<table>
<thead>
<tr>
<th><strong>POLLING SITES:</strong></th>
<th>E. H. Hereford University Center</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>POLLING DATES:</strong></td>
<td><strong>POLLING TIMES:</strong></td>
</tr>
<tr>
<td>Wednesday, April 1, 2020</td>
<td>9:00 AM - 6:00 PM University Center Gallery (106)</td>
</tr>
<tr>
<td>Thursday, April 2, 2020</td>
<td>9:00 AM - 6:00 PM University Center Gallery (106)</td>
</tr>
<tr>
<td><strong>FILING DATES:</strong></td>
<td><strong>Filing Hours:</strong></td>
</tr>
<tr>
<td>Monday, February 24, 2020</td>
<td>online</td>
</tr>
<tr>
<td>Through Thursday, March 5, 2020</td>
<td></td>
</tr>
<tr>
<td>Online</td>
<td></td>
</tr>
<tr>
<td><strong>FILING FEE</strong></td>
<td>$10.00 (PER OFFICE) NON-REFUNDABLE</td>
</tr>
<tr>
<td><strong>CANDIDATE MEETINGS (MUST ATTEND ONE):</strong></td>
<td></td>
</tr>
<tr>
<td>Monday, March 16, 2020, 6:00 PM – 7:00 PM</td>
<td>SG Chambers</td>
</tr>
<tr>
<td>Tuesday, March 17, 2020, 7:30 PM – 8:30 PM</td>
<td>SG Chambers</td>
</tr>
<tr>
<td>Wednesday, March 18, 2020, 10:00 AM – 11:00 AM</td>
<td>SG Chambers</td>
</tr>
<tr>
<td><strong>WRITE-IN CANDIDATE DEADLINE</strong></td>
<td>Wednesday, March 18, 2020 @ 3:00 PM Student Governance Offices (UC B150)</td>
</tr>
<tr>
<td><strong>PLATFORM STATEMENTS DUE (TYPED ONLY)</strong></td>
<td>Email Chief Justice Rose at <a href="mailto:sydney.rose@uta.edu">sydney.rose@uta.edu</a> Must be sent from your UTA student email address.</td>
</tr>
<tr>
<td>Thursday, March 19, 2020 @ 12:00 PM</td>
<td></td>
</tr>
<tr>
<td><strong>CAMPAIGNING BEGINS</strong></td>
<td>Monday, March 16, 2020 @ 5:00 PM</td>
</tr>
<tr>
<td><strong>CAMPAIGN KICKOFF</strong></td>
<td>Monday, February 24, 2020 from 12:00 PM – 2:00 PM in the Palo Duro Lounge of the University Center</td>
</tr>
<tr>
<td><strong>HOW TO CAMPAIGN ELECTION WORKSHOPS:</strong></td>
<td></td>
</tr>
<tr>
<td>Monday, March 16, 2020 from 7:00 PM – 7:30 PM</td>
<td>SG Chambers</td>
</tr>
<tr>
<td>Tuesday, March 17, 2020 from 8:30 PM – 9:00 PM</td>
<td>SG Chambers</td>
</tr>
<tr>
<td><strong>CANDIDATE FORUM:</strong></td>
<td>Monday, March 23, 2020 from 5:00 PM – 6:00 PM Brazos Park</td>
</tr>
<tr>
<td><strong>TRAININGS &amp; MEETING DATES:</strong></td>
<td></td>
</tr>
<tr>
<td>Student Senate Training: Thursday, August 20, 2020</td>
<td>First Senate Meeting: April 21, 2020</td>
</tr>
<tr>
<td>UTA Ambassadors Training: Friday, August 21, 2020</td>
<td>First Ambassadors Meeting: May 1, 2020</td>
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Trainings and meetings are mandatory. Attendance policy applies.

*Student Governance:*

*UTA Division of Student Affairs*
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The purpose of the Election Code shall be to provide a method for an orderly election so that all candidates shall have a fair and equitable opportunity to win the election.

I. REQUIREMENTS FOR CANDIDATES:

A. Candidates must not be on academic or disciplinary probation at the time of filing for the elections and, if elected, shall remain as such.

B. Each candidate shall be responsible for compliance with the election code.

C. GRADE POINT AVERAGE:
   1. Candidates for Student Body President and Student Body Vice-President shall have an overall grade point average of at least 2.5 on a 4.0 scale. Upon election to the office of Student Body President or Vice-President, the officeholder must maintain a 2.25 throughout their respective term.
   2. Candidates for other offices shall have an overall grade point average of at least 2.0 on a 4.0 scale.
   3. Candidates, if elected, shall maintain the overall grade point average specified for their offices for the duration of their terms, except for candidates for Homecoming Queen and Homecoming King.

D. Candidates for Student Body President, Student Body Vice-President, Ms. UTA, Mr. UTA, Homecoming Queen, Homecoming King, and Student Service Advisory Committee (SSAC) Representative shall have completed at least thirty (30) semester hours, of which at least twelve (12) shall have been completed at UT Arlington.

E. Candidates for Student Body President and Student Body Vice-President shall have served for one session in Student Government prior to the time of officer installation.

F. Candidates for Ms. UTA and Homecoming Queen shall be female students.

G. Candidates for Mr. UTA and Homecoming King shall be male students.

H. First semester students shall be permitted to be candidates for Student Senate and UTA Ambassadors.

I. Candidates shall meet requirements specified in the Constitution for the Student Community.

J. Candidates shall run for either President or Vice President, not both in the same election.

K. ENROLLMENT:
   1. Candidates must be presently enrolled for at least six (6) semester hours and if elected, shall, for the duration of their term, be enrolled for at least six (6) semester hours and maintain the overall grade point average specified for their office.
   2. Student Senators must be declared in the college or school for which they are seeking election, and if elected, shall remain as such.

L. FILING
1. Candidates shall pay a non-refundable filing fee by 5:00 p.m. on the last day of filing.

2. The filing fee shall be used to defray election expenses.

3. Platform statements will be published prior to the election dates and may be edited.

4. All candidate names will appear on the ballot with first and last name as it appears on MyMav per the University record only. Pseudonyms are not allowed on the official election ballot.

M. CANDIDATE MEETINGS

1. Each candidate shall attend a candidate meeting. A representative of a candidate, as designated by the candidate's written consent, may attend the meeting in the candidates' stead. Lack of attendance by a candidate, or his/her representative, with the exception of write-in candidates, shall result in the disqualification of the candidate.

2. The Election Supervisory Board in collaboration with the Student Governance Office shall preside over the candidate meetings.

3. Prior to the first candidate meeting, a drawing of lots shall determine the order in which the candidates' names are placed on the official ballot.

4. The last candidate meeting shall be at least one (1) week prior to the elections.

N. WRITE-IN CANDIDATES

1. Official write-in candidates are defined as candidates whose names are typed/hand-written on the ballot and are eligible to run in the elections.

2. Official write-in candidates must register their candidacy with the Election Supervisory Board by the given deadline.

3. Official write-in candidates do not have to attend a candidate meeting. However, they must pay all applicable filing fees.

II. REQUIREMENTS FOR REFERENDUMS

A. The text of each referendum shall be made public at least one (1) full week prior to the elections.

B. A referendum shall pass if it is approved by a simple majority of votes.

C. Referendums are only advisory in nature with all results reported to the UT Arlington President.

III. CAMPAIGN CONDUCT

A. All election campaigns, including referendums, shall be conducted according to the rules and regulations of the Constitution for the Student Community and the University.

B. "Campaigning" is defined as the distribution, posting, and/or the displaying of any campaign material.

C. For the purposes of campaigning, "candidate" shall mean the candidate and his/her representatives; and "at-large candidates" shall mean candidates for Student Body President, Student Body Vice-President, SSAC Representative, Ms. UTA, Mr. UTA, Homecoming Queen, Homecoming King, and UTA Ambassador.
D. A candidate shall be responsible for those persons who display his/her campaign material with the
candidate’s knowledge. Consideration shall be given if such material is displayed in an attempt to
disqualify a candidate.

E. Candidates may not receive any funds or other forms of support from any University department or faculty
and staff.

F. Candidates may not receive any funds or other forms of support from any politically affiliated organization,
as student elections are non-partisan.

G. Advertising is prohibited by businesses, organizations, or groups through a candidate’s campaign inside or
outside the University.

H. Campaigning in residence halls shall be limited to their lobbies.

I. Campaigning shall end when all polls have closed at the end of the last day of elections.

J. On election days, no electioneering will be allowed within any polling site or building in which an election is
being held.

K. Electronic Campaigning shall be permitted.

L. Website construction for campaigning purposes is permitted.

M. Candidates are prohibited from offering gifts through raffles or drawings as part of their campaign. This
includes raffles or drawings for campaign workers or any other supporters.

N. Golf carts are prohibited for campaigning purposes.

O. A Food Waiver must be submitted and approved in order to distribute hot food for campaigning purposes.

IV. CAMPAIGN MATERIALS

A. Campaign materials shall be properly disposed of before election results will be posted.

B. Candidates shall be allowed to publish advertisements.

C. Candidates shall be allowed to submit platform statements for publication by Student Governance.

D. The wearing of campaign material on a person and/or on his/her belongings shall be permitted.

E. On election days, no campaign material will be allowed for public display or distribution within any polling
site or building in which an election is being held. Personal reference material will be permitted as long as
it is not displayed.

F. No campaign material shall be placed on UT Arlington apartments (and apartments on UT Arlington
property) mailboxes and door clips.

G. No writing shall be permitted on sidewalks, chalkboards, or whiteboards.

H. No general distribution of campaign material will be permitted on parked cars. Campaign writing will be
permitted on individual vehicles.
I. CAMPAIGN MATERIAL DISTRIBUTION
1. Campaign material shall be distributed only on a person-to-person basis.

2. Prior to election days, campaign material distribution shall not be limited to any specific area/location.

3. Candidates may not reserve space on campus to campaign

4. On election days, campaign material distribution shall not be permitted inside any building where voting is taking place; excluding inclement weather days.

5. Nothing which might disturb classes in progress shall be permitted.

J. POSTERS/SIGNS
1. Contents of posters/signs shall comply with University Regulations (such as no obscenities or defamations) and with the regulations set by the Handbook of Operating Procedures Chapter 11, Sec 201-204. Posters may not exceed 11 inches by 17 inches.

2. More than one candidate name may appear on a poster/sign, provided that the number of times each name/photo appears does not exceed the total number allowable for each candidate in that particular building.

3. Signs/posters with more than one candidate’s name may only be posted in common buildings where each candidate is allowed, by the election code, to post campaign material.

4. No signs (including but not limited to yard signs, free-standing wooden signs, etc.) will be permitted on university property and/or within a two (2) mile radius of campus as measured from the Central Library Flag Poles; except for those areas designated in this code. T-shirts and sandwich boards may be worn.

5. Posters/signs shall be posted with masking or scotch tape, if on walls.

6. Posters/signs must be approved by the Student Governance Chief Justice.

7. No reserved space for posters/signs shall be allowed.

8. No posters/signs shall be erected to extend into the crowded areas on campus (e.g. passageways.)

9. Posters can be visually attached, must not overlap with other posters, and each such poster shall count individually towards the maximum number of posters that can be displayed in each building.

10. No posters/signs shall be posted on the outside of any building, on any entrance door, fence, bridges, glass surface, ceiling, clock, sidewalk, tree, or in any classroom or elevator.

11. Each candidate may display two (2) posters/signs in each of the following buildings:
   a. West Hall
   b. Lipscomb Hall
   c. Arlington Hall
   d. Kalpana Chawla Hall
   e. Vandergriff Hall
For residence hall postings, candidates must leave their fliers with the Apartment and Residence Life office between 8:00 AM and 5:00 PM (Monday – Friday). They will post the fliers in an area designated for all campaign postings.

12. Each at-large candidate and candidates for Honors College Senator may display five (5) posters/signs in each of the following buildings:
   a. Architecture
   b. Business*
   c. Nedderman Hall
   d. Fine Arts
   e. Geo-Science
   f. Life Science
   g. Pickard Hall
   h. Preston Hall
   i. Science Hall
   j. Social Work Complex Bldgs. (5 Total)
   k. Trimble/Hammond Hall (5 total)
   l. University Hall
   m. Woolf Hall/Engineering Lab (5 total)

13. Each candidate for Student Senate may display five (5) posters/signs in each of the buildings listed for their college.
   a. Architecture, Planning, and Public Affairs
      i. Architecture
      ii. Fine Arts
      iii. Pickard Hall
      iv. University Hall
   b. Business**
      i. Business
      ii. Pickard Hall
      iii. University Hall
   c. Education**
      i. Hammond Hall
      ii. Trimble Hall
      iii. University Hall
      iv. Pickard Hall
   d. Engineering**
      i. Woolf Hall
      ii. Nedderman Engineering
      iii. Engineering Lab
      iv. Geo-Science
      v. Pickard Hall
      vi. Science Hall
      vii. Baker Chemistry Research Building
   e. Liberal Arts **
      i. Fine Arts
      ii. Pickard Hall
iii. Preston Hall
iv. Trimble/Hammond Hall
v. University Hall

f. Nursing and Health Innovation
i. Life Science
ii. Pickard Hall
iii. Science Hall
iv. Maverick Activities Center
v. Physical Education Building
vi. Social Work Complex

Science
i. Geo-Science
ii. Life Science
iii. Pickard Hall
iv. Science Hall
v. University Hall
vi. Baker Chemistry Research Building
vii. Chemistry & Physics Building (CPB)

h. Social Work
i. Social Work Complex Building “A”,
   5 total in other Social Work Complex Buildings
ii. Pickard Hall
iii. Trimble/Hammond
iv. University Hall

i. Division of Student Success
i. University Hall
ii. Preston Hall
iii. Science Hall
iv. Business
v. Fine Arts

14. No campaign material may be posted outside of any office doors or on desks if such posting would exceed the number of posters allowed in that building.

15. No posters/signs shall be posted in any other designated areas.

16. **For posting at the UT Arlington Fort Worth Center (Santa Fe Station) all At Large Candidates, candidates for Student Senate within the College of Business, College of Liberal Arts, and College of Education, are allowed to post 1 (one) poster/sign in the student lounge or the main information desk.

17. Posting for Referendums shall follow the UT-Arlington’s Sign Implementation Policy.

V. ELECTIONS

A. VOTING

The Student Governance Office shall provide polling areas that meet the following criteria.
1. Entrances and exits shall be clearly defined before polling begins.

2. Official platform statements shall be displayed.

3. The privacy of voters shall be ensured.

4. Necessary personnel shall be provided to supervise elections. No candidate shall provide manpower assistance at any polling site.

5. (To qualify for Absentee voting), students that will not be in attendance for the election dates must complete the Absentee Voting online form available on the Student Governance website 72 hours prior to the first day of campus elections. Students must submit an official excused absence from the university to be permitted to participate in absentee voting; upon such receipt, student(s) will be allowed to participate in absentee voting.

6. To qualify for Remote Voting, students who do not have a class on UT Arlington’s main campus during polling hours, according to MyMav, on either election date, or are online-only students, must complete the Remote Voting online form available on the Student Governance website during the election polling hours to request a remote election ballot. All requests must be conducted via the online form on the Student Governance website and must be received by 2pm on the final day of elections. The Election Officials will provide voting instructions to all remote voting requestors.

B. ELIGIBILITY TO VOTE
Any student, who at the time of elections, is enrolled in one or more courses for credit from UT Arlington, is eligible to vote in the election. In effect, this precludes students only enrolled in the English Language Institute from being eligible to vote.

C. PROCEDURE
All students must present a valid picture ID card to vote (UTA ID, driver’s license, military ID, or state ID card).

D. RESULTS
1. The election results shall be posted within twenty-four (24) hours of the closing of all polls.

2. No election results shall be final until all disputes have been settled.

3. The official posting site for the election results shall be the Student Governance Digital Display on the first floor of the University Center.

4. The final tabulation of the votes shall be submitted to the Assistant Director for Student Governance.

5. All ballots shall be retained by the Office of Student Governance for at least thirty (30) days after the polls have closed.

6. Resolution 92-51 shall be in effect for those candidates not elected.¹

E. RUNOFF ELECTIONS

¹ Resolution 92-51: If a seat becomes vacant, the next person with the highest votes gets the position without an interview.
1. In the event of a tie; the Student Governance Office will conduct a run-off election for at-large positions (only applies to Student Body President, Student Body Vice President, Mr. UTA, Ms. UTA, Homecoming King/Queen and SSAC Representatives) within ten (10) school days after the posting of results.

2. The rules and regulations for run-off elections shall be determined by the Election Supervisory Board, in accordance with the Student Governance Office, and will be approved by the Supreme Court.

VI. SUPREME COURT

A. MEMBERSHIP
   1. The Supreme Court shall consist of seven (7) Justices, including one (1) Chief Justice. No Justice of Supreme Court shall be a candidate for office. Justices of the Supreme Court are not allowed to campaign for or publicly support any candidate.

B. DUTIES
   1. The Supreme Court will approve the Election Code each semester. If a new code is not approved, the previously approved code will remain in effect.

   2. The Supreme Court, in accordance with the Election Code, shall hear election disputes, referrals, and grievances.

VII. ELECTION SUPERVISORY BOARD

A. MEMBERSHIP
   1. The Election Supervisory Board shall consist of members, including one Election Supervisory Chair. No member of the Election Supervisory Board shall be a candidate for office. Members of the Election Supervisory Board are not allowed to campaign for or publicly support any candidate.

B. DUTIES
   1. The Election Supervisory Board, in collaboration with the Office of Student Governance, shall administer the elections.

VIII. ELECTION VIOLATIONS

A. Any Election Code violations should be submitted to the Election Supervisory Board via the online form on the Student Governance website. Upon receipt of the form, and confirmation that the details provided in the form are accurate, the Election Supervisory Board will contact the candidate in violation of the code via email and phone. The candidate will have five (5) hours upon the email being sent to correct the violation.

B. Failure to correct an Election Code violation may result in immediate disqualification by the Election Supervisory Board. If a candidate is disqualified, he or she may appeal to the Supreme Court within 24 hours of their disqualification by submitting the online form available on the Student Governance website.

C. Election Code violations may be submitted up until the closing of the polls on the last day of voting.

D. Correcting an Election Code violation does not keep a candidate from being the subject of an election dispute.
E. Candidates may request, via an online form on the Student Governance website, to view violations that were submitted during the election process. The online form will be accessible following the posting of election results. Candidates may only view a violation in a race for an office they are seeking.

IX. DISPUTES

A. Each election dispute shall be submitted to the Supreme Court via the online form on the Student Governance website within three (3) school days after the election results have been posted. Only candidates for office may file election disputes. In addition, candidates may only file a dispute in a race for an office they are seeking. The Supreme Court shall contact the parties involved in the dispute.

B. HEARINGS

1. The Supreme Court shall hold a hearing within five (5) business days (M-F) after the filing dispute deadline. Persons to be summoned shall be the plaintiffs, the defendants, and any witnesses to said disputes. No other persons, except the Supreme Court Justices and the Assistant Director for Student Governance, shall be admitted.

2. At least 5 Supreme Court Justices shall attend the hearing.

3. The Supreme Court shall recess for deliberation after all evidence has been presented.

2. The decision of the Supreme Court shall be rendered at the hearing and filed in writing with the Assistant Director for Student Governance.

3. No hearing shall be held while the elections are in progress.

C. APPEALS

1. Each candidate involved in the dispute may appeal the Supreme Court decision to the Senior Director of Involvement and Engagement via the online form on Student Governance website within three (3) school days of the receipt of the original ruling.

2. The Senior Director of Involvement and Engagement shall render a decision within five (5) school days after the submission of the appeal.

3. The decision of the Senior Director of Involvement and Engagement shall be final.

XI. ADMINISTRATION OF THE ELECTIONS

A. The Election Supervisory Board in collaboration with the Student Governance Office shall furnish the official ballots.

B. The Election Supervisory Board in collaboration with the Student Governance Office shall make available candidates' applications at least five (5) days prior to the election filing deadline.

C. The Election Supervisory Board in collaboration with the Student Governance Office shall preside over all candidate meetings.

D. The Election Supervisory Board in collaboration with the Student Governance Office shall be responsible for the listing of candidates on the official ballot.

E. The Student Governance Office shall establish the election calendar.
F.  The Student Governance Office shall certify the eligibility of all candidates before their names are placed on the ballot.

G.  The Student Governance Office shall determine the method of ballot tabulation.

H.  The Student Governance Office and the Election Supervisory Board shall tabulate, post, file, and retain all ballots in accordance with the Election Code.

XII. Persons violating any University regulation not covered by the Election Code shall be disciplined by the University in accordance to applicable University procedures.

REVISED: October 29, 2019
APPROVED: