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Letter to Candidates

Students and prospective candidates,

Thank you for your interest in running for an elected position with the Associated Students of Oregon State University (ASOSU). As a recognized student government, this organization serves as an important platform for advocacy by student leaders. ASOSU also provides oversight to incidental fees and shared governance at one of the state’s largest public universities. I am hopeful this opportunity will help you speak on the issues of importance to you and represent your fellow students.

As with all elections — big or small — there are rules, as well as dates and deadlines to be aware of. Please take special care to review the “Important Dates” and “Campaign Rules and Violations” sections of this document in particular. Candidates may be disqualified for significant breaches of the election rules. If you have any questions, or need clarity on a particular policy, please feel free to ask at any time.

For accessibility concerns, or any other accommodations necessary to engage with this process, please contact me or the Elections Committee at asosu.elections@oregonstate.edu.

Finally, I want to encourage everyone to help get out the vote for this election. Historically, voter turnout for the student government has been limited. This may not be unique to OSU, but it nonetheless signals an opportunity for more representative, more involved self-governance. The more students who engage with this process, the more representative and informed the ASOSU will be to the everyday needs of students.

Good luck, and Go Beavs!

Dylan Perfect

ASOSU Vice President & Chief Elections Officer

Email: asosu.vp@oregonstate.edu
Candidate Checklist

Candidates are strongly encouraged to follow this checklist carefully to help stay on top of the most important steps to running in the ASOSU Election:

☐ Review this packet and attend a required informational session. Candidates have the option of viewing/attending a virtual session. View available informational sessions HERE: https://asosu.oregonstate.edu/elections

☐ Ensure you meet all eligibility requirements (see page 5) to run:
   ☐ Minimum cumulative grade point average (GPA) of 2.00 for undergraduate students, or 3.00 for graduate students.
   ☐ For undergraduates, at least six hours of credit earned in the most recently completed term, and current registration for at least six hours. For graduate students, at least five hours of credit earned in the most recently completed term, and current registration for at least five hours.
   ☐ Not currently on conduct probation with the university.

☐ Begin campaigning no earlier than January 12, 2021.
   ☐ Submit a copy of purchased marketing materials to the Elections Committee and/or Chair before posting at asosu.elections@oregonstate.edu.

☐ Register for candidacy (opens Dec. 29)
   DUE no later than Tuesday, February 8, 2021, at 11:59:59 p.m. PST
   Access the candidate registration form HERE; https://beav.es/UCf

☐ Submit a MID-campaign financial statement (opens Feb. 1) — see page 11
   DUE no later than Wednesday, February 23, 2021, at 11:59:59 p.m. PST
   Submit your mid-campaign financial statement HERE; https://beav.es/UCY

☐ Submit a FINAL campaign financial statement (opens Feb. 24) — see page 11
   DUE no later than Friday, March 4, 2021, at 5:00 p.m. PST
   Submit your final campaign financial statement HERE; https://beav.es/UCY

Results will be announced no later than 5:00 p.m. PST on Saturday, March 5, 2021, following closure of the ballot on Friday, March 4, 2021, at 5:00 p.m. PST.

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1 Editor’s note (post-EC-approval): i.e., “paid materials,” or those of monetary value. This also includes in-kind contributed materials (p. 11). It is strongly advisable that candidates wait for the conclusion of the 48-hour review period prior to printing/finalizing purchases of submitted campaign materials. The Elections Committee is not liable for the cost of materials found in violation of election rules. See Approval of Marketing Materials,” p. 12.
## Important Dates

<table>
<thead>
<tr>
<th>Event</th>
<th>Date/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Candidate Registration Opens</strong></td>
<td>Wednesday, December 29, 2021, by 7:00 a.m. PST†</td>
</tr>
<tr>
<td><strong>Informational Sessions for Candidates</strong></td>
<td>Weeks 1-6 of winter term (see <a href="#">website</a>)</td>
</tr>
<tr>
<td><strong>Campaign Period Begins‡</strong></td>
<td>January 12, 2022, at 9:00 a.m. PST</td>
</tr>
<tr>
<td><strong>Candidate Registration Closes</strong></td>
<td>Tuesday, February 8, 2022, at 11:59:59 p.m. PST</td>
</tr>
<tr>
<td><strong>Due date for passage of ballot measures and/or petitions to be included on the general election ballot, or for other student organizations to utilize the ballot</strong></td>
<td>Thursday, February 10, 2022, at 11:59:59 p.m. PST</td>
</tr>
<tr>
<td><strong>Mid-Campaign Financial Statement Form Opens</strong></td>
<td>February 1, 2022, at 12:00 a.m. PST</td>
</tr>
<tr>
<td><strong>Voter Guide Publication</strong></td>
<td>February 9, 2022</td>
</tr>
<tr>
<td><strong>Ballot Opens to Voters</strong></td>
<td>February 14, 2022, at 9:00 a.m. PST</td>
</tr>
<tr>
<td><strong>Mid-Campaign Financial Statement DUE from all candidates</strong></td>
<td>Wednesday, February 23, 2022, at 11:59:59 p.m. PST</td>
</tr>
<tr>
<td>*<em>Final Campaign Financial Statement Form Opens</em> **</td>
<td>Wednesday, February 24, 2022, at 12:00 a.m. PST</td>
</tr>
<tr>
<td><strong>Final Campaign Financial Statement DUE from all candidates</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Ballot Closes</strong></td>
<td>Friday, March 4, 2022, at 5:00 p.m. PST</td>
</tr>
</tbody>
</table>

* Note to candidates: **please do not submit your final campaign financial statement until you are certain you have completed your full spending for the duration of the campaign.** If additional spending does occur following submission of this statement, you must notify the Elections Committee prior to the deadline.

‡ Campaigning is considered any public printed, electronic, or verbal communication advocating a particular candidate. Campaigning is also considered any organized talk, speech or informational meeting advocating a particular candidate. (ASOSU Statutes Title XI § 15(C))

† Pacific Standard Time
Requirements for Candidacy

All candidates are required to attend an informational session. Please see a list of available times HERE: https://asosu.oregonstate.edu/elections

The ASOSU Constitution serves as the foundation for all other policies, requirements, and guidelines set forth by the ASOSU. The Constitution includes the following candidacy requirements for any elected or appointed office within the ASOSU Student Government (emphasis added):

ASOSU Constitution, Article VI(D):

D. Requirements for Candidacy or Appointed Positions
   1. Candidates for any elected or appointed office must meet University requirements to hold office.
      a) Undergraduate students shall have earned at least six hours of credit in their most recently completed term, be currently registered for at least six hours, not be on conduct probation, and have a minimum cumulative grade point average (GPA) of 2.00.
      b) Graduate students shall have earned at least five hours of credit in their most recently completed term, be currently registered for at least five hours, not be on conduct probation, and have a minimum cumulative grade point average (GPA) of 3.00.

In addition, the Constitution includes continuing requirements for holding these offices:

ASOSU Constitution, Article VI(F)2-3:

2. In accordance with University regulations, Undergraduate students with a grade point average (GPA) of less than 2.00 during any one academic term while holding office shall be automatically removed for the remainder of his/her term in the office; unless his/her cumulative GPA on hours earned at Oregon State University is above 2.00. Undergraduate students earning less than a 2.00 GPA for two consecutive academic terms while holding office shall be removed permanently from office. Full time status shall be defined as six credit hours per term.

3. In accordance with University regulations, Graduate students with a grade point average (GPA) of less than 3.00 during any one academic term while holding office shall be automatically removed for the remainder of his/her term in the office; unless his/her cumulative GPA on hours earned at Oregon State University is above 3.00. Graduate students earning less than a 3.00 GPA for two consecutive academic terms while holding office shall be removed permanently from office. Full time status shall be defined as five credit hours per term.

Elections Committee

The Elections Committee (EC) for the regular 2022 ASOSU Election was established on October 22, 2021, and includes representation from the ASOSU Senate, House of Representatives, and Judicial Council, as required by the ASOSU Constitution, as well as other student members. A current listing of all committee members is located on the ASOSU Elections website:

→ https://asosu.oregonstate.edu/elections

Committee Proceedings

Any EC meetings not disclosing confidential matters are open to members of the public to attend and observe. These meetings may be conducted in-person, via teleconferencing, or in a hybrid format. This information, as well as meeting dates and times, are also provided at the
Confidential matters may include, but are not limited to, students’ personal records or information protected by applicable privacy laws (such as FERPA).

The EC reviews matters pertaining to ASOSU election processes, procedures, administration, and rules and guidelines applicable to candidates. The ASOSU Constitution vests in the EC the ability to “Set election dates, filing deadlines, the inauguration date and election rules within the bounds of the statutes, and publicize these to the ASOSU.”

For any questions, or to request assistance, please contact asosu.elections@oregonstate.edu.

**Descriptions of Available Positions**

The following positions are open for election:

- Members of the ASOSU Senate (6)
- Graduate Members of the ASOSU House of Representatives (5)
- Undergraduate Members of the ASOSU House of Representatives (20)
- ASOSU Speaker of the House (1)
- ASOSU President (1)
- ASOSU Vice President (1)
- ASOSU Student Fee Committee (SFC) At-Large Members (4)
- ASOSU Student Fee Committee (SFC) Chair (1)

Except in the case of undergraduate and graduate House representatives, all of the above positions are open to **all students** eligible to hold office under the ASOSU Constitution.

The below summaries are non-exhaustive. Roles and duties are further outlined in the ASOSU Constitution, as well as applicable statutes and governing documents. In some cases, these are subject to change by the ASOSU Congress or other bodies. Hours and rates of pay are reflective of the current fiscal year and provided for informational purposes only, as they may change prior to taking office. More information can be found at asosu.oregonstate.edu.

**ASOSU Congress**

The ASOSU Congress comprises the first branch listed under the ASOSU Constitution, which states, “All legislative and fiscal powers herein granted shall be vested in a Congress of the ASOSU.” Following review of recommendations by the Student Fee Committee, the ASOSU Congress votes on incidental fee requests to be provided to the OSU Board of Trustees on behalf of the recognized student government, pursuant to ORS 352.105. The Congress may also pass bills or resolutions pertaining to funding or operations under the purview of the student government, or issue resolutions taking stances on pertinent issues.
The Congress is a bicameral assembly comprising two houses: the ASOSU House of Representatives, and the ASOSU Senate. Both exhibit some similarities and differences from each other, further summarized below.

**ASOSU Senate**

*Six open seats; each serves a *two-year term.*

| Current pay model: 10 hrs./mo. except winter and spring breaks ($13.50/hr.)* |
| Pres. pro tempore (elected internally) receives 20 hrs./mo., except winter/sp. breaks ($13.75/hr.) |

Per the Constitution, “Bills and Resolutions that alter the functions of the ASOSU shall originate in the Senate and are subject to approval of the House of Representatives.” In addition, the Senate has the capacity to confirm members of the Judicial Council and executive officers, and try impeachments. The ASOSU Constitution also stipulates that at least one senator serves on the Elections Committee.

Half of the seats in the Senate are elected every other year. The 82\textsuperscript{nd} ASOSU Senate will include the six seats elected in the 2022 Election, as well as six seats continuing into their second and final year of a two-year term.

**ASOSU House of Representatives**

*Five open graduate seats, and twenty open undergraduate seats; each serves a *one-year term.*

| Current pay model: 10 hrs./mo. except winter and spring breaks ($13.50/hr.)* |
| Speaker pro tempore (elected internally) receives 20 hrs./mo., except winter/sp. breaks ($13.75/hr.) |

Per the Constitution, “Bills and Resolutions that either increase or decrease the spending or revenue of the ASOSU shall originate in the House of Representatives and are subject to approval of the Senate.” In addition, the House may impeach members of the student government for non-fulfillment of duties. The ASOSU Constitution also stipulates that at least one representative serves on the Elections Committee.

**ASOSU Speaker of the House**

*One open seat; serves a *one-year term.*

| Current pay model: 20 hrs./wk. year-round ($14/hr.) |

The Speaker presides over meetings of the ASOSU House of Representatives. The Constitution requires that the Speaker “shall not vote unless it will affect the outcome.”

The Speaker also serves as one of the members of the committee to fill vacancies which may arise in the ASOSU Congress, in addition to duties which may be provided by statute, such as committee assignments.

Other presiding officers of the Congress include the Vice President, who serves ex officio as the President of the Senate, and the *pro tempore* (secondary or “for the time being”) presiding officers for each house, who are chosen internally among the membership.
ASOSU President
One open seat; serves a one-year term. | Current pay model: 20 hrs./wk. year-round ($14/hr.)

The ASOSU President helps represent ASOSU and lead the executive branch of the student government. The ASOSU Constitution states that “The Executive power of the ASOSU shall be vested in a President and a Vice President, chosen each year by the ASOSU.”

The Constitution enumerates the duties of the President as follows:

“The President of the ASOSU shall be responsible for conducting all administrative affairs of the ASOSU, to include, but not be limited to:

1. Overseeing and administering the ASOSU budget.
2. Performing policy oversight and providing assistance to the executive committees, task forces and services, and staff of the Executive Branch.
3. Representing the ASOSU to increase the visibility and influence of the ASOSU both on and off campus.
4. Performing all duties as outlined in the ASOSU Statutes.”

The ASOSU President may also participate on boards or committees within the university or broader campus community. In prior years, these have included the Student Athlete Advisory Council, Campus Planning Committee, and OSU President’s Cabinet, among others. The Faculty Senate has had the ASOSU President nominate students to serve on its committees. The ASOSU President also helps lead a process to formally recommend students for appointment to the Student Trustee position on the OSU Board of Trustees.

In addition, the ASOSU President has the capacity to sign or veto bills or resolutions passed by the ASOSU Congress, subject to override by a two-thirds vote of both houses.

ASOSU Vice President
One open seat; serves a one-year term. | Current pay model: 20 hrs./wk. year-round ($14/hr.)

The ASOSU Vice President helps assist the President in representing ASOSU and leading the executive branch of the student government. The ASOSU Constitution states that “The Executive power of the ASOSU shall be vested in a President and a Vice President, chosen each year by the ASOSU.”

The Constitution enumerates the duties of the Vice President as follows:

“The Vice President of the ASOSU shall:

1. Be responsible for assisting the President as needed and requested, both on and off campus.
2. Provide supervision to the Executive Officers and Executive Staff.
3. Perform all duties as outlined in the ASOSU Statutes.
4. Preside over the Senate of the ASOSU.”
The ASOSU Vice President may also participate on boards or committees within the university or broader campus community. In prior years, these have included the Recreational Sports Advisory Board and the Architectural Naming Committee, among others.

In the event the position of ASOSU President becomes vacant prior to the scheduled end of the term of office, the ASOSU Vice President succeeds to the office of President.

**ASOSU Student Fee Committee (SFC)**

*Four open at-large seats serve with appointed unit liaisons; each member serves a* **one-year term.**

| Current pay model: 8 hrs./mo. year-round ($13.50/hr.) |

The Student Fee Committee serves to establish recommendations on student (incidental) fees with the input of liaisons from each fee-funded unit, in addition to elected at-large members.

During deliberations for FY23, the eight units presenting were ASOSU, Family Resource Center (FRC), Human Services Resource Center (HSRC), Intercollegiate Athletics, Memorial Union (MU), Performing Arts, Recreational Sports, and Student Experiences and Engagement (SEE). In addition, the incidental fee includes allowance for bad debt, a contingency fee, and the Student Facility Improvement Fee.

The responsibilities and structure of the Student Fee Committee are mostly defined by statute, although the Constitution states that “Congress, in Joint Session, shall vote to approve or reject the annual Student Fee Committee Budget Recommendations,” and that “The Congress shall be responsible for establishing Mediation Committees to resolve all rejected Student Fee Committee Recommendations.”

**ASOSU Student Fee Committee (SFC) Chair**

*One open seat; serves a one-year term.*

| Current pay model: 17.75 hrs./wk. year-round ($14/hr.) |

The SFC Chair presides over meetings of the ASOSU Student Fee Committee. According to the current SFC Bylaws, the chair also serves as a voting member of the committee. Upon passage of student fee recommendations by the SFC, the chair reports these recommendations to the ASOSU Congress.

Also under the current SFC Bylaws, one of the at-large members of the SFC may be internally elected as SFC Chair Pro Tempore to assist the chair and preside in their absence.
Campaign Rules and Violations

Please read the following carefully. The ASOSU Statutes permit that the Election Committee “may disqualify a candidate for any Major Offense, gross violations of the University policies, or actions that cause great harm to the student body.”

Major Offenses are as follows:

ASOSU Statutes, Title XI § 19(A):

A. Major Offenses shall include the following violations:
   1. Providing students with the means to vote.
   2. Submitting votes for other students.
   3. Tampering with the electronic election system.
   4. Harassment, intimidation, bribery or fraud with the intent of affecting the outcome of the election.
   5. Tampering with another campaign’s materials with malicious intent.
   6. Failing to file required documents on time unless an extension prior to due date.
   7. Intentional actions to mislead or obstruct the duties of the Elections Committee.
   8. Failing to comply with the rulings of the Elections Committee.
   9. Exceeding the campaign finance limit by more than five (5) percent on any Financial Statements.
10. Promising to hire any student or making overtures to hire or appoint students to positions prior to the final election, particularly in order to gain support for a campaign. Candidates may openly recruit individual students and students at-large to apply for positions and are encouraged to do so. Candidates may also describe their desire in having individual students or students at-large take interest in specific positions, but candidates are prohibited from “earmarking” students for positions and vice-versa.
11. Hiring paid employees of the campaign.
12. Committing five or more Minor Offenses.

Minor Offenses are defined as follows:

ASOSU Statutes, Title XI § 19(B):

A. Minor Offenses are any violations of the Elections rules and regulations not specifically stated as a Major Offense.

The full ASOSU Elections Guidelines statute is included at the end of this document. Violations of those guidelines not stated as major offenses may nonetheless be penalized by the committee as minor offenses. Temporary revisions to these guidelines affecting the current year’s election are annotated, and also listed separately on page 15 of this packet.

Filing and Appealing Campaign Violations

➔ A form for reporting violations of campaign rules can be found on the ASOSU Elections website (asosu.oregonstate.edu/elections)
➔ Appeals to Elections Committee decisions may be filed within one week of receiving the violation notice.
➔ Elections Committee decisions are subject to review by the ASOSU Judicial Council.

ASOSU Statutes, Title XI § 19(C-G) (strike-through indicates modified provision for 2022):

NOTE: Annotations are added in red text to denote areas of the statute changed by temporary revisions (see p. 15).
proof of the incident. Alleged violation reports must include the candidate committing the offense, date, place and time of offense and any other pertinent information.

D. Once a complaint has been filed, the Elections Committee will review the violation at the next scheduled meeting. The candidate will be notified immediately of the charges against him or her.

E. Candidates accused of committing a major offense will receive a hearing by the Elections Committee. Candidates will receive a 48-hour notice of their hearing time.

F. Candidates and/or campaigns to whom a violation is issued from the Elections Committee may appeal. Appeals must first be submitted to the Elections Committee within two working days of receiving the violation notice. The Elections Committee will review the appeal and must make their decision within two working days of receiving the appeal form. All Elections Committee decisions shall be subject to review by the Judicial Council.

See Temporary (Title XI § 2) EC-Level Guideline Change #8: For the regular 2022 ASOSU Election, appeals must first be submitted to the Elections Committee within one week of receiving the violation notice, rather than the former stipulation of two working days.

G. The Election Committee may disqualify a candidate for any Major Offense, gross violations of the University policies, or actions that cause great harm to the student body.

**Spending Limits**

For the 2022 ASOSU General Election, the campaign spending limit for all candidates is **$300.** Spending limits apply to each candidate as an individual, and, per the ASOSU Statutes, “No person or ticket that campaigns for multiple offices shall comingle [sic.] any funding from individual campaigns, or combine the spending limits of any other campaigns.”

**Financial Statements**

To ensure accountability to campaign spending limits, as well as transparency of funding, the ASOSU Statutes also require the Elections Committee to set deadlines for a Mid-Campaign Financial Statement, as well as a Final Financial Statement, from all candidates.

For the 2022 ASOSU General Election, these deadlines are as follows (also included on p. 4 of this packet):

- **Mid-Campaign Financial Statement:** Wednesday, February 23, 2021, at 11:59:59 p.m. PST
- **Final Campaign Financial Statement:** Friday, March 4, 2021, at 5:00 p.m. PST

Financial statements shall include “an itemized list of all expenditures and a detailed list of all contributions, whether personal or student.” (ASOSU Statutes Title XI § 21(A))

Please note this restriction: “No contributions shall be allowed by any organization or individual acting on behalf of an organization.” (ASOSU Statutes Title XI § 20(B)) This means your sources of campaign funding must be purely from your own funds, or those contributed to your campaign by other individuals. If you receive material donations (like free posters), please note these accordingly and provide a fair market value estimate of their worth. You may consult with the Elections Committee on these estimates before submitting your financial statements.

As the Statutes explicitly recognize “tickets,” candidates running jointly for President and Vice President are not required to submit statements independently, but must still file a
Mid-Campaign Financial Statement as well as a Final Financial Statement on behalf of their joint ticket.

Furthermore, a pair of two candidates running jointly for President and Vice President is still limited to $300 as their total campaign spending limit.

You can submit your mid-campaign and final campaign financial statements here: https://beav.es/UCY

Approval of Marketing Materials

Please include the URL for the ASOSU Elections website (asosu.oregonstate.edu/elections) on all your posters, fliers, social media pages, and/or websites. For social media or websites, please include a link to the ASOSU Elections website prominently in the “bio” section, website header/footer, or other location on your pages.

Candidates may not “provide the means for any student to vote at any time.” Thus, do not include a direct link to the ballot in any of your materials or pages, circulate computer tablets to vote on during your events, etc. This is considered a major offense under the election rules.

ASOSU Statutes (Title XI § 16(A-C), strikethrough indicates modified provision for 2022):

NOTE: Annotations are added in red text to denote areas of the statute changed by temporary revisions (see p. 15).

For modifications to Title XI § 16 (A-C), see Temporary (Title XI § 2) EC-Level Guideline Change #5: For the regular 2022 ASOSU Election, candidates shall only be required to submit campaign materials to the EC if they require an expenditure of funds. Materials must comply with all other ASOSU Elections rules regardless.

For submitted materials, the EC Chair or Vice Chair may deny any material deemed inappropriate within 48 hours of submission, subject to appeal to the full membership of the EC at its next scheduled meeting, or within an additional 72 hours, whichever comes first. If an in-person meeting is not scheduled, the committee shall be prompted by the chair to vote via email on whether the material in question is compliant with election requirements.

Pages upon which electronic materials are posted shall be disclosed to the EC for periodic review. For these communications, candidates must still comply with any ruling by the EC for removal, unless and until successfully appealed. Electronic materials of this nature requiring an expenditure of funds (such as advertisements) shall still require submission to the EC.

A. All candidates participating in the ASOSU sponsored elections must have all campaign material submitted to the ASOSU Elections Committee and/or Chair prior to posting.

B. Any changes to original materials must be re-submitted. The Elections Committee will request photocopies of the campaign materials and may maintain a file of all campaign materials for each candidate and ticket.

C. Campaign materials may be submitted to the chief elections officer at asosu.elections@oregonstate.edu. The elections committee shall have 48 hours to deny any material deemed inappropriate.

Additionally, please note the following requirements for campaign materials, also included in the ASOSU Statutes (Title XI § 16(D-L)):

D. No campaign materials may be placed on building exteriors, light poles, trees or automobiles.

E. Certain campaign materials, unless otherwise approved, must have the ASOSU Elections website address on them: asosu.oregonstate.edu/elections. These shall include:
   1. Campaign posters
   2. Social networking sites
   3. Websites
   4. Fliers

F. No chalking shall be permitted.

G. No candidate or affiliate shall remove or deface the campaign materials of another candidate.
H. Only the members of the Elections Committee shall remove illegal campaign materials. Illegal campaign materials include, but are not limited to, materials that have been previously denied approval, etc.
I. Candidates sending emails over listservs must first obtain permission from that list's administrator.
J. Campaigning may not include the use of Benny the Beaver, Oregon State University logos or symbols, or any pictures or models that may be perceived as an endorsement by the University.
K. Candidates or tickets are not responsible for violations of to campaign materials or campaign location violations by students or other individuals in possession of or displaying non-stationary campaign materials such as shirts, buttons, fliers, stickers, as well as third party posters and social networking sites.
L. All candidates and campaigns shall comply with libel and slander laws under the provisions of ORS-260.532.

Registering for Candidacy

Steps to register:
1. Attend or watch an ASOSU Elections Informational Session.
2. Go to asosu.oregonstate.edu/elections
3. Click “Candidate Registration”
5. Fill out the form and submit! Be sure to include your platform, biography, and campaign photo.

Elections Platform Guidelines:

Candidates for President and Vice President:
1. Platform statement (no more than 500 words per ticket)
2. Photo of candidates (one per person)
3. Personal bio (no more than 200 words each, per person)

Speaker and SFC Chair candidates:
1. Platform statement (no more than 500 words)
2. Photo of candidate
3. Personal bio (no more than 200 words)

All other candidates:
1. Platform Statement (no more than 350 words)
2. Photo of candidate
3. Personal bio (no more than 200 words)

Ideas for your platform statement:

→ Why are you running?
→ What experiences or ideas do you hope to bring?
→ Which issues do you hope to address?
→ How do you intend to accomplish your goals, if elected?
## Dos and Don’ts

A non-exhaustive list of things to do and not to do as a candidate:

<table>
<thead>
<tr>
<th>DO:</th>
<th>DON’T:</th>
</tr>
</thead>
<tbody>
<tr>
<td>→ DO encourage students to vote in this election!</td>
<td>→ DON’T hire paid campaign staff.</td>
</tr>
<tr>
<td>→ DO wait for the first official date of campaigning to promote your candidacy.</td>
<td>→ DON’T submit votes on behalf of other students.</td>
</tr>
<tr>
<td>→ DO comply with the rulings of the Elections Committee. You may appeal a ruling (see p. 10).</td>
<td>→ DON’T spend more than $300 on your campaign.</td>
</tr>
<tr>
<td>→ DO submit a copy of purchased(^2) marketing materials to the Elections Committee before posting. We will get back to you within 48 hours.</td>
<td>→ DON’T commingle campaign funds, including by producing materials advocating more than one candidate (with the exception of Pres/VP tickets). Don’t promote another candidate through your campaign presentations or materials.</td>
</tr>
<tr>
<td>→ DO include the ASOSU Elections URL (asosu.oregonstate.edu/elections) on your posters, fliers, social media pages, and/or websites.</td>
<td>→ DON’T provide a means to vote to any student. (See p. 12 for more info.)</td>
</tr>
<tr>
<td>→ DO prepare your marketing materials in advance to ensure they are ready in a timely manner.</td>
<td>→ DON’T tamper maliciously with another campaign’s materials.</td>
</tr>
<tr>
<td>→ DO submit required documents on time, including your candidate registration, mid-campaign financial statement, and final financial statement.</td>
<td>→ DON’T promise to hire a student or “earmark” a student for a position during the course of the campaign.</td>
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\(^2\) Editor’s note (post-EC-approval): i.e., “paid materials,” or those of monetary value. This also includes in-kind contributed materials (p. 11). It is strongly advisable that candidates wait for the conclusion of the 48-hour review period prior to printing/finalizing purchases of submitted campaign materials. The Elections Committee is not liable for the cost of materials found in violation of election rules. See “Approval of Marketing Materials,” p. 12.
Temporary (Title XI § 2) EC-Level Guideline Changes

The Elections Committee (EC) is permitted by the ASOSU Constitution to “set … election rules within the bounds of the statutes” (Article VI(B)1), and the ASOSU Statutes state that “The Elections Committee shall have authority to make temporary revisions to these guidelines during the period of the election to be institutionalized through statutory amendment afterward.”

Therefore, for the 2022 ASOSU Election, the EC instates the following temporary revisions, largely in the interest of past precedents, as well as addressing prior gaps. The EC encourages the ASOSU Congress to consider more permanent guidelines affirming or changing these revisions in future elections. The revisions are enumerated as follows:

1. As a temporary revision to Title XI § 15 (C), the start of campaigning shall instead be scheduled for 9 a.m. PST. As a temporary revision to Title XI § 8 (A-B), the closure of the polls shall instead occur at 5 p.m. PST, and the winners of the election shall instead be notified no later than 5 p.m. PST the following day.
   i. Furthermore, as a temporary revision to Title XI § 6 (A), the start of campaigning will begin two weeks after the publication of the Elections Packet, or the nearest weekday, excluding university holidays.

2. Candidates may have an amount not to exceed $40 per offense deducted from their campaign spending limits as penalty for campaign violations not found to warrant disqualification. This penalty shall not be assessed in such a manner as to disqualify a candidate solely for exceeding the newly decreased spending limit through expenditures prior to the final decision relating to the alleged offense. The $300 minimum limit specified in Title XI § 14 (A) shall not be construed to prevent this penalty.

3. Candidates shall refrain from soliciting a direct endorsement from any University department or sponsored entity, or accepting material support from any such source not sanctioned by the Elections Committee (EC).

4. Candidates shall refrain from using their official campaign presentations or materials, including digital or OSU-sponsored media, to endorse another candidate for ASOSU office, or to accept endorsement from another candidate. They may otherwise attest to their opinion publicly or privately.

5. Candidates shall only be required to submit campaign materials to the EC if they require an expenditure of funds. Materials must comply with all other ASOSU Elections rules regardless.
   i. For submitted materials, the EC Chair or Vice Chair may deny any material deemed inappropriate within 48 hours of submission, subject to appeal to the full membership of the EC at its next scheduled meeting, or within an additional 72 hours, whichever comes first. If an in-person meeting is not scheduled, the committee shall be prompted by the chair to vote via email on whether the material in question is compliant with election requirements.
   ii. Pages upon which electronic materials are posted shall be disclosed to the EC for periodic review. For these communications, candidates must still comply with any ruling by the EC for removal, unless and until successfully appealed. Electronic materials of this nature requiring an expenditure of funds (such as advertisements) shall still require submission to the EC.

6. As a temporary revision, Title XI § 14 (A), “Candidates must intend to be enrolled for the entire academic year at the Corvallis campus of Oregon State University,” is suspended. Although the EC is reviewing historical ambiguities in candidate eligibility, candidates must still meet all constitutional requirements to stand for election. The temporary revision of this statute does not change any other requirements for campaigning for or holding office set by the ASOSU Constitution or university policy.

7. In addition to the information sessions established in Title XI § 14 (E), candidates may also review a recorded information session and complete a form provided by the EC to satisfy this requirement.

8. As a temporary revision to Title XI § 19 (F), appeals must first be submitted to the Elections Committee within one week of receiving the violation notice, rather than the former stipulation of two working days.

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3 Emphasis is added solely for ease of reading.
4 Editor’s note (post-EC-approval): this amount is, in fact, specified in Title XI § 20(C).
Online Forms

The candidate registration form for the 2022 ASOSU General Election is online, and can be accessed at this link: https://beav.es/UCf

Financial statements, both mid-campaign and final, can be submitted at this link: https://beav.es/UCY

OSU (ONID) login credentials are required for candidate registration. If you are experiencing any complications filling out this form, for technical reasons or otherwise, please contact the Elections Committee or Chief Elections Officer as soon as possible.

Governing Documents

The ASOSU Constitution and Statutes are provided on the ASOSU website. The ASOSU Statutes stipulate that the Title XI Election Guideline[s], in particular, be included in this packet:

ASOSU Statutes, Title XI, Election Guidelines:

NOTE: Annotations are added in red text to denote areas of this statute changed by temporary revisions (see p. 15).

Section 1: Definitions.

As used in this chapter:

A. “Ballot” means any material on which votes may be cast for candidates or measures.
B. “Chief elections officer” means the Chair of the Elections Committee.
C. “Advancing Candidate” means a candidate who has not been eliminated.
D. “Elector” means any student eligible to vote under the Constitution of the ASOSU.
E. “Measure” includes any Initiative or Referendum submitted to the students for their approval or rejection at an election.
F. “Vote tally system” means the electronic system which collects and automatically counts ballots.
G. “Continuing Ballot” means a ballot that is not an exhausted ballot.
H. “Exhausted Ballot” means there are no choices marked other than choices for eliminated candidates.

Section 2: Elections conducted under these guidelines.

A. Any, general election or special election held at Oregon State University shall be conducted under the provisions of these guidelines and shall be under the authority of the ASOSU Elections Committee. The Elections Committee shall have authority to make temporary revisions to these guidelines during the period of the election to be institutionalized through statutory amendment afterward. The Elections Committee shall set all specific dates of events.

Section 3: Date of general election and primary election.

A. The general election shall begin no earlier than the third academic week of Winter Term and end no later than the ninth academic week of Winter Term.
B. The General Election shall be at least five school days long, and last no longer than 15 academic days, with the election committee ultimately deciding when the election starts and ends, within the timeframe set forth in the previous section.

C. The General Election shall end on a Friday.

Section 4: Vote Tallying Procedures.
A. For the offices of ASOSU President, Vice President, Speaker of the House, and Chair of the Student Fees Committee, the initial round of counting shall be a count of the first choices marked on each ballot. If any candidate receives a majority of the first choices, that candidate shall be declared the winner, pending ratification.

B. If no candidate receives a majority of first choices, there shall be a second round of counting. The last-place candidate shall be eliminated, and all the continuing ballots shall be recounted. Each continuing ballot shall be counted as one vote for that ballot’s highest ranked advancing candidate.

C. If no candidate receives a majority at the second round of counting, there shall be a third round of counting, continuing in the manner prescribed above.

D. The process of eliminating the last-place candidates and recounting all the continuing ballots shall continue until one candidate receives a majority of the votes in a round. The candidate who receives a majority of the votes in a round shall be declared the winner, pending ratification.

E. When a ballot does not list a preference for any given round, it shall not be counted in that round or any subsequent round.

F. If there are not sufficient second and lower choices for any candidate to receive a majority, the candidate with the highest number of votes shall be declared the winner, pending ratification.

G. When a ballot becomes an exhausted ballot it shall not be counted in that round or any subsequent round.

H. For ASOSU House, Senate, and SFC At-Large, the candidates receiving the most votes after one round shall be awarded the available seats.

I. No measure shall be adopted unless it receives an affirmative majority of the total votes cast on the measure. If two or more conflicting laws, or amendments to the ASOSU Constitution or Statutes, are approved at the same election, the law, or amendment, receiving the greatest number of affirmative votes shall take precedence and overrule the conflicting measure.

Section 5: Register of Candidates.
A. The chief elections officer shall keep a register of candidates engaged in campaigning. The register, if applicable, shall contain the following:
   1. The title of each office for which an individual has registered for candidacy.
   2. The legal name and OSU email address of each candidate for nomination.
   3. The phone number of each registered candidate.

Section 6: Elections Committee’s statement of offices, candidates and measures.
A. The Elections Committee shall publish and make available to the general public, the Election Packet no later than 31 days prior to the first official day of campaigning.

See Temporary (Title XI § 2) EC-Level Guideline Change #1(i): The start of campaigning will begin two weeks after the publication of the Elections Packet, or the nearest weekday, excluding university holidays, for the regular 2022 ASOSU Election.

B. This Election packet shall contain the following information:
   1. This Election Guideline.
   2. Descriptions of all elected office including assigned duties.
3. Calendar of all deadlines and other important dates.

4. Copies of all needed forms necessary to conduct campaigning, nomination, petition violations, and appeals.

Section 7: Official general or special election ballots.
A. The official general or special election ballot shall be styled as a “Official Primary Nominating Ballot” and shall state:
   1. The date of the general election.
   2. The legal names of all candidates who have not died, withdrawn, or become disqualified.
B. The ASOSU Ballot shall be made available through a link on the ASOSU’s website and emailed to all members of the ASOSU.
C. Except as provided in this section, no information about the candidate, including any title or designation, other than the candidate’s name, may appear on the ballot.
D. For offices prescribed rank-order voting, one rank-ordered vote shall be permitted per elector for each candidate running for that office. For the offices of ASOSU President and ASOSU Vice President, one rank-ordered vote shall be permitted per elector for each ASOSU President and Vice-Presidential ticket. For all other offices, each elector shall be allowed to cast a maximum number of votes equal to the total number of open seats for a particular office, but may only cast a maximum of one vote for any candidate running for a given office.
E. Available space for write-in votes shall immediately follow the last candidate’s name for every elected office on the ballot.
F. Candidate names shall be listed in randomized order on each section of the ballot.
G. For the ballot section regarding the ASOSU House of Representatives, undergraduate students of ASOSU will receive a ballot that only includes the candidates for undergraduate representatives, and graduate students of ASOSU will receive a ballot that only includes the candidates for graduate representatives.

Section 8: Procedures after 10 p.m. on election day.
A. Ballots may be tallied by a vote tally system following the closure of the polls at 10 p.m. on election day.
   See Temporary (Title XI § 2) EC-Level Guideline Change #1: The closure of the polls shall instead occur at 5 p.m. PST for the regular 2022 ASOSU Election.
B. The Chief elections office shall announce the winners of the election no later than 3 a.m. the day following election day. No less than three members of the elections committee shall be on site to confirm the results of the election.
   See Temporary (Title XI § 2) EC-Level Guideline Change #1: The winners of the election shall instead be notified no later than 5 p.m. PST the following day for the regular 2022 ASOSU Election.

Section 9: Individuals elected by write-in votes.
A. An individual elected by write-in votes must receive at least 1% of the total votes cast in the election to be considered eligible for office.

B. Upon establishing that an elected individual has received the requisite number of write-in votes, they shall be emailed a preliminary notification of their election by the chief elections officer, subject to an additional eligibility check for the criteria specified in Article VI, Section G of the ASOSU Constitution. The elected individual must accept their election, verbally or in writing, before their election can be certified.

Section 10: Chief executive officer’s duties after election.
A. The chief elections officer, regarding offices for which the elections committee receives filings for nomination, shall:
1. Prepare, sign, and deliver a certificate of election to each candidate or ticket having the most votes for election to office.

2. Issue a proclamation declaring the election of candidates to the offices which shall be sent to the Barometer.

3. Issue a proclamation giving the number of votes cast for or against each measure, and declaring the approved measure as the law on the effective date of the measure. If two or more approved measures contain conflicting provisions, the elections committee shall proclaim which has precedence.

Section 11: Certificate of election required before taking oath of office.
A. No candidate who is elected to an office is required by law to take the oath of office or perform any official duties of their office prior to the certification of their election.

Section 12: Procedure when tie vote occurs.
A. When two or more candidates for the same office have an equal number of votes and there are insufficient seats for all to be elected:
   1. In the case of candidates for the Senate, House of Representatives, and SFC At-Large seats, the elections officer shall have the candidates meet publicly to decide by lot who is elected.
   2. In the case of ASOSU President and Vice President tickets, candidates for Speaker of the House, and candidates for SFC Chair, if no candidate has received the most votes, the ballot shall be held open for an additional five days, beginning the following Monday, and all tied candidates shall be notified at 10pm on Election Day. All candidates receiving fewer votes than those who are tied shall be removed from the ballot prior to it being reopened.

Section 13: Oregon State University requirements for all elected positions.
A. To be eligible for candidate, all prospective candidates for elected office must meet the same requirements for holding office established in Article VI, Section G of the ASOSU Constitution.

Section 14: Elections committee requirements for all elected positions.
A. Candidates must intend to be enrolled for the entire academic year at the Corvallis campus of Oregon State University.

See Temporary (Title XI § 2) EC-Level Guideline Change #6: Title XI § 14 (A) is suspended for the duration of the regular 2022 ASOSU Election. Although the EC is reviewing historical ambiguities in candidate eligibility, candidates must still meet all constitutional requirements to stand for election. The temporary revision of this statute does not change any other requirements for campaigning for or holding office set by the ASOSU Constitution or university policy.

B. To appear on the ballot candidates must officially register for candidacy through the ASOSU website by the deadline specified by the elections committee.

C. Candidates will be notified if they do NOT meet requirements.

D. Candidates who have filed for candidacy may change the position for which they are running before the filing deadline.

E. Candidates appearing on the ballot are required to attend one of several information sessions, the dates of which shall be provided on the calendar of deadlines.

See Temporary (Title XI § 2) EC-Level Guideline Change #7: In addition to the information sessions established above, candidates may also review a recorded information session and complete a form provided by the EC to satisfy this requirement for the regular 2022 ASOSU Election.

F. Write-in candidates are subject to the same rules as named candidates while campaigning.

Section 15: Campaigning.
A. Campaigning is considered any public printed, electronic, or verbal communication advocating a particular candidate.
B. Campaigning is also considered any organized talk, speech or informational meeting advocating a particular candidate.

C. Campaigning shall not begin until 7 a.m. of the specified date.

See Temporary (Title XI § 2) EC-Level Guideline Change #1: The start of campaigning shall instead be scheduled for 9 a.m. PST for the regular 2022 ASOSU Election.

Section 16: Campaign Materials.

For modifications to Title XI § 16 (A-C), see Temporary (Title XI § 2) EC-Level Guideline Change #5: For the regular 2022 ASOSU Election, candidates shall only be required to submit campaign materials to the EC if they require an expenditure of funds. Materials must comply with all other ASOSU Elections rules regardless.

For submitted materials, the EC Chair or Vice Chair may deny any material deemed inappropriate within 48 hours of submission, subject to appeal to the full membership of the EC at its next scheduled meeting, or within an additional 72 hours, whichever comes first. If an in-person meeting is not scheduled, the committee shall be prompted by the chair to vote via email on whether the material in question is compliant with election requirements.

Pages upon which electronic materials are posted shall be disclosed to the EC for periodic review. For these communications, candidates must still comply with any ruling by the EC for removal, unless and until successfully appealed. Electronic materials of this nature requiring an expenditure of funds (such as advertisements) shall still require submission to the EC.

A. All candidates participating in the ASOSU sponsored elections must have all campaign material submitted to the ASOSU Elections Committee and/or Chair prior to posting.

B. Any changes to original materials must be re-submitted. The Elections Committee will request photocopies of the campaign materials and may maintain a file of all campaign materials for each candidate and ticket.

C. Campaign materials may be submitted to the chief elections officer at asosu.elections@oregonstate.edu. The elections committee shall have 48 hours to deny any material deemed inappropriate.

D. No campaign materials may be placed on building exteriors, light poles, trees or automobiles.

E. Certain campaign materials, unless otherwise approved, must have the ASOSU Elections website address on them: asosu.oregonstate.edu/elections. These shall include:

1. Campaign posters
2. Social networking sites
3. Websites
4. Fliers

F. No chalking shall be permitted.

G. No candidate or affiliate shall remove or deface the campaign materials of another candidate.

H. Only the members of the Elections Committee shall remove illegal campaign materials. Illegal campaign materials include, but are not limited to, materials that have been previously denied approval, etc.

I. Candidates sending emails over listservs must first obtain permission from that list’s administrator.

J. Campaigning may not include the use of Benny the Beaver, Oregon State University logos or symbols, or any pictures or models that may be perceived as an endorsement by the University.

K. Candidates or tickets are not responsible for violations of to campaign materials or campaign location violations by students or other individuals in possession of or displaying non-stationary campaign materials such as shirts, buttons, fliers, stickers, as well as third party posters and social networking sites.

L. All candidates and campaigns shall comply with libel and slander laws under the provisions of ORS-260.532.
Section 17: Campaign Locations.
A. Campaigning in University living establishments is at the discretion of that organization. Candidates are expected to abide by all regulations of the organization as well as University regulations. University recognized housing includes residence halls, co-ops, fraternities, sororities, etc.
B. Campaigning in classes and lectures is left to the discretion of the instructor and the Elections Committee.

Section 18: General Regulations.
A. All candidates must follow every deadline. Requests for extension of deadlines must be submitted to the ASOSU Elections Chair three days prior to the original deadlines.
B. Candidates may not provide the means for any student to vote at any time.
C. Candidates that violate any rules, regulations, or standing procedure administered by an OSU organization may be considered in violation of ASOSU election policies subject to the discretion of the ASOSU Elections Committee.

Section 19: Violations; process to appeal violations.
A. Major Offenses shall include the following violations:
   1. Providing students with the means to vote.
   2. Submitting votes for other students.
   3. Tampering with the electronic election system.
   4. Harassment, intimidation, bribery or fraud with the intent of affecting the outcome of the election.
   5. Tampering with another campaign’s materials with malicious intent.
   6. Failing to file required documents on time unless an extension prior to due date.
   7. Intentional actions to mislead or obstruct the duties of the Elections Committee.
   8. Failing to comply with the rulings of the Elections Committee.
   9. Exceeding the campaign finance limit by more than five (5) percent on any Financial Statements.
   10. Promising to hire any student or making overtures to hire or appoint students to positions prior to the final election, particularly in order to gain support for a campaign. Candidates may openly recruit individual students and students at-large to apply for positions and are encouraged to do so. Candidates may also describe their desire in having individual students or students at-large take interest in specific positions, but candidates are prohibited from “earmarking” students for positions and vice-versa.
   11. Hiring paid employees of the campaign.
   12. Committing five or more Minor Offenses.

B. Minor Offenses are any violations of the Elections rules and regulations not specifically stated as a Major Offense.
C. Any alleged violation of campaign rules must be reported to the chief elections officer within 24 hours after the offense has been observed. Any party who witnessed the offense may report the violation with documented proof of the incident. Alleged violation reports must include the candidate committing the offense, date, place and time of offense and any other pertinent information.
D. Once a complaint has been filed, the Elections Committee will review the violation at the next scheduled meeting. The candidate will be notified immediately of the charges against him or her.
E. Candidates accused of committing a major offense will receive a hearing by the Elections Committee. Candidates will receive a 48-hour notice of their hearing time.
F. Candidates and/or campaigns to whom a violation is issued from the Elections Committee may appeal. Appeals must first be submitted to the Elections Committee within two working days of receiving the violation notice. The Elections Committee will review the appeal and must make their decision within two working days of receiving the appeal form. All Elections Committee decisions shall be subject to review by the Judicial Council. 

See Temporary (Title XI § 2) EC-Level Guideline Change #8: For the regular 2022 ASOSU Election, appeals must first be submitted to the Elections Committee within one week of receiving the violation notice, rather than the former stipulation of two working days.

G. The Election Committee may disqualify a candidate for any Major Offense, gross violations of the University policies, or actions that cause great harm to the student body.

Section 20: Campaign Spending Limits; sources of funding.
A. All candidates must abide by the spending limit established by the Elections Committee. No person or ticket that campaigns for multiple offices shall comingle any funding from individual campaigns, or combine the spending limits of any other campaigns.

In addition to the above restriction, see Temporary (Title XI § 2) EC-Level Guideline Change #4: For the regular 2022 ASOSU Election, candidates shall refrain from using their official campaign presentations or materials, including digital or OSU-sponsored media, to endorse another candidate for ASOSU office, or to accept endorsement from another candidate. They may otherwise attest to their opinion publicly or privately.

B. There shall be no limitation on amount or proportion of funding to come from student contributions or personal contributions, so long as the cumulative contributions do not exceed the overall spending limit. No contributions shall be allowed by any organization or individual acting on behalf of an organization.

In addition to the above restriction, see Temporary (Title XI § 2) EC-Level Guideline Change #3: For the regular 2022 ASOSU Election, candidates shall refrain from soliciting a direct endorsement from any University department or sponsored entity, or accepting material support from any such source not sanctioned by the Elections Committee (EC).

C. The Elections Committee shall establish a limit up to $1000, but not below $300 to serve as the campaign spending limit.

See Temporary (Title XI § 2) EC-Level Guideline Change #2: For the regular 2022 ASOSU Election, candidates may have an amount not to exceed $40 per offense deducted from their campaign spending limits as penalty for campaign violations not found to warrant disqualification. This penalty shall not be assessed in such a manner as to disqualify a candidate solely for exceeding the newly decreased spending limit through expenditures prior to the final decision relating to the alleged offense. The $300 minimum limit specified above shall not be construed to prevent this penalty.

Section 21: Financial statements; dates due.
A. Financial Statements must be filed and shall include an itemized list of all expenditures and a detailed list of all contributions, whether personal or student.

B. The Elections Committee shall establish a date and time to serve as the deadline for both a mid-campaign financial statement and final financial statement. The final financial statement shall be due no earlier than 5pm on Election Day.

Section 22: Stipends for President-elect and Vice President-elect
A. Upon official certification of their election, the President-elect and Vice President-elect shall each be eligible for a voluntary hourly wage for services rendered as President-elect and Vice President-elect of the ASOSU, at the Third Executive Pay Grade (EX. 3).