

Special Elections Guidelines 2020

The Associated Students (A.S.) Elections Committee, as stated in AP5410 and Elections Directive, is to oversee the elections process. This includes designing the timeline and guidelines of the student elections process. If a concern or violation occurs, the "Election Committee has the right to assess penalties against any ticket that fails to follow any guidelines established by the Elections Committee," this guideline will serve as a guiding document. This guideline has been drafted by following the approved and voted on items on May 6 and May 13, 2020.

The committee has the right to update and revise these guidelines at any point of the elections process. Notice will be given to all candidates upon updated information via email.

There are 6 members of the committee, appointed and ratified on May 5, 2020 (Five voting and one advisory):

Chair: Michael Myers, A.S. Senator (Will only vote in case of a tie)

Mmyers11@student.mtsac.edu

Member: Justin Ochoa, A.S. Senator (Voting Member)

Jochoa80@student.mtsac.edu

Member: Claudia Fierros, A.S. Senator (Voting Member)

Cfierros3@student.mtsac.edu

Member: Aya Garawi, A.S. Senator (Voting Member)

agarawi@student.mtsac.edu

Member: Maricela Vazquez Aviles, Student Trustee (Voting Member)

mvasquez2@student.mtsac.edu

Advisory: Jesus Garcia, A.S. President (Non-Voting)

jgarcia216@student.mtsac.edu

Timeline

Friday, May 15, 2020 – Elections Candidate Orientation

Friday, May 15, 2020 through Monday, May 25, 2020 – Campaigning

Tuesday, May 26, 2020 through Friday, May 29, 2020 – Online Voting

Monday, June 1, 2020 – Mt. SAC IT provides Student Life with online voting results

Monday, June 1, 2020 – 12:00pm deadline to submit written elections complaint

Tuesday, June 2, 2020 – Senate Meeting: Elections Committee reports Final Results

Tuesday, June 9, 2020 – Senate Meeting: Elections Committee reports final report

Tuesday, June 9, 2020 – EBoard Meeting: A.S. President swears in 20-21 Associated Students Executive Board

Wednesday, June 10, 2020 – Board of Trustees Meeting: Student Trustee elect sworn in and takes seat at Board Meeting

Monday, June 15 through Tuesday, June 30 – A.S. Executive Officers and Trustee transition meetings

Submission of Headshot and Biography/Campaign Platform

Each candidate must submit a headshot and a 350-400 word campaign statement to be distributed as the official A.S. Special Elections campaign materials. You will also submit a photo release form. Follow the below guidelines:

- A. Headshot submitted must be original work under ownership of candidate, no alterations or writing on photo
- B. NO OUTSIDE ENTITY CLAIMING COPYRIGHT OWNERSHIP OR CREATIVE RIGHTS
- C. Biographies must be the written work of the candidate
- D. NO OUTSIDE ENTITY MAY CLAIM OWNERSHIP OF WRITTEN WORK

Campaigning

At the start of campaigning, candidates must accept friend requests from the Elections Committee Members on each social media platform candidates are using for campaigning purposes. Friend/Follow status may be removed after June 2, 2020.

Tickets

Each ticket will run individually. A collection of tickets CANNOT run as a collective team. With tickets with two candidates, you must state your running partner in your materials. Bellow are the ticket who are running:

President/Vice-President Ticket (uncontested)

Hugo Fulcheri & Laura Velasco

ICC Co-Chairs Ticket

Victoria Streitenberger & Ariel Stubbs
Erick Chavez & Courtney Darcy
Uyen Doan & Maegen Allyson Aguarin

Senate Chair Ticket

Nancy Bickel

Student Trustee Ticket

Una Shing
Sophia Ruiz
Shailah Arreola-Bittner

Ticket/Campaign Volunteers

Every candidate/ticket is responsible for the actions/performance of volunteers assisting with the campaign. Elections Committee does not recognize positions fabricated by candidates/tickets, (i.e. Campaign Manager, PR Assistant, Personal Assistant, etc.)

Campaign Materials

Each ticket campaign posts and materials must be unique. Campaign materials must not have any resemblance to another ticket or to the main A.S. Official Special Elections materials. Noticeable similarities in font, color, or design will be reviewed by the Elections Committee, if the committee finds similarities tickets will be instructed to remove and redesign materials.

Endorsements

Campus department/division/team endorsements are not allowed. Tickets may ask for individual, student club and organization, and ticket endorsements. Please note any individual or body is not required to endorse you.

Club and Student Organization Endorsement Process:

- Requires student officer permission and must be approved by 3 out of the 5 recognized officers for endorsement (or general club vote). Vote results must be included in email.
- Email notification sent to committee chair: mmyers11@student.mtsac.edu with the club advisor copied on the email.

Candidate Endorsements between tickets

- Requires ticket permission to state endorsements
- Email notification sent to committee chair, mmyers11@student.mtsac.edu with complete list of all endorsed tickets

Individual Endorsements

- Faculty, staff, and students may endorse a candidate/ticket as long as the endorsement is not on behalf of a Mt. SAC campus club/organization/entity nor using their Mt. SAC faculty or staff title. In other words, personal endorsements from faculty, staff, and students must be from their private accounts (example: personal email or social media accounts).

Accessing Voting Surveys

Voting platform is managed by Mt. SAC's Information Technology (IT) Department. The voting platform is via the student portal.

- All matriculated students may vote for the Student Trustee Ticket. *Student Activity Fee payment not required.*
- Only students who paid the Student Activities Fee may vote for the remaining Associated Student Tickets.

All issues regarding access to voting platform are to be referred directly to the IT Help Desk, *not the Elections Committee or Student Life Staff.*

- Self-Service Portal: <https://helpdesk.mtsac.edu>
- Email: helpdesk@mtsac.edu
- Phone: (909)274-435

Questions about Special Elections

All questions regarding Special Elections must be directed to Election Committee Members. Please use the contact information stated above.

Official Election Complaints

When a ticket or a member of the public believes a violation of the Special Elections Guidelines have been made, an official elections complaint must be submitted via email. The Special Elections Committee takes every allegation seriously, an official complaint will include the following:

- Campaign Violations must be submitted in writing via email to Giovanni Rodriguez, Elections Committee Advisor at: Grodriguez193@mtsac.edu
- Must state “**Election Complaint**”
- Campaign Violations must be submitted within 24 hours of violation and must have evidentiary support (email, photos, screenshot, etc.)
- Complaints must be submitted by June 1, 2020 by noon, following the guidelines

NOTE: Text messages, Social media direct messages, or other forms of communication to advisor, or members of the Election Committee WILL NOT be considered as official elections complaints.

Review Process

Official Complaints will be reviewed by elections committee within 24 hours of submission

- Elections Committee will first verify if the complaint is valid through a vote
- Elections Committee will then assign penalty considering frequency and severity of violation
 - Warning
 - Loss of campaign time
 - Removal of Ticket

Determination will be communicated via email by Elections Advisor, with Elections Committee copied on email.

Committee Determination of Valid Election

Elections Committee will meet and review vote count, technical concerns, and official Election Complaints. Per AP 5410, a valid election must yield at least 75 unique votes in student leader election. The election will not be valid if less than 75 unique votes are cast. All Elections Complaints must be resolved, with the complaint determination communicated to parties by June 2, 2020. The Elections Committee will vote on the criteria and present their determination of the entire Special Elections to A.S. Senate on June 2, 2020. A final report of the Special Elections process will be submitted to A.S. Senate on June 9, 2020.