Dear Prospective Candidate:

Thank you for your interest in running in the ASI Student Body Election! The 2016 ASI election will be held from Tuesday, March 15 through Thursday, March 17 to fill one-year terms for sixteen Associated Students, CSUF, Inc., Board of Directors positions and the President and Vice President.

Articles VI through XIII of the ASI Bylaws govern the election process. I have included articles VIII, XI, XII and XIII, which pertain to the general student body election, qualifications for candidates and office holders, campaign conduct and responsibilities, and enforcement, as well as the University posting policies for you to review. The full ASI Bylaws may be obtained on the ASI website (asi.fullerton.edu). It may also be beneficial for you to review Articles IV and V of the ASI Bylaws as they govern the Board of Directors and Executive Staff. Please be aware that the ASI Bylaws can be amended by the ASI Board of Directors up to the sixth week of the semester. Any changes to the bylaws that are approved will be announced and covered at the mandatory candidate orientation meeting on February 26th, 2016.

Please remember, campaigning may not begin until after the candidate orientation meeting, on February 26th, has concluded.

To be eligible as a candidate on the ballot, you must complete the online Petition of Candidacy form, available on the ASI Website, no later than 5:00 PM on Thursday, February 25th, 2016.

**ABSOLUTELY NO EXCEPTIONS WILL BE MADE FOR THIS DEADLINE**

You must also attend the Candidate Orientation Meeting at 2:00 PM on Friday, February 26, 2016 in the Juniper 111 room in the CSUF Housing Complex.

Attendance is mandatory and late arrivals are not permitted. Either of these infractions will result in being removed from the ballot. Each candidate must attend in person. Candidates can no longer send a representative to the orientation. If you cannot attend the orientation meeting, you need to contact the ASI Elections Commissioner prior to the start of the meeting.

If you are elected into office, you must be available on Tuesdays and Thursdays during the fall and spring semesters between 1:00 PM and 4:00 PM, and possibly at other times to be arranged during June, July, August, and January in order to attend ASI Board of Directors and ASI Committee meetings. Additionally, you are required to attend mandatory training, planning, and leadership development programs throughout the 2016-2017 school year (dates to be arranged). Please be sure that this time requirement will fit in to your schedule before participating in the election.

Again, thank you for participating in the 2016 ASI election! If you have any questions, feel free to email me at aselections@fullerton.edu. You may also contact the ASI Elections Advisors, Anthony Pang, Associate Director, CSUF Student Life & Leadership or Drew Wiley, Coordinator, ASI Leader & Program Development, at apang@fullerton.edu or dwiley@fullerton.edu, respectively.

I wish you the best!

Jesenya Magana
ASI Elections Commissioner
aselections@fullerton.edu
(657) 278-3296
## 2016 ASI Elections
### Calendar of Events

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday, February 12</td>
<td><strong>FILING OPENS</strong>—Candidate Packets and Petition of Candidacy Available online at asi.fullerton.edu</td>
</tr>
<tr>
<td>Thursday, February 25</td>
<td><strong>FILING CLOSES</strong>—Online Petition of Candidacy Form <strong>Must submit by 5:00 PM online at asi.fullerton.edu</strong></td>
</tr>
<tr>
<td>Friday, February 26</td>
<td><strong>Mandatory Candidate Orientation Meeting</strong> 2:00 PM in Juniper 111 Room of CSUF Housing Complex. Attendance is mandatory. Campaigning officially begins after this meeting.</td>
</tr>
<tr>
<td>Monday, February 29</td>
<td>Board of Directors Debate, Colleges TBD, 12:00 PM to 1:00 PM Central Quad</td>
</tr>
<tr>
<td>Tuesday, March 1</td>
<td>Board of Directors Debate, Colleges TBD, 12:00 PM to 1:00 PM Central Quad</td>
</tr>
<tr>
<td>Wednesday, March 2</td>
<td>Board of Directors Debate, Colleges TBD, 12:00 PM to 1:00 PM Central Quad</td>
</tr>
<tr>
<td>Thursday, March 3</td>
<td>Board of Directors Debate, Colleges TBD, 12:00 PM to 1:00 PM Central Quad</td>
</tr>
<tr>
<td>Monday, March 7</td>
<td>Board of Directors Debate, Colleges TBD, 12:00 PM to 1:00 PM Central Quad</td>
</tr>
<tr>
<td>Wednesday, March 9</td>
<td>President/Vice President Debate, 12:00 PM to 1:00 PM Central Quad</td>
</tr>
<tr>
<td>Tuesday, March 15</td>
<td><strong>ELECTION BEGINS</strong>—Voting opens at 8:00 AM</td>
</tr>
<tr>
<td>Thursday, March 17</td>
<td><strong>ELECTION ENDS</strong>—Voting closes at 8:00 PM</td>
</tr>
<tr>
<td>Thursday, March 17</td>
<td>Election Results Event at 8:00 PM in TSU Pub</td>
</tr>
<tr>
<td>Tuesday, March 22</td>
<td><strong>Election Expense Report Due by 5:00 PM to <a href="mailto:aselections@fullerton.edu">aselections@fullerton.edu</a></strong></td>
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</tbody>
</table>

**IN THE EVENT OF A RUN-OFF ELECTION THE SCHEDULE WILL BE AS FOLLOWS:**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, March 22</td>
<td><strong>ELECTION BEGINS</strong>—Voting opens at 8:00 AM</td>
</tr>
<tr>
<td>Thursday, March 24</td>
<td><strong>ELECTION ENDS</strong>—Voting closes at 8:00 PM</td>
</tr>
<tr>
<td></td>
<td>Results announced at 8:00 PM, location TBD</td>
</tr>
<tr>
<td>Tuesday, March 29</td>
<td><strong>Election Expense Report Due by 5:00 PM to <a href="mailto:aselections@fullerton.edu">aselections@fullerton.edu</a></strong></td>
</tr>
</tbody>
</table>
THIS STATEMENT MUST BE COMPLETED ACCURATELY AND SUBMITTED NO LATER THAN 5:00 PM ON TUESDAY, March 22, 2016 (or Tuesday, March 29, 2016 in the event of Run-offs) TO ASELECTIONS@FULLERTON.EDU. IT MUST BE SUBMITTED EVEN IF NO FUNDS WERE SPENT. REFER TO THE ASI BYLAWS FOR RULES GOVERNING THIS STATEMENT.

NAME: ___________________________ DATE: ________________
CWID: ___________________________ COLLEGE: ________________

ITEMIZE ALL DONATIONS AND EXPENSES. ATTACH ORIGINAL RECEIPTS AND COPIES OF ALL CAMPAIGN MATERIALS.

1. PLEASE LIST DONATIONS AND THEIR ESTIMATED VALUE (if applicable).

<table>
<thead>
<tr>
<th>Description of Donation and Donor’s Name, Address</th>
<th>Value:</th>
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<tbody>
<tr>
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TOTAL DONATIONS $__________________________

2. PLEASE LIST ALL EXPENSES

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
<th>Cost:</th>
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<tbody>
<tr>
<td>Handbills</td>
<td>_________</td>
<td>$______</td>
</tr>
<tr>
<td>Banners/Posters</td>
<td>_________</td>
<td>$______</td>
</tr>
<tr>
<td>Other</td>
<td>_________</td>
<td>$______</td>
</tr>
</tbody>
</table>

TOTAL EXPENSES $__________________________

TOTAL DONATIONS & EXPENSES $__________________________

CANDIDATE’S SIGNATURE__________________________________________
ARTICLE VIII

ELECTIONS: GENERAL

Section 1. ELECTIONS’ SCHEDULE

Clause 1. The ASI general elections will be held Tuesday through Thursday, two weeks prior to Spring Recess.

Clause 2. Run-off elections will be held Tuesday through Thursday, one week prior to Spring Recess.

Clause 3. Election of the President, Executive Vice President, and Board of Directors shall be held during the spring semester.

Clause 4. Public notice of an election must be given to members no later than ten (10) legal days prior to the election. The notice shall specify the place(s), the legal day(s), the hours of such elections, and the general nature of the issue(s) to be decided.

Section 2. FILING FOR CANDIDACY

Clause 1. The “Petition of Candidacy” forms will be open two weeks prior to the mandatory orientation. The form is due at 5 P.M. the day before the mandatory orientation. All deadlines will be listed on the candidacy form. Failure to file the Petition for Candidacy form will result in removal from the ballot.

Clause 2. Each candidate shall sign an ASI Conflict of Interest Agreement before he or she begins campaigning. Failure to sign and submit the conflict of interest agreement form prior to campaigning will result in removal from the ballot.

Clause 3. All candidates are required to attend the orientation meeting. This meeting will take place the day after the “Petition for Candidacy” forms are due. The mandatory orientation must occur at least two weeks prior to the general election. The Elections Commissioner will designate and keep the time of the meeting. Failure to attend the orientation meeting by the said and kept time will result in removal from the ballot.

Clause 4. The meeting time, date, and location shall be stated on the Petition for Candidacy forms.

Clause 5. Candidates may run for only one office during a single election.

Section 3. VOTING PROCEDURES

Clause 1. The Voting System will open at 8:00 A.M. on the Tuesday of the election and shall remain open and running continuously until 8:00 P.M. on the Thursday of the election.
Clause 2. The Voting System (System) refers to the online computer-based platform used by students to cast their ballots. The System is accessible from any internet enabled device, including all polling stations (during established operating hours) and all internet-connected computers generally available to all students located on the CSUF main and satellite campuses. Personal computers and devices may also be used to vote from on or off campus at any time for the duration of the election.

Clause 3. There shall be election polling stations on campus at locations and times selected by the Elections Commissioner, which are solely dedicated to voting during the hours indicated and posted. The Elections Commissioner shall report to the ASI Board of Directors in accordance with ASI Policy Statement #506.

Clause 4. For run-off elections, the System shall be accessible at hours identical to those for the general election. The locations and hours of polling stations shall also be identical to those for the general election.

Clause 5. A candidate must use his or her legal first and last name on record with the University on the ballot. The order of the candidates appearing on the ballot shall be determined by a random drawing of names that shall occur at the orientation meeting. In the event of a run-off election, a new ballot order will be determined by a random drawing of names that shall occur after the results are announced.

Clause 6. Each student shall be required to authenticate his or her eligibility to vote by one of the following means:

   a. present a valid CSUF student ID card (applicable only at polling stations) and input his or her CSUF TitanCard number and CSUF PIN number, or
   b. input his or her CSUF student identification number and his or her CSUF PIN (applicable for the entire System), or
   c. input his or her CSUF student email username and his or her CSUF PIN (applicable for the entire System).

Clause 7. When voting for candidates for the ASI Board of Directors in an election, voters shall be limited as follows:

   a. A student with a single declared major or multiple declared majors within the same academic college shall be allowed to cast a single ballot in the academic college in which they are currently eligible to vote.
   b. A student with multiple declared majors in different academic colleges shall be allowed to cast a single ballot in only the academic college in which they are first declared as indicated by the campus student information system.
   c. An undeclared student shall be allowed to cast a single ballot in only one academic college of their choice.
   d. Students in any phase of the STEP Program, any active member of a club that is a member of the EICC affiliated with the College of Education, or any member of Freshman Future Teachers within Freshman Programs that is not declared in
BYLAWS FOR THE REGULATIONS,
EXCEPT AS OTHERWISE PROVIDED BY STATUTE OF ITS
ARTICLES OF INCORPORATION, OF
THE ASSOCIATED STUDENTS, INCORPORATED
CALIFORNIA STATE UNIVERSITY FULLERTON

The College of Education shall not be able to cast a ballot in the College of Education.

e. A student will vote on a single ballot for two candidates from the academic college in which they are enrolled. Any Board of Directors candidate who officially or unofficially campaigns together with another Board of Directors candidate from the same college will automatically receive a second violation in accordance to Article XIII.

Clause 8. At the end of the last day of voting, the votes shall be tallied by the Elections Commissioner and all write-in ballots shall be verified and counted.

Clause 9. After votes have been counted, the Elections Commissioner shall announce the winner(s) of each race.

a. The names of the winners shall be posted outside the ASI Executive Offices and the results shall be released to the public once finalized. Interim results will not be released to the public.

b. The posting of the results shall constitute notification of the results to all candidates.

Section 4. WRITE-IN CANDIDATES

Clause 1. A write-in candidate may run for any one office of his or her choice for which an election is being held. A write-in candidate must inform the Elections Commissioner of the office for which he or she intends to run by completing an Elections Packet and an ASI Conflict of Interest Agreement. These documents must be submitted to the Elections Commissioner before 5:00 P.M. on Wednesday prior to the start of the election.

Clause 2. A write-in candidate is responsible for complying with all provisions of this code except Article VIII, Section 2, Clauses 1-3.

Clause 3. A write-in candidate must meet all the qualifications for the office he or she is running for.

Clause 4. A write-in candidate’s first and last name must be spelled correctly by the voter for that vote to count.

Clause 5. A write-in candidate will have until the same deadline as all other candidates to submit a photo and statement to the Elections Commissioner to be posted on the information page of the ballot as defined in ASI Policy Statement #506.
Section 5. **RECOUNTS**

Clause 1. Recounts may be requested by any candidate for the race in which he or she is running if he or she has reason to believe the count was inaccurate.

Clause 2. Recounts must be requested within one (1) legal day of the final vote count for that election.

Clause 3. The Elections Commissioner shall recount the votes of the specific race requested within two (2) legal days of the request.

Section 6. **WINNERS**

Clause 1. President and Executive Vice President

   a. The winners shall be the candidate team who receives a majority of votes in the regular election. A majority shall be defined as 50% plus one individual vote of the total votes cast.

   b. If no candidate team receives a majority of votes in the regular election, the two candidate teams receiving the most votes shall participate in a run-off election.

Clause 2. ASI Board of Directors

   a. The winner(s) shall be the candidate(s) receiving the most votes.

   b. If two candidates tie for second place, they shall participate in a run-off election.
ARTICLE XI

QUALIFICATIONS

Section 1. GENERAL  The following qualifications are required of all ASI candidates and officers both elected and appointed:

Clause 1. Incumbent Unit Load  Undergraduate student officers must earn six (6) semester units of credit per term while holding office. Graduate student officers must earn three (3) semester units of credit per term while holding office; and

Clause 2. Incumbent Maximum Allowable Units  Undergraduate student officers are allowed to earn a maximum of 150 semester units or 125 percent of the units required for a specific baccalaureate degree objective whichever is greater. Graduate student officers are allowed to earn a maximum of 50 semester units. Students holding over that number of units will no longer be eligible for office; and

Clause 3. Candidate Unit Load  Undergraduate student candidates must maintain at least six (6) semester units per term while running for office. Graduate student candidates must maintain at least three (3) semester units per term while running for office; and

Clause 4. Candidate Residency  Undergraduate student candidates for office must have been enrolled at CSUF for one semester preceding the election earning a total of at least six (6) semester units during that semester. New graduate students who received a bachelor's degree or credential within the past three (3) years from CSUF must have earned a total of twelve (12) units during his or her last year as an undergraduate to be eligible. Graduate student candidates for office must have earned at least six (6) semester units per term of continuous attendance as a new graduate student to be eligible; and

Clause 5. Grade Point Average  All student candidates for or current student officers serving in an elected or appointed position within ASI must be in good standing, must not be on probation, must have earned a CSUF semester grade point average of 2.0 and a CSUF cumulative grade point average of 2.5 for all classes at CSUF during the semester prior to their candidacy, and must maintain these standards; and

Clause 6. Faculty/Staff  A student candidate for office may not be a member of the faculty or staff at CSUF. Graduate assistants shall not be considered faculty or staff. This does not apply to faculty or staff appointed positions.

Section 2. SPECIFIC QUALIFICATIONS

Clause 1. Students with Undeclared Majors

a. A student with an undeclared major may serve on the ASI Board of Directors representing any academic college of his or her choice. When running in an election, a candidate for the ASI Board of Directors with an undeclared major must declare by the election filing date the academic college for which he or she intends to run.
b. A student with an undeclared major may not run as a write-in candidate for more than one academic college. A student with an undeclared major running as a write-in candidate must inform the Elections Commissioner in writing of the academic college for which he or she intends to run. Notification must be made before 5:00 P.M. on Tuesday prior to the start of the election.

Clause 2. Students with Multiple Majors

a. A student with multiple declared majors in different academic colleges may serve on the ASI Board of Directors representing only one of his or her academic colleges. When running in an election, a candidate for the ASI Board of Directors with multiple declared majors must declare by the election filing date the academic college for which he or she intends to run.

b. A student with multiple declared majors in different academic colleges may not run as a write-in candidate for more than one of his or her academic colleges. A student with multiple declared majors running as a write-in candidate must inform the Elections Commissioner in writing of the college for which he or she intends to run. Notification must be made before 5:00 P.M. on Monday prior to the start of the election.

Clause 3. Students with Minors

a. A student with a minor in an academic college different than the academic college of his or her declared major may be appointed to represent the academic college of the minor on the ASI Board of Directors. An appointment of this nature would be due to a vacancy on the ASI Board of Directors as described in Article IV, Section 4 of these Bylaws.

Clause 4. Students Interested in Representing the College of Education

A student interested in representing the College of Education does not have to be enrolled in the College but qualifies as a candidate if he or she meets the general and/or specific qualifications and is part of one of the following groups or programs:

a. any phase of the STEP program,

b. an active member of a club that is a member of the EICC affiliated with the College of Education, or

c. a member of Freshman Future Teachers within Freshmen Programs.

Clause 5. Presidential and Executive Vice Presidential candidates must run as a team. Individual candidates for either office shall not be allowed.

Clause 6. No member of the ASI Board of Directors or the ASI Executive Staff shall serve on any of the ASI funding councils or programs in a position that receives a financial award or scholarship.
Section 3. **VERIFICATION** The Dean of Students or a designated representative will verify the qualifications of candidates running for office or submitted for approval. The Dean of Students or a designated representative will report to the ASI Executive Director concerning the qualifications of officers, candidates, and ASI Board of Directors. The ASI Executive Director will have the responsibility to report any ineligible officers, candidates, and ASI Board of Directors who don’t meet qualifications set forth in these Bylaws and/or directives from the Chancellor’s Office.
ARTICLE XII

CAMPAIGN CONDUCT AND RESPONSIBILITY

Section 1. EXPENSES

Clause 1. All candidates must submit an Election Expense Report to the Elections Commissioner listing all expenses and donations.

a. Copies of all candidates’ campaign materials and receipts for expenses (not including donated material) must be submitted with the Election Expense Report.

b. Donated material will be reported at fair market value for the items or services.

c. Election Expense Reports will be due by 5:00 P.M. on the Tuesday after the election unless otherwise arranged with the Elections Commissioner. These reports shall be placed in a locked box in the Elections Advisor’s office area which will be specified in the elections packet.

d. Election Expense Reports will be considered public information.

Section 2. CAMPAIGNING

Clause 1. Campaigning shall be defined as the posting or distribution of campaign materials and/or speaking to CSUF classes, CSUF-recognized student organizations, and/or a CSUF student in order to influence his or her vote.

Clause 2. Violation of the following will result in a penalty as set forth in Article XIII, Section 2.

a. Campaign materials may not be posted at any on- or off-campus locations or distributed until after the orientation meeting has adjourned. This does not include special elections.

b. The University Posting Policy must be followed when posting any campaign materials.

c. No food, beverage, tobacco, or tobacco-related product shall be used to promote a candidate with the exception of prepackaged snacks and bottled water.

d. A candidate or candidate’s team is not allowed to use internet enabled devices to acquire votes from students. These types of devices are also not allowed to be present at any campaign table.

e. Property of the Corporation and the University with the exception of that which is openly accessible to all students shall not be used to produce copies of any campaign material or promote an individual candidate.

f. No campaign materials shall contain the name of any person without prior written consent of that individual. Any materials in violation will be seized and destroyed by the Elections Commissioner.
g. There will be no active campaigning within 50 feet of the polling stations, in any place where campaigners block access to a building or room, nor in the Pollak Library.

h. There will be no active campaigning toward voters to influence their decisions once the voters have entered the 50-foot perimeter of an official ASI polling station.

i. No candidate or issue-driven campaign material shall be posted in any campus computer lab or classroom containing computers provided by the university nor shall any campaigning block student access to computers normally accessible to students.

Clause 3. Candidates and other campaigners cannot block walkways, interfere with voting, or harass voters. This includes impeding traffic when tabling.

Clause 4. No support may be solicited for candidates or special issues from the faculty, staff, administration, or non-student employees of the University. This does not prohibit asking permission to speak in front of a class.

Clause 5. Endorsement of individual candidate(s) is allowed.

   a. Individuals may not endorse a candidate until after campaigning has begun.

   b. ASI student leaders may support individual candidates but not while engaged in official ASI business.

Clause 6. Clubs and organizations may endorse candidates.

   a. Clubs and organizations may not endorse a candidate until after campaigning has begun.

   b. The club or organization shall determine how it authorizes the endorsement of candidates. The president, chair, or highest ranking officer shall notify the candidate of the endorsement.

   c. ASI, its programs, and its standing committees shall not as a collective body endorse candidates.

Clause 7. All posted campaign materials must be removed within seven (7) calendar days after the announcement of the election winners.
Section 3. CAMPAIGN CONDUCT

Clause 1. Violation of the following will result in a penalty as set forth in Article XIII, Section 2.

   a. All university conduct policies must be followed when campaigning.

   b. All campaigners will run a clean campaign and not destroy or remove other campaign materials. Proven cases of destroying or removing campaign materials could result in disciplinary action by the Elections Commissioner and/or the ASI Board of Directors.

Clause 2. Candidates and their supporters shall use the highest standards of ethics when campaigning and discussing other candidates.
ARTICLE XIII
ENFORCEMENT

Section 1. COMPLAINTS

Clause 1. Any individual having knowledge of a violation of these Bylaws may make a written complaint to the ASI Board of Directors.

Clause 2. Formal complaints will be made in written form and submitted to the ASI Elections Advisor who will forward the complaint to the Elections Commissioner for review.
   a. Paper forms may be picked up at the Student Organization Resource Center or in the ASI Elections Office. Forms are available to print out online through the ASI Elections website.
   b. A complaint must state the who, what, where, when, and how of the violation.
   c. The complaint must be signed and have a contact phone number. Anonymous complaints will not be considered.
   d. Incomplete forms will not be accepted.

Clause 3. Election complaints must be submitted within 24 hours of the infraction. Issues arising after this time should follow the guidelines for recalling an officer as stated in Article X, Section 3 of these Bylaws.

Clause 4. Upon request of the Elections Commissioner, the ASI Board of Directors shall investigate a complaint within forty-eight (48) hours and determine if action is needed.

Clause 5. With or without formal complaint, the ASI Board of Directors will act on violations it is aware of within five (5) legal days after investigation is concluded.

Clause 6. Complaints must be proven at a special meeting of the ASI Board of Directors with the burden of proof being on the complainant.

Clause 7. All eligible complaints must be reviewed and investigated before the election can be certified.

Section 2. PENALTIES

Clause 1. If a candidate violates any provision of the Bylaws or a directive of the Elections Commissioner, the Elections Commissioner may refer the violation to the ASI Board of Directors for action. Disqualification is a last resort; other disciplinary action should be tried first.

Clause 2. Any violation of Article XII of these Bylaws may result in a consequence including suspension or revocation of any publicity, posting, campaigning privileges, and/or
automatic disqualification and shall be administered at the discretion of the Elections Commissioner. Consequences are appealable to the ASI Board of Directors.

a. A violation shall be defined as a formal complaint that has been filed with and validated by the Elections Commissioner.

b. All violations shall be thoroughly documented by the Elections Commissioner as all violations are subject to appeal to the ASI Board of Directors.

c. Each candidate or candidate team who has accrued three violations of any offense will automatically be disqualified. The recommended penalties left to the discretion of the Elections Commissioner are as follows:

(1) The first violation shall result in a verbal warning.

(2) The second violation shall result in consequences as described in Clause 2 of this section except removal from the ballot and a public notice at polling stations that describes the violation.

(3) The third violation shall result in automatic disqualification.

d. A violation of the Campaign Materials Bylaws as stated in Article XII, Section 3 will need to be corrected within six (6) hours of a verbal warning from the Elections Commissioner.

(1) The Elections Commissioner, Elections Staff, and Elections Commission reserve the right to remove any campaign materials in violation of Article XII, Section 3 of the Bylaws.

Clause 3. Failure to adhere to the direction of the Elections Commissioner will result in public notice of the failure and the details of the violation to which the failure applies.

a. Public notices shall be printed on brightly colored paper and shall be posted at polling stations in a manner that forces voters to physically move the notice in order to see the ballot.

b. The public notices at polling stations as described in Clause 2 of this section shall read the following prior to the name of the candidate(s) and a description of the violation(s):

“The following are violations of the ASI Bylaws and are seen as an unfair advantage to other candidates. This notice is a result of multiple violations. A continuation of violations by the candidate may result in automatic disqualification from the election. Violations are determined by the Elections Commissioner and appealable to the ASI Board of Directors by the candidate(s). Please take them into full consideration when making your decision.”

Section 3. AUTOMATIC DISQUALIFICATION

Clause 1. Although disqualification may be appropriate for other reasons, automatic disqualification will result for the following reasons:
BYLAWS FOR THE REGULATIONS, EXCEPT AS OTHERWISE PROVIDED BY STATUTE OF ITS ARTICLES OF INCORPORATION, OF THE ASSOCIATED STUDENTS, INCORPORATED CALIFORNIA STATE UNIVERSITY FULLERTON

a. The candidate failed to meet eligibility requirements including grade point qualifications as stated in Article XI.

b. The candidate failed to submit an Election Expense Report.

c. The candidate has accrued three validated election violations.

d. A student candidate for office may not run in an election in which he or she has served as the Elections Commissioner at any point of the fiscal year in which he or she wishes to run.

Section 4. AUTOMATIC REMOVAL FROM BALLOT

Clause 1. Automatic removal of a candidate from the ballot of any election will result should any of the following occur:

a. The potential candidate running for ASI office fails to attend the orientation meeting unless evidence of dire circumstances is provided and approved by the Elections Coalition.

b. The potential candidate running for ASI office fails to submit a completed petition for candidacy by the scheduled due date and time.

c. The potential candidate fails to sign and submit the conflict of interest agreement form at the time of filing for candidacy.
Guidelines for the Posting of Printed Materials: **Flyers**

For **ASI ELECTIONS ONLY**

Candidates for ASI elections may post an unlimited number of campaign materials (including flyers, handbills, and stakes) on campus. These flyers may be up for a **maximum of one (1) month**, and may only be posted in designated areas (detailed below). All campaign materials posted by an ASI candidate must be approved by Student Life and Leadership. Approved materials will be designated by a prominent “Post Til” stamp, and will be initialed at Student Life and Leadership’s discretion.

For flyers and posters (8 ½” x 11” up to 11” x 17”):
Candidates must obtain a “Post Til” stamp from the Student Life & Leadership Office (SLL).

Please remember:
- For flyers/posters, the "Post Til" date will be a month from the date SLL received the initial request.
- This stamp will indicate to particular locations (ie., buildings, schools, etc.) that you can post in this area. In addition, this stamp will indicate the length of time this flyer/poster should remain posted in the designated area. Please remember, flyers/poster may be taken down before your "Post Til" date due to circumstances outside of our control.
- For handbills (flyers smaller than 8.5 x 11), a "Post Til" stamp is not required as long as they are not being posted in a location.

**Do…**

- Bring your original flyer to Student Life and Leadership for approval
- Completely spell out your name and the position for which you are running
- Clearly show the event name (i.e., ASI Elections for…), **date, time and location** if applicable
- Hang the poster in an approved location
- Provide a contact name and phone number or email address.
- Remove expired items, unstamped items, or items which exceed more than one posting per open board.
- Use tape, thumb tacks, staples on appropriate surfaces (bulletin boards).

**Don’t…**

- Post more than one (1) flyer/poster per bulletin board, planter area, dirt spots or bush locations.
- Use an acronym/initials instead of your full name or the full name of your organization
- Forget to show all necessary details
- Put up flyers for events more than one month away (flyers can only be up for 1 month at a time!)
- Use inappropriate methods to attach flyers (tape over painted surfaces)
- **Use an A-Frame (sandwich board)**
- Remove or post over another group’s flyers if the approval stamp has not expired.
**Note:** Any flyers found posted lacking the appropriate stamp of approval or found posted in an unapproved location will be removed immediately. Individuals or organizations found posting in an unapproved location or without proper approval by Student Life and Leadership will be considered in violation of the CSUF Posting Policy, and subject to the penalties therein.

For more information on the University’s Policy on Posting, please visit [http://president.fullerton.edu/directives/directive4.aspx](http://president.fullerton.edu/directives/directive4.aspx)

### Approved Posting Locations

#### Indoors

- **On the numerous open bulletin boards** located inside campus buildings for a 1-month period (i.e., McCarthy Hall, University Hall, Humanities, Titan Student Union, etc.).
- **Having procured prior department permission** to post on departmental or club office bulletin boards

*Note: ASI candidates are responsible for removing all expired flyers*

#### Outdoors

- **Post information** in conjunction with a table set up in the Central Quad or on Titan Walk to distribute information, promote an event, etc.
- **Post on wooden stakes that are driven into dirt locations** in campus landscape areas with adherence to the following:
  - Stakes must be no taller than 3 feet and must not damage roots of a tree.
  - The name of the candidate must be printed on the stakes.
  - Stakes must be driven into dirt surfaces only, any grass-covered surface or dirt area within a grass location is **not** allowed.
  - Candidates must provide their own stakes.
  - No more than one poster per planter/landscape area.
Removal of Materials
Anyone may remove expired items, items which exceed more than one posting per open board (indoors and outdoors), and/or items that have not been stamped by Student Life and Leadership to make room for new materials. Please report postings that are in violation to Student Life and Leadership. **Otherwise, students are expected to remove all expired flyers and stakes.**

Prohibited Posting Locations

- On union related bulletin boards, Departmental or Office bulletin boards without procuring prior permission from the department/office.
- Titan Walk, Performing Arts Promenade, Mihaylo Hall and the Student Recreation Center.
- All CSUF Parking Structures and Parking Lots.
- On wooden stakes **into any grass-covered surface.**
- **On walls, glass, doors, plywood barriers at construction sites, trees, light poles, permanent signs, ATM machines, atop other signs, telephone booths, vending machines, tables, benches, or any location not listed above.**
- **Sandwich Boards**
  Unfortunately, the Dean of Students Office cannot allow the placement of temporary and/or movable structures (sandwich boards) to be used to post flyers or posters due to following issues: safety and aesthetic concerns; they provide a location for unauthorized postings; and because of the potential for the increase in the number of these boards on campus. Club and organization sandwich boards are not allowed with the exception of an easel placed temporarily in conjunction with an event or information table in the Central Quad or Titan Walk. An exception is being made to allow the boards located at the Langsdorf Patio location, provided that they are properly maintained.
Guidelines for the Posting of Printed Materials: Banners

For ASI ELECTIONS ONLY

Candidates for ASI elections may post banners on campus. **Banner space must be reserved by completing a Banner Space Request Form** and submitting it to Student Life and Leadership. All banners must be approved for content prior to display, and may not be hung for more than **two (2) weeks** (Monday-Sunday). Banners may only be posted in designated areas (detailed below). **Candidates may reserve no more than 2 banner space locations.** Banner space reservations are available on a first come first served basis which may be determined by lottery if necessary. Every banner posted by an ASI candidate **must be approved** by Student Life and Leadership. Students whose banner space request is approved will receive a Confirmation of Banner Space Reservation sent via email from Student Life and Leadership. This confirmation will include the name of the location and the dates for which the banner was approved.

For banners (up to 4’ x 8’):

**Do…**

<p>| | |</p>
<table>
<thead>
<tr>
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<tbody>
<tr>
<td>... Get all banner content approved by Student Life and Leadership</td>
<td></td>
</tr>
<tr>
<td>... Completely spell out your name and the position for which you are running</td>
<td></td>
</tr>
<tr>
<td>... Clearly show the event name (i.e., ASI Elections for…)</td>
<td></td>
</tr>
<tr>
<td>... Hang the banner on an approved location</td>
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<tr>
<td>... Hang the banner with string or twine only</td>
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<tr>
<td>... Reinforce the banner edges with masking or other thick tape</td>
<td></td>
</tr>
<tr>
<td>... Compose the lettering/images on the banner with non-water soluble paint (otherwise the graphics and text will run if it rains)</td>
<td></td>
</tr>
<tr>
<td>... Only hang the banner in your approved location</td>
<td></td>
</tr>
</tbody>
</table>

**Don’t…**

<p>| | |</p>
<table>
<thead>
<tr>
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<tbody>
<tr>
<td>... Hang the banner for more than (2) weeks</td>
<td></td>
</tr>
<tr>
<td>... Hang the banner on any exterior wall, window or door</td>
<td></td>
</tr>
<tr>
<td>... Hang the banner on any interior wall, window, or door (i.e. student organization campus office)</td>
<td></td>
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<tr>
<td>... Hang the banner on any tree, plant, light standard, utility pole, overhead support column</td>
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<tr>
<td>... Attach the banner to any sidewalk or ground area</td>
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<tr>
<td>... Hang the banner on any railing or fence not described in your approved location</td>
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</tr>
<tr>
<td>... Hang more than one banner per approved location</td>
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</tr>
<tr>
<td>... Hang the banner on top of any pre-existing banner, poster or flyer</td>
<td></td>
</tr>
</tbody>
</table>
Banner Hanging Locations:

1. Education Classroom Building: Southwest Railing
   On the southwest railing leading to the main entrance of the Education Classroom Building, to be hung as large anchored banners. Only six (6) banners are allowed at this location at any given time.

![Education Classroom Building]

2. Humanities Building: 2nd and 3rd Floor Balconies
   On the Quad-facing railings of the Humanities Building, to be hung as large anchored banners. Only six (6) banners are allowed at this location at any given time.

![Humanities Building]
3. McCarthy Hall Building: North and East facing railings
On the Quad-facing railings of the McCarthy Hall Building, to be hung as large anchored banners. Only six (6) banners are allowed at these locations at any given time.

4. Kinesiology and Health Science Building: South West railing
On the railing at the South West side of the Kinesiology and Health Science building. Only five (5) banners are allowed at any given period.

For questions contact:
Student Life and Leadership
California State University, Fullerton
TSU 234
Fullerton, CA 92834-6830
(657) 278-7622
sllstudentassistant@fullerton.edu
On-Campus Organizations Currently recognized on-campus student organizations seeking approval to post flyers and posters within the Housing Community must follow the steps below:

1. Original flyer/poster must be approved on behalf of the Student Life & Leadership Office (SLL). Student Life & Leadership is located in TSU 234.

2. Approved flyers will be designated by a prominent “Post Til” stamp.
   a. Flyers/posters without a specific date, the "Post Til" date will be a month from the date SLL received the initial request.
   b. For handbills (flyers smaller than 8.5 x 11), a "Post Til" stamp is not required.

3. Deliver the approved printed materials to the Housing Department - Attn: Tracy Shadowens.
   a. Please be sure to note any special directions.
   b. The candidate is responsible for providing the number of copies needed for posting.
   c. One per housing community floor plus four common area postings – 48 copies
   d. One per resident mailbox – 708 copies

4. For special requests regarding your posting, contact Coordinator, Administration and Conference Services, Tracy Shadowens at tshadowens@fullerton.edu.

5. Housing and Residence Life will post your flyers/posters within the Housing Community as time and space permits. No candidate may enter the halls to conduct their own posting. Individuals found in unapproved locations will be considered as trespassers and subject to university sanctions.
Poster Guidelines
California State University, Fullerton
Irvine Campus

The Student Affairs Office at the Irvine Campus wishes to assist student organizations and off campus vendors in publicizing events on campus, asking only that the best possible use be made of available space in order to avoid unsightly, or damaging displays and to allow space for the number of activities which occur at CSUF, Irvine Campus.

For specific information about posting at the Irvine Campus or additional information on the CSU Fullerton, Irvine campus posting guidelines, please contact the Student Affairs Office at 657-278-1650 or in Irvine Campus room 115 or contact Rob Flores, Assistant Dean for Student Affairs for the Irvine Campus at 657-278-1658, rflores@fullerton.edu or in Irvine Campus room 117.
Student Life & Leadership  
ASI Elections Campaign Promotion Protocol

The following campaign promotion protocol must be followed during the days of ASI Elections. Prior to the days of voting, candidates should follow the current Student Life & Leadership Office guidelines for posting materials, reserving space and distributing materials.

1. All campaign materials (including posters, stakes, etc.) must be stamped by the Office of Student Life & Leadership.

2. All candidates must complete the appropriate reservation request form in order to reserve facilities through the Office of Student Life & Leadership. Facilities cannot be reserved until the conclusion of the candidate orientation meeting. All facilities are available on a first-come first-served basis.

3. Banner space (maximum of two (2)) cannot be reserved until the conclusion of the candidate orientation meeting. The space is available on a first-come first-served basis.

4. During the days of ASI voting, candidates are allowed to choose five (5) campaigning locations on campus and are limited to one (1) table per location.

6. During the days of ASI voting, the central quad, humanities courtyard, and Becker Amphitheater and other large-scale programming spaces are not available for reservation by individual candidates but can be reserved by ASI in order to host election events.

Reservations for spaces can be completed online through TitanLink through the ASI Elections Candidate Reservation Request Form found here:
https://fullerton.collegiatelink.net/form/start/93568