**CAMPAIGNING ON CAMPUS**

All candidates must abide by the following rules. Failure to comply with the campus policies will result in disciplinary action including possible exclusion from the Student Government Elections. Campaigning begins at 8am on Monday, April 30 and ends when the polls close at **12pm on Friday, May 11, 2018**.

1. All candidates must adhere to campaign guidelines, regardless of attendance at candidate orientation, whether the candidate is campaigning as a write-in candidate, or for any other reason. The Student Elections Review Committee shall review all violations and be empowered to disqualify candidates in violation of campaign guidelines.
2. ALL campaign initiatives must be in support of an individual candidate. Negative campaigning is NOT allowed. No campaign material may be posted which intentionally demeans, harasses, or distresses on the basis of race, sex, gender identity or expression, religion, color, creed, disability, sexual orientation, national origin, ancestry, and/or age of an individual(s); or intentionally presents a clear and present danger of harm to individual(s) or to University operations.
3. The use of amplifying devices or bull horns, including individual hall announcements, writing on buildings or sidewalks, posting signs on University greens, and placing more than one sign per University bulletin board is prohibited in accordance with the specific sections of the Club Manual.
4. Quid-pro-quo campaigning is prohibited! This includes, but is not limited to: the exchange of money, food, services, merchandise, or any other general goods for votes.
5. FLYER/POSTERS (Larger than 8½” x 5½”)
	1. Flyers/posters must include the candidates name, desired position, and voting information.
	2. All flyers/posters must be approved and be stamped by the Office of Student Life in C-123.
	3. Flyers/posters must not exceed 11”x17” in size.
	4. All postings must comply with the campus posting policy, as published in the annual RSO manual. A candidate may only place one flier per bulletin board. Bulletin boards marked “Department Use Only” may not be used for campaign postings. Campaign materials may not be placed on walls, windows, or doors, or within 25 feet of any designated polling location.
	5. Candidates may NOT post their own flyers/posters over another candidate. Candidates may NOT take down another candidate’s flyers/posters.
	6. Distribution of leaflets or other hand-distributed materials must also comply with the rules for flyers and posters, except that leaflets do NOT need to be stamped prior to distribution.
6. During voting (**May 7-11, 2018**), no candidate for any office may physically approach to ask for or talk to someone while voting. Candidates and their representatives, staff or designees must remain 25 feet away from any University computer when campaigning during Election Days; this includes any Computing Center on campus. Student Life will be setting up a voting station outside C-123. No campaigning may be visible or audible from within this voting site whenever the site is active.
	1. If a candidate needs a University computer for academic used during Election Days, candidate is permitted to use the computer but is forbidden to ask or talk to someone about voting.
	2. Neither the candidate nor his or her campaign workers shall set up an unauthorized voting area using laptops, cell phones, tablets, and/or any other peripheral devices connected to the internet in order to intentionally influence a student’s voting behavior. This includes providing a personal device (cell phone, tablet, laptop, etc.) for the use of another student.

**VOTING ON CAMPUS**

1. Only students registered for the **Spring 2018** semester are eligible to vote in the Student Government Elections. Students may cast one (1) vote for each position, except that each student may cast up to twelve (12) votes for Senator, five (5) votes for College Council At-Large, and up to eight (8) votes for Judicial Affairs Committee positions.
2. Voting will occur online and shall be accessible via the Kingsborough website.
3. Write-in candidates are allowed, but are subject to the same eligibility requirements to obtain office.
	1. It is incumbent upon the voter to ensure proper spelling of a write-in candidate’s name. Misspelled or unidentifiable ballots may be voided at the discretion of the SERC.
4. A polling place is considered any electronic device (University or other) that has internet access.
5. Election results will be posted on **Friday, May 11, 2018** at 2pm on the window of the Office of Student Life, C-123, barring any unforeseen complications. In the event of a delay, all candidates will be informed of the new timeline no later than 2pm on May 11.

**VIOLATIONS**

1. All campus elections are overseen by the Student Elections Review Committee (SERC). A complete list of the SERC members may be obtained in the Office of Student Life. SERC shall be the authority on all campaign/elections issues.
2. Violations may occur in many forms. An information session will be held to educate the candidates about Student Government, the election and campaign procedures, and campaign violations. We encourage candidates to run campaigns that are fair, honest, and honor the campaign procedures. If you see that someone isn’t following procedure and know that they are in violation, tell the candidate who is responsible so that they may correct the problem. In order to submit a formal complaint of an observed violation, it must be submitted in writing to the Office of Student Life (studentlife@kingsborough.edu) within 24 hours of the incident. The person writing the complaint must have witnessed the action or result of the action (violation of the posting policy, voting coercion, etc). The violator will have exactly 24 hours to remove or repair the damage unless further action has been decided by the Student Elections Review Committee. Sanctions are at the discretion of the SERC, and may include removal from or ineligibility for the elections process.
3. In order to save time and limit the number of dilatory/petty violations being filed, the Student Elections Review Committee shall have the option to dismiss any minor first-time violations of a particular section for any candidate without conducting a hearing.
4. If a violation occurs and a hearing is needed, the Student Elections Review Committee members shall notify all involved parties and schedule a hearing at the earliest possible convenience. A minimum of half of the student members and half of the non-student members of SERC must be present at the hearing.
5. ***The deadline to file – in writing – reports of campaign violations shall be no later than 24 hours after the violation occurred or was discovered, EXCEPT that,***
	1. ***The final deadline to file any and all reports of campaign violations shall be 12:00pm on Friday, May 11.***
6. Appeals to any SERC disciplinary actions may be appealed to the college president. Appeals must be presented in writing within 24 hours of receipt of the official SERC decision.