

GRADUATE STUDENT ASSEMBLY ELECTION CODE

TITLE I CAMPUS-WIDE STUDENT ELECTIONS

CHAPTER I GENERAL PROVISIONS

- 1.01 PURPOSE. This code exists to facilitate a fair and educational experience for student governance positions at The University of Texas at Austin. The election of students is designed to expand their knowledge on running for office, navigating political systems, and building community coalitions for the purpose of express advocacy.
- 1.02 ENACTMENT. This code shall become effective and be implemented immediately after its passage by all entities participating in campus-wide elections and approval by the necessary and proper channels, and shall supersede any and all previous election codes.

TITLE II CAMPUS-WIDE ELECTION COMMON CODE

CHAPTER I GENERAL PROVISIONS

- 1.01 UNIVERSAL APPLICATION. The provisions of TITLE II apply to all entities participating in campus-wide elections.
- 1.02 PARTICIPANT COMPLIANCE. All entities participating in campus-wide elections agree to adopt the campus-wide elections Common Code and have their candidates and races adhere to it.
- 1.03 UNSPECIFIED SITUATIONS. Situations not specified in this code should be addressed by each entity's respective election code.
- 1.04 REFERRING VIOLATIONS. All aforementioned entities may refer to alleged violations of their election process to the Election Supervisory Board.
- 1.05 SINGULAR REFERENCES INCLUDE PLURAL. References to the singular shall be construed to include the plural.

- 1.06 CANDIDATE REFERENCES INCLUDE WORKERS. References to candidates shall be construed to apply to their agents and workers as well.
- 1.07 WORKERS' RESPONSIBILITIES. Candidates, agents, or workers for any election shall be responsible for the regulations relevant to their election, as defined by the election code.
- 1.08 IGNORANCE. Ignorance of this code shall not be an acceptable defense in response to any offense committed in any election under this code; either by the candidates themselves, their agents or workers, or the election regulatory bodies, as defined by this code.
- 1.09 SINGLE AND SEPARATE APPLICATION. Each election under this code shall be considered a single and separate application of this code.
- 1.10 RELEVANCY OF RULINGS. Rulings made by the Election Supervisory Board during any election period are relevant only to that election and associated runoff elections.
- 1.11 UNIVERSITY REGULATIONS. All candidates, and their agents and workers, and the Election Supervisory Board shall be responsible for following all applicable University regulations.

CHAPTER II DEFINITIONS

- 2.01 "Student refers to any individual whose name appears on the current roster of the Registrar of the University.
- 2.02 "University" refers to The University of Texas at Austin.
- 2.03 "Campus-wide elections" refers to any elections involving multiple entities that are governed by this code.
- 2.04 "Entity/Entities" refers to the organizations that utilize and participate in campus-wide elections. They are currently as follows: Graduate Student Assembly, Student Government, Texas Student Media, the University Co-operative Society, and University Unions.
- 2.05 "ESB" refers to the Election Supervisory Board established by and defined within this Code.
- 2.06 "Candidate" refers to any student consenting and/or endeavoring to be elected as expressed by filing to run for office in accordance with this and all applicable election codes.
- 2.07 "Worker" refers to any person that contributes time, effort, or services for the purpose of supporting or furthering a candidacy, where the candidate or agent has knowledge of said contributions.
- 2.08 "Agent" refers to any candidate-appointed worker who is authorized to speak and act on behalf of the candidate.
- 2.09 "Campaign materials" refers to all materials and literature of any kind concerning any candidate that have or are intended to have the effect of soliciting votes, support, or interest for a candidate or elective office but excludes any individual endorsement not approved by the candidate.

- 2.10 "Campaign" and "campaigning" refer to statements, literature, activity or deliberate use or distribution of materials of any kind that have or are intended to have the effect of soliciting votes, support or interest for a candidate or elective office. Campaigning should only occur during the official campaign period as defined in this code.
- 2.11 "Polling location" refers to any internet-enabled device available for public use that is being used to vote in campus-wide elections.
- 2.12 "Polling station" refers to any publicly accessible on-campus polling location designated for the use of voting in the campus-wide elections by the Election Supervisory Board.
- 2.13 "Officer" refers to any sitting officer of any entity participating in campus-wide elections.
- 2.14 "Officer-elect" refers to a candidate whose election already being decided, has won his/her respective election, but who has not yet been sworn-in nor seated yet.
- 2.15 "Defeated candidates" refers to candidates, whose elections already being decided, have lost in their respective elections.
- 2.16 "Ruling" refers to any decision or ruling issued by the Election Supervisory Board resulting from a hearing.
- 2.17 "Advisory Opinion" refers to any opinion issued by the Election Supervisory Board concerning any matter affecting the campus-wide elections that may not be included within the language of the election code.
- 2.18 "Campus-wide elections Filing Agreement" refers to the document signed by the candidate that acknowledges the candidate is aware of and will adhere to the Campus-wide elections Common Code.
- 2.19 "Day" is one 24-hour period. A day includes both weekdays and Saturday and Sunday.
- 2.20 "Week" is defined as seven calendar days.

CHAPTER III THE ELECTION SUPERVISORY BOARD

- 3.01 ADMINISTRATION. The Election Supervisory Board shall be responsible for the administration of Campus-wide elections.
- 3.02 JURISDICTION. The jurisdiction of the Election Supervisory Board applies both on-campus and off-campus.

SUBCHAPTER A: SELECTION

- 3.03 SELECTION COMMITTEE. Each entity participating in campus-wide elections will put forward one representative to participate in the selection of the Election Supervisory Board members.

- 3.04 PROCESS. The Election Supervisory Board shall be assembled through an application and interview process, to be completed, when possible, by the last day of classes in the spring semester. Members of this Election Supervisory Board are not allowed to serve on any entity with appellate jurisdiction.
- 3.05 QUALIFICATIONS. A total of nine (9) members will be selected to comprise the Election Supervisory Board from the applications submitted. Each shall possess the following qualifications:
- (a) Shall not hold an elected position, endeavor to run, or be engaged inactively campaigning for an elected position in of the entities.
 - (b) Must either be a graduate student, or an undergraduate student who has completed one semester in residence.
 - (c) Must have and maintain a minimum 2.5 cumulative grade point average.
 - (d) Must not be serving a discipline penalty.
- 3.06 CHAIR. The chair of the Election Supervisory Board shall be selected in the initial application and selection process.
- 3.07 REMOVAL. Any member of the Election Supervisory Board may be removed for just cause by a unanimous vote of the ESB Selection Committee.
- (a) Should a member of the Election Supervisory Board be removed, the Election Supervisory Board selection committee shall convene and determine a replacement.

SUBCHAPTER B: POSITIONS AND RESPONSIBILITIES

- 3.08 CALLING MEETINGS. The chair of the Election Supervisory Board shall facilitate and organize the necessary meetings and hearings in order to accomplish tasks set forth by this code.
- 3.09 SECRETARY. The Election Supervisory Board shall appoint the Secretary; who shall be responsible for recording the minutes of Election Supervisory Board meetings and hearings, and keeping records of all opinions, rulings, and filings required of candidates under this code.
- (a) The Secretary shall provide a written copy of all decisions concerning individual candidates to the candidates involved.
 - (b) Failure to do so may result in revocation of duties by the Election Supervisory Board Chair.
- 3.10 ASSIGNMENT OF CANDIDATES. The remaining members of the Election Supervisory Board shall be assigned an equal group of candidates for whose questions, complaints, and financial statements they are responsible.

CHAPTER IV VIOLATIONS

SUBCHAPTER A: HEARINGS & PROCEDURES

- 4.01 FILING OF COMPLAINTS. Any student may file a complaint with the Election Supervisory Board.
- (a) All complaints must be filed under the name of the student of the student filing the complaint.

- (b) Members of the Election Supervisory Board are prohibited from filing complaints.
- 4.02 The Election Supervisory Board shall act on all complaints within two days after they are received by either dismissing the complaint or calling a hearing under the provisions of this subchapter.
- (a) If after the two days, the Election Supervisory Board fails to act, the Chair of the Election Supervisory Board shall have original jurisdiction over the matter.
- 4.03 DISMISSAL OF COMPLAINTS. The Election Supervisory Board may dismiss a complaint if:
- (a) The complaint was not filed within a reasonable amount of time; or,
 - (b) The complaint fails to state a cause of action for which relief may be granted; or,
 - (c) The filing of the complaint violates a provision of Sec. 4.1.
- 4.04 NOTIFICATION OF HEARING. If a complaint is not dismissed, then a hearing must be held.
- (a) The Election Supervisory Board shall inform, in writing or via e-mail, the complaining party and all individuals or groups named in the complaint of the time and place of hearing.
 - (b) The parties are not considered notified until they have received a copy of the complaint.
- 4.05 TIMEFRAME. The hearing shall be held at the earliest possible time, but not within twenty-four (24) hours after receipt of the notice described in the previous section, unless all parties agree to waive the 24-hour time constraint.
- (a) This 24-hour time constraint is waived if the complaint is filed during the voting period.
- 4.06 TEMPORARY RESTRAINING ORDERS. At the time a notice of a hearing is issued, the Election Supervisory Board, by majority vote may issue by a temporary restraining order if it determines that such action is necessary to prevent undue or adverse effects on any individual or entity.
- (a) Any restraining order, once issued, will remain in effect until a decision of the Election Supervisory Board is announced after the hearing or until rescinded by the Election Supervisory Board.
- 4.07 PUBLIC ACCESS. All Election Supervisory Board hearings, proceedings, and meetings must be open to the public, except for the deliberations that determine the outcome of complaint hearings.
- 4.08 PRESENT AT HEARING. All parties of the Election Supervisory Board hearing shall present themselves at the hearing or authorize an agent in writing to carry on said proceedings in their stead.
- 4.09 RIGHT TO COUNSEL. Parties may be accompanied by any other student from which they can receive counsel and have the option to be represented by that counsel.
- 4.10 ESB QUORUM AND CHAIR. For any hearing, a majority of sitting Election Supervisory Board members must be in attendance with the Chair of the Election Supervisory Board presiding.
- (a) In absence of the Chair, the responsibility to preside shall fall to an Election Supervisory Board member designated by the Chair.
- 4.11 HEARING PROCEDURE. The Election Supervisory Board shall determine the format for the hearing but must require that both the complaining and responding parties appear physically before the Election Supervisory Board to discuss the issues through a complaint, answer, rebuttal, and rejoinder format, when applicable.

- (a) The purpose of the hearing is to gather the information necessary to make a decision, order, or ruling that will resolve an election dispute. To effectuate this purpose, the following rules should prevail at all hearings:
 - (i) Complaining parties shall be allowed no more than two witnesses; however, the Election Supervisory Board may call witnesses in accordance with previous sections of this code. If said witnesses are unable to appear at the hearing signed affidavits may be submitted to the Election Supervisory Board Chair for the purpose of testifying by proxy; and,
 - (ii) All questions and discussions by the parties in dispute shall be directed to the Election Supervisory Board; and,
 - (iii) There shall be no direct or cross-examination of any party or witness by complaining or responding parties during hearings; and,
 - (iv) Reasonable time limits may be set by the Election Supervisory Board, provided they give fair and equal treatment to both sides; and,
 - (v) The complaining party shall bear the burden of proof.

4.12 DECISIONS. Decisions, orders, and rulings of the Election Supervisory Board must be concurred to by a majority of the Election Supervisory Board present and shall be announced as soon as possible after the hearing.

- (a) Such decisions may be delivered orally or in writing.
- (b) The Election Supervisory Board shall issue a written opinion of the ruling within twenty-four (24) hours of announcement of the decision.
 - (i) The written opinion must set forth the findings of fact by the Election Supervisory Board and the conclusions of law in support of it.
 - (ii) Written opinions shall a precedent for a time period of three election cycles for Election Supervisory Board rulings and shall guide the Election Supervisory Board in its proceedings.
- (c) Upon consideration of prior written opinions, the Election Supervisory Board may negate the decision but must provide written documentation of reasons for doing so.

4.13 SUBMISSION OF DOCUMENTS FOR APPEAL. If the decision of the Election Supervisory Board is appealed, the Election Supervisory Board must immediately submit its ruling and appropriate accompanying documents to the entity with appellate jurisdiction.

SUBCHAPTER C: REMEDIES AND SANCTIONS

4.14 CLASSES OF VIOLATIONS. Violations of the Code shall be divided into four classifications:

- (a) Class A violation shall result in a fine.
- (b) Class B violation shall result in a moratorium of campaigning.
- (c) Class C violations shall result in a combination of moratorium of campaigning and a fine.
- (d) Class D violation may result in a disqualification from the election.

- 4.15 CONSEQUENCES. Within the ranges established by the Election Supervisory Board, the Election Supervisory Board shall select the amount of the fine or length of the suspension most appropriate to both the severity of the infraction and the intent of the violator as determined by the Election Supervisory Board. At the candidate seminar, Election Supervisory Board shall clearly define what would constitute each class of a violation.
- 4.16 FINE LIMITS. If a candidate, or a candidate's agents or workers, commits a violation resulting in a fine, the Election Supervisory Board has the authority to fine the candidate. Any fine or total amount of fines against a candidate in an election cycle may not exceed the spending limit as defined by each race's respective code of origin.
- 4.17 CONSEQUENCES OF A CLASS B OR CLASS VIOLATION. If, after a hearing, the Election Supervisory Board finds a candidate, or a candidate's agents or workers, has committed a Class B or Class C violation, the Election Supervisory Board may restrict the candidate, or the candidate's agents or workers, from engaging in some or all campaign activities for some or all of the remainder of the campaign. If an order is issued covering only part of the remaining campaign period, it shall take effect within 24 hours so that after its termination, the candidate will have an opportunity to resume campaigning during the days immediately prior to and including the election days.
- 4.18 CONSEQUENCES OF A CLASS D VIOLATION AND OTHER DISQUALIFICATION RULING. If, after a hearing, the Election Supervisory Board finds that provisions of either this code or decisions, opinions, orders, or rulings of the Election Supervisory Board have been violated by a candidate, or a candidate's agent or workers, has committed a Class D violation, the Election Supervisory Board may disqualify the candidate.
- 4.19 VOTER FRAUD. Any complaints concerning voter fraud filed through the Election Supervisory Board must be immediately and wholly turned over to the Office of the Dean of Students.

CHAPTER V APPEALS

- 5.01 APPEAL OF ESB DECISION. Any party adversely affected by a decision of the Election Supervisory Board may file an appeal with the entity with appellate jurisdiction within twenty-four (24) hours after the adverse decision is announced, unless the Election Supervisory Board's decision takes place during a voting period.
- (a) The entity with appellate jurisdiction shall have discretionary appellate jurisdiction over the Election Supervisory Board in all cases in which error on the part of the Election Supervisory Board is charged.
- 5.02 DECISION OF THE ELECTION SUPERVISORY BOARD. The decision of the Election Supervisory Board shall stand and shall have full effect until the appeal is heard and decided by the entity with appellate jurisdiction.

- 5.03 HEARING OF APPEALS. The entity with appellate jurisdiction shall hear appeals of the Election Supervisory board rulings as soon as possible, but not within twenty-four (24) hours after the Election Supervisory Board delivers to the Appellant and the entity with appellate jurisdiction a copy of its written opinion in the case.
- (a) Appeals may be heard prior to this time, but only if the Appellant waives the right to a written opinion and the entity with appellate jurisdiction agrees to accept the waiver.
- 5.04 REVIEWING ELECTION SUPERVISORY BOARD APPEALS. The entity with appellate jurisdiction shall review findings of the Election Supervisory Board when appealed.
- (a) The entity with appellate jurisdiction may affirm or overturn the decision of the Election Supervisory Board, or modify the sanctions imposed.
- 5.05 APPELLATE REVIEW. The entity with appellate jurisdiction shall have full authority to fashion an equitable remedy appropriate to the circumstances of the case, but should endeavor to avoid remanding the case to the Election Supervisory Board.
- 5.06 PROHIBITION OF SERVING ON THE ESB. Members of any entity with appellate jurisdiction are not allowed to serve on the Election Supervisory Board.

CHAPTER VI ELECTION TIMETABLE

- 6.01 ELECTION Days. General elections shall be held on the Wednesday and Thursday of the week two weeks prior to the start of the University's spring break.
- (a) Poll hours for the Campus-wide elections shall be from 8:00 am on the first day of voting in the Campus-wide elections until 5:00 pm on the second day of voting in the Campus-wide elections.
- 6.02 RUNOFF ELECTION DAYS. In the case of a runoff in any race, voting will take place exactly one week after the Campus-wide elections.
- (a) Poll hours for the runoff election shall be from 8:00 am on the first day of voting in the runoff election until 5:00 pm on the second day of voting in the runoff election.
- 6.03 PROHIBITION OF ELECTION CODE CHANGE. No changes to the Election Code may be enacted within four (4) week of the Campus-wide elections.
- 6.04 SUBMISSION OF CANDIDATE LIST. A list of all candidates campaigning for races in their organization must be submitted by each group to the Office of the Dean of Students by 12:00 noon on the day of the Candidate Seminar.
- 6.05 ADVERTISEMENT OF BALLOT. The Election Supervisory Board shall advertise the complete ballot, with proper ballot order, in the student newspaper of the University at least seven (7) days prior to the Campus-wide elections
- 6.06 POSTING OF CANDIDATE INFORMATION. The Election Supervisory Board shall designate a publically acceptable place to post the following information on each candidate: name, position sought, major(s), and a statement of no more than one hundred-fifty (150) words.

(a) The Election Supervisory Board shall be able to restrict any false information.

- 6.07 FILING COMPLAINTS. Complaints can be filed with the Election Supervisory Board from the moment the Election Supervisory Board is created until forty-eight (48) hours after the certification of the final results.
- 6.08 WEB ADDRESS RELEASE. The official web address used for voting shall be announced no later than the Candidate Seminar.

CHAPTER VII CANDIDATES

- 7.01 QUALIFICATIONS. All candidates must adhere to the qualifications set forth in the Code, University policy, the general information catalogues of the University, and all statutes enforceable by the Election Supervisory Board.
- 7.02 ELIGIBILITY. All candidates must be deemed eligible by the respective election code of the group for which they are running in order to be able to practice in campus-wide elections.
- 7.03 QUALIFICATIONS TO SEEK OFFICE. Only students may actively seek office or vote in campus-wide elections.
- 7.04 SUBMISSION OF CAMPAIGN AGENTS. Each candidate shall be required to submit to the Election Supervisory Board a list of agents they have authorized for their campaign on or before the candidate seminar date.

SUBCHAPTER A: FILING

- 7.05 FILING PERIOD. The filing period shall open at 9:00 am on the first day of the spring semester and shall remain open until 12:00 pm noon the day of the candidate seminar.
- 7.06 FILING AGREEMENT. Each candidate must complete and submit a campus-wide elections Filing Agreement for each race s/he is entering to the respective group by the filing deadline.
- 7.07 CODE AVAILABILITY. A copy of the updated version of the code shall be made available to each candidate by the time of filing.

SUBCHAPTER B: CANDIDATE SEMINAR

- 7.08 DATE OF CANDIDATE SEMINAR. The Election Supervisory Board shall set the candidate seminar date.
- (a) The exact time and place of the Seminar shall be set no later than the beginning of the filing period.
- 7.09 CANDIDATE SEMINAR AGENDA. The Election Supervisory Board shall set the agenda for candidate seminar.

- (a) The agenda must include the assignment of ballot positions in accordance with this code, and may include explanations of this code, review of the election timetable, and answering of candidate questions.
- 7.10 CANDIDATE SEMINAR ATTENDANCE. Attendance at the candidate seminar is required of each candidate running in a race that is part of the campus-wide elections process.
- (a) Failure to attend the seminar shall not be an acceptable excuse for violating this Code.
- 7.11 ABSENCE. If the candidate has an excuse absence as determined by the Election Supervisory Board, then s/he may send an authorized agent in his or her place.
- (a) The Election Supervisory Board must be notified of the substitution at least 24 hours in advance of the candidate seminar.
- 7.12 PRIMACY PENALTY. No absent candidate may receive a ballot position above a candidate who was at the candidate seminar.
- (a) The first ballot position available to absent candidates shall be after the last position assigned to a candidate who was present.
- 7.13 CANDIDATE ELIGIBILITY. Each group will be responsible for certifying each candidate's eligibility before the candidate seminar.
- (a) Candidates who fail to meet eligibility requirements will be disqualified immediately and notified of this action in writing.

SUBCHAPTER C: FINANCIAL DISCLOSURES

- 7.14 CAMPAIGN EXPENDITURE RECORDS. Each candidate must keep accurate and up-to-date records of all campaign receipts and expenditures.
- 7.15 TEMPLATE. A template for financial disclosures for use by all candidates will be developed by the Election Supervisory Board and provided to each group by the first day of filing.
- 7.16 PROHIBITED AFFILIATION. Except in cases of a bona fide executive alliance as provided for in this code, no candidate is allowing to contribute financially or provide any other form of tangible support, including but not limited to campaign materials, to another candidate's campaign.
- (a) Sharing campaign money, campaign materials and resources between and amongst candidates who are not in a bona fide execute alliance is strictly prohibited.
- 7.17 FINANCIAL DISCLOSURE STATEMENTS. Financial disclosure statements shall be filed with the Election Supervisory Board, in the Student Government Office (SAC 2.102) or other locations designated by the Election Supervisory Board, at the following times:
- (a) By 4:30 p.m., on the first day of campaigning;
 - (b) By 4:30 p.m., on the last day of the second week of campaigning;
 - (c) By 4:30 p.m., on the last day before the General or Special Election;
 - (d) By 4:30 p.m., on the first day of campaigning in a Runoff Election;
 - (e) By 4:30 p.m., on the last day of voting in a Runoff Elections.

CHAPTER VIII CAMPAIGNING

- 8.01 SPENDING LIMITS. Each group participating in campus-wide elections will set its own spending limits for campaigns and is responsible for enforcing these limits with the candidates running in their respective races.
- 8.02 UNAUTHORIZED CAMPAIGNING. All candidates are prohibited from campaigning, soliciting, or otherwise bringing attention to their campaign or election before the sanctioned campaign period.
- (a) This prohibition includes all attempts to secure endorsements, sponsorships, or any other presentation of information made for public consumption or use.
 - (b) However, this prohibition does not include the personal individual recruitment by a candidate of individual team members.
- 8.03 ENTITY-SPECIFIC ELECTION CODES. Specific details regarding campaigning for a particular race that are not outlined within this code fall under the jurisdiction of the race's respective entity.

CHAPTER IX POLLING LOCATIONS

- 9.01 JURISDICTION. The Election Supervisory Board shall have jurisdiction over all polling locations on the days of elections governed by this code.
- (a) All polling locations must abide by the code.
- 9.02 LOCATIONS. The locations of these stations must be published online and publicized at least twenty-four (24) hours before the start of the first election day.
- 9.03 PROHIBITION OF CAMPAIGN MATERIAL WITHIN POLLING LOCATION PERIMETER. No campaigning or campaign materials may exist within 20 feet of any on-campus polling location.
- 9.04 INTERNET READY DEVICES. All reported and published polling locations must have an internet-ready device available on voting days, during voting hours, for the express purpose of facilitating voting.
- 9.05 CONSISTENT POLLING LOCATIONS. The same polling locations must be used on both voting days, but may be modified with the same time constraints for the runoff elections if necessary.
- 9.06 POLLING HOURS. The Election Supervisory Board may set limitations on the hours of operation for the voting locations, but may not deny the right to vote to any person standing in line to vote at the time the polling locations closes.

CHAPTER X ELECTION RATIFICATION

- 10.01 RATIFICATION OF POLLS. The Dean of Students and the Election Supervisory Board Chair shall ratify all races that are part of campus-wide elections immediately following the closing of polls.
- 10.02 ELECTION RESULTS. Results of any election under this code shall be announced no later than twenty-four (24) hours after the polls close for the election.

- 10.03 LOCATION. The location of both the announcement and posting of the results is to be announced by the Election Supervisory Board no later than the candidate seminar.

TITLE III

GRADUATE STUDENT ASSEMBLY-SPECIFIC ELECTION CODE

CHAPTER I PROVISIONS

- 1.01 Title III shall only apply to Campus-Wide elections of the Graduate Student Assembly at The University of Texas at Austin.

CHAPTER II DEFINITIONS

- 2.01 "Graduate Student Assembly" or "GSA" refers to the Graduate Student Assembly of The University of Texas at Austin.
- 2.02 "Regulatory Bodies" include the Election Supervisory Board, the Election Oversight Board and all other administrative bodies of the election process.

CHAPTER III CANDIDATE RIGHTS AND DUTIES

- 3.01 Any eligible student, as set forth in the GSA Constitution, may file to run for either President or Vice President.
- 3.02 Presidential and Vice Presidential candidates may not campaign together.
- 3.03 All candidates must adhere to the qualifications set forth in the GSA Constitution, this Code, University policy, General Information Catalogs, and all statutes enforceable by the Election Supervisory Board.
- 3.04 In the event that no one files to run for a particular office, the Election Supervisory Board, in consultation with the Graduate Student Assembly Executive Board, may extend the filing deadline for that particular race for a period of up to three (3) class days.
- 3.05 A list of all candidates for office will be made available online after filing has closed.
- 3.06 Candidates, their agents and workers are subject to governance by this Code both before and after they have filed for candidacy during the filing period.
- 3.07 All candidates seeking to run for office in the Graduate Student Assembly must file the following documents:

- (a) A statement announcing the intention of the candidate to run for a particular office, listing the candidate's current address, phone number, and college;
- (b) A statement signed by the candidate which gives permission to the Election Supervisory Board to solicit the Dean of Students to verify the requirements for the appropriate office, in accordance with the Graduate Student Assembly Constitution

- 3.08 Candidates may file to run for only one elected office per election cycle.
- 3.09 Upon request, prospective candidates shall be informed, prior to their filing for office, of the identity of candidates already filed for any office for which the prospective candidate is eligible.
- 3.10 At the time of filing, each candidate shall be required to submit a good faith deposit, made payable to the Graduate Student Assembly. The deposit of twenty dollars (\$20) shall be held by the Election Board until the election process is completed. At that time, the deposit will be immediately refunded, unless failure to follow this Code or ruling of the Election Board has resulted in forfeiture of all or part of the deposit. In any case, no portion of a candidate's deposit shall be refunded until all the candidate's signs are removed from the campus of the University. Failure to do so within three (3) class days after the election shall result in forfeiture of the deposit.
- 3.11 Any candidate wishing to withdraw from an election may do so by turning in a written request no later than four (4) class days before the voting period.
- 3.12 Each candidate in any GSA election must keep accurate and up-to-date records of all campaign receipts and expenditures.
- 3.13 Receipts must be provided for all campaign expenditures. All expenses in excess of one dollar shall be included in the candidate disclosure statements.
- 3.14 Contributions to a candidate by individuals or organizations are allowed, but all contributions must be documented in a financial disclosure statement in accordance with this Code. Student organizations receiving student fee allotments shall not contribute funds derived from student fees to any candidate or executive alliance, nor use such funds to purchase any items to be used in campaigning. This provision shall not be construed to prohibit any Texas Student Media coverage of the campaigns that occurs as a donation.
- 3.15 Each candidate's financial records must list identifying information (name, item, etc.) and amounts of each contribution and expenditure. Contributions and expenditures of non-monetary assets or in-kind efforts must be listed and valued at their fair market value, as determined by the Election Supervisory Board. Each financial disclosure statement must have all expenditure receipts attached. All expenses must be included in the financial disclosure report.
- 3.16 All campaign materials distributed by and/or paid for by an endorser of a candidate must be included in the candidate's campaign expenditures. If an endorsing organization pays for campaign materials promoting multiple candidates, the full cost of those materials must be included in the campaign expenditures of each candidate promoted by the materials.

- 3.17 The Election Supervisory Board shall provide standardized forms for the purposes of this Code by the filing deadline. This summary of records shall be placed online by the Election Board within 24 hours after records are submitted.
- 3.18 The financial disclosure statements in Section 3.19 must contain all the expenses incurred by the candidate during the campaign. A candidate does not have to file a report, provided that there are both no contributions and no expenditures to report.
- 3.19 Failure to file accurate financial disclosure statements by the deadlines listed in this section, or falsification of financial statements, may qualify the candidate for disqualification by the Election Supervisory Board.

CHAPTER IV CAMPAIGN PROVISIONS AND PROCEDURES

SUBCHAPTER A: EXPENSES

- 4.01 Candidates in all Graduate Student Assembly Campus-Wide elections shall adhere to the following spending limit for Presidential or Vice Presidential Candidates: \$750 in any general election or special election
- 4.02 Candidates and executive alliances shall be allowed an additional \$250 each for campaigning in a runoff election.
- 4.03 Candidates who spend 20% or more over their designated spending limit may be considered for disqualification by the Election Supervisory Board and shall be disqualified, unless extenuating circumstances can be documented.
- 4.04 Any candidate who amasses more than 20% of their designated spending limit in fines shall have committed a Class D Violation and shall immediately be disqualified by the Election Supervisory Board.
- 4.05 "Total expenditures" includes all campaign expenditures and fines issued by the Election Supervisory Board or the Election Supervisory Board.

SUBCHAPTER B: CAMPAIGNING AND ENDORSING

- 4.06 No campaigning or endorsing (as defined in Title II, Chapter II) will be allowed until the official campaign period has begun as determined by the Election Board.
- 4.07 A sample of all campaign materials must be filed with the Election Board prior to its public distribution or posting.
- 4.08 All Campaign Materials must be in compliance with University regulations governing the use of electronic media.

- 4.09 No candidate, agents or workers shall remove, obscure, or damage any sign, which is in compliance with the posting policies of that locale.
- 4.10 Candidates shall refrain from knowingly deceptive or misleading campaign activities, including any act or statement reasonably calculated to injure or compromise the rights or interests of any student, faculty or administration.
- 4.11 Candidates, as well as their agents and workers, shall not engage in campaigning activities that subjects students, faculty, or the administration to demeaning verbal harassment as determined by the Election Supervisory Board.
- 4.12 Students must have their University of Texas Student EID in order to vote. The collection of personal identifiers or student identification to facilitate voting is prohibited, in accordance with the policies of the University IT Security Policy Office, and shall subject the candidate to immediate disqualification by the Election Board.
- 4.13 Reasonable latitude will be allowed by the Election Supervisory Board to electioneering activities during the campaigning process, as long as those activities are in line with those specified within this Code, the General Information Catalogs, and in accordance with University policy. Any activity that is not expressly allowed within these boundaries is hereby expressly denied, except by clear and distinct ruling by the Election Supervisory Board prior to commission of the activity.
- 4.14 Members of the Election Supervisory Board or GSA Election Appeals Board may not endorse or campaign for any candidate.

CHAPTER V ELECTION TIMETABLE AND PROVISIONS

- 5.01 The General Election shall be held on two (2) consecutive weekdays two weeks prior to the start of the University's Spring Break. Runoff elections will be held on two consecutive weekdays in the following week.
- 5.02 No changes to the Election Code may be enacted within four (4) weeks of the General Election, in accordance with the GSA Constitution.
- 5.03 At the Graduate Student Assembly meeting immediately preceding the election, the executive board shall provide the candidates with an opportunity to speak to the GSA Assembly membership.
- (a) Each presidential candidate will be allowed fifteen (15) minutes to present his or her platform, with a ten (10) minute question and answer period.
 - (b) Each Vice Presidential candidate will be allowed ten (10) minutes to present his or her platform with a five (5) minute question and answer period. These times may be extended by majority vote of the GSA Assembly.
 - (c) This session with the candidates shall be open to the public.
- 5.04 Each student may cast one (1) vote for President and one (1) vote for Vice President.
- 5.05 Election results shall be certified in accordance with the GSA Constitution.

- 5.06 No potential voter may be specifically excluded from casting a vote at any polling location.
- 5.07 On election days, no candidate, agent, or worker may exchange anything of value, excluding campaign material, in return for guarantee of vote.
- 5.08 The Election Supervisory Board must coordinate with Services for Students with Disabilities in the Office of the Dean of Students, or other appropriate office, to ensure that at least one polling location is accessible to students with disabilities.
- 5.09 Candidate information on the ballots shall include the candidate's name, position sought, and other information pertinent to voting procedure.
- 5.10 Any change in the election process or this Code shall be presented before the Assembly, and shall be implemented following approval of the Assembly.
- 5.11 The final vote tabulation shall be under the supervision of the Election Supervisory Board. No candidate for any Graduate Student Assembly office or position shall participate in vote tabulation.
- 5.12 The Election Supervisory Board shall annually determine the process by which the election is held and make recommendations to the GSA assembly on potential changes to the election code.

CHAPTER VI APPEALS

SUBCHAPTER A: GENERAL PROVISIONS

- 6.01 The GSA Election Appeals Board shall consist of three (3) persons, including one Chair.
- 6.02 Members of the GSA Appeals Board shall meet the following qualifications:
 - (a) Each member must be nominated independently and separately by the GSA President and confirmed by the Assembly by majority vote.
 - (b) Each member must be from a different department.
 - (c) Each member must be in good academic and disciplinary standing.
 - (d) Each member must not be affiliated with any candidate or campaign running for President or Vice President.
- 6.03 The GSA Election Appeals Board Chair is responsible for writing all opinions, informing appellate parties, the Election Supervisory Board, and all other necessary parties as to decisions of the GSA Election Appeals Board.
- 6.04 Members of the GSA Election Appeals Board can be replaced upon the recommendation of the GSA President and a two-thirds (2/3rd) vote of the GSA Assembly
- 6.05 The GSA Election Appeals Board must convene no sooner than twenty-four (24) hours after a candidate files an appeal.

- 6.06 The GSA Election Appeals Board must render a final decision on an appeal no later than forty-eight (48) hours after an appeal hearing is held, unless the appeals hearing is conducted within twenty-four (24) hours of the start of a General, Special, or Runoff Election. Should an appeals hearing occur within twenty-four (24) hours of the start time of a General, Special, or Runoff Election, the GSA Election Appeals Board must render its final decision on an appeal within twenty-four (24) hours of hearing the appeal.
- 6.07 The GSA Election Appeals Board, having conducted a hearing with due diligence and process, may find that no violation has occurred; or affirm the decision of the Election Supervisory Board; or, reduce or increase, or completely remove any sanctions that the Election Supervisory Board has placed on a candidate or campaign.
- 6.08 Should the GSA Election Appeals Board either disqualify, or sustain a disqualification, of a candidate from office, the disqualified candidate shall not appeal to any other body and he or she shall forfeit his or her deposit.

SUBCHAPTER B: CONTESTING ELECTION RESULTS

- 6.09 After the Election Supervisory Board certifies election results, candidates have seventy-two (72) hours to contest the election results for genuine, non-frivolous cause.
- 6.10 A contest of election results must be made to the GSA Election Appeals Board, who shall convene within twenty-four (24) hours to review the case.
- 6.11 Should the GSA Election Appeals Board review the contested election results and determine that there is a strong case for overturning the election results, the GSA Election Appeals Board must notify the current GSA Executive Board that the complaint has merit. These cases include, but are not limited to:
- (a) Candidates and/or campaigns deliberately violating institutional rules
 - (b) Candidates and/or campaigns committing fraud
 - (c) Candidates and/or campaigns violating local, state, or federal law
- 6.12 If the complaint has merit, the GSA Executive Board shall notify all candidates that the results shall be decided by the GSA Assembly at the next general assembly meeting following the appeal.
- 6.13 The next general assembly meeting will begin with a call-to-order and quorum call, followed immediately by the contestation hearing. The complainant will have ten (10) minutes to state the nature of the claim, and the respondent will have ten (10) minutes to respond to the complaint. The assembly will then have ten (10) minutes to question the parties, followed by a standard period of debate. At the conclusion of the debate period, the assembly will vote to determine the validity of a complaint. In order for the complaint to be sustained, a two-thirds (2/3) majority vote is required. Should the complaint be sustained, the election results shall be de-certified and the Assembly shall certify new results.
- 6.14 For purposes of the contestation hearing, the acting Vice President shall preside, unless the acting Vice President is a party to the hearing, in which case the Chair of the GSA Election Appeals Board shall preside.