# ASISU ELECTION FILING PACKET

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Refer to the Election Code, ASISU Constitution, and Bylaws to familiarize yourself with rules, regulations, and information about the office for which you are running and your responsibility as a candidate.
2018 ASISU ELECTION TIMELINE

January 16 & 17, 2018
Candidate Information Meetings: Tuesday, January 16, 7:00 p.m., Rendezvous Atrium
Wednesday, January 17, 7:00 p.m., Student Union Quad Lounge

January 17, 2018
Filing becomes available.

February 28, 2018
Deadline to submit ASISU officer application, Academic Transcript, deposit sheet, campaign expenditure sheet and envelope, and signed petitions to the ASISU offices in room 215, Pond Student Union. The office is open Monday-Friday from 8:00 a.m. to 5:00 p.m. The Online Voters Guide candidate statement must be emailed to election@isu.edu by 5:00 p.m.

March 1, 2018
Mandatory Candidate Meeting—6:30 p.m., Pond Student Union Main Lobby
Candidates must attend this meeting. Candidates will proof the ballot and election rules will be reviewed. Active campaigning begins immediately following the meeting.

March 5 & 8, 2018
Mandatory Senator Speeches: 12:00 p.m., March 5, Pond Student Union Main Lobby
12:00 p.m., March 8, Rendezvous Room A

March 7, 2018
Mandatory Executive Ticket Debate—12:00 p.m., Pond Student Union Main Lobby

March 12, 2018
Online Voting Opens—12:00 a.m.

March 14, 2018
Online Voting Closes—5:00 p.m. Results will be announced tentatively at the second gallery calling at the ASISU senate meeting, which starts at 7:00 p.m.

March 15, 2018
All campaign materials must be removed by 10:00 p.m.
Candidate Name: _______________________________________________________

ASISU Office Sought: ____________________________________________________

Class Standing: ______________________ Bengal Card Number: ________________

Email Address: _________________________________________________________

Local Address: _________________________________________________________

Local Phone: _______________________

Campaign Assistant: ____________________________________________________

I, as a candidate, agree that by signing below, I have read and agree to abide by the rules and regulations of the ASISU Constitution, Bylaws, Election Code, and the election rules and procedures. I agree to attend all scheduled meetings and events relating to the office for which I am a candidate; including the mandatory candidate meeting, election publicity events, speeches, debates, and candidate forums included in the Elections Packet. Pre-arranged absences are at the discretion of the Elections Commission. I understand that if I do not attend these meetings and events, my name will not be printed on the ballot. I also understand that I am personally responsible for all information provided at meetings and events.

I agree that the phone number above is where the Elections Commission may contact me regarding rule violations. I agree to submit an academic transcript (printed through my BengalWeb page) with my application packet to verify that my Cumulative Grade Point Average is 2.0 or higher for Senator or 3.0 or higher for President, Vice President, or I.F. Vice President.

If elected, I give permission for my cumulative grade point average and number of credits enrolled to be verified each semester that I hold office.

Candidate Signature: ______________________________ Date: ________________
To ensure that all materials are removed in accordance to the ASISU Election Code, the Elections Commission will collect a $50 deposit from senate and Idaho Falls VP candidates and a $100 deposit from each executive ticket. In the event that a candidate fails to remove all of his or her materials from campus by the time specified, the Elections Commission will remove these materials and the candidate(s) will be forced to forfeit the deposit. The full deposit will be returned if all materials are removed by the 10:00 p.m. deadline on Thursday, March 15, 2018.

Date: ___________________

I understand and agree to the above statement.

Printed Candidate Name: ___________________________________________

Signature: _______________________________________________________

CANDIDATE CAMPAIGN DEPOSIT
CAMPAIGN EXPENDITURE SHEET

Name of Candidate(s) _______________________________________________________

List items/amounts spent: *(Limits: Executive $1,000; IF VP $350; Senators $300)*

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TOTAL: __________________________________________________________

*Candidates shall provide a letter size envelope for receipts and attach it to this form.*
Candidate Name(s): ________________________________________________________________________

Candidate Signature(s): ____________________________________________________________________

ASISU Position Sought: ____________________________________________________________________

Executive: 150 Signatures  
Idaho Falls VP: 50 Signatures  
Senator: 30 Signatures

- Signatures for senators must be from students of the college for which the candidate is running.
- Signatures for Idaho Falls VP must be from students attending at least one class on the Idaho Falls campus.
- This form may be copied/reprinted as needed.

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Candidates are **required** to submit a statement about why they are running and what they plan to do for their constituents if they are elected. Candidates may also submit a photograph. (Please submit photographs in their original size, with portrait orientation.) Candidates who do not submit a statement may be disqualified.

Although the topic is open, you are encouraged to write pertinent and reasonable goals and promises.

*Executive ticket*: less than 500 words

*Senators/Idaho Falls VP*: less than 250 words

In addition to this, we encourage executive ticket candidates to submit 2-3 questions you would like to see presented in the Executive Debate.

Submit your statement, questions, and photograph to

[**election@isu.edu**](mailto:election@isu.edu)

by 5 p.m., Wednesday, February 28, 2018.
ARTICLE 6.7 OF THE ELECTION CODE

A. The ASISU logo cannot be used by a candidate or party on campaign materials
B. ASISU committees, boards or programs shall not officially or unofficially endorse candidates
C. ASISU employees are free to endorse candidates as individuals but may not speak on behalf of the organization when doing so.
D. ASISU office staff shall not campaign for candidates while at work.
E. Recognized ASISU student organizations and clubs may officially endorse a candidate of their choice, provided the endorsement is issued according to official club rules.
F. ASISU student organizations and clubs may forward any statement by any candidate to their members at the organization’s or club’s discretion.
G. ASISU student organizations and clubs may not spend any ASISU funds for campaigning purposes.
H. Candidates are required to obtain organization and club endorsements in writing.
I. Claiming an endorsement of an individual, group, organization, or party without consent is prohibited.
J. Fusion endorsements (a candidate being endorsed and supported by more than one party) are allowed, but do not expand spending abilities.
K. Candidates may not seek endorsements from ISU faculty and staff members.
ARTICLE 10.5 OF THE ELECTION CODE

5. Posting Rules
   A. No campaign activity shall be environmentally harmful to any part of ISU grounds or facilities.
      1) No campaign material shall be attached to any tree or utility pole. No campaign activity shall leave behind any damage to any part of ISU grounds or facilities.
      2) No campaign material shall be attached to any glass door, safety equipment or any place that would obstruct safe and normal movement.
      3) Littering on campus is prohibited. Campaign materials such as handbills shall be distributed directly to students.
      4) Campaign materials shall not be placed on car windshields.
      5) Campaign posters or other campaign materials shall not cover any other campaign materials that belong to another candidate or party.
      6) If ground stakes are used for campaign materials, they shall not be larger than two inches in diameter.
      7) Campaign material shall not be placed within five (5) feet of any border of any sidewalk on campus.
      8) The candidate is responsible for any damage which may occur from the Commission removing signs that are in violation of these election rules.
      9) In the event a violation results in property damage, candidates will be required to make full financial restitution.
     10) The Commission shall present further campaign poster and sign restrictions at the Candidates Meeting.
Below is a list of posting policies for campus buildings and other places.

ADMINISTRATION BUILDING
No signs are allowed in the Administration Building.

BENNION STUDENT UNION (Idaho Falls)
Posters may be placed on the bulletin boards and brick walls. Table tents are allowed.

BUSINESS BUILDING
One (1) poster may be placed on each bulletin board in the stairways. No posters on the
windows at the entrances, ONLY the bulletin boards in the stairwells.

CADET FIELD
No campaign material may be placed at cadet field within 25 feet of the Veteran’s Memorial.

CENTER FOR HIGHER EDUCATION (CHE)
Location of posters will be chosen by the Administrative Assistant for the Dean.

CHALK
All chalking must first be registered as advertising for Elections a minimum of 10 days before
the candidate(s) intend to chalk an area (forms are available in the SUB Directors' office and
the Office of Reservations). Only water soluble chalk may be used, and the candidate(s) will be
responsible for cleaning it up after the elections. Chalking may only be up a maximum of five
days. No chalk is allowed around the Administration building, on vertical surfaces (including
the footboards of stairs), or within 100 feet of Holt Arena or the Stephens Performing Arts
Center. All open campus sidewalks are accessible for chalking, except in the areas listed above.

COLLEGE OF EDUCATION COMPLEX
Candidates may place one (1) poster on the un-painted brick areas in each of the main
entryways to the College of Education Building and Albion Hall.
DENTAL CLINIC
No posters are allowed in the Dental Clinic.

ELI OBOLER LIBRARY
Nominees may place one (1) small poster on the bulletin board in the student lounge.

ENGINEERING
Nominees may place up to two (2) posters on the unpainted brick walls in the main lobby.

FINE ARTS
Only one (1) poster may be placed on the main entrance bulletin board.

FRAZIER HALL
No signs are allowed in Frazier Hall.

GARRISON/TURNER CAFETERIA
Nominees may place one (1) poster on the unpainted brick wall in the Garrison/Turner Cafeteria.

HEALTH SCIENCES BUILDING (Nursing)
Candidates may place one (1) poster on the glass to the side of the main front doors with Scotch tape only.

HOLT ARENA
No signs are allowed in Holt Arena.

IDAHO FALLS CAMPUS
No ground stakes allowed.

LECTURE CENTER
Candidates may place one (1) poster in each of the two foyers on unpainted brick surfaces.
LIBERAL ARTS
Candidates may place up to two (2) posters on each floor. Posters must be placed on the metal strip that runs throughout the building.

LIFE SCIENCE BUILDING (Biology)
Up to three (3) flyers may be given to the administrative assistant for the Dean. Location of posters will be chosen by the administrative assistant.

NICHOLS/DYER RESIDENCE HALLS
No signs are allowed in these buildings.

OWEN/REDFIELD RESIDENCE HALLS
One (1) poster on each of the three bulletin boards. No signs are allowed on the doors or windows.

PHARMACY
Signs are allowed on the first floor bulletin boards; they need to be checked off by a staff member in the Dean's office.

PHYSICAL SCIENCE BUILDING (Chemistry)
Candidates may place posters on the first or second floor, as long as they do not obstruct and/or replace existing signs or posters.

PHYSICAL SCIENCE BUILDING (Math, Physics, Geology)
Nominees may place one (1) poster in each of the three main floors entryways to the building. Painted areas are permissible in these entryways only.

POND STUDENT UNION
Signs cannot be posted on doors, painted walls, or wood surfaces. Signs are not to be placed on or in front of the Bengal Tiger.

- One 8.5”x11” or 11”x17” poster may be hung in the windows to the east of the entrance located on the 2nd level next to the Total Copy Center.
- One 8.5”x11” or 11”x17” poster may be hung in the windows to the east or west of the entrance located on the 1st level near the Campus Mail Center.
- One 8.5”x11” or 11”x17” poster may be hung on the bulletin board located in the Campus Mail Center located on the 1st level.
- One 8.5”x11” or 11”x17” poster may be hung on the bulletin board located in the entrance near the Outdoor Adventure Program located on the 1st level.
- Banners may be hung from the banner wire located in the Bengal Theater Lobby.
- One poster, banner, large format sign may be hung from any of the first six window panels in the 2nd level Quad Lounge. These panels begin immediately upon walking into the Quad Lounge and each panel runs from floor to ceiling and is separated by metal. Items may only be posted in the first six window panels.
- Candidates may hang items from pre-existing hooks located in the ceiling of the Quad Lounge. Items must be secured in such a manner that they will not fall and injure anyone below. No new hooks, pins, or tape will be placed on the ceiling.
- Candidates may utilize the space above the entrances near Total Copy and the Campus Mail Center. There is not a size restriction on this space. Material hung in these locations may not interfere with the ability to use the doors.
- Candidates are not allowed to use table tents.

**POND STUDENT UNION HYPOSTYLE**

No signs are allowed in the Hypostyle.

**REED GYMNASIUM**

Candidates may place one (1) poster on one of the four main bulletin boards at the corners of the main gym floor. **Posters may not be placed on any glass or painted walls.**

**RENDEZVOUS**

Signs may not be posted on doors, painted walls, or wood surfaces. Posters are allowed on stairwell and walkway railings on a first come first serve basis as space is limited. Posters on these fixtures must be secured with string or zip ties (no tape or any other adhesive).

- One 8.5”x11” or 11”x17” poster may be hung on any of the wall tack strips located on each side of the elevator.
- One 8.5”x11” or 11”x17” poster may be pinned on the bulletin boards in the front west lobby.
- Banners or large signs may be hung on the railings of the walkway which connects the classroom and housing side of the Rendezvous. Signs placed here need to be secured with zip ties or heavy duty string.
- Candidates are not allowed to use table tents.
RENEZVOUS (Housing)
Posters are allowed only at the Housing front desk. No posters are allowed on the walls or windows.

SPEECH PATHOLOGY/AUDIOLOGY BUILDING
One (1) poster may be placed on each bulletin board.

STUDENT HEALTH CENTER
No posters are allowed in the Student Health Center.

TURNER RESIDENCE HALL
Nominees may place one (1) poster on each bulletin board in the main lobby.
PARTY FILING FORM

*Fill out ONLY if you are planning on filing as part of a party.*

In order for a party to file candidates for an election, the party chairperson must attend the mandatory Candidates Meeting.

Name of Party: ____________________________________________________________________

For a party to be eligible to run candidates, provide names and contact information for two people authorized to act on behalf of the party. One contact must be the party chairperson.

Party Chairperson: _________________________________________________________________
Address: _________________________________________________________________________
Phone: _______________________________ Email: ________________________________
Second Contact: _________________________________________________________________
Address: _________________________________________________________________________
Phone: _______________________________ Email: ________________________________

ENDORSED CANDIDATE LIST

Executive Ticket: __________________________________________________________________
Idaho Falls VP: ___________________________________________________________________

- Arts & Letters -
1. ___________________ 2. ___________________

- Business -
1. ___________________

- Education -
1. ___________________

- Graduate School -
1. ___________________ 2. ___________________

- Health Sciences -
1. ___________________ 2. ___________________
3. ___________________

- Pharmacy -
1. ___________________

- Science & Engineering -
1. ___________________ 2. ___________________

- Technology -
1. ___________________
Submit this form at or before the candidates meeting.

To ensure that all materials are removed in accordance to the ASISU Election Code, the Elections Commission will collect a $100 deposit from the members of that party. In the event the party fails to remove all their materials from campus by the time specified, the Elections Commission will remove these materials and the party will forfeit its deposit. The full deposit will be returned if all materials are removed by the specified deadline of 10:00 p.m. on Thursday, March 15, 2018.

Date: ____________________

Party Name: ____________________________________________________
(Printed Name)

We understand and agree to the above statement.

Party Chair Signature: ____________________________________________
(Printed Name)
Name of Party: ______________________________________________________

List items/amounts spent:  *(Limits: Parties $300)*

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TOTAL: ____________________________________________________________

Party shall provide a letter size envelope for receipts and attach it to this form.
The party may submit a statement of 300 words or less. The party may also submit a picture or logo to the Voters Guide.

Submit the party statement and picture/logo to

election@isu.edu

by 5:00 p.m., Wednesday, February 28, 2018.
Remember to include all of the following to complete your application:

- ASISU Officer Application
- BengalWeb Unofficial Academic Transcript
- Election Deposit
- Campaign Expenditure Sheet
- Voter Signature List *(ASISU will verify signatures as soon as lists are submitted. If there are not enough valid signatures, candidates will be asked by the Elections Commission to submit more signatures. Consider gathering more signatures than required in case not all signatures are valid.)*
- Online Voters Guide *(submit electronically to election@isu.edu)*

*Items above must be submitted to the ASISU Office (room 215) by 5:00 p.m. on Wednesday, February 28, 2018.*

*Please note that your candidate statement to the Online Voters Guide must be submitted electronically to election@isu.edu by 5:00 p.m. on Wednesday, February 28, 2018.*