

---

# ELECTIONS POLICY

OF THE

WASHBURN UNIVERSITY

STUDENT GOVERNMENT

ASSOCIATION

*This document in its most updated form shall be available online and a physical copy stored in the office.*

Last updated on March 27, 2025.

## TABLE OF CONTENTS

Chapter 1. Campaign Eligibility .....	3
Section 1. General Eligibility .....	3
Section 2. Filing for Office .....	3
Subsection 2.1: Senator Filings .....	3
Subsection 2.2: Presidential and Vice-Presidential Filings .....	3
Chapter 2. Campaign Rules .....	3
Section 1. General Rules .....	4
Section 2. Campaign Teams .....	4
Section 3. Funding .....	4
Section 4. Campaign Materials .....	4
Subsection 4.1: Posters .....	4
Subsection 4.2: Gifts .....	5
Subsection 4.3: Slogans .....	5
Section 4. Polling .....	5
Chapter 3. Enforcement .....	5
Section 1. Election Board Responsibilities .....	5
Section 2. Disciplinary Hearings .....	5
Chapter 4. Amendments .....	6

# **CHAPTER 1. CAMPAIGN ELIGIBILITY**

## **SECTION 1. GENERAL ELIGIBILITY**

Any student wishing to run for office must be eligible to hold office as per the requirements outlined in Article IV, Section 1 of the *WSGA Constitution*.

## **SECTION 2. FILING FOR OFFICE**

Any student wishing to be placed on the ballot for a WSGA election shall be required to submit a completed election packet to the Cabinet member charged with overseeing elections. All candidates must attend a briefing meeting with the Cabinet member charged with overseeing elections, the Election Board, or designated party before obtaining an election packet from that party and beginning any type of campaign for office. This packet shall be maintained by the Cabinet member charged with overseeing elections and the Election Board, and will contain the following components:

1. A general questionnaire for the candidates' contact information and information to be put on the ballot.
2. A petition sheet for student signatures.
3. A copy of the election rules.

### *SUBSECTION 2.1: SENATOR FILINGS*

Petition sheets for Senatorial candidates will require valid names, signatures, and WU IDs of fifty students who are eligible to vote in the election to be considered completed. Alternatively, an individual running for Senate may be endorsed by a registered student organization, which will complete the petition sheet. Each registered student organization is only allowed to endorse a single individual running for office.

### *SUBSECTION 2.2: PRESIDENTIAL AND VICE-PRESIDENTIAL FILINGS*

Presidential and Vice-Presidential candidates shall be required to file to be placed on the ballot together and run on a joint ticket. Petition sheets for Presidential and Vice-Presidential candidates will require valid names, signatures, and WU IDs of one-hundred students who are eligible to vote in the election to be considered completed. Petition sheets for individuals running for President and Vice-President are not eligible for completion through the endorsement of registered student organizations.

# **CHAPTER 2. CAMPAIGN RULES**

## **SECTION 1. GENERAL RULES**

The election campaign shall begin five weeks before the first day of the election and candidates may post campaign materials any time after that day. Any presidential ticket hopeful and any Senator hopeful shall be forbidden from campaigning within the WSGA Office, WSGA Senate meetings, WSGA sponsored events, as well as any campaigning in the WSGA Microsoft Teams channels titled “Business” and “Casual” or any other WSGA messaging group. Candidates for the office of Senator may not campaign as a group. President and Vice President Campaign pairs are not allowed to promise Cabinet positions or any other executive favor in exchange for votes or any other benefits to the campaign.

## **SECTION 2. CAMPAIGN TEAMS**

President and Vice President Campaign pairs shall disclose in writing to the Election Board any individuals who are regularly assisting in their campaign.

## **SECTION 3. FUNDING**

Each candidate pair for the positions of President and Vice President will be allotted a maximum of \$400.00 and the supplies for up to 150 buttons from the WSGA budget for campaign materials. No outside or personal funding may be used for the purpose of a campaign. Each team must have been briefed on the regulations for campaigning before this funding can be used. The WSGA Budget Director will be charged with tracking the remaining balance for each candidate team and will notify candidates of remaining balances upon request. In the case of the Budget Director running for the President or Vice-Presidential office, the Chairperson of the Election Board shall assume their responsibilities.

## **SECTION 4. CAMPAIGN MATERIALS**

The following items are considered campaign materials: posters, business/walking cards, brochures, buttons, web sites, graphics, social media content, digital messages for the purpose of recruiting support, and balloons. No campaign materials are allowed to be within fifteen feet of any dedicated polling sites. The candidate or candidate team shall remove campaign material within three business days after the last day of election.

### *SUBSECTION 4.1: POSTERS*

Campaign posters for candidates must conform to *Washburn University’s Bulletin Board and Poster Policy* and the Residence Halls’ posting policy.

#### *SUBSECTION 4.1.1: AREA LIMITATIONS*

Candidate running for any office (including the team running for President and Vice President) are limited to twenty posters per building.

#### *SUBSECTION 4.2: GIFTS*

No candidate, or candidate team, shall distribute gifts including but not limited to food and t-shirts. Non-adhesive campaign buttons are permissible. Adhesive campaign material is totally prohibited.

#### *SUBSECTION 4.3: SLOGANS*

Campaign slogans and messages shall not appear on Washburn University owned property, such as white boards and chalk boards, without written consent from the university.

### **SECTION 4. POLLING**

A polling site is defined as any electronic device on campus owned by Washburn University, or any location on Washburn University property. During at-large elections, campaigning or electioneering at the polling site or within 15 feet where WSGA is polling is strictly forbidden and can result in a sanction from the Election Board. Any President or Vice President campaign tickets are not allowed to table on behalf of WSGA at polling sites. Campaign team members are allowed to table but must not influence voters in any way.

## **CHAPTER 3. ENFORCEMENT**

### **SECTION 1. ELECTION BOARD RESPONSIBILITIES**

The WSGA Student Election Board shall act as the judicial branch pertaining to any WSGA elections and may hold disciplinary hearings and administer punishments as a result. Materials or behaviors that are obscene, racist, sexist, or libelous towards candidates or persons are unacceptable and shall be punished by the board. Punishments may include, but are not limited to, forfeiture of all campaign materials for the duration of elections, disqualification of candidate and/or teams, forfeiture of votes, and/or referral of violators to the appropriate University authorities.

### **SECTION 2. DISCIPLINARY HEARINGS**

The Student Election Board will only entertain a hearing session provided that a formal, typed complaint has been submitted to the Election Board for consideration. Any candidate or candidate team may file a formal complaint with the Election Board. If the Election Board determines the complaint has grounds, all parties involved shall proceed to an official hearing. All parties shall be notified in writing of

the procession to a hearing and meeting details shall be included in that message. All candidate teams involved may have a representative present. Quorum is met by the presence of at least three members of the Election Board. The hearing will be conducted as stated:

1. The proponent of the complaint testifies.
2. The board members may ask the individual questions.
3. The proponent makes a closing statement.
4. The opponent makes a closing statement.
5. All parties will leave the room during deliberation.
6. The board members deliberate to enforce proper sanctions as passed by the Senate.
7. All parties are requested to return to the room and witness the vote of the board's decision.

## **CHAPTER 4. AMENDMENTS**

Any amendments or changes made to this document must be presented to and approved by the WSGA Senate by the Cabinet member charged with overseeing elections.