



## UVUSA ELECTIONS PACKET 2022-2023



Due: **January 28, 2022 at Noon**

SUBMIT YOUR APPLICATION ONLINE AT  
[UVU.EDU/UVUSA/ELECTIONS](http://UVU.EDU/UVUSA/ELECTIONS)

(LATE APPLICATIONS WILL NOT BE ACCEPTED)

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## STAY CONNECTED

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@UVUSTUDENTS

#PROUDWOLVERINES

# UVUSA ELECTIONS

## INTRODUCTION

Dear Wolverine,

Congratulations on your decision to run for a position on UVUSA's 2022-2023 Executive Council! Student leaders play an integral role in our university's shared governance model and the student experience here at UVU. Your willingness to serve our fellow students is recognized and deeply appreciated by our students and administration.

Contained in this packet are helpful definitions, rules, and other items that will assist you in understanding the UVUSA election process. Please allow yourself time to become familiar with this information, as the success of your campaign can depend heavily on your knowledge of this packet.

Please submit your elections packet online at [uvu.edu/uvusa](http://uvu.edu/uvusa), no later than January 28th, 2022 at noon. After your packet has been turned in, you will be required to attend an Elections Campaign Orientation Meeting held face-to-face in SL114 or digitally via Zoom from 3pm-5pm on January 28th, 2022. This meeting will give you a chance to meet other candidates, ask questions, enjoy light refreshments, and further familiarize yourself with campaign rules. Zoom information will be sent via email by 1pm on January 28.

In addition to the orientation meeting, it is highly recommended that as a candidate you attend an elections information session before the elections packet is due. These meetings will provide helpful information about how to organize your campaign, identify your platform, and create meaningful goals for yourself. These meetings will be recorded, so please reach out if you're not able to attend in-person and we will share the recording.

Information Sessions:

November 16th, 2021 | 11am-12pm | SL114 Student Council Chambers

January 20th, 2022 | 11am-12pm | SL114 Student Council Chambers

Lastly, candidates will be held to a high standard of ethical behavior, honesty, and integrity throughout the entire campaign process. Keep in mind that your success as a student comes first, so please do not allow the election to interfere with your coursework. We've provided all the dates to watch out for on the next page so that you can plan accordingly for a busy schedule. The experience of running for office will be challenging but also so rewarding as you come to learn from the students of UVU. Remember to always seek the student voice and to keep the needs of students at the forefront of your campaign efforts. Best of luck with your campaign and in the weeks ahead!



Karen Magaña-Aguado, 2021-2022 Student Body President

For information regarding the specific positions and what they entail please contact one of the following:

Student Body President: Karen Magaña-Aguado | [Karen.Magana@uvu.edu](mailto:Karen.Magana@uvu.edu) | 801-863-8175

Vice President of Engagement: Bryson Finley | [Bryson.Finley@uvu.edu](mailto:Bryson.Finley@uvu.edu) | 801-863-8732

Vice President of Academics: Ethan Morse | [EMorse@uvu.edu](mailto:EMorse@uvu.edu) | 801-863-8793

Vice President of Student Activities: Hayden Harward | [Hayden.Harward@uvu.edu](mailto:Hayden.Harward@uvu.edu) | 801-863-8378

Manager-Student Government: Sam Josie | [samuel.josie@uvu.edu](mailto:samuel.josie@uvu.edu) | 801-863-8164

Coordinator-Senate: Todd Olsen | [todd.olsen@uvu.edu](mailto:todd.olsen@uvu.edu) | 801-863-8632

Coordinator-Student Activities: Marie Squyres | [marie.squyres@uvu.edu](mailto:marie.squyres@uvu.edu) | 801-863-7343

# ELECTIONS TIMELINE

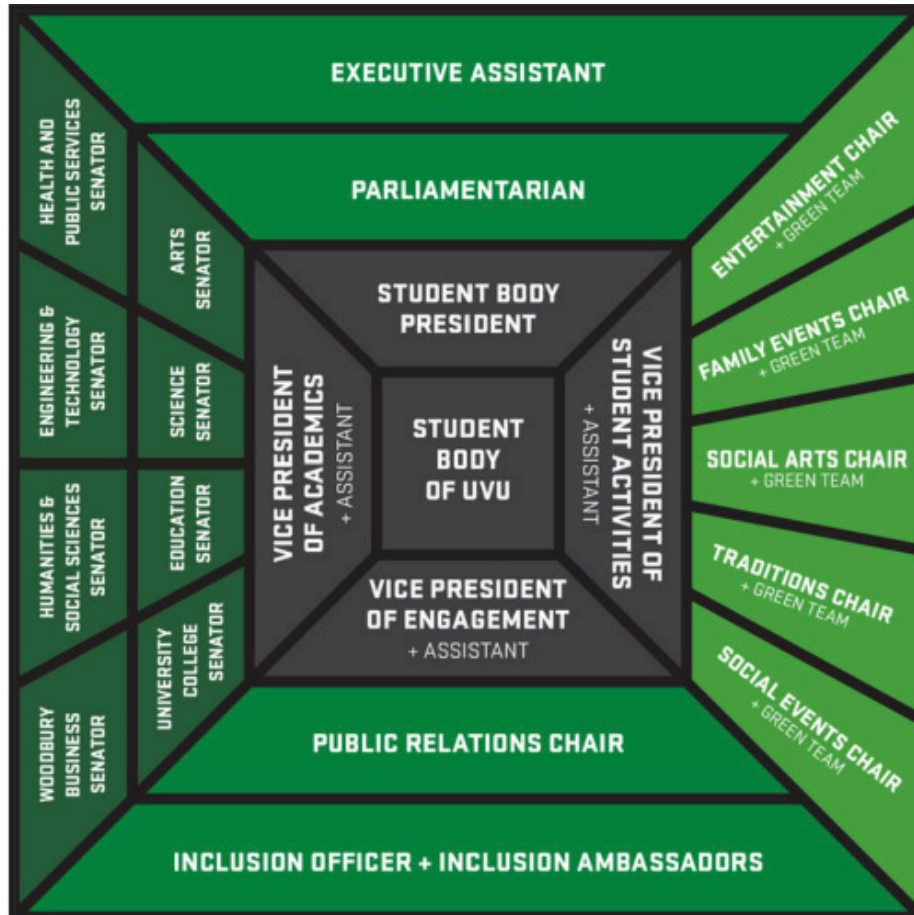
|   |   |
|---|---|
| November 16th @ 11am .....                | General Info Session-SL 114   |
| January 20th @ 11am.....                  | General Info Session-SL 114   |
| January 28th @ Noon .....                 | Elections Packet Due online at <a href="http://uvu.edu/uvusa">uvu.edu/uvusa</a> |
| <b>**January 28th @ 3pm-5pm .....</b>     | <b>Elections Campaign Orientation and Rules Meeting - SL114**</b>               |
| February 1st @ 2pm.....                   | Candidacy Declaration Press Conference - SL114                                  |
| February 1st @ 2pm.....                   | Social Media Campaigning Begins   |
| February 1st @ TBD .....                  | Candidate Video Interview/Headshot Photoshoot-CS 605                            |
| <b>**February 8th @ Noon-1:30pm .....</b> | <b>Candidate Training- SL114**</b>  |
| <b>**February 12th @ 8am-5pm.....</b>     | <b>Super Saturday (Final Walkthrough at 5pm)**</b>                              |
| February 22nd-February 25th.....          | Elections Week  |
| Tuesday .....                             | On Campus Campaigning and Voting  |
| Wednesday.....                            | On Campus Campaigning and Voting  |
| Thursday .....                            | On Campus Campaigning and Voting  |
| Friday.....                               | On Campus Campaigning and Voting  |
| <b>Friday @ 5pm.....</b>                  | <b>Voting Polls Close</b>   |
| February 25th @ 5pm-10pm .....            | Clean Up  |
| <b>**February 25th @ 7pm .....</b>        | <b>2022-2023 Student Body Officers Announced - SL114**</b>                      |

**\*\*Indicates mandatory for ALL candidates to attend.\*\***

# AVAILABLE POSITIONS

## What elected positions are available?

Student Body President, Vice President of Engagement, Vice President of Academics, and Vice President of Student Activities



## Duties of Officers:

### Student Body President:

- Serves as the lead officer of student government managing the student Vice Presidents, Executive Assistant, and Parliamentarian
- Chairs Executive Council and Student Council meetings
- Oversees fee reviews and allocation of student fee monies
- Serves on various campus and community boards (ie: President's Council, University Executive Council, etc.) representing the student voice amongst administration
- Meets with campus officials to advocate for the student experience and needs such as tuition rates, financial aid, technology, services, etc.
- Works with the Judicial Committee (representatives from each branch) to sponsor needed policies and legislation within student government
- Serves as a voting member of the UVU Board of Trustees representing the student voice when developing and approving aspects, initiatives and programs in accordance with the University's mission, strategic goals and policy
- Participates with the Utah Student Association addressing issues and needs within higher education across the state specifically representing UVU

### **Vice President of Engagement:**

- Oversees the day-to-day operations of student government
- Plans and coordinates student council activities
- Chairs the Independent Branch meetings, a panel of student leaders representing student organization partners and internal functions of student government
- Acts upon responsibilities delegated by the Student Body President and establishes related committees
- Represents the student voice on various campus committees as assigned
- Prepares detailed semester reports shared with the campus community highlighting the accomplishments and activities within UVUSA student government
- Facilitates UVUSA student government relations with campus student organizations
- Manages comprehensive branding of UVUSA throughout campus community

### **Vice President of Academics:**

- Serves as an active advocate for students with academic issues
- Works closely with campus academic boards (ie: Faculty Senate, Academic Affairs Council, Deans, etc.) to ensure that students receive the education to which they are entitled
- Represents the student voice on various campus committees as assigned
- Oversees the Academic Senate branch, a panel of student leaders, representing the eight schools/colleges across campus (Business, Science, Arts, Humanities and Social Sciences, University College, Education, Engineering & Technology, Health and Public Service)
- Plans and facilitates the research, approval, and coordination of speakers brought to UVU to enrich the student academic experience

### **Vice President of Student Activities:**

- Promotes UVU school pride by overseeing the execution of a year's worth of UVUSA sponsored events/activities connecting students to campus through recreation and entertainment
- Manages and trains a board of student leaders in the planning, promotion and implementation of campus events
- Works closely with student leaders to recruit, train and retain committee members
- Represents the student voice on various campus committees as assigned

### **Executive Assistant:**

***\*\*NOTE-This position is appointed by the Student Body President and not by the general student body. However, they serve on the UVUSA Executive Council so it's important to understand the role of the position.\*\****

- Maintains workflow by managing communication with student council and/or branches
- Provides administrative support to the Student Body President by preparing meeting agendas, taking minutes, coordinating calendars, scheduling appointments, etc.
- Assists the Student Body President in brainstorming effective strategies to address student issues and concerns

### **Are there other ways to be involved in student government?**

Yes! Once these officers are elected they will interview and appoint 23 student council positions. Positions include the Executive Assistant, Parliamentarian, Inclusion Chair, Inclusion Ambassadors, Public Relations Chair, Senators of each school/college, Activities Chairs, and VP Assistants. Applications for these positions will be available in March of spring semester.

# CANDIDATE ELIGIBILITY

In strict compliance with the Constitution of the Utah Valley University Student Association found in Article III, Sections XVI and XVII, candidates for office must adhere to the following requirements:

## **ARTICLE III, SECTION XIV - Qualifications for Office**

Any student seeking an elected officer position within UVUSA must meet the following criteria:

- A. All candidates shall be currently enrolled at UVU.
- B. All candidates shall possess a minimum cumulative grade point average of 3.0, with the exception of first-time matriculated students.

## **ARTICLE III, SECTION XV - Requirements for Office**

The requirements for any office held within UVUSA are as follows:

- A. Throughout the term of office, all officers must be currently enrolled in and successfully complete a minimum of 12 credit hours per semester and maintain a minimum semester grade point average of 2.50, summer semester excepting.
- B. Throughout the term of office, attendance at scheduled meetings and activities for which the officer has responsibility shall be required as set forth in the by-laws.
- C. Student council members will abide by the Student Leadership & Involvement Requirements form along with the Behavioral Agreement and Student Code of Conduct as outlined in the by-laws section titled "Student Council Requirement".

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In addition, as outlined in the Constitution of the Utah Valley University Student Association found in Article III, Section II, Subsection C the elections process will be overseen by the Elections Committee:

## **ARTICLE III, SECTION II, SUBSECTION C - The Executive Council**

- C. Under the direction of the Student Body President, the Parliamentarian or their designee, subject to ratification by the Student Council, will chair an Elections Committee to regulate and monitor the elections process. The Student Body President will appoint a minimum of five members and one Student Leadership and Involvement staff member to the committee. The elections process will be conducted in accordance with the Elections Rules by-law.

# MANDATORY OFFICER DATES/EVENTS

## Mandatory Events

| Event  | Date  |
|--|---|
| Newly Elected Officers Orientation                 | February 26, 2022   9am-6pm                       |
| Interview Student Council Applicants               | April 4-9, 2022   TBD                             |
| UVUSA Transition Banquet 2022                      | April 28, 2022   6pm-8pm                          |
| Student Council Orientation                        | May 10, 2022   TBD                                |
| Utah Leadership Academy (ULA)                      | May 11-13, 2022   All Day/Overnight               |
| Executive Council Retreat                          | May 27-June 2, 2022   All Day/Overnight           |
| Student Council Training Retreat                   | August 15-18, 2022   All Day/Overnight            |
| Wolverine Summit                                   | August 19, 2022   3pm-10pm                        |
| UVUSA Transition Banquet 2022                      | TBD   |
| Attendance at UVUSA sponsored events as determined | TBD-Dates compiled by 2022-2023 Executive Council |

## Office Hours

| Event  | Hours                        |
|--|------------------------------|
| 2022 Summer Office Hours for SBP/VP's            | Approx. 100 hours total      |
| 2022 Fall Semester/2023 Spring Semester for SBP  | Approx. 35-40 hours per week |
| 2022 Fall Semester/2023 Spring Semester for VP's | Approx. 25-30 hours per week |

## Mandatory Meetings

| Event                             | Days of the week | Time    | Recurrence  |
|-----------------------------------|------------------|---------|-------------|
| • Council Meetings:               | Thursdays        | 1:00 pm | Weekly      |
| • Executive Council Meetings:     | Mondays          | TBD*    | Weekly      |
| • Branch Meetings:                | Tuesdays         | TBD*    | Weekly      |
| • Assigned University Committees: | TBD*             | TBD*    | As Required |

\*Indicates determination of day/time upon election and consensus of group.

Each position also has mandatory weekly/monthly meetings that need to be attended. Please contact the current Student Body Officers with questions about these meetings.





## CANDIDATE & ELECTED OFFICERS AGREEMENT

1. I understand that, each candidate's completed Elections Packet and deposit are due by **January 28th @ Noon** by electronic submission via the UVUSA Elections website ([uvu.edu/uvusa/elections](http://uvu.edu/uvusa/elections)).

These items include:

- Candidate Profile
- Candidate & Elected Officers Agreement

**No late or incomplete forms will be accepted for official<sup>6</sup> candidacy. Late submissions may still participate in the election as a write in candidate but will not be permitted to participate in official candidate programming such as the hanging of publicity throughout campus or have their name on the ballot.**

2. I understand that as a candidate I must appear at the following mandatory candidate meeting and training (listed on pg. 4):
- Campaign Orientation and Rules Meeting | January 28th @ 3pm-5pm | SL114
  - Candidate Training | February 15th @ Noon-1:30pm | SL114
3. I understand that as a candidate I must currently be a registered UVU student (1 credit hour or more) and possess a cumulative 3.0 GPA or higher upon application (LDS Institute classes do not qualify).
4. I understand that as a candidate I cannot be on academic or behavioral probation at UVU and must be in good standing with the university.
5. I understand that as a candidate I must be free from any outstanding debts in the Business Office at the time the application is submitted, i.e. library fines, parking tickets, or any other debts on campus. The only exception is established payment plans through the cashier's office.
6. I acknowledge the Elections Committee<sup>2</sup> is the governing body for the UVUSA Student Body Elections and I agree to comply by all decisions made by the committee.
7. During the course of my campaign, I will be fair, honest, ethical, and abide by the rules as printed by the Elections Committee. I will do nothing to slander or harm the campaign of my peers.
8. If elected, I understand that I must be a fully enrolled and registered full time (12 credits or more) UVU student and maintain a minimum semester grade point average of a 2.5 and a minimum cumulative grade point average of a 2.5 throughout their term of office (LDS Institute classes do not qualify).
9. If elected, I agree to meet at least twice monthly with my committees and advisors, and attend to my UVUSA responsibilities throughout the summer months. I will readily make myself

available for an average of 10 volunteer hours per week in the UVUSA office.  
Vacations or other obligations longer than two weeks at a time may not be permitted.

10. If elected, I agree to maintain regularly scheduled office hours each week in the student government office during the fall and spring semesters. *Please note: The Student Body President may accept or decline a stipend equal to 28 hours per week at a wage set in consultation with the Director of Student Leadership and Involvement for the Fall and Spring terms of office. In order for the President to receive the stipend, they must be willing to hold office hours, attend activities, and attend meetings for a combined total of 40 hours per week. The Vice Presidents may accept or decline a stipend equal to 20 hours per week at wage set in consultation with the Director of Student Leadership for the fall and spring terms of office. In order to receive the stipends, they must be willing to hold office hours, attend activities, and attend meetings for a combined total of 30 hours per week. If either the President or Vice Presidents choose to work another job, they may forfeit their eligibility for any stipend (UVUSA Constitution-Executive Council Stipend By-Law).*
11. If elected, I agree to attend all scheduled meetings and activities and fulfill all responsibilities as explained in the by-laws of the UVUSA Constitution to give full support to the committees I lead.
12. If elected, I understand that other employment that may hinder or take away from my obligations and responsibilities within UVUSA. If additional employment is necessary throughout the summer, I agree that UVUSA employment responsibilities take priority in scheduling.
13. I know of no legal, moral, or ethical reason why, if elected, I could not or should not fulfill my elected term of office from April 2022 to April 2023.
14. I understand that if elected as a high profile student leader I will be subject to a background check conducted by Human Resources. Negative results may result in my dismissal, at the discretion of the Dean of Students.
15. I understand that students are subject to removal from participation in any SLI programs in connection with pending or prior university disciplinary action, including but not limited to, situations where there are concerns about safety, destruction of university property, or interference with the operations of the university and/or educational programs, as deemed appropriate by the Office of Student Conduct.
16. As an elected Student Body Officer, I promise to fight for the students and pursue their best interests in all I do. I will represent all UVU students to the best of my ability.

By signing below, I acknowledge that I have read and understand the qualifications for candidacy and requirements for office if elected. I understand that failure to comply with these qualifications and requirements shall result in disqualification as a candidate in the election process, loss of privileges, and/or dismissal from elected office.

**THIS DOCUMENT IS WHAT IS CONTAINED IN THE ONLINE CANDIDATE & ELECTED OFFICERS AGREEMENT. WHEN COMPLETING IT YOU WILL BE PROMPTED TO SIGN IT ELECTRONICALLY. PLEASE DO NOT SUBMIT A PAPER VERSION OF THIS DOCUMENT.**

# UVUSA ELECTION CAMPAIGN RULES

## Definitions

- <sup>1</sup> **Appeal:** A written application/request to the Elections Committee for a decision to be reconsidered and/or reversed.
- <sup>2</sup> **Designated Campaign Areas:** Campaign locations determined by the Elections Committee and assigned at the mandatory Elections Campaign Orientation and Rules Meetings. These locations will act as each candidate's "home base" throughout elections week.
- <sup>3</sup> **Elections Committee:** Governing body of the elections process charged with the responsibility of interpreting and enforcing the election packet rules and campus regulations.
- <sup>4</sup> **General Election:** An election held to select the members of a political or governing body.
- <sup>5</sup> **Grievances:** A written statement to the Elections Committee that addresses any violation of the rules or unethical behavior by a candidate.
- <sup>6</sup> **Official Candidate:** A currently enrolled UVU student that has met all the eligibility requirements and submitted the Elections Packet paperwork by the designated deadline. Official candidates will be permitted to participate in election events planned and implemented by the UVUSA Elections Committee, be allowed to hang and display campaign materials according to the instructions surrounding Super Saturday, and have designated campaign space on campus during the week of elections and voting. Official candidates will have their name included on the official ballot. In the case of disqualification, a candidate will no longer be considered an official candidate.
- <sup>7</sup> **Penalties:** Punishment given to a candidate as a result of a grievance or violation of Elections Packet rules.
- <sup>8</sup> **Publicity Preparation Night:** Campaign committee/volunteers assisting a candidate in their preparations for elections. The purpose is for supporters to provide assistance, not to solicit votes (ie. gathering together to prepare materials, painting posters etc.).
- <sup>9</sup> **Rally Nights:** Any event targeted at prospective voters in an attempt to solicit their vote. A face-to-face interaction with individual students to verbally declare candidacy and share candidate platforms.
- <sup>10</sup> **Super Saturday:** The term given to the full day event where candidates hang their campaign publicity across campus. This is a required date for all candidates running for office if they plan to hang publicity on campus. It is recommended that each candidate brings adequate supplies (ie: scissors, string, ladders, etc.) and a committee of volunteers to assist them in the hanging of their publicity.
- <sup>11</sup> **Write In (Unofficial) Candidate:** A currently enrolled UVU student that meets all the eligibility requirements but has not submitted the Elections Packet paperwork or submits the paperwork after the designated deadline. Write in (unofficial) candidates will not be able to participate in election events planned and implemented by the UVUSA Elections Committee, nor be allowed to hang and display campaign materials according to the instructions surrounding Super Saturday, and will not have designated campaign space on campus during the week of elections and voting. The names of Write In (Unofficial) Candidates will not be included on the official ballot but space will be provided for students to write in the name of the candidate of their choosing. All write in (unofficial) candidates are subject to the rules outlined in the Elections Packet.

## General

1. No candidate will be allowed to run on a team or ticket. Team names will not be permitted on any campaign materials or used on ballots. Candidates are not permitted to put the names or photos of any other candidates on their own campaign materials, including social media. Candidates campaign materials should be individualized in design and appearance. If the Elections Committee<sup>3</sup> determines that a candidate's campaign materials are similar in design and appearance, penalties may be given.
2. Candidates may only run for one executive position per election.
3. Elections will be done through Ranked Choice Voting (RCV). This method allows voters to rank the candidates running for office in order of their preference. If a candidate receives the majority of first choices (51%), then they

win the election. If no candidate gets a simple majority, then the candidate with the least amount of first choice votes will be removed from the race; voters who ranked a candidate as their first choice will then be represented by their second choice and so on until a majority vote is reached.

4. In preparing for election week you may talk to individuals that you are acquainted with and solicit their help. You are responsible for all individuals who are helping with your campaign. These individuals are accountable for the same rules and obligations that you are, so share the information in this packet with them and instruct them well! Your campaign will be penalized<sup>7</sup> for any violations your campaign committee may commit.

## Campaign Finances

5. Cleanup must be completed no later than 10pm following the announcement of the elected officers. In the case that a candidate has failed to adequately clean up their publicity and supplies the candidate may be charged a cleaning fee. In addition, if at any time in preparation of the election, during the election, or while cleaning up that damage to the campus occurs the candidate may be charged repair/replacement fees. Candidates would be notified of the fee and charges will be posted on the candidate's myUVU account and a hold placed on their account.
6. Donated money or items may be contributed to a candidate's campaign. All donors must sign the donation document found at the end of this packet verifying their understanding that they are donating to the candidate as an individual, not UVU. The donation document and letter is available on page 17 of this packet. Additional copies can be found at [www.uvu.edu/uvusa/elections](http://www.uvu.edu/uvusa/elections).

## Candidate Conduct

7. All questions concerning campaign rules will be resolved by the Elections Committee<sup>3</sup>. Questions should be submitted to the Committee via **e-mail** by the Candidate to the Elections Committee Chair. **Each candidate agrees to abide by the Elections Committee decisions.** This includes penalties<sup>7</sup>, grievances<sup>5</sup>, explanation of rules and disqualification of candidates.
8. No candidate shall in any way maliciously do harm to another candidate or candidate's campaign. All candidates are expected to conduct themselves in an ethical and honest way throughout the entire campaign process. This includes refraining from tampering with posters, spreading slanderous rumors or otherwise interfering with another campaign. Any violation may penalize the candidate involved, with or without substantial evidence proving one candidate at fault. Protect yourselves by protecting your opponent's campaign materials.
9. During the entire campaign and elections process, **ALL grievances<sup>5</sup> must be submitted via the "Grievance Form" on the UVUSA Elections website:** [www.uvu.edu/uvusa/elections](http://www.uvu.edu/uvusa/elections). The deadline for any grievances will be Friday, February 25th @ 6pm. Anyone is permitted to submit a grievance. The Elections Committee<sup>3</sup> will review each grievance submitted and respond as quickly as possible.
10. During the entire campaign and elections process, all sanctioned decisions regarding violations or grievances may be appealed<sup>1</sup> via the "Grievance Appeal Form" on the UVUSA Elections website: [www.uvu.edu/uvusa/elections](http://www.uvu.edu/uvusa/elections). Appeals should be submitted as soon as possible. Appeal forms submitted more than 12 hours after the Elections Committee's notification of a grievance/sanction may not be considered. The deadline for any appeal will be Friday, February 25th at 6pm. When an appeal is submitted, the Elections Committee will review it's decision and respond as quickly as possible. All grievance are limited to one (1) appeal and all appeal decisions are final. Candidates are limited to three (3) appeals per election year unless otherwise specified by the Elections Committee.

## Pre-Campaigning

11. Introduction videos and professional headshots of each candidate will be taken on February 1st at TBD. No UVUSA or other UVU department apparel will be allowed in these photos. These photos will be used on the official ballot, publicity distributed by the Elections Committee<sup>1</sup>, on the UVUSA candidate info website, and sent to each candidate for personal use. Please be sure to fill out the "Candidate Profile Form" (more information

located on page 9) on the UVUSA Elections website: [www.uvu.edu/uvusa/elections](http://www.uvu.edu/uvusa/elections) by January 28th as part of the Elections Packet requirements.

12. You may meet with department heads, administrators, faculty, staff, athletic coaches, etc. before the official campaign start date based on the stipulation that you do not mention campaign strategies. You may discuss campus issues, ask questions regarding campus, etc. Discussing strategies (campaign designs, marketing plans, etc.) will be considered pre-campaigning and cause for potential penalty.
13. No campus entity, department, or student leadership program should be promoting one candidate more than another; such actions should be immediately submitted to the Elections Committee for review via the "Grievance Form" on the UVUSA Elections website: [www.uvu.edu/uvusa/elections](http://www.uvu.edu/uvusa/elections).
14. Approaching classes or organizations is not allowed.
15. **You must not ask individuals to vote for you or solicit votes in any way prior to the Candidacy Declaration Press Conference.** Any violation of this rule will result in severe penalties to be determined by the Elections Committee<sup>1</sup>. In preparing for election week you may talk to individuals that you are acquainted with and ask for their help with your campaign. Be cautious of the language chosen when working with your campaign committee whether it be face-to-face, through social media, via email, etc. to ensure nothing can be misconstrued as pre-campaigning or the solicitation of votes. The Candidacy Declaration Press Conference will mark the start of any social media campaigning candidates choose to conduct but physical handouts, fliers, giveaways, etc. will not be permitted to be distributed until the week of elections.

## Social Media Campaigning

16. At the start of the Candidacy Declaration Press Conference you may utilize electronic materials (websites, social networks, etc.).
17. You are responsible for all information posted online. Be cautious of pre-campaigning concerns and make sure that no sites or social media are live prior to the Candidacy Declaration Press Conference. *\*\*The only exception to this rule will be publicity distributed equally by the Elections Committee<sup>2</sup> for the Candidacy Declaration Press Conference.*
18. No direct electronic campaigning through campus e-mail or other campus-run digital tools is allowed. This includes campus social media, Canvas, and Connect pages.

## Campaign Week

19. No campaigning shall disrupt class. Candidates are not allowed to distribute any sort of publicity inside the classroom. **Period.** This includes lobbying professors to make announcements in their class rooms before, during, or after the lecture.
20. Any physical campaigning or posting of materials before Super Saturday<sup>10</sup> @ 8am will penalize the candidate's campaign time as determined by the Elections Committee<sup>3</sup>. Even though publicity will go up on Super Saturday, distribution of physical publicity (flyers, giveaways, etc.) cannot start until 8am on the first day of elections week.
21. No publicity is to be put out after 5pm on Super Saturday<sup>10</sup> except for in the designated campaign areas during elections week. The only exception to this rule will be arrangements made with satellite campuses closed on Saturdays. This information will be provided at the Elections Campaign Orientation and Rules Meeting.
22. Items brought from home, such as TV's, gaming systems, etc., are allowed in your designated campaign areas with prior approval from the Elections Committee<sup>3</sup>.
23. No off-campus campaigning is permitted until 8am of the first day of elections week. Written approval must be

granted by apartment/business managers to solicit their residents.

24. Election candidates must remove all materials and begin cleaning up their campaign areas IMMEDIATELY after campaigning. Candidates will be required to remove all their campaign materials and clean up their campaign areas before 10pm.
25. No campaigning may take place within any computer lab, designated study space or UVUSA office/entrances. Candidates are not permitted to be within these spaces except to cast their own vote (where applicable). Study spaces are considered physically separated or marked spaces from the main thoroughfares, walkways, halls, etc.
26. **Candidates may not campaign within 25 feet of the officially designated campaign table area(s) unless they are at their respective table.** All candidates will have a campaign table inside of the designated campaign area. You may only campaign from behind your own table in this area. Make sure anyone assisting in your campaign understands this rule. Publicity may only be in a 5 foot radius of your table.
27. Candidates are responsible to inform all of their campaign team of these rules. Again, the Elections Committee<sup>2</sup> will penalize candidates if their campaign team violates these rules.
28. No campaigning is to take place at high schools to concurrently enrolled students. Concurrent enrollment students are earning college credit through UVU but are not considered UVU students and therefore uneligible to vote.
29. No candidate or members of their campaign committee are allowed to supply potential voters with any electronic devices to assist them in voting, nor are they allowed to assist voters by handling the voter's personal electronic devices regardless of whether or not they have that person's permission to do so.

### **Campaign Materials/ Super Saturday<sup>10</sup>**

30. Use of UVUSA or other campus department/leadership program materials including butcher paper, printers, computers, laminators, balloons, etc. is **NOT** permitted.
31. All campaign paraphernalia shall be temporary. It shall not damage in any way the campus facilities or surroundings. **No adhesive backed materials of any kind are allowed, including any tape of any kind on walls, windows, etc.** The candidates will be responsible for the cost of any damages and clean-up, both on and off campus. **These rules will be watched very strictly.**
32. No chalk or other material may be used to cover or decorate sidewalk, stairs, buildings etc.
33. Publicity on campus must adhere to the University's official signage policy (<https://www.uvu.edu/signage/>) unless authorized by the Elections Committee<sup>3</sup> and designated campus officials. Any additional information regarding publicity on campus will be distributed to candidates prior to Super Saturday<sup>10</sup> as negotiations are made by the Elections Committee<sup>2</sup> and campus officials.
34. Publicity materials are allowed throughout campus with the following exceptions:
  - 1- Publicity is only permitted on the 1st and 2nd floors of the Student Life and Wellness Center.
  - 2- No physical campaign materials larger than an 11x17 poster are allowed in the Clarke Building and Noorda Performing Arts Center.
35. All outdoor publicity must receive written approval via email from Frank Young, frank.young@uvu.edu, the Associate Vice President of Facilities Planning. Written approvals must be provided to the Elections Committee Chair no later than February 11, 2022.
36. When posting publicity, you may not reserve spots with blank or unfinished paper, posters, banners etc.
37. No current campus publicity can be removed or moved to hang elections publicity.

38. No campaign materials or paraphernalia may be placed on any UVUSA election-voting booths, computer labs, computer kiosks, suggestion boxes or the UVUSA office entrances (including inside the UVUSA office).

### **Miscellaneous**

39. Requesting any space on campus for Publicity Preparation Nights<sup>8</sup> or Rally Nights<sup>9</sup> must be submitted for scheduling via the Campus Scheduling Form on the UVUSA Elections website: [www.uvu.edu/uvusa/elections](http://www.uvu.edu/uvusa/elections). A confirmation notice will be sent to you via email following your request. Space will be scheduled on a first come first serve basis pending availability.
40. All food items (including candy) used for any on campus campaign/election purposes must be individually packaged, single serving, non-perishable snack type items. Food items that do not fall within this description must be purchased through UVU Catering Services ([catering@uvu.edu](mailto:catering@uvu.edu)) or an on campus food vendor. No off campus buffet style food or homemade goods are permitted.
41. Each candidate will be provided with a base publicity package free of charge. The package will include 100 feet of printed banner paper, 2,000 handbill fliers and 50-11x17 posters. Each candidate is responsible for their graphic design work and all final designs must be submitted no later than February 4, 2022. Formatting and submission information will be provided at the Elections Campaign Orientation and Rules Meeting.

# DONATIONS DOCUMENT

## Utah Valley University Student Body Officer Elections

Spring semester at UVU is always an exciting time of year as students are preparing for their future endeavors. For some this includes making the decision to run for a position in the upcoming student body officer elections. These elected positions participate throughout the campus community by representing the student voice on campus committees, coordinating extensive programming for the student body, and advocating for student needs and issues.

As students choose to run for office they plan and implement an elections campaign. Often candidates will approach individuals or local businesses in hopes of a donation towards their campaign. If one decides to give a donation to a candidate it must be understood that the donation is being made to the individual. The donation is NOT being made to Utah Valley University and therefore will not receive a receipt from Utah Valley University for tax purposes.

Each candidate is required to provide documentation of their expenses including any donations. This form will need to be submitted with the candidate's receipts and budget spreadsheets citing the donation no later than 9am on the final day of the election.

I have read the information above and understand that my donation is being made to \_\_\_\_\_  
\_\_\_\_\_ and not Utah Valley University and therefore I will not receive a receipt from Utah Valley University for tax purposes.

Business (if applicable): \_\_\_\_\_

Name/Position (Printed): \_\_\_\_\_

Description of Donation: \_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_