



Student Body Elections 2021

Official Candidate Information Packet



Student Government
University of South Carolina

Table of Contents

Elections Commission Information	4
Letter from the Elections Commissioner	5
Timeline of Campaigning Period and Elections	6
Important Events	7
Student Senate District Apportionment	10
General Duties and Expectations	11
Posting Regulations	12
University Posting Policies	18
University Solicitation Policies	21
Student Government Codes Chapter 4: Election Commission and Elections	28
Carolinian Creed	53

Elections Commission 2020-2021

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The information provided in this packet is specific to the student body elections at the University of South Carolina. Please note that the information contained in this packet is subject to change.

Contact the Elections Commission at saec@mailbox.sc.edu with questions or concerns.

Edit History

February 22, 2021: Packet removes pages for submission of ballot information, soft and hard campaigning periods, qualifications to hold office, election violation process, and campaign practices and reminders

February 11, 2021: Packet Finalized

To access information regarding elections and the most up-to-date version of the Candidate Information Packet, visit the Student Government Website: <https://sc.edu/sg>

Dear Candidates,

The 2021 Student Body Elections season is finally here! I am excited to see the innovative new ideas each of you brings to the dialogue at our university. Your candidacy in this year's Student Body Elections is a commendable display of your commitment to serving and representing your university peers. As Elections Commissioner, I thank you in advance for your enthusiasm, spirit of service, and cooperation. The Elections Commission is here to assist you with anything you or your campaign staff may need throughout the elections process, so please feel free to contact us with any questions, comments, or concerns you may have. Our goal is to be as accessible, responsive, and helpful as possible as we facilitate your effort to serve as an elected member of Student Government.

As election season begins, we expect **ALL** candidates to abide by the rules outlined in this packet and the Student Government codes and constitution. In order to do so, it is strongly recommended that you thoroughly read the material in this packet, including the elections codes, so that you are aware of all pertinent changes and the standards to which you are expected to comply.

Please keep in mind that no campaigning, including announcements of candidacy in any form, may occur prior to the Mandatory Candidates' Meetings on February 11th. Additionally, no university office or department can assist in the production of promotional materials of any campaign. As such, the use of any materials or equipment from the Department of Student Life, Athletics Department, etc. for campaign purposes are considered off-limits to candidates and staff. In order to maintain the full productivity of Student Government throughout the campaigning period, no campaigning may take place in the Leadership and Service Center.

I encourage you to fully embrace the excitement of the season and wish you the best of luck in your campaign. Please remember to uphold the ideals of the Carolinian Creed, included in this packet, throughout your time as a candidate. Integrity, mutual respect, and cooperation are essential to the smooth administration of our student body elections. Again, please do not hesitate to contact the Elections Commission at any time—we are here to help you.

Thank you,

Kayla King
Elections Commissioner 2020-2021
Student Government, University of South Carolina

Timeline of Campaigning Period and Elections

- **Mandatory Candidates' Meetings:** Thursday, February 11 at 7:00 via
- **Start of Soft Campaigning Period:** Thursday, February 11 at 9:00 p.m. (upon the conclusion of the Mandatory Candidates' Meeting)
- **Platform statements and photos due via email:** Friday, February 12 at noon
- **Executive Candidate Debate:** Tuesday, February 16 at 7:00 p.m.
- **Start of Hard Campaigning Period:** Tuesday, February 16 at 9:00 p.m. (upon the conclusion of the Executive Candidate Debate)
- **Pre-Election Greene Street Tabling Day:** Wednesday, February 17 from 11:00 a.m. to 2:00 p.m.
- **Regular Election:** Tuesday, February 23 at 9:00 a.m. to Wednesday, February 24 at 5:00 p.m.
- **Runoff Election (if applicable):** Tuesday, March 2 at 9:00 a.m. to Wednesday, March 3 at 5:00 p.m.
- **Elected Officer Training Session:** Wednesday, March 10 at 5:30 p.m.
- **Elected Candidate Training Session:** Wednesday, March 17 at 5:30 p.m.
- **Elected Candidate Training Session & Inauguration Runthrough:** Wednesday, March 24 at 5:30 p.m.
- **Inauguration:** Thursday, March 25 at 4:00 p.m.

Important Events

Candidate Filing

Candidates wishing to have their name listed on the ballot must file for election pursuant to Section 4-2-60 of the Student Government Codes. Candidate filing will be held inside the Leadership and Service Center; Russell House. Candidates must pay the filing fee appropriate to the office for which they are running. During the filing period, candidates must submit a list of their campaign staff membership, containing the name, phone number, and email address of each student member.

Upon filing for candidacy, the prospective candidate may send the following items to the Elections Commission via email at saec@mailbox.sc.edu:

- Information for the Electronic Ballot (photo and platform statement)
- Electronic versions of materials-based communication for pre-approval (including flyers, posters, banners, and promotional items)
- Requests for tabling reservations on Greene Street
- Requests for banner space reservations on Greene Street (executive candidates only)

Write-In Candidate Filing

Candidates wishing to declare write-in candidacy may file for candidacy by submitting a Write-in Candidate Form in the Student Government Office (located in the Leadership and Service Center; Russell House, Room 227) or visiting the [Student Government Website](#). Candidates may file for write-in candidacy any business day between February 9 and February 24, on which day no declarations of write-in candidacy may be submitted after 5:00 p.m.

The names of write-in candidates will not appear on the ballot for any office for which the candidate has declared write-in candidacy.

Mandatory Candidates' Meeting

All candidates **must** attend the appropriate official candidates' meeting on Thursday, February 11 in order to be eligible for candidacy in the student body elections. The meeting for all candidates will be held at 7:00 p.m. virtually.

If unable to attend, the candidate must submit an excuse to the Elections Commission via email **prior** to the meeting and schedule a make-up meeting with the Elections Commission to take place within two (2) business days following the mandatory meeting. Any potential candidate who misses the meeting without prior approval will be disqualified from the race. Any potential candidate who misses the meeting cannot begin campaigning until after the make-up meeting with the Elections Commission has occurred.

Executive Candidate Debate

All candidates for the offices of student body president, student body vice president, speaker of the Student Senate, and student body treasurer must participate in a debate to be held on the evening of Tuesday, February 16. More information, including the specific format of the debate, will be sent to all executive candidates via email as it becomes available.

Pre-Election Greene Street Tabling Day

Candidates will be permitted to table on Tuesday, February 17 between 11:00 a.m. and 2:00 p.m. on Greene Street. Table spaces will be assigned by the Elections Commission in advance. No candidate is obligated to table. Candidates interested in tabling are expected to email the Elections Commission in advance so that the appropriate number of tables are placed on Greene Street. In the case of inclement weather, candidates may be allowed to table inside Russell House. Further details will be promptly communicated when necessary.

Voting Days

Voting for the regular election will begin at 9:00 a.m. on Tuesday, February 23 and continue through 5:00 p.m. on Wednesday, February 24. Voting for the runoff election, if applicable, will begin at 9:00 a.m. on Tuesday, March 2 and continue through 5:00 p.m. on Wednesday, March 3. Ballots are accessible online at www.sc.edu/elections.

Candidates will be permitted to table on Greene Street on official voting days. Due to potential limited tabling space availability, table reservation requests must be submitted to the Elections Commission in advance, and table spaces will be assigned on a first-come, first-served basis with priority given to executive candidates.

No campaigning may take place at official polling locations. Official polling locations are polling tables that will be supervised by the Elections Commission or recruited poll workers. An official polling table will be set up at the Leadership and Service Center.

Election Results Announcements

Election results will be announced on Greene Street on the day of the closing of the polls. The announcement of regular election results is scheduled to begin at 5:30 p.m. on Wednesday, February 24; however, delays may result from tabulation of votes or pending violations. The announcement of runoff election results, if applicable, is scheduled to begin at 6:00 p.m. on Wednesday, March 3.

Elected Candidates Training Sessions

All elected executive officers and senators are expected to attend the Elected candidates Training Sessions to be held Wednesdays at 5:30 in the Gambrell 153. These sessions will provide Student

Government leaders with the training and resources needed to succeed in becoming effective advocates for students.

Inauguration Practice

All newly elected executive officers are expected to attend an inauguration practice to be held on Wednesday, March 25 at 7:00 p.m. in Gambrell 153

Inauguration

The inauguration of newly elected officers is to be held on Thursday, March 25 at 4:00 p.m., location TBD.

Apportionment of Student Senate Districts

The following chart summarizes the apportionment of Student Senate seats to each district.

District		Apportioned Seats
1	College of Arts and Sciences	12
2	Darla Moore School of Business	8
3	College of Engineering and Computing	5
4	College of Hospitality, Retail, and Sport Management	4
5	Arnold School of Public Health	4
6	College of Education	3
7	College of Mass Communications and Information Studies	3
8	College of Nursing	3
9	School of Music	2
10	College of Pharmacy	2
11	College of Social Work	2
12	School of Law	2
		Total Seats: 50

General Duties and Expectations

ALL EXECUTIVE OFFICERS

- Work at least ten (10) office hours per week, including during the summer
- Regularly report to the Student Senate
- Meet weekly with the Student Government Advising Team
- Assist with New Student Orientation and First Night Carolina

STUDENT BODY PRESIDENT

- Act as official representative of Student Government and the student body
- Deliver annual address on the state of the student body to the Student Senate
- Nominate members of the Executive Cabinet, justices of the Constitutional Council, and other officials
- Oversee the administration of the Executive Cabinet
- Sign into act or veto legislation passed by the Student Senate
- Assist in the preparation and presentation of the Student Government Budget
- Assist in the facilitation of the external communications of Student Government
- Fulfill other duties as outlined in the Student Government Constitution and Codes

STUDENT BODY VICE PRESIDENT

- Oversee the administration of Student Government programs
- Nominate directors of Student Government programs and other officials
- Oversee the Freshman Council program
- Fulfill other duties as outlined in the Student Government Constitution and Codes

SPEAKER OF THE STUDENT SENATE

- Preside over the Student Senate
- Nominate chairpersons and appoint members of Student Senate committees
- Serve as ex-officio member of the Student Senate Rules Committee
- Vote on student body legislation only in the case of a tie
- Ratify all resolutions and recommendations passed by the Student Senate
- Fulfill other duties as outlined in the Student Government Constitution and Codes

STUDENT BODY TREASURER

- Serve as non-voting member on the Senate Finance Committee
- Keep public record of all receipts, expenditures, and appropriations of monies from Student Government
- Assist in the preparation and presentation of the Student Government Budget
- Recruit and supervise student comptrollers
- Assist student organizations in understanding of the finance request process through Treasurers' Workshops
- Fulfill other duties as outlined in the Student Government Constitution and Codes

STUDENT SENATORS

- Attend weekly Senate sessions (held every Wednesday at 5:30 p.m. in the Senate Chambers)
- Participate in weekly committee meetings
- Assist with Student Government programs
- Fulfill other duties as outlined in the Student Government Constitution and Codes

2021 Posting Regulations

The following chart includes the building-specific regulations for posted materials. For buildings that have approval requirements, the postings must be initialed and dated by the person approving them. In addition, most buildings expect that all materials will be taken down at the end of the election cycle by the party responsible for putting them.

Building	Regulation	Building Phone Number
Barnwell	Post only on bulletin boards. All material must be approved by undergraduate Student Services Coordinator Connie Outen in Barnwell 208	803-777-4137
Blatt PE Center	Posting must be approved by the Assistant director of Operations within Blatt. The rec sports staff will post them.	803-777-4602
Business Administration	You must contact Business Administration and send in a formatted electronic slide for display. Flyers may not be posted on any surface inside the Darla Moore School of Business building. Materials can be sent to this email for approval: digital.signage@moore.sc.edu	803-777-3176
Byrnes Center	You must receive approval from the front office on each floor. Separate services/departments on each floor. There is also a designated area in the lobby for posting information.	
Callcott Center	You may post on the basement and first floor bulletin boards. DO NOT POST ON WALLS. NO TAPE.	803-777-5234
Close-Hipp Building	All materials must go on bulletin boards	803-777-7461
Coker Life Sciences Building & Earth and Water Sciences Building	You may post in the snack room (2 posters on wall, 1 poster on	803-777-4151

	<p>window), on Student Activities board between elevators, in the entrance foyer between the two sets of glass doors, on the bulletin board across from CLS 005, and in the foyer between the Life and Earth Water Science buildings. DO NOT POST ON WALLS, MURALS, OR WALLPAPERED SURFACES. DO NOT COVER OTHER POSTERS ON WINDOWS. ALL POSTS MUST BE CLEARED THROUGH THE OFFICE OF THE DEAN PRIOR TO POSTING. DO NOT POST ON THEIR ORGANIZATION BOARDS.</p>	803-777-4535
Coliseum	<p>With permission from the College of Hospitality, Retail and Sport Management (HRSM) candidates may post in specific areas. For permission to post, stop by the HRSM Dean's suite, Coliseum suite 1,000 (enter doors off Blossom Street). DO NOT POST ON PAINTED SURFACES.</p>	Contact HRSM at 803-777-1611
Currell College	<p>You can post on the bulletin board but DO NOT POST OVER PREVIOUS POSTING. DO NOT POST ON WALLS OR WINDOWS. Bulletin boards on both first and the second floor. They also have plastic covers installed on the walls for flyers.</p>	803-777-7099
Davis College	<p>You may only post on the student bulletin board in the main hall (second floor) next to the computer lab. You must also bring a copy to the Office in room 113 for approval.</p>	803-777-3858
Flinn Hall	<p>Materials may not be posted in Flinn Hall</p>	803-777-2993
Gambrell Hall	<p>You may post on bulletin boards on the first floor exits and boards</p>	

	on the 3rd and 4th floors. Limit large posters to only 1-2 per board to conserve space. DO NOT PUT TAPE ON WALLS OR DOORS.	
Hamilton	You must get approval first from Room 317. Then they will tell you where you can post. CANDIDATES ALSO NEED TO GO TO EACH COLLEGE INSIDE THE BUILDING TO SEEK THEIR APPROVAL BEFORE POSTING.	
Harper College	No material that is not directly Honors College related.	803-777-8102
Health Sciences Building	Check with the dean's office (on the fourth floor) before posting.	803-777-6096
John Welsh Humanities	7 th 8 th 9 th floors of the office building, materials must be checked in office 813A	803-777-4881
Jones Physical Science Center	Materials may only be posted on bulletin boards and hallways and lobbies. No posting in stairwells	803-777-4121
Journalism	Candidates are not allowed to post anywhere inside or outside the building for the School of Journalism and Mass Communications.	803-777-4105
Law Center	You may only post on the red glass walls, one in the cafe, one by student lockers, and one in the second and third floor classroom floor.	803-777-6857
LeConte College	You may post on bulletin boards only. Do not cover anything already posted about classes or seminars or other department material	803-777-5313
Longstreet Theatre	You may post in elevators only.	803-777-4288

McKissick Museum	Posting is only permitted for materials relevant to the Museum, so no campaign posting allowed.	803-777-7251
McMaster College	You may only post on bulletin boards not labeled student work.	803-777-4236
Music School	You can only post on basement bulletin boards and on windows in the canteen areas. No posting on walls and no tape except on canteen windows	803-777-4280
Nursing	Only on bulletin boards	803-777-3861
Public Health	All postings need to be approved by each department on that given floor of the building.	803-777-5032
Residence Halls	NOTE: Distribution is available for registered student organizations and University departments only. RESIDENT HALLS DISTRIBUTE INFORMATION PRIMARILY VIA ELECTRONIC DISPLAY. For more information on electronic display visit http://housing.sc.edu/flyerdist.html Additional materials must be brought to USC Housing Department located in Patterson. Access to flyer distribution forms can be found at: http://housing.sc.edu/flyerdist.html	803-777-4283
Russell House	Only executive candidates my post inside the Russell House. You may take six flyers to the Information Desk located on the second floor. They may be no bigger than 25x40 inches. The RH staff will post them for you. DO NOT POST ON ANY OTHER SURFACES	803-777-3196
Sloan College	You may post materials after going to third floor main office, room 321, for approval. After acceptance by the department	803-777-5251

	chair, materials will be posted on the first floor.	
Strom Thurmond Center	NO POSTING IS ALLOWED	803-777-3656
Sumwalt	There are bulletin boards in the hallways of Sumwalt where candidates can post flyers. Nothing posted in stairwells.	803-777-5581
Swearingen	You may post only on the regular bulletin boards or on free standing clip posts. NO WALLS.	803-777-4177
Thomas Cooper Library	The posting kiosk has been moved to the area by the exit gate in the space between the two class doors. THIS IS THE ONLY PLACE FOR CANDIDATES TO POST.	803-777-4866
Thomson Health Center	NO POSTING IS ALLOWED	803-777-3175
Wardlaw	You may post on the 2nd floor lounge on the Peabody side after checking with the Dean's office (located before room 274).	803-777-6732

Prohibited posting locations include but are not limited to:

- Parking garages
- Trees
- Sidewalks
- Light poles
- Parked cars
- Official polling locations

Greene Street Wall Banners

- Only executive candidates may hang banners on the brick wall in front of the Russell House on Greene Street for an eight (8) day period.
- The acceptable range in which banners may be hung spans from the corner of Woodrow Residence Hall to the end of the wall by Melton Observatory.
- The banner locations must be registered with the Russell House at the information desk.
- Banners are subject to approval by the Elections Commission and Russell House Administration.

- The Elections Commission, Office of Student Government, and Department of Student Affairs assume no responsibility for the security of banners and posters at any time during display. Candidates are encouraged to secure banners with locks and zip ties.
- Any candidate is eligible for immediate removal from their race if the candidate or a member of his or her campaign staff is found to have tampered with, destroyed, or stolen another candidate's banner.
- Candidates are responsible for removal of banners, including all debris (tape, paper, etc.) from the wall and the surrounding area immediately following the conclusion of the campaigning period.

Removal of Improperly Posted Materials and Banners

Candidates are responsible for removing all improperly posted materials, regardless of who posted them. Candidates and their staff must respect University property and policies when posting materials.

If the Elections Commission issues a warning, material must be removed by 12:00 p.m. (noon) of the following day.

Clean Sweep Posting Regulations

In an effort to keep the campus clean and orderly, all campaign-related promotional material must be removed campus-wide within 48 hours following the conclusion of the general student body elections. Candidates competing in a runoff election have until 48 hours after the final runoff election to remove their posted materials.

University Posting Policies

(Adapted from the USC Policy and Procedure Manual – Please note these are University Policies – official policies can be found here: <http://www.sc.edu/policies/policiesbydivision.php#STAF>)

I. Policy

The publicizing of university departments, academic units, or a student organization's events or programs is a necessary part of ensuring the success of these functions. The university has designated suitable areas in most buildings for the purpose of providing a place for groups and organizations to post their respective notices. The purpose of this set of procedures is to outline guidelines for the general posting and distribution of publicity material(s) as well as guidelines for the use of designated places on campus for the posting of said material(s).

II. Procedures

- A. Announcements of general interest to the student body of the university by registered student organizations, academic units, or university departments are

the only type material(s) permitted. All announcements shall indicate the name of the university entity that is sponsoring the event.

- B. Publicity materials for campus events should not be posted or distributed until approval has been granted for the facility in which items will be posted.
- C. Publicity material(s) shall be posted only on bulletin boards or other approved areas designated in this policy. Under no circumstances shall any publicity material be placed, written, chucked, or painted upon any surface (interior or exterior) including, but not limited to, trees or shrubs, parked cars, poles, signs, doors, windows, walls, sidewalks or other campus structures.
- D. The primary message included in the advertising for an event may not promote the sale, consumption, or distribution of alcoholic beverages. Please refer to university policy STAF 3.02 Alcohol Policy and Guidelines for the University Community (<http://www.sc.edu/policies/ppm/staf302.pdf>) for further information.
- E. If the name of a non-University organization is to appear on any advertising material because of a co-sponsor relationship with a university organization, the content of the advertisement or promotion must clearly promote the event as its central message and the University organization's name must appear on the advertisement. The name, logo, slogan, or similar identifier of the non-university organization must not appear as the dominant message. This includes flyers, posters, newspaper ads, banners, table tents, as well as other similar advertising visuals.
- F. Student organizations shall retain all publicity material(s) for a period of no less than 90 days. This material shall be made available to the Associate Vice President for Student Life or designee upon request.
- G. The distribution of any publicity material(s) shall be consistent with the orderly conduct of the university's affairs, the maintenance of university property, and the free flow of traffic and persons. Efforts must be made to avoid litter. Distribution by means of accosting individuals, hawking or shouting, is strictly prohibited.
- H. All publicity material(s) not covered by the specific guidelines set forth in this policy must be approved by the Associate Vice President for Student Life at least two weeks prior to beginning advertising for the event.
- I. Violations of this policy constitute violations of university policy and will be addressed through appropriate disciplinary channels.
- J. Designated Locations and Procedures
 - 1. Greene Street

- a. Posters and banners are allowed on the brick wall along Greene Street, beginning at the corner of the Woodrow Residence Hall to the end of the wall on the east end by the Melton Observatory.
 - b. Only registered student organizations, academic units, university departments, or student candidates officially registered in campus-wide elections (such as Student Government office) may hang banners. All banners/posters must list the sponsoring organization or entity per Section II above.
 - c. Registration for posters/banners is located at the Russell House Information Center (second floor).
 - d. Banner messages are to promote a specific event or activity. They are not to be used for “general advertising” or to serve as a billboard for a standing event with a regular occurrence.
 - e. Space is available on a first come/first served basis. Registration for banners/posters will be accepted until space is filled on any given day.
 - f. Banners/posters may be hung up to a week before the event. The Russell House University Union assumes no responsibility for security of banners/posters at any time during display.
 - g. Organizations are responsible for removal of banners, including all debris (tape, paper) from wall and surrounding area, immediately after the advertised event is over.
2. Russell House: All posters and publicity material(s) intended for the Russell House must be approved at the Information Center (located in the second floor lobby of the Russell House) and stamped for posting. The Russell House staff will be responsible for putting up and removal of all posters from Russell House bulletin boards. Up to six (6) posters per event may be posted in the Russell House at any given time and must fit in existing poster size stanchions. Contact the Russell House event services coordinator for posters and flyer sizes.
- a. Russell House first floor digital displays
 - i. Only registered student organizations, academic units, university departments, or student candidates officially registered in campus- wide elections (such as Student Government office) may submit information for the digital displays located in the Russell House first floor lobby.
 - ii. Digital information must be pertaining to a campus event or service in or at any University owned or controlled facility. Event information will be displayed up to two weeks before the event.

- iii. Information is to be submitted to the Russell House University Union Event Services(suite 218). Contact the RHUU event services coordinator or department website (www.sa.sc.edu/rhuu) for format specifications.
- b. Light Poles
 - i. Banners may be hung on the light poles in front of the Russell House on Greene Street.
 - ii. Banners must be approved by the Director of the Russell House University Union or designee.
 - iii. Only registered student organizations, academic units, and university departments may request banners to be hung.
 - iv. All expenses will be paid by the sponsoring organization.
 - v. Banners may be displayed for up to two weeks.
- c. Residence Halls - all requests to post publicity material(s) intended for the residence halls must be directed to the department of University Housing.
- d. Academic Buildings - designated areas of academic building lobbies are available for posting of publicity material(s). All publicity material(s) intended for academic buildings must be approved by the appropriate academic dean or designee.

University Solicitation Policies

(Adapted from the USC Policy and Procedure Manual – Please note these are University Policies – official policies can be found here <http://www.sc.edu/policies/policiesbydivision.php#STAF>)

I. Policy

The University of South Carolina has the duty and responsibility to maintain a safe and healthy environment conducive to its principal mission of education. At the same time, the university recognizes and respects the constitutional protection of free speech as well as the individual student's right to privacy. Accordingly, the university hereby adopts this solicitation policy for the purpose of establishing reasonable time, place and manner for campus solicitation.

II. Procedure

- A. Solicitation is defined as contact for the purpose of:
 - 1. Soliciting funds or sales or demonstrations that may result in sales;

2. Distributing advertising or other materials;
3. Compiling data for surveys, programs, or other purposes;
4. Recruitment of members or support for an organization or cause;
5. Providing educational information sessions (exclusive of formal University of South Carolina academic classes).

“Non-commercial solicitation,” means any distribution by students individually or as members of student organizations of leaflets, brochures or other written material, or oral speech by them to a passersby, conducted without intent to obtain commercial or private pecuniary gain.

- B. Solicitation activities may not substantially disrupt or materially (or significantly) interfere with the educational, administrative, or operational activities of the university.
- Commercial speech which is false, fraudulent, or misrepresentative is not permitted. Events which are in violation of local, state, or federal law, Board of Trustees’ policy, or rules, regulations, and guidelines of the university are prohibited.

- C. An event that places an undue burden on campus facilities, interferes with the use of campus facilities by other persons, disrupts normal operations, infringes on the protected rights of others, and/or has as a principal goal to incite a riot or to disrupt other activities, may be denied the privilege of using university facilities (or grounds) for solicitation.
- D. Distribution of Literature
1. Distribution of literature by university or non-university individuals or organizations for purposes of commercial solicitation is subject to the solicitation policy in order to prevent harassment of students and to maintain the campus environment. The person-to-person distribution of literature by university or non-university individuals or organizations for purposes of commercial solicitation is restricted to the areas available for solicitation and must be registered and reserved in advance through the Department of Student Life (or designee).
 2. The posting of literature by university or non-university individuals or organizations is restricted to appropriate reserved areas of bulletin boards in university buildings or on the Carolina Information Boards located at various outdoor points around the campus. Some bulletin board space is designated for university activities only (see University Policy STAF 3.11 Posting Promotional Material, Including Banners, <http://www.sc.edu/policies/staf311.pdf>).
 3. The posting or attachment of flyers, posters, advertisements, or announcements of any type on the external/internal sides of buildings, trees, sidewalks, light posts, parked cars, or other similar structure is prohibited.
- E. Direct Mail Solicitation
1. The University of South Carolina postal office is responsible for providing services for USC faculty, staff, and students for official university business only. Mail determined to be of personal nature (such as checks, bank statements, utility bills, personal packages) will be returned to the sender. The only exception to this policy is mail service to on-campus resident students whose mail is delivered via assigned university post office box.
 2. University Intra-Campus Mail Service cannot be used by faculty, staff, students, or outside businesses or organizations for advertising, campaign notices, solicitation, or for any purpose that is not determined official university business. No USC mailing list will be available for use other than for official University of South Carolina business. Student organizations may be contacted through Leadership and Service Center.

- F. Approval to solicit on the University of South Carolina campus shall not be granted in an arbitrary or capricious manner on the basis of the content of the proposed speech related activity. Any constitutionally protected speech will be permitted within the reasonable time, place, and manner parameters of this policy.
- G. Eligibility
1. University Organizations and Departments - Registered student organizations, academic units, or university departments may solicit in designated areas and under prescribed conditions as listed under Guidelines and Procedures later in this section.
 2. Non-University Organizations and Individuals - Any non-university organization or individual wishing to come on campus for the purpose of solicitation must be sponsored by a registered student organization, academic unit, or university department.
 3. Employee Solicitation - Employees of the university may not solicit for non-university sponsored activities during working time regardless of whether they are in their work area or not. (see University Policy HR 1.48 Solicitation and Distribution, <http://www.sc.edu/policies/hr148.pdf>).
 4. Solicitors and Tradesmen - Solicitors and tradesmen, including students, faculty, or other university personnel are prohibited from entering the grounds or buildings of the University of South Carolina for the purpose of transacting business with students, faculty, or other university personnel, unless they have been issued a letter of permit for this purpose by the Office for the Vice President for Student Affairs (or designee). Guidelines and procedures for buildings, grounds, and residence halls are distributed to solicitors upon registration and permit approval
- H. Guidelines
1. University Organizations and Departments
 - a. For solicitations other than non-commercial solicitations, the organization or department must complete a USC Facility Reservation and Event Registration Form to the Russell House University Union event services coordinator.
 - b. Outside speakers and/or performers being sponsored on campus must be approved in advance by the associate vice president for student life and development (or designee). Sufficient biographical information to identify the proposed speaker, including the address, email address and telephone number of the speaker or that of the agency representing the speaker shall be provided. This information

is placed in open public records and may be posted at the reservation location.

- c. The Associate Vice President for Student Life and Development (or designee) must approve student fundraising activities. (See University Policy STAF 3.22 Fund Raising by Student Organizations for specific information, <http://www.sc.edu/policies/staf322.pdf>)
 - d. Lotteries, raffles, and games of chance must be in accordance with South Carolina state law.
2. Designated Areas - Solicitation activities are permitted in the following designated areas. A solicitation fee of \$29.00 will be assessed when activities are deemed solicitation as described in this policy, but this fee will not be assessed for non-commercial solicitations. (Note: Any use of space not normally designated for use by student organizations and university departments must be requested in writing to the Associate Vice President for Student Life and Development at least two weeks prior to the event.)
- a. Specific areas of the Russell House University Union (including the front and back patios, Davis field, Ballroom, meeting rooms, and main lobby). Special stipulations:
 - i. User fees will be assessed under certain conditions to university departments and academic units for usage of Russell House facilities and equipment in accordance with the university's approved Consolidated List of Service Charges for the current budget year: <http://adminfin.sc.edu/budget/>. User fees will not be assessed to registered student organizations. (Note: User fees should not be confused with fees for services such as costs for technical services, security, or other labor costs or the solicitation fee.)
 - ii. Equipment - Organizations must use Russell House equipment (tables, chairs, etc.).
 - iii. Space Limitation - Each display area will normally be limited to four (4) tables.
 - iv. Display Material(s) - In the interest of maintaining an environment that is consistent with the mission of the RHUU and the university, the RHUU staff reserves the right to determine appropriate location and manner of all display materials including goods, posters, banners, backdrops, etc. All display materials must be maintained in the designated display area.

- v. Campus-Wide Events - No solicitation fees will be assessed to non-university organizations or individuals who are invited to participate in a campus-wide event and provide services that are integral to the mission or specific function of a university department (e.g., Career Fair sponsored by the USC Career Center). Display and table regulations may be waived for such campus-wide events. Requests for exceptions should be submitted in writing with the Facility Reservation and Event Registration form two weeks prior to the event. User fees may still apply.
 - b. Greene Street (between the gates ONLY and at specified times)
 - c. Pickens Street Bridge (student organizations only)
 - d. Designated areas of the Coliseum walkway (student organizations only)
 - e. Designated areas of academic building lobbies upon the approval of the appropriate academic dean and the Associate Vice President for Student Life (or designee)
 - f. Other designated locations upon the approval of the Associate Vice President for Student Life (or designee)
 - g. Other specifically designated areas formally contracted through the university for the purpose of advertising goods and services to the Carolina community.
 - h. Residence Halls - Solicitation is prohibited in the residence halls. Newspaper subscriptions may be delivered by resident students or district managers after they have proper authorization from the Director for Residence Life. All other deliveries must be made to the lobby desk located in the lobby of each residence hall. Use of lobby tables for soliciting funds is prohibited for external vendors or organizations other than hall governments. Use of lobby tables is permitted for campus organizations and university offices only after permission has been received through the residence hall government president, the residence hall director/residence life coordinator, and the assistant director or associate director for residence life. External vendors may not advertise, distribute or leave coupons in the residence halls except in approved locations.
3. Exceptions to the above policies may be approved by the Director of the Russell House University Union provided that exceptions shall not be in conflict with the general policy on solicitation and sales.
 4. Upon approval, all solicitation and related activities shall be confined to the designated display space only; passers-by are not to be harassed or harangued.

5. Non-University Organizations and Individuals

- a. Non-University organizations or individuals must be sponsored by a university student organization, university department, or academic unit. The reservation/registration procedure must be properly completed by the appropriate registered student organization, academic unit, or university department prior to the non-university group setting up on campus.
- b. Sponsored non-university groups are limited to use of designated RHUU facilities for the purpose of solicitation. Use of spaces by non-university organizations or individuals other than the RHUU designated spaces is generally prohibited unless extenuating circumstances exist.
- c. Upon obtaining sponsorship, all other applicable guidelines must be adhered to as outlined in this policy. Questions regarding sponsorship should be directed to the Office of the Associate Vice President for Student Life and Development.
- d. The sponsoring university organization shall be responsible for ensuring that the non-university group is informed and in compliance with university policies and guidelines at all times during the registered event.
- e. The following additional guidelines for non-university organizations and individuals must be adhered to:
 - i. A member or designee from the sponsoring student organization, academic unit or university department must be present at the solicitation location at all times.
 - ii. Use of facilities by non-university organizations or individuals for the purpose of solicitation is limited to no more than 5 (five) days per academic semester. Multiple sponsors do not allow for additional reservations.
 - iii. All advertising or "giveaways" must be in compliance with university policies.
 - iv. No food, beverage, alcohol or illegal items may be sold.
 - v. The appropriate business license and sales tax remission form (if applicable) must be provided upon request; registration with the Better Business Bureau may be required.
- f. Non-university entities that are major sponsors of university-wide programs or services (such as Freshman Orientation), and non-university entities that

provide services that are integral to an on-going university- wide function of a specific university department (such as employment recruiters registered with the USC Career Center) may be exempt from the sponsor attendant and the five (5) day time limitation as listed above. Exceptions must be requested in advance in writing and shall be subject to the approval of the Associate Vice President for Student Life and Development (or designee).

III. Related Policies:

STAF 4.03 University Housing Policies and Regulations (specifically section Z, “Solicitation in the Residence Halls”) <http://www.sc.edu/policies/ppm/staf403.pdf>

UNIV 6.00 Calendar and Space Reservation (USC-CSR) Policy.

CHAPTER 4 – ELECTIONS COMMISSION AND ELECTIONS

ARTICLE I. ELECTIONS COMMISSION

Section 4-1-10. Authority.

(A) The Elections Commission shall exist as a service to the student body, conducting the student body elections and inauguration.

(B) Authority shall be derived from and regulated by the Student Government Constitution and Codes.

(C) Any bill altering Chapter 4 of these codes after February 1st shall not go into effect until after the upcoming election has concluded.

(D) The Elections Commission shall exist as a function of the executive branch, advised by the Student Government coordinator.

(1) The executive branch must not exert undue political influence on or over the Elections Commission.

Section 4-1-20. Funding.

(A) Funding shall be derived from student activity fees on the same basis as other Student Government bodies.

(B) All expenditures by the Elections Commission must be approved by the elections commissioner and the Student Government coordinator.

(C) The Student Government coordinator shall be authorized to disburse funds necessary to conduct elections in accordance with the Student Government Constitution and Codes.

(D) All expenditures by the Elections Commission must be communicated to the student body treasurer with any and all paperwork associated with the expenditure. This communication must occur within five (5) university days of the expenditure's occurrence.

(E) An Elections Commission Budget must be passed by the Student Senate, in the form of a bill, by the last Student Senate session of the fall semester.

(1) This budget may be included in the general Student Government Budget.

Section 4-1-30. Composition.

(A) The Elections Commission shall be composed of the elections commissioner, the deputy elections commissioner, and six (6) to nine (9) elections commission members, as follows:

- (1) The marketing and outreach chair;
- (2) The candidate relations chair;
- (3) The posting regulations chair;
- (4) The debate chair;
- (5) The violations chair;
- (6) The inauguration chair;
- (7) And, if necessary, three (3) other chairs.

(B) Members beyond the six (6) codified chairs, must be nominated by the student body president and approved by the Student Senate pursuant to the nomination process in Chapter 2 of these Student Government Codes.

Section 4-1-40. Nomination and confirmation.

(A) The student body president must nominate an elections commissioner for consideration by the Student Senate by 5:00 PM on the day prior to the second (2nd) session of the Student Senate following the student body president's inauguration.

(1) Should the nomination for elections commissioner be found unfavorable, the student body president must nominate an individual by 5:00 PM on the day prior to the second (2nd) regularly scheduled session of the Student Senate following the unfavorable report to the Student Senate.

(B) The student body president must nominate the deputy elections commissioner for consideration by the Student Senate by 5:00 PM on the day prior to the second (2nd) regularly scheduled Student Senate Session of the fall semester.

(C) The student body president must nominate all elections commission members for consideration by the Student Senate by 5:00 PM on the day prior to the second (2nd) regularly scheduled session of the Student Senate before the university's fall break.

(D) No member of the Elections Commission may take office without being nominated, being interviewed by either the Student Senate Powers and Responsibilities or Judiciary Committee being confirmed by the Student Senate, and taking the Student Government oath of office.

(E) In the event that the Office of the Elections Commissioner becomes vacant, the student body president shall nominate a replacement by 5:00 PM on the day prior to the second (2nd) regularly scheduled session of the Student Senate following the initial vacancy.

(F) In the event that the Office of Deputy Elections Commissioner becomes vacant, the student body president shall nominate a replacement by 5:00 PM on the day prior to the second (2nd) regularly scheduled session of the Student Senate following the initial vacancy.

(G) In the event that an elections commission member position becomes vacant and the total number of elections commission members falls below five (5) as a result, the student body president shall nominate a replacement by 5:00 PM on the day prior to the second (2nd) regularly scheduled session of the Student Senate following the initial vacancy.

(H) Members of the Elections Commission may be removed by the student body president.

Section 4-1-50. Duties of the elections commissioner.

Duties of the elections commissioner shall include, but may not be limited to:

(A) Implementing, in good faith, Chapter 4 of these Student Government Codes;

(B) Providing a copy of Chapter 4 of these Student Government codes, along with the official candidates' packet, to all student organization presidents no later than the beginning of the candidates' information meeting;

(C) Procuring, with the Elections Commission, all materials necessary to conduct student body elections;

(D) Training the deputy elections commissioner and elections commission members;

(E) Selecting and training any poll workers her or she deems necessary;

(F) And overseeing the tabulation of results of all student body elections.

Section 4-1-60. Duties of the Elections Commission.

Duties of the Elections Commission shall include, but may not be limited to:

(A) Meeting regularly with the Student Government coordinator, beginning no later than the first (1st) week of the spring academic semester;

(B) Publicizing student body elections, in a conspicuous manner, to ensure that students are aware of the dates and times for candidate interest meetings, the official candidates' meeting, the candidates' debate, and voting;

(C) Communicating effectively and consistently with candidates prior to and during the campaign period to ensure that the candidates are aware of all rules, regulations, procedures, and relevant actions by the Elections Commission;

(D) Establishing and maintaining posting regulations and the official candidates' packet, and providing this information to candidates during the official candidates' meeting;

(E) Planning and holding at least two (2) candidate interest meeting prior to the candidate filing period;

(1) There shall be at least one (1) candidate interest meeting in the fall semester and at least one (1) in the spring semester prior to the candidate filing period.

(F) Planning and holding the official candidates' meeting no earlier than 5:00 PM on the first (1st) university day following the filing period, and no later than 11:00 PM on the third (3rd) university day following the filing period;

(G) Planning and holding a debate for candidates for executive office after the official candidate's meeting and at least four (4) university days prior to the regular student body elections;

(H) Determining if complaints of election violations or fraud have standing;

(1) A complaint shall be considered to have standing if there is a possibility that a violation occurred.

(I) Monitoring all write-in procedures and reporting any irregularities or violations to the elections commissioner;

(J) Assuring the security of all ballots and other election records for a period of thirty (30) days after the student body election. If the election is contested, records must be retained until a settlement is reached;

(K) Tabulating the results of all elections and certifying those results;

(L) Planning and holding an event to announce the results of all regular and other elections, in a space that can safely, legally, and comfortably hold seventy (70) persons;

(M) And planning and holding an inauguration for elected candidates no earlier than four (4) weeks and no later than five (5) weeks following regular elections.

(N) Providing a report to the Student Senate during regular session of the Student Senate beginning the first regular Student Session of the spring semester and ending upon the regular session of Student Senate following the final election.

Section 4-1-70. Candidate's Packet.

(A) There shall exist a Candidate's Packet for the purpose of compiling all of the regulations and provisions governing and surrounding Student Government elections.

(B) This packet shall include, but may not be limited to:

(1) Chapter 4 of these Student Government Codes;

(2) The posting regulations established by university administration;

(3) The university solicitation policy;

- (4) The university posting policy;
 - (5) Contact information for members of the elections commission;
 - (6) And other information the elections commission determines useful, helpful, or necessary.
- (C) Chapter 4 of these Student Government Codes, the posting regulations established by university administration, the university solicitation policy, the university posting policy, and any other university policy shall be the only aspects of the Candidate's Packet that are binding to candidates.
- (D) This packet shall not create any new rules or regulations over Student Government, the Elections Commission, candidates for office, or any other body.

ARTICLE II. STUDENT BODY ELECTIONS

Section 4-2-10. Date and time.

(A) Barring a cancellation of university classes, the regular student body election shall be held on the Tuesday and Wednesday two (2) weeks prior the University's spring break.

(1) Should the university cancel classes, the regular student body election shall be held on the next available two (2) consecutive days that the university is in session.

(B) Barring a cancellation of university classes, any runoff student body election shall be held on Tuesday and Wednesday of the week following the regular student body election.

(1) Should the university cancel classes, a runoff student body election shall be held on the next available two (2) consecutive days that the university is in session.

(C) All elections shall last for a period of two (2) consecutive days in which the university is in session, beginning at 9:00 AM on the first day and lasting until 5:00 PM on the second day.

(D) If an election is determined to be null and void, a new election shall take place at a time to be determined by the Elections Commission, with the approval of the Division of Student Affairs and Academic Support, or a designee.

(1) An election may only be considered null and void by a majority decision of the Constitutional Council.

(i) The Constitutional Council should be extremely cautious and show extraordinary restraint in invalidating an election, only doing so when there is clear and convincing evidence that the outcome of the election was unfairly altered.

Section 4-2-20. Offices elected.

The following elected offices shall be filled in the designated spring elections, hereby known as the “regular student body election:

- (A) student body president;
- (B) student body vice president;
- (C) speaker of the student senate;
- (D) student body treasurer;
- (E) and student senators.

Section 4-2-30. Election procedures.

(A) In elections for the student body president, student body vice president, speaker of the student senate, and student body treasurer, a winner shall be determined at such time that one (1) candidate gains a majority of the votes cast for that particular office, which shall be defined as fifty (50) percent of all votes cast, plus one (1) vote, for that particular office.

(B) In elections for the student body president, student body vice president, speaker of the student senate, a run-off election shall be held if no candidate receives a majority of votes cast for a particular office. The two (2) persons receiving the highest number of votes cast shall be eligible for the run-off election.

(C) In elections for Student Senate, a winner or winners shall be determined as stated in the Student Government Constitution.

(D) In elections for Student Senate, if there is a tie for the last seat in a college, a run-off election must be held. No run-off election is necessary if the tie occurs for a seat that is not the last seat in a college.

(E) In the general election, but not in any run-off election, a candidate may be elected to an executive office or to the Student Senate by write-in ballots.

(1) The Elections Commissioner shall inform all write-in candidates winning their election after it is determined that this person is eligible to serve.

(F) No candidate may be elected by write-in ballot that has not submitted a declaration of write- in candidacy by 4:00 PM on the final day of the regular student body election.

(1) Votes cast for write-in candidates that have not declared for write-in candidacy by the deadline will be considered votes of no confidence. Votes of no confidence will not count toward any candidate but will be counted toward the total vote count.

(G) The names of write-in candidates will not appear on the ballot for any office for which the candidate has declared write-in candidacy.

(H) The Elections Commission shall hold a period during which any candidates wishing to declare write-in candidacy must submit a declaration of write-in candidacy certifying that they meet the requirements for the office, has read the appropriate rules and grants the Student Government advisor permission to certify academic eligibility.

(I) The period in which candidates may submit declarations of write-in candidacy shall start immediately following the end of the filing period and conclude at 4:00 PM on the last day in which the regular elections are to be held. The submission of declarations of write-in candidacy is to be conducted in the Student Government office.

(1) A candidate who wins through write-in candidacy may have violations submitted against them and be penalized for any actions that would result in an ordinary candidate's penalty.

(J) For a referendum to appear on the ballot it must be either published in The Daily Gamecock or distributed in a conspicuous, electronic manner to the entire student body, such as an email, by the student body president at least one (1) week prior to the vote of the student body, pursuant to the Student Government Constitution. If necessary, a referendum may appear on the ballot in an abbreviated form, as determined by the Elections Commission.

(K) Freshman Council must never assess or charge dues to its members.

(L) The Director(s) of Freshman Council must never influence, recruit, or collaborate with members of Freshman Council regarding Student Government elections.

Section 4-2-40. Student Senate districts.

(A) The electoral districts of the Student Senate and the apportionment of the fifty (50) Student Senate seats shall be as follows:

(1) District 1 (College of Arts and Sciences) – twelve (12) seats;

(2) District 2 (Darla Moore School of Business) – eight (8) seats;

(3) District 3 (College of Engineering and Computing) – five (5) seats;

(4) District 4 (College of Hospitality, Retail, and Sport Management) – four (4) seats;

(5) District 5 (Arnold School of Public Health) – four (4) seats;

- (6) District 6 (College of Education) – three (3) seats;
- (7) District 7 (College of Mass Communications and Information Studies) – three (3) seats;
- (8) District 8 (College of Nursing) – three (3) seats;
- (9) District 9 (School of Music) – two (2) seats;
- (10) District 10 (College of Pharmacy) – two (2) seats;
- (11) District 11 (College of Social Work) – two (2) seats;
- (12) District 12 (School of Law) – two (2) seats;

(B) Any school or college having more than 100 full-time students, as defined by the Office of the Registrar, shall have a corresponding Student Senate district, and each district shall have at least one (1) seat.

Section 4-2-50. Student Senate reapportionment.

(A) Each fall, the Elections Commission shall review the enrollment figures for each academic college and school at the University for the purpose of reapportionment of Student Senate districts.

(B) The apportionment of Student Senate seats shall occur as follows:

- (1) Each district shall be assigned one (1) seat.
- (2) The additional seats assigned to each district shall be derived by dividing the number of full-time students (FTS) enrolled in that particular college or school by the number of FTS enrolled in the University, and then multiplying the result by the number of seats remaining after all districts have been assigned one (1) seat. This formula shall be as follows:

$$\text{Additional seats per district} = \frac{(\text{FTS enrolled in the college or school})}{(\text{FTS enrolled at the University})} * (\text{Remaining seats})$$

- (3) All number of remaining seats per district shall be properly apportioned by the whole number, excluding the decimal.
- (4) If a district receives no whole additional seats through this process, assign one (1) of any remaining seats to each district bringing them to two (2) seats. If not possible, award the seats based on the decimal value in descending order. By receiving this additional seat, these districts are excluded from the remaining apportionment process.

(5) If seats still remain, they shall be allocated to the districts based upon which districts' had the highest decimal value. In descending order, the remainder of additional seats per district shall be apportioned based upon the above formula. (For instance, a district with 2.6 additional seats per district shall be awarded a remaining seat over a district with 1.3 or 3.3 additional seats per district).

(C) Once the apportionment of seats is calculated, the elections commissioner shall, if changes are necessary, transmit the calculations and a recommendation for reapportionment to the Office of the Speaker of the Student Senate, who shall refer them to the chair of the Student Senate Powers and Responsibilities Committee.

Section 4-2-60. Candidate filing and fees.

(A) The Elections Commission shall plan and hold a period during which any candidates wishing to be placed on the ballot for a particular office must file for election in the Student Government office. Filing shall start at 9:00 AM. on the Monday four (4) weeks before the University's spring break and continue through 5:00 PM on that Monday. Filing will reopen at 9:00 AM on Tuesday and conclude at 5:00 PM. If that Monday is closed by the university, that filing schedule must be moved to the days immediately after the closure.

(B) During the filing period, each candidate must submit a filing form certifying that he or she meets the requirements for the office, has read the appropriate rules, and grants the Division of Student Affairs and Academic Support, or a designee, permission to certify his or her academic and conduct eligibility. In accordance with university policy, no student can be approved for candidacy if he or she is currently on academic probation, has an open conduct case, or has been convicted by the Office of Student Conduct and Academic Integrity, within the academic year he or she is seeking office.

(C) During the filing period, each candidate must provide to the elections commissioner a list of his or her campaign staff, and must update this list if the membership of his or her campaign staff changes.

(1) A person who operates on the behalf of a particular candidate shall be judged a member of that candidate's campaign staff if it is determined that this person received explicit or implicit encouragement to campaign on that candidate's behalf.

(i) If it is determined that this person is a member of that candidate's campaign staff, he or she may be given consideration for the purposes of assessing elections fraud or elections violations against that candidate.

(2) Candidates who- through explicit or implicit actions, advertising, promotion, or other manners- campaign or associate together, in a coordinated fashion, shall be considered a ticket.

(i) Each candidate is responsible for the actions of all candidates, campaign staff, and persons associated with a candidate's campaign for each candidate of the ticket for the purposes of assessing elections fraud or elections violations.

(3) Any act found to have violated any election rule can be held against the campaign in which the act benefited, even if the perpetrator is not a member of the campaign.

(D) The filing fee to run for Student Senate shall be a non-refundable amount of five (5) dollars.

(E) The filing fee to run for executive office shall be fifty (50) dollars.

(F) A receipt for fees paid shall be issued to each candidate by a Division of Student Affairs and Academic Support, or a designee, staff employee upon the candidate's filing.

(G) The student body treasurer shall keep on file, for a least for one (1) year, a copy of each receipt issued. These shall constitute a public record.

(H) All collected monies shall be deposited to the Student Government elections account, as prescribed by university policy.

(I) Candidates filing to run for Student Senate must do so in the district according to their academic certification pursuant to the Student Government Constitution.

(J) A candidate running for an executive position may simultaneously file for a seat in the Student Senate.

(1) In the case of the candidate winning both the executive election and Student Senate election, that candidate will, with consent of the candidate be elected to the executive office; the vacated Student Senate seat shall be given to the next candidate with the highest votes.

(K) Candidates must file for office using their names as listed in university records. The candidate's name, as it is to appear on the ballot may be different than that in university records, at request of the candidate, subject to approval by the Elections Commission.

(L) If a student seeking a Student Senate seat is a member of the South Carolina Honors College, that student shall seek the seat that represents the college the he or she is enrolled in for his or her major.

(M) After the filing deadline has passed, the elections commissioner shall give the names of the applicants to the Student Government advisor for verification of eligibility.

(N) A student dual-enrolled in more than one (1) college or school may only file for candidacy in one (1) college or school.

(O) Allow a ticket to file:

(1) The ticket should include: the name of the ticket, expressed, written consent of all members of the ticket, and a statement in writing stating whether or not the individual candidates will also campaign separately or under only the ticket.

(2) Ticket staffs are automatically the combination of the individual campaign staff, including any additional staff that works for only the ticket.

(3) Tickets do not require an additional filing fee.

(P) Candidates that intend to substantively collaborate, campaign together, be closely associated with each other, or otherwise desire to enjoy the privileges and advantages of a ticket must register the ticket with the elections commissioner.

(Q) Registration of a campaign ticket must include, but is not limited to:

(1) The name(s) of the ticket;

(i) The name(s) of the ticket is subject to the approval of the elections commission.

(ii) The name(s) may not exceed 25 characters.

(iii) All names that could be used to identify the campaign must be disclosed. The list must be updated if additional names are conceived after filing before they may be used.

(2) The candidates which compose the ticket;

(i.) A ticket may not have more than one (1) candidate per executive office.

(ii.) All candidates on a ticket must include their express, written consent to being a part of the ticket at the time of filing.

(iii.) Additional candidates may be added to a ticket after filing with the express, written consent of a majority of candidates on the current ticket. The elections commission must communicate any and all additions by 5:00 PM on the University day following the addition.

(iv.) Candidates may remove themselves from a ticket by an express, written notification to the elections commission. The elections commission must communicate any and all removals by 5:00 PM on the University day following the removal.

(v.) Additional candidates may be added to a ticket after filing period has ended.

(a.) Candidates who are added to a ticket after the filing period has ended shall be write-in only; their names will not appear on the ballot

(i.) A candidate who operates in a manner that a reasonable person would expect of a member of a ticket shall be considered a member of the ticket for the purpose of assessing election fraud or elections violations against the ticket.

Section 4-2-70. Candidates' meeting.

(A) The Elections Commission shall plan and hold an official candidate meeting.

(1) This meeting is mandatory for all candidates.

(2) This meeting must be held no earlier than 5:00 PM on the first (1st) university day following the filing period, and no later than 11:00 PM on the third (3rd) university day following the filing period.

(B) The date of this meeting shall be determined during the fall semester, and candidates shall be informed of the meeting and its date and time when they complete the filing process.

(C) If a candidate is unable to attend the mandatory meeting, the candidate, to be eligible to run for office, must:

(1) Submit a written excuse to the Elections Commission prior to the mandatory meeting;

(i.) Excuses shall be determined at the discretion of the elections commission.

(ii.) Excuses that are determined to be invalid or unacceptable by the Elections Commission prohibit a candidate from having his or her name appear on the ballot. A candidate may refile as a write-in candidate.

(1) And meet with the Elections Commission within two (2) university days after the mandatory meeting.

(i.) Any and all write-in candidates must meet with the Elections Commission within two (2) university days of their filing to review and complete any provisions of the mandatory candidate meeting

(D) At this meeting, the Elections Commission shall provide a copy of the official candidates' packet for all candidates, which must contain Chapter 4 of these Student Government Codes, the posting regulations, a copy of the University Solicitation Policy, a copy of the Carolinian Creed, contact information for members of the Elections Commission, and any other information deemed necessary.

(E) At this meeting, all candidates must sign an agreement affirming that they have read the documents mentioned above and fully understand all of their meanings and implications.

(1) This applies to any and all candidates that meet with the Elections Commission after the mandatory candidate meeting.

(F) It is the responsibility of the Elections Commission to explain any ambiguities or answer any questions that the candidates may have.

Section 4-2-80. Campaign period.

(A) The period in which candidates may campaign shall begin immediately following the official candidates' meeting and shall end upon the conclusion of the final voting period for that candidate's particular race.

(B) There shall be two distinct periods of campaigning: Soft Campaigning and Hard Campaigning.

(1) Soft Campaigning is defined as attempts to gain votes during the period of soft campaigning. This includes passing out flyers, mass-emailing and public declarations of candidacy on social media, in a publication, or at a mass assembly of students. Reaching out to individuals to learn about issues, attempting to find campaign staff, and having exploratory conversations and email exchanges are not considered to be soft campaigning. Soft campaigning may consist of all campaign methods not including:

(i.) Those in violation of these Student Government Codes;

(ii.) The distribution of campaign promotional items such as cups, t-shirts, food, beverages, and items related to the exchange of food, beverages, or consumer products;

(iii.) Or the holding of campaign rallies or special events.

(1) Hard Campaigning is defined as any attempts to gain votes during the period of hard campaigning, through methods such as tabling, distributing campaign promotional items such as cups, t-shirts, food, beverages, and any items related to the exchange of food, beverages, or consumer products. It may consist of all campaign methods not including those in violation of these Student Government Codes.

(C) The period of soft campaigning shall begin with the conclusion of the official candidate meeting and shall end at the conclusion of the candidates' debate.

(D) The period of hard campaigning shall start at the conclusion of soft campaigning and shall end at the conclusion of the final voting period for each race.

(E) The distribution of campaign promotional items to campaign staff members, as named at the official candidates' meeting, shall not be prohibited at any point during the campaign period.

Section 4-2-90. Polling locations.

(A) Students may vote from any device with access to the designated online voting system.

(B) The Elections Commission may designate other polling locations where voting may be encouraged and facilitated by the commission.

(1) The Elections Commission must designate at least one (1) polling location, in a conspicuous place, for any eligible student to vote.

(2) Polling locations must be designated prior to the voting period.

(3) Polling locations must be labeled in a conspicuous way.

(i) Failure to adequately label a polling location will invalidate its designation.

(C) Every student eligible to vote in the regular student body elections shall receive an email from the university reminding them to vote. This email must contain a link to the online voting system, instructions for voting, a list of designated polling locations, and candidate information, or a link to candidate information. This email shall be sent out the first (1st) day of elections to students' official university email accounts. In case of a runoff, new, or special election, the same requirements apply.

Section 4-2-100. Voting procedures.

(A) The Student Government coordinator, in coordination with the Office of Information Technology, shall be responsible for the implementation and preparedness of all ballot information for the elections.

(B) Voting shall occur through the designated online voting system and all ballots shall be automatically tallied by the system.

(C) Voters shall access the election site through the website of the designated online voting system.

(D) All students registered at the University of South Carolina-Columbia campus, eligible to vote, will be provided electronic ballots for regular and other elections. The ballot shall be appropriate based on their college or school of enrollment.

(E) Each student, eligible to vote, will be allowed to access the electronic ballot to vote one time.

(1) Additional attempts to access the site shall not be allowed

(F) The order of candidate's name on the ballot must be determined through electronic randomization.

(1) If possible, the order should be random for each ballot.

(i) If not possible through electronic randomization, the order of candidate's names on the ballot shall be determined through a random drawing to be conducted by the Elections Commission during the mandatory candidates' meeting.

(2) Candidate's names in uncontested races will appear in alphabetical order.

(G) Each candidate's name on the ballot must contain no more than twenty-five (25) characters or letters. Each candidate is responsible for viewing the ballot on the online voting system and

verifying the correct spelling of their name on the ballot with the Student Government coordinator no later than three (3) university days prior to the election. Any requests for a change of ballot information must be submitted in writing three (3) university days prior to the election and must be issued a receipt by the Student Government coordinator.

(H) Each member of a ticket shall have the name of the name of the ticket displayed, in parenthesis, immediately after the candidate's name.

(I) The online voting system must be accessible for at least eighty (80) percent of the allotted election time available during any election.

(1) If the online voting system is not accessible for at least eighty (80) percent of the allotted election time, that election may be considered null and void by the Constitutional Council.

(J) Students wishing to submit a write-in ballot during the general election must do so through the electronic voting system. If unavailable, students may submit a write-in ballot at the Student Government office polling location by the following process:

(1) The student shall present to the poll worker his or her Carolina Card.

(2) The student shall log onto the online voting system and submit a blank ballot.

(3) The student shall be provided a paper ballot by the designated member of the Elections Commission monitoring the write-in location. This paper ballot must contain the names of all executive candidates and senatorial candidates for the student's college or school of enrollment, spaces for the student to write-in votes for each office, and an envelope.

(4) The student shall indicate his or her selections on the ballot, seal the ballot in the envelope, and place it in the designated ballot box.

(K) The Elections Commission shall be responsible for providing the following items at the write-in polling station located in the Student Government office:

(1) One large, lockable ballot box;

(2) Write-in ballots and envelopes;

(3) Instructions for any poll workers;

(4) And materials to designate the polling location;

Section 4-2-110. Tabulation and notification.

(A) A member of the Elections Commission must be present to close the write-in polling location at 5:00 PM on the final day of the regular student body election and to transport the ballots to the counting location. Candidates for executive office may have up to one (1)

observer present from the time the poll closes until the tabulation of the write-in ballots is complete.

(B) The attorney general must be present as an observer at the time the write-in ballot box is opened and until the tabulation is complete. The attorney general shall be responsible for the security of the area where counting is taking place. If the attorney general is not present, the chief justice of the Constitutional Council or an individual designated by the Division of Student Affairs and Academic Support shall be permitted as a substitute.

(C) The tabulation of the write-in ballots is the responsibility of the Elections Commission. The Elections Commission shall count the write-in ballots under the direct supervision of the elections commissioner.

(D) Upon completion of the tabulation of write-in ballots and their addition to the total vote count, the elections commissioner shall certify the results prior to publishing the results.

(1) Complaints of election violation or election fraud must be fully concluded for all candidates for an office before the results of that office are certified.

(E) The Elections Commission shall announce the results of the elections on the evening of their certification, barring any pending complaints of election violations or fraud.

(F) The elections commissioner shall post a copy of the results within twenty-four (24) hours of their certification, at which time the official results shall constitute a public record. The record on file in the Student Government office shall include the total number of ballots cast and the total votes cast for each candidate.

(G) Anyone wishing to contest an election must do so within twenty-four (24) hours after the posting of the official vote tabulation results by the Elections Commissioner.

(1) Contests must be filed with the Constitutional Council.

ARTICLE III. ELECTION VIOLATIONS

Section 4-3-10. Definition.

An election violation shall be defined as any willful act, deed, or conspiracy that violates the provisions of these Student Government Codes. An election violation may occur on any date during or before the campaign period.

Section 4-3-20. General rules and regulations.

(A) In all instances, candidates and members of a candidate's campaign shall, in addition to these codes, observe and abide by:

(1) The University Solicitation Policy;

(2) And the posting regulations as provided in the official Candidates' Packet.

(B) Prior to the campaign period, a candidate may communicate with other students for the explicit purpose of enlisting campaign staff members, but shall not campaign for the explicit or implicit purpose of acquiring votes.

(C) Candidates, his or her campaign staff, and individuals associated with his or her campaign shall never, willfully or otherwise, abridge, subvert, or avoid decisions and penalties, in neither nature nor spirit, levied by Constitutional Council.

Section 4-3-30. Electronic communication.

(A) Phone calls, text messaging, or other forms of electronic communication may only be directed at individuals who have a pre-existing relationship with the candidate or the campaign member performing the contact.

(1) The pre-existing relationship must be significant and substantial.

(B) No candidate may campaign through any listserv or webpage operated, owned, compiled, generated, created, or hosted by the university, a university department, university employee, or university subsidiary.

(C) Candidates, or members of their staff, may not, explicitly or implicitly, announce their candidacy prior to the beginning of the soft campaigning period.

Section 4-3-40. Oral communication.

(A) Candidates wishing to reserve tables, for tabling on Greene Street, for their campaign must do so through the Elections Commission.

(1) Tables may only be reserved on the days of the election, and on day(s) during the week prior to the election, to be determined by the Elections Commission.

(B) Candidates or members of a candidate's campaign may not, explicitly or implicitly, solicit organizations to set up speaking times, irrespective of the topic, until the beginning of the soft campaigning period.

(C) Candidates or members of a candidate's campaign are prohibited from soliciting on off-campus residences, which include private homes, condominiums, or apartment complexes, unless:

(1) they have received signed, written permission by the owner or complex manager;

(2) and submit a copy of that written permission to the Elections Commission.

(D) No candidate, or person affiliated with a candidate, may speak in front of or to a class, either explicitly or implicitly, about Student Government elections.

(1) This prohibition includes the twenty (20) minutes before a class, any and all class time, and the twenty (20) minutes after a class.

(E) No candidate, or person affiliated with a candidate, may speak in front of or to a class, either explicitly or implicitly, about a candidate's views, thoughts, or opinions on the university or issues affecting students of the university.

(1) This prohibition includes the twenty (20) minutes before a class, any and all class time, and the twenty (20) minutes after a class.

(2) A candidate may speak in front of or to a class about a his or her views, thoughts, or opinions on the university or issues affecting students of the university when explicitly required as apart of coursework for courses in which he or she is enrolled.

(i) Evidence of this must be sent to the Elections Commission prior to the candidate speaking.

(F) Candidates, or members of their staff, may not, explicitly or implicitly, announce their candidacy prior to the beginning of the soft campaigning period.

Section 4-3-50. Materials-based communication.

(A) All fliers, banners, promotional items, and other forms of materials-based communication to be posted or distributed must be approved by the Elections Commission in advance.

(B) Candidates wishing to reserve space for banners for their campaign shall do so through the Elections Commission. Banners may be displayed at the beginning of the soft campaigning period.

(C) Campaign materials:

(1) May not be distributed before the official candidates' meeting;

(2) May be distributed following the official candidates' meeting,

(3) May only be placed in university posting locations and other places specifically designated for announcements and public notices;

(4) May not be placed on residence hall doors without the consent of the resident;

(5) May not be placed in any official polling location;

(6) May not employ any officially trademarked or copyrighted materials in accordance with US law governing the use and regulation of trademarks and copyrights;

(7) And may include stick-on decals, as long as the decals are of the type that do not leave a residue upon removal.

ARTICLE IV. ELECTION FRAUD

Section 4-4-10. Definition.

(A) Election fraud shall be defined as any willful act, deed, or conspiracy that violates the integrity of the electoral process during the voting period.

(B) Elections fraud shall include the following acts, committed by the candidate or individuals associated or affiliated with his or her campaign:

- (1) Attempting to vote or voting in place of another;
- (2) Attempting to procure or procuring – by the payment, delivery, or promise of money or other article of value – another to vote for or against any particular candidate or ballot measure;
- (3) Attempting to procure or procuring – by the use of threats or intimidation – another to vote for or against any particular candidate or ballot measure;
- (4) Attempting to make disparaging assertions with the intent to defame by slander, libel, or other injurious process against other candidates or campaigns;
- (5) Attempting to influence or influencing a voter who is in the process of voting;
- (6) Attempting to influence or influencing a voter who is under the influence of alcohol or illegal substances, as defined by applicable national, state, and local law;
- (7) Or attempting to monitor or monitoring a voter who is in the process of voting.

ARTICLE V. COMPLAINTS AND HEARINGS

Section 4-5-10. Filing.

(A) Any student, faculty member, or staff member at the University of South Carolina-Columbia may file a complaint of an alleged election violation or election fraud.

- (1) This includes members of the Elections Commission and the Attorney General.

(B) Any complaint of an alleged election violation may be filed with the Elections Commission at any time from the beginning of the filing period until 5:00 PM on the second (2nd)

university day following the conclusion of the final voting period for the particular race in question.

(C) Any complaint of alleged election fraud must be filed with the Elections Commission between 9:00 AM and 5:00 PM by 5:00 PM of the second (2nd) university day following the day of the alleged occurrence.

(D) The person filing the complaint must state:

- (1) Who was involved;
- (2) what was done;
- (3) where the act occurred;
- (4) and any other known, relevant information.

(E) The person filing the complaint may be asked to testify before the Constitutional Council;

(F) The person filing the complaint shall be made publicly available.

(G) All alleged violations filed with the Elections Commission before 12:00 PM must be made publicly available by 3:00 PM each university day a violation is filed.

- (1) Complaints filed after 12:00 PM may be made publicly available on the next university day.

(H) All alleged violations and accompanying evidence must be available in a conspicuous electronic format, accessible to the public, and a physical format, accessible to the public in the Leadership and Service Center.

(I) Complaints involving alleged violations of posters, banners, and similar soft campaigning complaints should include a good faith effort by the complainant to resolve the alleged violation prior to filing.

(J) Any charges brought against a candidate running as part of a ticket shall also apply to the entire ticket.

Section 4-5-20. Response.

(A) The Elections Commission shall, in a timely manner, inform the person filing a complaint of an alleged election violation or election fraud that the report has been received;

(B) The Elections Commission must send an email to all candidates by 3:00 PM each university day, during which violations are eligible to be filed, detailing any and all complaints received.

(C) The Elections Commission may, by majority vote, invalidate complaints that are only dilatory in nature.

(1) Such invalidations must occur by 3:00 PM on the day the Constitutional Council is to hear the violation.

(2) Complaints that are found to be dilatory may be refiled with new and/or additional evidence.

(3) Complaints that are invalidated by the Elections Commission must still be made publicly available and denote that they have been invalidated.

(i) A complaint that has been refiled with new and/or additional evidence must be reconsidered by the Elections Commission.

(4) The Elections Commission should be extremely cautious and show extraordinary restraint in invalidating complaints, only doing so when there is strong evidence of dilatory intent.

Section 4-5-30. Hearing.

(A) The Constitutional Council shall convene to hear complaints at 6:00 PM on Tuesdays and Thursdays, provided the university is in session, during periods in which complaints are eligible to be filed.

(1) Upon convention, the Constitutional Council shall hear all complaints that have not yet been heard, that have not been invalidated, and that have been made publicly available.

(2) The Constitutional Council may not convene if there are no pending complaints requiring a hearing.

(3) All hearings must be heard and decided separately unless the complainant, defendant, and Constitutional Council unanimously consent to hearing multiple complaints simultaneously.

(4) The time the Council convenes to hear complaints may be amended by a majority vote of the Constitutional Council.

(B) All hearings must allow for the complainant and defendant to be heard on the complaint.

(1) Rebuttals must not be counted toward this provision.

(C) Complainants and defendants must be allowed at least one (1) opportunity for rebuttal.

(D) During the hearing of a complaint, the candidate against whom the complaint was filed has the right to be present at all times during which the complaint is being considered and to witness all documentation against him or herself except during the deliberation of the Constitutional Council, unless permitted to stay.

(1) Deliberation of the Constitutional Council, or Division of Student Affairs and Academic Support, shall be closed to themselves and the individuals they permit to stay.

(E) Additional processes of hearings shall be determined by the Constitutional Council Rules of Evidence and Procedure, given that such rules do not violate these Student Government Codes.

(1) In instances where the Student Government Codes and the Constitutional Council Rules of Procedures contradict or have discrepancies, the Student Government Codes will be supreme.

Section 4-5-40. Decision.

(A) The Constitutional Council may rule on a complaint in one (1) of three (3) ways:

(1) A violation occurred, and a penalty is imposed;

(2) No violation occurred;

(3) No violation occurred due to insufficient evidence.

(B) Complaints that have been ruled on may be refiled with new and/or additional evidence.

(C) The Constitutional Council must use the preponderance of evidence standard when hearing and determining complaints.

(1) The Constitutional Council may use other standards for the admittance of evidence in a hearing.

(D) The Constitutional Council decisions and penalties shall be made in a manner that upholds the sanctity and dignity of the Student Government election process and discourages candidates and persons associated or affiliated with candidates or tickets from committing election violations and election fraud.

(1) Any and all decisions and penalties levied against a candidate shall equally apply to his or her campaign as a whole, his or her campaign staff, and any and all individuals associated with his or her campaign.

(E) The Constitutional Council must announce its decision in response to a complaint immediately following the hearing of the complaint.

(F) The Constitutional Council may disqualify any candidate, including write-in candidates or tickets, who do not comply with the rules and regulations set forth in these codes. Written notifications of disqualification must be filed with the attorney general as they are forwarded to the candidates.

(1) The Constitutional Council may levy punishments against a ticket as a whole if the complaint was filed against a candidate running on a ticket.

(G) The majority opinion of the Constitutional Council shall be written by the chief justice, or by a designated associate justice, and made publicly available in a conspicuous manner within three (3) university days of the Constitutional Council's ruling on the complaint.

(H) The Constitutional Council shall refer violations of university policy concerning general student conduct to the Office of Student Conduct and Academic Integrity.

(I) The Constitutional Council shall not impose a penalty exceeding the amount of the filing fee or the disqualification of a candidate.

(1) The Constitutional Council shall have wide latitude in imposing penalties, such as suspension of campaign activities.

(J) The Elections Commission, by injunction of Constitutional Council, shall conduct a new election for each race significantly affected if it is determined that election fraud has occurred and has had a significant impact upon the result of the election.

(K) The Elections Commission must notify all candidates of all rulings made by the Constitutional Council by 5:00 PM on the university day following a hearing.

Section 4-5-50. Appeal.

(A) A candidate may appeal any decision of the Constitutional Council, but must do so by 5:00 PM on the university day following the hearing.

(B) Any appeal of a decision by the Constitutional Council, if determined to have sufficient merit to warrant consideration, shall be heard by the Division of Student Affairs and Academic Support, or a designee.

(C) The Chief Justice of the Constitutional Council shall represent the decision of the Constitutional Council to the Division of Student Affairs and Academic Support.

(1) The Chief Justice of the Constitutional Council may designate an associate justice or the attorney general to represent the Constitutional Council to the Division of Student Affairs and Academic Support.

ARTICLE VI. INAUGURATION

Section 4-6-10. Date.

The inauguration of new Student Government officers shall be held no earlier than four (4) weeks and no later than five (5) weeks following regular student body elections.

Section 4-6-20. Accommodations.

(A) Every effort shall be made to accommodate the university president, university vice presidents, and members of the Board of Trustees.

(B) A reception shall be planned, with any necessary advertising and materials needed, for the event, to conduct the event in a traditional, respectable, and honorable manner.

(C) All costs associated with inauguration shall be charged to the Student Government Elections Commission budget.

Section 4-6-30. Oath of office.

(A) The Student Government oath of office shall be as follows: I, [name], do solemnly pledge to faithfully execute the office of [position name], to abide by the Student Government Constitution and Codes, to uphold the Carolinian Creed, and to represent my constituents to the best of my ability.

(B) The Chief Justice of the Constitutional Council shall administer the oath of office to the incoming officers.

(1) If the Chief Justice is unavailable, an Associate Justice of the Constitutional Council or the outgoing Speaker Pro Tempore of the Student Senate may administer the oath.

(C) All elected Student Government officials must take the oath of office upon their inauguration.

(D) All members of Student Government must take the oath of office before they can be considered a member of Student Government and assume their role and office.

(E) The Chief Justice of the Constitutional Council shall administer the oath of office to incoming Student Government members.

(1) If the Chief Justice is unavailable, an Associate Justice of the Constitutional Council, the speaker Pro Tempore of the Student Senate, or a student senator may administer the oath.

The Carolinian Creed

The ideals that are embodied in the Carolinian Creed are essential to having a successful Student Body Election. Therefore, we would like each candidate to read and sign below as an agreement to conduct his/her campaign in accordance with the ideals of the Carolinian Creed:

As a Carolinian. . .

I will practice personal and academic integrity;

I will respect the dignity of all persons;

I will respect the rights and property of others;

I will discourage bigotry, while striving to learn from differences in people, ideas, and opinions;

I will demonstrate concern for others, their feelings, and their need for conditions which support their work and development;

Allegiance to these ideals requires each Carolinian to refrain from and discourage behaviors which threatens the freedom and respect every individual deserves.



Student Government
University of South Carolina