements from non-UNLV entities, either directly or indirectly, will be considered a violation of the election rules.
- C. Recognized or registered supporters are people who **actively** campaign for the candidate at any given time during the campaign cycle. Candidates are responsible for the actions of recognized supporters. Candidates shall **NOT** be held responsible for the actions of unrecognized supporters. Recognized supporters must abide by the same rules as candidates, with the exception of campaigning for other candidates.
 - i. Actively campaigning indicates any form of campaigning during the election period, from the end of the filing period until the end of the elections

- ii. Candidates are required to register their recognized or registered supporters with the Associate Director of Elections or Elections Commission at all times.
- D. Candidates should be fully familiar with Bylaw 204, Section 20 as it applies directly to campaign finance, campaigning, and endorsements.
- E. Professional Faculty and Staff may not campaign on behalf of a candidate unless the aforementioned Professional Faculty and Staff are also undergraduate students at UNLV, however, candidates shall not be held responsible for unsolicited actions of faculty and staff.

VIII. COMPLAINT PROCESS

A. Filing a Complaint

- i. If a candidate is found violating any provision of the CSUN Election Rules, CSUN Bylaws, and/or CSUN Constitution, a complaint against the candidate by submitting a proper CSUN Election Complaint Form which can be obtained on the CSUN website at this location: www.unlv.edu/csun.
- ii. The form must be either submitted to the CSUN Offices with a time-stamp or emailed to the CSUN Director and/or Associate Director of Elections no later than 5:00PM on the CSUN business day following the alleged infraction.
- iii. The Director and/or Associate Director of Elections may choose to not submit a complaint to the Commission if the complaint has any filing inconsistencies such as filed improperly, not time stamped in time, not submitted in time, etc.
- iv. Complaints referencing any regulations other than the CSUN Election Rules will be referred to the appropriate governing entities at UNLV or with the State of Nevada by CSUN Professional Staff.

B. Notification of Complaints

- i. Upon receiving the complaint, the Associate Director of Elections and/or Director of Elections and Operations will have until 5:00PM on the third business day following the complaint submission to notify all candidates involved via phone or email, and post the complaint in the lobby of the CSUN Offices.
- ii. The CSUN Elections Commission shall hear all complaints at an Elections Commission Complaint Hearing to be held within **two weeks** after the elections end.
 - a) A complaint hearing may also be held during the election cycle, depending on the number and/or severity of complaints submitted.

C. Elections Commission Complaint Hearing Procedure

- i. A complaint hearing requires a quorum of simple majority of the total voting members on the CSUN Elections Commission.
- ii. Each complaint will be split into two agenda items, one discussion item and one action item.
- iii. The Elections Commission shall allot equal time for the complainant and respondent to present their respective arguments.
- iv. During action agenda items, the Elections Commission will assess any penalties by

majority vote.

- v. Candidates not present at the hearing will forfeit their chance to present their argument, and the Elections Commission shall continue without contest. No proxies will be allowed at the complaint hearing.
- vi. Complaint hearings are scheduled, pending complaints to be heard. Exact date, times and locations will be posted according to Nevada Open Meeting Law and all candidates will be informed.

IX. PENALTIES

- A. Each election rule, if violated, carries with it a penalty to be assessed by the CSUN Elections Commission in accordance with this section. If a ticket receives three or more strikes within the election period, the ticket will be disqualified from the elections.
- B. 1 strike may occur with the following rule violations: (examples)
 - i. Each virtual and physical post posted by the candidates without the approval of the Director of Elections or Associate Director of Elections shall be penalized with one strike.
 - ii. Campaigning outside university grounds.
 - iii. Campaigning in areas that are not allowed.
 - iv. Fail to submit an expenditure report at the allotted time.
 - v. Is at the discretion of the Election Commission.
- C. 2 strikes may occur with the following rule violations:
 - i. Being slanderous or sabotaging towards other tickets/candidates.
 - ii. Verbal, Social, Cyber, and Physical Bullying
 - iii. Being hostile or harmful to either themselves or other candidates.
 - iv. Creating manipulative materials against the other ticket(s).
 - v. Is at the discretion of the Election Commission.
- D. Disqualification may occur with the following rule violations with reasonable preponderance of evidence:
 - i. Violation of campaign rule Title VI, Section A, Subsection 3.
 - ii. Failure to turn in a completed expenditure form.
 - iii. Usage of UNLV- or CSUN-owned, managed, or supported, accounts, emails, or publications in campaigning activities.
 - iv. Violation of CSUN Constitution
 - v. Violation of CSUN Bylaws
 - vi. In accordance with CSUN Bylaw 204, candidates will be disqualified if they have three strikes confirmed against them.

X. Campaign Material Provisions

- A. Candidates or tickets may submit campaign materials to be printed by the CSUN Elections and Operations Department with expenditures being assessed against the candidates or tickets expenditure form. The costs will be included in the candidates or tickets expenditure form; the Associate Director of Elections shall inform the candidate or ticket of the expenses incurred.
- B. Once submitted and approved, materials will be made to the candidate three (3) UNLV business days at the SIA Front Desk.
- C. Materials provided to the Associate Director of Elections shall be used in the original file format provided by the candidates or tickets. CSUN is not responsible for any issues related to the quality or coloration of the original file format provided.

XI. Exceptions

- A. The Associate Director of Elections reserves the right to follow all university guidelines in an emergency or in a situation where the safety of voters, candidates, or other community members may be jeopardized.