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) **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.
   d) **Physical Campaigning**: Any public campaign-related activity which involves the distribution of physical materials including, but not limited to, posters, flyers and t-shirts.
   e) **Verbal Campaigning**: Any public campaign-related activity via spoken word that does not include private conversations with acquaintances.
   f) **Electronic Campaigning**: Any campaign-related activity via digital media including, but not limited to, websites, social media, email and text messages.
   g) **Tickets**: A ticket is made up of two or more candidates who agree to campaign together and share expenses.
   h) **Endorsements**: When a person or group 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 or student organizations which are recognized by SED.
   i) **Recognized Supporters**: Any person or group which engages in campaign-related activity on behalf of a candidate or candidates. In which said person or group must be someone authorized to campaign on the candidate’s behalf.
   j) **SED**: Student Engagement and Diversity.
   k) **Time-stamp**: All documents requiring a time-stamp must be stamped by either the SED/CSUN receptionist, CSUN Assistant Director of Elections, CSUN Director of Operations, CSUN Faculty Advisor, CSUN Business Manager, or the CSUN Graduate Assistant. Documents which are sent through email will be considered time-stamped with the exact time the email was sent.
   l) **Penalty**: A penalty can be either financial in nature or a disqualification.
   m) **Automatic Disqualification**: An automatic disqualification is a penalty with no alternative.

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 205, located here: [www.unlv.edu/csun](http://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

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, located here: https://www.unlv.edu/visit/visitingcampus/reserve-space/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 state and federal laws.

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 2017 CSUN Executive Election, including the 2017 CSUN Executive Election Filing Packet, 2017 CSUN Executive Election Rules, CSUN Bylaw 205: Electoral Process, the 2017 CSUN Executive Election Voter's Guide, as well as Complaint and Expenditure forms, will be available at: www.unlv.edu/csun.

III. QUALIFICATIONS FOR CANDIDACY

a) Qualifications for candidacy in the 2017 CSUN Executive Elections are defined in Article IV, Section C of the CSUN Constitution located at: www.unlv.edu/csun/about.

IV. CANDIDATE FILING

a) The official filing period for candidacy in the 2017 CSUN Executive Election begins at 9:00AM on Wednesday, February 8, 2017 and ends at 5:00PM on Wednesday, February 22, 2017.

b) Paper filing packets must be time-stamped and submitted to the CSUN Assistant Director of Elections, Director of Operations, Faculty Advisor, Business Manager, or Graduate Assistant, no later than 5:00 PM on Wednesday February 22, 2017.

c) Filing packets are available for download at: www.unlv.edu/csun/about and must be submitted no later than 5:00PM on Wednesday February 22, 2017. Emails reflecting a time beyond 5:00PM will be considered late and not accepted.

d) The filing packet may also be completed through the online form available at: http://tinyurl.com/2017-CSUN-Executive.

e) Incomplete packets will be considered void.

f) Each student is required to use UNLV affiliated email (@unlv.nevada.edu or @unlv.edu) for all election purposes.

g) Each student will be required to sign a release giving the CSUN Faculty Advisor and/or the CSUN Business Manager access to his/her academic records to determine eligibility.

h) There shall be an Informational Meeting 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 Session
   a. An informational session will be held on Thursday, February 23, 2017 at 6:00 pm for the purposes of explaining CSUN’s electoral process and for answering questions regarding CSUN and the offices being sought.

b) Mandatory CSUN Senate Meeting
   a. All candidates are required to attend one (1) CSUN Senate meeting on Monday, March 20, 2017 as long as it is scheduled by the Senate President. No proxies are allowed.
i. Candidates will arrive no later than 6:00 pm and will be dismissed at 8:00 pm. If the meeting adjourns before 8:00 pm, candidates will be dismissed when the meeting adjourns.

ii. Candidates who arrive after 6:00 pm will be considered absent. Failure to meet this requirement will result in an automatic disqualification, unless the candidate has been excused in advance.

1. Excuses will only be granted for UNLV classes and events, work, and emergencies. Candidates must provide an excusal letter, a copy of a class schedule or a copy of a work schedule no later than Friday, March 17, 2017 by 5:00 pm. This document must show clearly that the Candidate will be at work, in class, or at a UNLV sponsored event during the time the Candidate is required to be at the Senate meeting.

2. Excuses for classes, UNLV events, or work will not be accepted after the March 17th deadline. Excuses for emergencies will be evaluated by the Assistant Director of Elections on a case by case basis.

b. The agenda for the mandatory Senate meeting, including location, will be posted in the CSUN office lobby no later than three (3) business days in advance of the meeting.

c) Executive Candidate Mixer & Debate

a. An Executive Board Primary Mixer is scheduled for Monday, March 6, 2017 from 4:30-6:00 pm.

b. An Executive Board Candidate Debate is scheduled for Monday April 17, 2017 from 4:00-5:30 pm.

c. An Executive Board Candidate Mixer will be held immediately following the Executive Board Candidate Debate on Monday April 17, 2017 from 5:30-7:00 pm.

VI. CAMPAIGNING, TICKETS, AND EXPENDITURES

a) Campaigning

1) Campaign-related activity is permitted between 9:00 am on Friday, February 24, 2017 and when polls close at 5:00 pm on Thursday, April 20, 2017.

2) Any UNLV- or CSUN-owned, -supported, or -managed property, equipment, websites, social media accounts or pages, logos, or other resources is strictly prohibited in the creation of campaign materials or for campaign-related activity.
   i. This provision includes the UNLV Rebel Yell and other university publications, WebCampus and UNLV supported e-mail, and KUNV and its general programming;
   ii. But excludes the UNLV Rebel Yell’s candidate profile section, the use of CSUN marketing materials available to all students, privately purchased UNLV attire, and student run shows broadcast on KUNV.

3) 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 device to cast votes.

4) Physical and verbal campaigning may only take place within UNLV’s campus, and in accordance with the policies and procedures set forth in Article II of this document.
   a. Any physical campaign material must be submitted to and approved by the Assistant Director of Elections before being distributed, posted, or displayed by a candidate.

5) 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 Assistant Director of Elections before being distributed, posted, or displayed by a candidate.

6) The polling location for the 2017 CSUN Executive Board Primary Elections will be located in the SU Eating Bar. The polling location for the 2017 CSUN Executive Board General Elections will be
located on Pida Plaza. Polling locations will be open from 9:00 am - 5:00 pm on each election day.

7) No campaign-related activity is permitted in any CSUN office, inside residence halls or within twenty-five (25) feet of residence hall entrances, inside the Dining Commons or within twenty-five (25) feet of the Dining Commons entrance, inside the Student Recreation and Wellness Center, in any computer lab, any campus library, the Student Union, on yard signs, newspaper stands, anywhere off-campus, on Pida Plaza, or within twenty-five (25) feet of an active polling location with the sole exception of approved billboards in accordance with UNLV's posting policy.
   a. Please be advised that wearing campaign t-shirts is considered active campaigning. Wearing a campaign t-shirt in any of the above prohibited areas could result in a complaint and subsequent penalty.

8) Candidates are not allowed in the Lied Library or any computer lab from 9:00 am on Wednesday, March 8, 2017 until 5:00 pm on Thursday, March 9, 2017, or from 9:00 am on Wednesday, April 19, 2017 until 5:00 pm on Thursday, April 20, 2017. Exceptions for purposes relating to a class or a student worker job may be granted in advance by the CSUN Assistant Director of Elections.

9) Candidates are not allowed within twenty-five (25) feet of an active polling location except for the purpose of voting.

10) The CSUN Elections Commission shall review questionable misconduct which includes, but is not limited to:
   a. Threatening, harassing, and bribing any member of the CSUN Elections Commission, other candidates, students, UNLV faculty, staff and representatives, and potential 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.

b) Tickets
   1) A candidate may only be on one ticket.
   2) Tickets may contain from two (2) to three (3) candidates.
   3) In order to declare a ticket, candidates must complete and submit a CSUN Ticket Agreement Form to the CSUN Assistant Director of Elections, Director of Operations, Faculty Advisor, Business Manager, or Graduate Assistant as part of the Filing Packet, by the Filing Packet deadline.
   4) Candidates are not permitted to campaign for or combine funds with any other candidate without a completed CSUN Ticket Agreement Form. Doing so will result in an automatic disqualification.

c) Expenditures
   1) Each candidate shall be limited to $750.00 of expenditures on all campaign-related activity and materials. 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 an automatic disqualification.
   2) Each candidate must submit a CSUN Expenditure Form to the CSUN office no later than 7:00 pm on Thursday, April 20, 2017. The form must be time-stamped accordingly. Failure to meet this requirement will result in an automatic disqualification.
   3) 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.
   4) 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 Assistant Director of Elections prior to the specified deadline.
   5) Candidates may replace destroyed or defaced campaign materials without reduction of their
VII. ENDORSEMENTS AND RECOGNIZED SUPPORTERS
   a) Candidates may only be endorsed by enrolled UNLV undergraduate students or student organizations which are recognized by SED. As stated in Section I, formal endorsements involve money being given to a candidate to be used for campaign related activity.
   b) Recognized supporters are people who campaign for the candidate at any given time during the campaign cycle. Candidates are responsible for the actions of recognized supporters. Recognized supporters must abide by the same rules as candidates, with the exception of campaigning for other candidates.
   c) CSUN officials may not endorse or campaign for any candidate, other than themselves, using their official CSUN title.

VIII. COMPLAINT PROCESS
   a) Filing a Complaint
      1) If a candidate is found violating any provision of the CSUN Election Rules, another candidate, or any member of the CSUN Elections Commission may file 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/.
      2) The form must be either submitted to the CSUN Offices with a time-stamp, or emailed to the CSUN Assistant Director of Elections no later than 5:00 PM on the CSUN business day following the alleged infraction.
      3) The Assistant Director of Elections may choose to not submit a complaint to the Commission if the complaint is deemed out of order.
   b) Notification of Complaints
      1) Upon receiving the complaint the Assistant Director of Elections will have until 5:00PM on the CSUN 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.
      2) The CSUN Elections Commission shall hear all complaints at an Elections Commission Complaint Hearing to be held within two weeks after the elections.
         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
      1) A complaint hearing requires a quorum of 50% plus one of the total voting members on the CSUN Elections Commission.
      2) Each complaint will be split into two agenda items, one discussion item and one action item.
      3) During discussion agenda items, the Elections Commission shall set forth a procedure allowing equal time for the complainant and respondent to present their respective arguments.
      4) During action agenda items, the Elections Commission will assess any penalties by majority vote.
      5) 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.
   d) Complaint hearings are scheduled for the dates listed below, pending complaints to be heard. Exact times and locations will be posted according to Nevada Open Meeting Law.
      1) Monday, March 27, 2017
IX. PENALTIES

a) Each election rule, if violated, carries with it a penalty to be assessed by the CSUN Elections Board in accordance with this section.

b) Automatic disqualification will occur with the following rule violations:
   1) Failure to attend the required CSUN Senate Meeting on March 20, 2017 from 6:00PM until 8:00PM completion; Campaigning for or combining funds with any other candidate in the absence of a completed CSUN Ticket Agreement Form;
   2) Incurring expenses in excess of the $750.00 limit per candidate;
   3) Failure to turn in a completed expenditure form;
   4) Usage of UNLV- or CSUN-owned, managed, or supported websites, email and publications in campaigning activities.

c) Other Penalties
   1) All other violations of the CSUN Election Rules shall result in the following:
      a. Disqualification; or
      b. A financial penalty, to be assessed as such:
         1. First offense: $25.00 fine to be assessed on the candidate’s MyUNLV account.
         2. Second offense: Additional $50.00 fine to be assessed on the candidate’s MyUNLV account.
         3. Third and subsequent offenses: Additional $75.00 fine to be assessed on the candidate’s MyUNLV account.