



ELECTION BYLAWS OF THE SUFFOLK UNIVERSITY STUDENT GOVERNMENT ASSOCIATION

Purpose

Through the adoption of these bylaws, the Suffolk University Student Government Association (SGA) intends to ensure all of its elections are carried out in a fair and equitable manner.

Article I. Elections Committee Composition

Section One. Composition.

The Elections Committee, established each semester as a special committee, will consist of five (5) Suffolk University undergraduate students. Two (2) Elections Committee members will be nominated and confirmed from the SGA Senate. These Senators must be current members of the senior class. Two (2) Elections Committee members will be nominated and confirmed from the Suffolk University undergraduate student body. These individuals will not be members of the SGA.

Section Two. Elections Committee Chair.

The Chair of the Elections Committee will be the current Vice President of the SGA. If the current Vice President is running in the present election, the current Vice Chair of the Student Judicial Review Board (SJRB) will serve as the Elections Chair. If the current Vice Chair of the SJRB is running in the present election or otherwise unable to serve as the Chair of the Elections Committee, the current President of the SGA will nominate a Suffolk University undergraduate student to serve as the Chair of the Elections Committee.

Section Three. Committee Member Nominations.

A. Fall Elections Committee Nominations.

1. Following the SGA Spring Elections, the newly elected Vice President will be tasked with identifying Elections Committee nominees for the following Fall Election.
2. The newly elected Vice President will submit their nominations for the Fall Elections Committee to the current President of the SGA.
3. The current President of the SGA will subsequently nominate these individuals for the Fall Elections Committee during the final two (2) regular meetings of the SGA during their term.

B. Spring Elections Committee Nominations.

1. The Elections Committee Chair will identify and nominate each respective Elections Committee member during a regular SGA meeting.

Section Four. Advisor.

The advisor to the Elections Committee will be a member of the Suffolk University Faculty. This advisor will be identified by the Chair of the Elections Committee during the formation of the Elections Committee each semester.

The SGA Elections Committee Advisor will:



1. Meet regularly with the Elections Committee to assist with the planning and facilitating of the current election.
2. Advise the Elections Committee on best election practices.
3. Assist with the construction of the ballot and certification of election results.
4. Moderate the Spring Election Executive Board Candidates Forum.

Article II. Elections Schedule

Section One. Fall Election.

1. The SGA Fall Elections, in accordance with the SGA Constitution, will be held annually by the end of September.
2. The Fall Election ballot will be available to all Suffolk University undergraduate students during a three-day Monday through Wednesday voting period identified by the Elections Committee.
3. The Fall Election ballot will become available at 9:00am during the start of the voting period and close at 5:00pm on the final day of the voting period.

Section Two. Spring Election.

1. The SGA Spring Elections, in accordance with the SGA Constitution, will be held annually the week before spring break.
2. The Spring Election ballot will be available to all Suffolk University undergraduate students during a three-day Monday through Wednesday voting period the week before Spring Break.
3. The Spring Election ballot will become available at 9:00am during the start of the voting period and close at 5:00pm on the final day of the voting period.
4. During the week prior to the start of voting, the SGA will host an Executive Board Candidates forum. This forum will be moderated by the advisor of the Spring Elections Committee.

Section Three. Voting Method.

During each election, the ballot will be:

1. Distributed to the Suffolk University undergraduate student body through email.
2. Available in paper ballot form to all students.

Section Four. Election Results.

Election results will be posted within four(4) hours of the end of the voting period.

Article III. Candidate Qualifications

Section One. Senatorial Candidates.

Candidates running for a Senator position must:

1. Be a Suffolk University undergraduate student in good academic standing.
2. Be a student at the Suffolk University Boston Campus during their term of office once elected.
3. Not have been previously removed by the SGA.

Section Two. Executive Board Candidates.

Candidates running for an Executive Board position must:

1. Have served as an SGA member for a semester prior to and of the Spring Election.



2. Be in good academic standing.
3. Be a full-time student at the Suffolk University campus in Boston during the Spring semester of the current election.
4. Not have been previously removed by the SGA.

Article IV. Voting System

Section One. Election Packets.

Prior to each election, the Elections Committee will compile, produce, and make available election packets for any student who wishes to run for office within the SGA. The submittal of these Election Packets will be necessary for prospective candidates to get their name on the ballot of the current election. The Election Packets will include:

1. A deadline for turning in the Election Packet.
2. A signature requirement for prospective candidates.
3. A goals and statement of purpose submittal form to be added to the ballot.
4. A copy of the campaign rules and signage policy.

Section Two. Ballot.

The Elections Committee will create the ballot for each election. Voting will be conducted online, or by paper ballot. Candidates will be elected by plurality, in accordance with the SGA Constitution.

Article V. Campaigning

Section One. Confirmation.

Campaigning may only start once a candidate is confirmed by the Elections Chair. The Elections Chair will confirm each candidate by phone call upon their submittal of a valid Election Packet.

Section Two. Definition.

Campaigning will be defined as:

1. the display, either through approved posters or social media accounts, of information by a candidate or their supporters.
2. Speaking to classes, residences, student groups, or individuals for the purpose of presenting a platform as a representative of a candidate.

Article VI. Violation, Penalties, and Enforcement

Section One. Rules and Consequence System.

The Elections Committee will strictly enforce the campaign violation framework in section three of this article. Any and all violations to the rules witnessed by Suffolk University undergraduate students or faculty may be forwarded to the Student Leadership and Involvement (SLI) Office to be shared with the Elections Committee.

Section Two. Campaign Rules.



1. Candidates or their supporters will not impede the progress of persons who wish to walk through Suffolk University buildings. No novelties of any size may be handed to the potential voters.
2. All posters, handbills, or any other type of flyer must be approved by the SLI Office. The SLI Office poster policy guidelines must be followed by all candidates.
3. All social media will be monitored by the Elections Committee.
4. No candidate or supporter will remove, deface, or destroy any other candidate's election material.
5. There will be no door-to-door soliciting in the Residence Halls.
6. Sliding any election related papers, pictures, or items under any residence hall door is forbidden.
7. The official SGA logo and header may not be used in any campaign advertisements.
8. The distribution of campaign materials is allowed in the Suffolk University Student Government Elections.
 - a. Campaign materials are defined as posters, business cards, rack cards, handbills, or flyers, which hold no monetary value to the holder. All campaign material must adhere to all of the Suffolk University Government association election rules, and bylaws as well as all of the rules of the Suffolk University Student Leadership Involvement office.

Section Three. Consequence System.

The following consequence system will be implemented by the Elections Committee.

A. Tier One Offenses.

1. Taking down or destroying other candidates' posters
2. Posters not in compliance with the SLI Office guidelines
3. Social media posts containing bullying
4. Improper use of the SGA Logo

B. Tier Two Offenses.

1. Unauthorized soliciting in Residence Halls
2. Undeclared campaign funding

C. Tier Three Offenses.

1. Electronic or Paper ballot voting fraud
2. Use of slurs against a historically marginalized group

D. Strike System.

1. Every tier one offense a candidate is found responsible for results in one (1) strike against that candidate's campaign.
2. Every tier two offense a candidate is found responsible for results in two (2) strikes against that candidate's campaign.
3. Every tier three offense a candidate is found responsible for results in three (3) strikes against that candidate's campaign.
4. One (1) strike accumulated against a candidate's campaign will result in a written warning (email) to the candidate found responsible.



5. Two (2) strikes accumulated against a candidate's campaign will result in that candidate's campaign being placed on probation. Probation means all campaign posters must be taken down.
6. Three (3) strikes accumulated against a candidate's campaign will result in that candidate being disqualified from the current election.

Section Four. Violation Decision Meetings

The Elections Committee has the authority to enforce all election rules and regulations. In order to count a strike against a candidate's campaign, the Elections Committee must hold a meeting in which all members of the committee are present. An agenda for this meeting must be sent out twenty-four (24) hours in advance to all Elections Committee members and minutes must be kept. All decisions require a majority vote, with the Elections Chair abstaining except for breaking a tie vote.

Article VI. Finance

Section One. Campaign Funding.

Funds used for any campaigning purposes may only be personal funds and may not exceed **\$35.00**. Any spending on campaigning materials over **\$10.00** must be disclosed to the Elections Committee before the close of the voting period. A form to disclose funds will be produced upon request from the Elections Committee.

Article VII. Appeal

Section One. Timeframe.

Candidates have two academic days after the posting of election results to request in writing, to the SJRB, a recount of votes or an appeal of the results. This appeal must be based upon violation of policies found within these Bylaws. Requests for an appeal or a recount must be sent to the Chief Justice of the SJRB.

Article VIII. Documents

Section One. Records.

The Elections Committee Chair is responsible for the receipt and proper storage of all election materials. This includes, but is not limited to: Election Packets, ballot information, and Elections Committee Violation Deliberation meeting minutes.

Article VIII. PARLIAMENTARY AUTHORITY

The most recent edition of *Robert's Rules of Order Newly Revised* (RONR) will govern the SGA in cases to which they are applicable and in which they are not inconsistent with these Bylaws.

ARTICLE IX. AMENDMENTS

Section One. Proposing Amendments.

Amendments to these Bylaws may be proposed by the SJRB, or by any undergraduate student submitting a petition signed by at least seventy-five (75) members of the undergraduate student body. Student petitions will be verified by the Program and Treasury Advisor.

Section Two. Approval of Amendments.

Amendments to these Bylaws will be adopted upon receiving an affirmative vote of two-thirds of the legal votes cast at a general or special meeting of the SGA for which notice



of the proposed change has been announced to the student body at least seven (7) days in advance.

Section Three. Amended Bylaws.

Amendments to these Bylaws take effect upon the approval of the SGA unless otherwise directed in the motion.