About
These standard operating procedures (SOPs) serve as the primary document that will govern the 2018 First Year Election, which shall elect the First Year Representative for Session XL of the Student Senate (AY 2018-19)

All candidates and participants of the election are highly encouraged to read this document in full before declaring candidacy or commencing campaign work.

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Have any questions? Visit our website at www.unh.edu/student-senate, or email the Student Senate Speaker at senate.speaker@unh.edu.

Photo Credit
Wildcat statue in front of the Whittemore Center from Main Street.

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Section 1. General Provisions

1. Election Dates:
   a. The 2018 First Year Election shall begin at 12:00 a.m. on October 23rd, 2018, and end at 11:59 p.m. on October 25th, 2018.
   b. Ballots for the election may be cast during the entirety of the First Year Election, but no ballots made or submitted before or after this time will be permitted.

2. The 2018 First Year Election shall elect the First Year Representative for the term beginning at the time of their election and ending on April 30th, 2019.

Section 2. Election of the First Year Representative

1. All candidates for First Year Representative shall:
   a. Hold and retain First Year student status for their term of office, which shall be defined as any full-time undergraduate student whose first year enrolled at the University of New Hampshire began during the current academic year or during the previous summer term of the current academic year.
   b. Be eligible to fulfill the qualifications of their pursued position according to the provisions of the Student Senate Governing Documents.
   c. Be prepared to fulfill the responsibilities of their pursued position according to the provisions of the Student Senate Governing Documents.

2. Petition for Candidacy:
   a. Any qualified student may petition to become a candidate for First Year Representative.
   b. All petitions for candidacy must be submitted using a standard form to be provided by the Student Senate Speaker and available in the Student Government Complex.
   c. Petitions shall be made available in the Student Government Complex (MUB 119) or on the Student Senate website by the Student Senate Speaker no later than 12:00pm on October 1st.
   d. A petition for candidacy for First Year Representative shall require the non-duplicated signatures of no fewer than thirty (30) first year undergraduate students of the University of New Hampshire.
   e. Completed petitions shall be due to the Student Senate Speaker no later than 4:00pm on October 14th, 2018.
Section 5. Voting Procedures

1. Ballots for the 2018 First Year Election shall be available and submitted through either the WildcatLink Platform or through a survey on the Qualtrics Platform, at the discretion of the Election Committee.
   a. If the Election Committee shall make ballots available through the Qualtrics Platform, the Election Committee shall ensure that the submission process is anonymous and secure.
   b. All First Year undergraduate students of the University of New Hampshire, pursuant to the provisions of the Student Senate Bylaws, shall be eligible to cast a ballot in the 2018 First Year Election.
   c. The Student Senate Speaker or their designee is directed to make all necessary provisions for the electronic configuration of 2018 First Year Election ballots with the Office of the Registrar, the Memorial Union Building, and all other necessary parties.

2. The election of the First Year Representative shall be done through the first-past-the-post method of election, as determined by the Election Committee.
   a. The candidate with the most votes shall be duly elected First Year Representative.

3. Voting Results
   a. Results of the 2018 First Year Election shall be announced at 3:10pm on October 26th, 2018 in the Student Government Complex (MUB Room 119).
      i. The Student Senate Speaker shall have the authority to change the date, time, and/or location of the announcement up until 12:00pm of the aforementioned date for any reason.
      ii. This change must be communicated to the members of the Student Senate Executive Board and the candidates immediately upon the decision being made.
      iii. The Student Senate Speaker shall not delay the announcement of results of the 2018 First Year Election past 12:00pm on November 2nd, 2018.

Section 6. Campaign Conduct and Procedures
Subsection 6.A. Violations

1. The term ‘campaigners’ under these Operating Procedures shall be defined as:
   a. Candidates or persons pursuing or holding candidate status for the position of First Year Representative or the campaign staffs and or public endorsers thereof;
i. The term ‘campaign staff under these Operating Procedures shall be defined as any individual(s) who agree to assist a candidate in campaigning.

2. All candidates and campaign staffs shall be held responsible for their campaigning and conduct. Candidates shall be held responsible for the campaigning and conduct of their campaign staff.

3. Violations include:
   a. Any disregard for Campaign Policies.
   b. Slander, Libel, and Harassment:
      i. The terms 'slander', 'libel', and 'harassment' shall be consistent with all applicable local, state, and federal laws.

**Subsection 6.B. Campaign Policies**

1. The Election Committee shall immediately notify all candidates of any campaign rule changes they are permitted to make.

2. For petitions involving the 2018 First Year Election, all persons must specify to any signatories of their petition, the purpose of the petition, and the signatories must have the capacity to understand to what they are affixing their signature.

3. Campaigning Locations:
   a. No person shall advocate or lobby for or against any candidate from within:
      i. The Student Government Complex or any offices within it;
      ii. The Interfraternity/Panhellenic Council Office;
      iii. The office of the Student Activity Fee Committee Executive Board.
   b. The provisions of this stipulation shall extend, but not be limited to, the following:
      i. Eliciting or discouraging support;
      ii. Requesting endorsements;

4. Campaigners shall not in any way deface or damage University property.
   a. This includes any violations of the University chalking policy.
   b. No campaign matter is to be attached to trees or University property with the exception of authorized posting places.
   c. The Election Committee shall be empowered to create additional restrictions on areas deemed prohibited from campaign postings.
   d. All campaigning matter must be removed by their original posters no more than three (3) academic days after the results of the 2018 First Year Election are announced.

5. Campaigners shall not in any way deface, damage, or alter:
   a. The property of another candidate
   b. Any official posted notice of the Election Committee or the Student Senate
6. All campaigners must adhere to University regulations, and shall not violate any local, state, or federal law.
   a. All campaigners must adhere to Residence Hall Policies
   b. All campaigners must adhere to Computing and Communications Policies
   c. All campaigners must adhere to Memorial Union Building Policies
   d. All campaigners must adhere to University Dining Policies

7. Campaign Finance:
   a. Campaigners shall not be permitted to solicit funds to be used to campaign.
   b. Campaigners may accept voluntary donations from individuals to be used to fund their respective campaigns
   c. SAF Resources:
      i. Campaigners shall not use Student Activity Fee funds, including printing resources, to produce campaign materials or any other resources provided by the Student Activity Fee for the purpose of campaigning.
      ii. This shall not extend to staff or electronic resources.

Subsection 6.C. Anti-Corruption Provisions

1. The members of the Public Relations Committee shall be subject to the same restrictions on endorsements and campaign work as the position of Director of Public Relations shall have, but such restrictions shall be applicable only upon the discretion of, and within such limits as, the Director of Public Relations shall communicate to them in writing.

Section 7. Complaints and Violation Reporting

Subsection 7.A. Complaints

1. All campaign complaints, with the exception of Formal Petitions of Protest, must be filed between 1a.m. of the day upon which petitions become available, to one (1) hour following the close of the voting period.
   a. All such complaints filed after the deadline will not be accepted by the Election Committee.
2. First Year Election incident reports will be available by the petition deadline
   a. Incident Reports must contain the following: who the alleged violator is, what the specific violation is, when and where the alleged violation
occurred, evidence of the specific violation, and sufficient contact information of any and all witnesses.

Subsection 7.B. Sanctions During Campaigning

1. Candidates for First Year Representative may be barred from being elected, or barred from campaigning to be elected, to their pursued position(s) due to:
   a. Violations of these Operating Procedures by the Election Committee
   b. Arrests due to a state, local, federal law or University policy violation due to campaign behavior.
   c. Candidates found in violation of damaging or defacing of University property at the discretion of Election Committee.
2. A candidate barred from being elected to a position shall not appear on the ballot as a candidate for that position.
3. A candidate who has been disqualified from running for a position shall not be recognized as a qualified write-in candidate.
4. The disqualification of a candidate shall be communicated to the Student Body by the Election Committee
5. Other violations to the policies explained here and set forth in the Student Senate Bylaws will be enforced at the discretion of the Election Committee.

Subsection 7.C. Sanctions Post-Voting

1. Filling Procedures
   a. A Formal Petition of Protest may be filed by any student of the University of New Hampshire, which shall state that a violation of campaign policy or a violation of the Student Senate Governing Documents has occurred.
   b. A Formal Petition of Protest will state the reason thereof and the non-duplicated signatures and UNH Tech numbers of no less than one hundred (100) eligible voters and must be presented to Student Senate Speaker no later than five (5) academic days after final election results have been announced.
      i. The Election Committee will confirm the validity of all signatures on a formal Petition of Protest.
      ii. A confirmed, eligible Petition shall be presented to the Student Senate Speaker at the next regularly scheduled meeting thereof.
      iii. If the petition is approved by a two-thirds (2/3) majority of the Student Senate, the Student Senate Speaker and the Election Committee shall make all necessary provisions for and oversee
another First Year Election according to the procedures of the Student Senate Bylaws.

2. After five (5) academic days with no Formal Petitions of Protest submitted, an election will be considered valid and complete, and no further petitions may be called in relation to the 2018 First Year Election, except as the Student Senate may otherwise direct according the provisions of the Student Senate Governing Documents.

Section 8. Appealing a Decision of the Election Committee

1. Election Committee appeals shall be based on the provisions of the SAFC Appeals Process Standard Operating Procedures at the discretion of the Judiciary Committee.

2. The Student Senate Judiciary Committee shall serve as the Election Committee Appeals Board.

3. Voting members of the appeals process within the Judiciary Committee may not be current members of Election Committee.