

PREAMBLE

These Bylaws are established to be the working guidelines for Student Government Association on the main campus of Campbell University, hereafter referred to as SGA. These Bylaws include the Student Election Procedures, Rules for Debate, and any additional guidelines that may be necessary for the efficiency of the organization.

BYLAW I

Student Election Procedures

Title I. Purpose

- A. The student election procedures shall:
 - 1. Guarantee each undergraduate student the opportunity to vote in all SGA elections in which they are eligible to vote.
 - 2. Define the election process in all SGA elections and referenda.
 - 3. Establish a process to allow for protests of an election.
 - 4. Be amendable by a 3/5 vote of the Elections Committee and a 3/5 vote of the SGA Congress, or by a 2/3 vote of the SGA Congress alone. With each process, the Student Life Committee must approve any amendment to the Elections Bylaws by a simple majority vote.

Title II. Election Calendar

- A. The Chair of the Elections Committee shall form and submit an elections calendar to the Elections Committee, created in compliance with all applicable rules and regulations to the Elections Committee. The Elections Committee shall amend and approve the final elections calendar with a majority vote. The Elections Committee shall announce the annual election calendar by the last Congressional meeting of the fall semester.
- B. Elections for the Freshman Class Officers and Representatives, Executive Board, Upperclassmen Officers, and Upperclassmen Representatives must be held separately. If a candidate loses an election, he/she may run in succeeding elections.
- C. If a circumstance, including, but not limited to, a holiday, inclement weather, or the cancellation of classes, renders the dates of elections or opening of nominations reasonably impractical, necessary changes may be made at the discretion of the Elections Chair, if the election calendar remains in reasonable compliance to all rules and regulations herein. The **Dean for Student Involvement** may make final changes to the dates of elections or the opening of nominations if a change made by the Chair of the Elections Committee is, in his/her determination, unreasonable.

The election calendar shall include:

- A. SGA Freshman Class Elections

1. Nominations for Freshman Class Officers and Representatives shall open the first day of classes in the fall semester, but may start on a different date according to Bylaw I, Title II.
 2. Nominations shall close eight (8) school days later.
 3. Individual campaigning shall begin following the mandatory candidates' meeting held by the Elections Committee. The mandatory candidates' meeting must be held on the school day following the close of nominations.
 4. A general election shall be held within two weeks following the close of nominations on a school day to be decided by the Elections Chair.
 5. If no candidate receives a plurality of the valid votes cast in an election for class officers, a runoff shall be held for that office between the two candidates receiving the greatest number of valid votes. Such a run off shall be held two (2) University Business days after the general election. See Title IX. Section E. for the definition of plurality.
 6. If there is a tie among the candidates for class representative exceeding the six (6) required, a runoff shall be held two (2) University Business days after the general election for the office between the two eligible candidates tied for the sixth representative position.
- B. SGA Executive Council Elections:
1. Nominations for Executive Council shall open no later than the fourth Monday in February.
 2. Nominations shall close five (5) school days later.
 3. Individual campaigning shall begin following the mandatory candidates' meeting held by the Elections Committee. The mandatory candidates' meeting must be held on the school day following the close of nominations.
 4. A general election shall be held within two weeks following the close of nominations on a day to be determined according to the election calendar process outlined in Bylaw I, Title II.
 5. If no candidate receives a plurality of the valid votes cast in an Executive Council election, a runoff shall be held for that office between the two (2) candidates receiving the greatest number of valid votes. Such a runoff shall be held two (2) school days after the general election. See Title IX. Section E. for the definition of plurality.
- C. SGA Sophomore, Junior, and Senior Class Officer Elections:
1. Nominations for Class Officers shall open the first day of the week following the Executive Council elections, but may start on a different date according to Bylaw I, Title II.
 2. Nominations shall close five (5) school days later.
 3. Individual campaigning shall begin following the mandatory candidates' meeting held by the Elections Committee. The mandatory candidates' meeting must be held on the school day following the close of nominations.
 4. A general election shall be held within two weeks following the close of nominations on a day to be determined according to the elections calendar process outlined in Bylaw I, Title II.

5. If no candidate receives a plurality of the valid votes cast in the election for Class Officers, a runoff shall be held for that office between the two candidates receiving the greatest number of valid votes. Such a runoff shall be held two (2) days after the general election. See Title IX. Section E. for the definition of plurality.
- D. SGA Sophomore, Junior, and Senior Class Representative Elections:
1. Nominations for Class Representatives shall open the first day of the week following the Class Officer elections, but may start on a different date according to Bylaw I, Title II.
 2. Nominations shall close five (5) school days later.
 3. Individual campaigning shall begin following the mandatory candidates' meeting held by the Elections Committee. The mandatory candidates' meeting must be held on the school day following the close of nominations.
 4. A general election shall be held within two weeks following the close of nominations on a day to be determined by the Elections Chair.
 5. If there is a tie among the representatives exceeding the six (6) required, a runoff shall be held two (2) days after the general election for the office between the two eligible candidates tied for the sixth representative position.

Title III. Provisional Ballots

- A. *Provisional Ballot Voting Process*- Any constituent of SGA that is eligible to vote in any election, special election, or referendum may cast a provisional ballot at any time that electronic voting is open by casting a paper ballot with the **Dean for Student Involvement** or his/her designee. A provisional ballot may only be cast in the case that the constituent can reasonably demonstrate to the **Dean for Student Involvement** or his/her designee that the constituent can not, due to electronic malfunction, vote electronically. Valid provisional ballots are considered valid votes under all rules and regulations established by the SGA, and must be included in the final results of any election, special election, or referendum.
- B. *Custody of Provisional Ballots*-The **Dean for Student Involvement** or his/ her designee must surrender custody of the provisional ballots to the Chair or Acting Chair of the Elections Committee immediately following the close of the polls in an election, special election, or referendum that is conducted by electronic means.
- C. *Process for Counting Provisional Ballots*- After receiving from the **Dean for Student Involvement** or his/her designee all provisional ballots cast in an election, the Chair or Acting Chair of the Elections Committee must confirm the eligibility of the constituents voting with provisional ballots, and that constituents voting by provisional ballot did not also cast an electronic ballot.
1. If a constituent votes by both provisional ballot and an electronic ballot, the provisional ballot is declared void and only the electronic ballot is counted.
- D. *Reporting Provisional Ballots*- The Chair or Acting Chair of the Elections Committee must include the number of valid provisional ballots cast, the number of invalid provisional ballots cast, and the number of ballots cast by electronic means in the final election results.
- E. *Provisional Ballot Recordkeeping Requirement*- The paper provisional ballots must be kept on file in the SGA office for at least 30 days following the election in which they were cast.

Title IV . Responses to Malfunction of Electronic Equipment

A. Extension of Voting Predetermined Election Day-

1. If the Chair or Acting Chair of the Elections Committee, with the permission of the **Dean for Student Involvement** determines that a temporary electronic malfunction affects a reasonably large number of voting of voting constituents, so that voting by provisional ballot is unreasonably difficult, the Chair may extend voting hours to 8PM on the previously determined date.
2. If voting hours are extended, an electronic communication shall be immediately sent to all constituents of SGA that are eligible to vote informing them of the extension, and the Elections Chair or his/her designee shall accept provisional ballots according to the regulations prescribed in Bylaw I, Title III of the **2020** SGA Bylaws until the polls close, in a place that is easily accessible to students and announced in the aforementioned email.

B. Extension of Voting Hours Beyond the Predetermined Election Day-

1. If the Chair or Acting Chair of the Elections Committee, with the permission of the **Dean for Student Involvement**, determines that an electronic malfunction affects a reasonably large number of voting constituents, so that voting should be extended beyond the parameters set in Bylaw I, Title IV, Section A, voting may be extended until voting constituents have had a reasonable amount of time to cast their ballots, provided that voting is open from 9AM to 8PM on University Business Days and that voting constituents have the opportunity to cast a provisional ballot under the regulations presented in Title III and Title IV, Section A, Subsection 3 of the **2020** SGA Bylaws.
2. If voting hours are extended, an electronic communication shall be immediately sent to all constituents of SGA that are eligible to vote informing them of the extension, and the Elections Chair or his/her designee shall accept provisional ballots according to the regulations prescribed in Title III of the **2020** SGA Bylaws until the polls close, in a place that is easily accessible to students and announced in the aforementioned email.
3. Voting hours shall not be extended beyond two (2) additional University Business days from the previously determined Election Day.

*C. Extension of Voting Hours Beyond two (2) University Business Days-*If an electronic malfunction lasts longer than two University Business Days after the previously determined Election Day, an election by paper ballot shall be held according to the rules and regulations listed in Title V of the **2020** SGA Bylaws.

1. If an election by paper ballot occurs due to an electronic malfunction, the Chair or Acting Chair of the Elections Committee shall include all valid electronic votes cast and valid provisional votes cast prior to the election by paper ballot as valid votes. Before the results of an election by paper ballot that occurs after an electronic malfunction are finalized, the Chair or Acting Chair of the Elections Committee and any members of the Elections Committee shall determine if any voters cast both an electronic and paper ballot. If both an electronic and paper ballot are cast, the paper ballot is considered valid and the electronic ballot is considered void.

Title V. Voting by Paper Ballot

- A. Title V shall only apply to elections by paper ballot, ordered in accordance with Bylaw I, Title IV, Section C
- B. A vote on a paper ballot shall be considered void if any of the following occurs on the ballot:
 - 1. When the number of candidates for which a vote is marked exceeds the number authorized.
 - 2. When profanity is written on the Ballot.
 - 3. When a write-in is written where no place for a write-in is given.
 - 4. When a write-in is an ineligible candidate, including—but not necessarily limited to—fictional people and characters, non-students, and students that are not qualified to hold the office in question as defined by the SGA Constitution and the Bylaws thereof.
 - 5. When no stamp or significant mark—the precise details of which to be determined by the Elections Committee prior to the election—is placed on the ballot by those working the election table.
- C. A ballot shall be considered void if the person voting leaves the 50 foot radius/chalk circle with the ballot, which shall be drawn before the polls open by the Elections Chair or the Acting Elections Chair.
- D. Should a group of students be absent from school for the entire time the polls are open on election day because the group is participating in a school- sponsored activity, the Elections Committee shall make such provisions as necessary to allow the group to vote prior to the election date, provided the slate of candidates is complete. The ballots cast by the group shall not be counted but shall be placed in the ballot box upon the opening of the polls. Any request for early voting for a group must be made to the Chair of the Elections Committee within 24 hours following the close of nominations for a particular election or within 24 hours after the announcement of a referendum vote.
- E. Each student must have his name checked on an official student roll and must sign a list of voters before he/she casts their ballot. If the student's name does not appear on the roll, the student's ballot shall be placed in a numbered envelope and the student's status shall be checked with the proper University authorities. If the student is found to be an eligible voter, his ballot shall be placed in the ballot box. If the student is not found to be an eligible voter, his ballot shall be destroyed.
- F. Individuals selected by the Chair of the Elections Committee and approved by the **Dean for Student Involvement** shall count the ballots at the close of an election. A representative from Student Life must be present to observe the counting. All communications devices shall be placed on a table upon entering the room to count ballots and shall only be used if deemed an emergency by the Student Life Representative until candidates have been notified of the election results. Candidates may not participate or observe the counting of the ballots. The results shall be posted at the SGA Office immediately after the votes are counted. The vote counts will be given to any candidate upon request.
- G. The votes shall be recounted if the election results are within a ten percent margin or a candidates protest is upheld. A recount must be done within three (3) school days following the election and following the normal counting procedures.
- H. After the counting of the ballots, all ballots shall be kept in a secure location by the **Dean for Student Involvement** or their designee.

Title VI. Qualifications of Candidates for Office

The qualifications for each candidate are defined in detail in the Constitution of the Student Government Association of Campbell University in Articles IV , V , and VI. Any candidate elected to office that does not meet his position's requirements, fails to be in good standing with the University as determined by the Vice President for Student Life, receives disciplinary sanctions from the University, ceases to maintain the required GPA requirements, fails to adhere to the SGA attendance policy, and/or ceases to be a full time student, will automatically lose his/her office.

Title VII. Nominations

- A. All nominations must be made on the appropriate nomination form available at the location designated by the elections chairperson/committee while the nominations are open. All nominations must be submitted to the location designated by the elections chairperson/committee by 4:00PM on the day upon which nominations close.
- B. Each candidate shall receive a copy of the rules pertaining to the election with the nomination form. The candidate shall be responsible for the campaign rules contained therein. By signing the form, the candidate states that he/she will abide by the campaign rules. Any candidate not abiding by the rules may be disqualified as a candidate by the Elections Committee according to the disqualification process in Title IX of the 2020 SGA Bylaws.
- C. The Elections Committee shall submit the name of each candidate to the Vice President of Student Life or appropriate designee, who will check the candidates' eligibility based on Title IV of this Bylaw. If the candidate is eligible, the student's name shall be placed on the ballot.
- D. The Elections Committee will submit the names of winning write-in candidates to the Vice President of Student Life or appropriate designee who will check the candidates' eligibility based on Title IV of this Bylaw.

Title VIII. Campaign Rules

- A. Campaign Literature
 1. Campaign literature can not be displayed prior to the end of the candidates' meeting for the respective office for which a candidate is running.
 2. All campaign literature, including, but not limited to, electronic media, must obtain appropriate approval—in the form of written approval, a stamp, or significant mark, as designated by the Elections Committee—by the **Dean for Student Involvement**.
 3. Campaign literature on campus will be permitted on University- approved bulletin boards for student use, but will be prohibited from being placed on any doors, partitions, poles, or windows. Campaign literature will be limited to one item per candidate per bulletin board.
 4. Campaign literature will not be permitted on any property not belonging to Campbell University, including, but not limited to, telephone poles, off-campus apartments, and the

post office, without the express written consent of the owner/manager of the establishment in question.

5. Campaign material may be placed in the ground and/or grass on the University's Main Campus around the Water Fountains, Academic Buildings, Dormitories, Student Center, Library, and Apartments. Signs and stakes being placed within these areas must be approved by the **Dean for Student Involvement** in the form of a stamp or significant mark of approval.
 6. Campaign literature may not be painted, drawn, written, or otherwise imparted upon the ground on campus or on any other Campbell University property other than the allowed areas listed Title VI, Section A, Clause 5.
 7. A candidate may not use University property -- including, but not limited to, tables, chairs, golf carts, and tents -- or university supplies -- including, but not limited to, paper, ink, poster board, etc. -- for their own personal campaign purposes, unless the candidate purchased items from the University, such as paid posters from the Library.
 8. A candidate may not have any employee of the university or employee of a company under contract with the university help with any campaign while that employee is on the clock.
 9. Candidates shall not use email lists to campaign.
- B. The Elections Committee shall be free to produce or sponsor any forums, radio shows, or other public programs during the campaigning period provided that such programs are not inherently unfair to any candidate and are announced at least three (3) days in advance and the event is consented to by all nominated candidates in a given election.
1. Write-in candidates shall not participate in any forums, radio shows, or public programs sponsored by the Elections Committee.
- C. Candidates for any office are not limited in the amount of expenditures or donations for their campaigns. However, each candidate must submit a campaign expense report to the SGA office by 4:00PM on the Friday following the election. The report must include the source and amount of any monetary donation, an itemized list of donated materials at their retail value, and an itemized list of expenditures. Even if a candidate incurs no campaign expenses, a report to this effect must be submitted prior to the deadline set herein. Any candidate who does not submit an expense report will be disqualified in the case that he/she wins the election. In the event that a winning candidate is disqualified, a new election will be held between the remaining eligible candidates within four school days.
1. The Chair of the Elections Committee shall print all expense reports and keep them on file in the SGA office, where they shall be public record to all constituents of SGA.
- D. The Elections Committee shall host a polling location in front of the D. Rich Memorial that shall be staffed by SGA members at all times that the polls are open, to answer questions and assist voting constituents. The polling location shall not be staffed by any candidates or SGA members that support a particular candidate.
- E. No candidate may campaign in any way on election day within fifty feet of the polling location. Campaigning includes—but is not necessarily limited to—the following: having any signs or literature present, wearing a name-tag identifying the candidate and/or the position for which he/she is running, or telling people to vote for, and introducing oneself as a candidate. None of

these activities are violations of campaign rules as long as the candidate and anyone campaigning for him/her campaigns are at least fifty feet away from the polls.

- F. Each candidate not involved in a runoff election must remove all campaign material posted on campus and off campus within twenty-four hours of the close of the election. Candidates involved in a runoff must do the same within twenty-four hours after the close of the runoff election.
- G. Anyone found tampering with campaign literature not belonging to him or her shall lose the right to vote, run or be appointed to SGA for one full year according to the process outlined in Bylaw I, Title IX, Section 5 of the 2020 SGA Bylaws.

Title IX. Violations

- A. Violations of the election rules outlined herein will be subject to punitive action at the discretion of the Elections Committee. Upon the discovery or allegation of a campaign violation, it will be the prerogative of a majority of the Elections Committee to determine whether or not there exists sufficient evidence of misconduct to warrant a hearing on a candidate's actions. In the event that such a hearing is called, it shall be held in accordance with the following procedures:
 - 1. A hearing shall require the presence of at least three-fourths of the members of the Elections Committee. In the event that one or more members of the Elections Committee are up for re-election or support any candidate in a given election, he or she will be ineligible to participate and a temporary replacement shall be appointed by the Elections Chair or acting Elections Chair.
 - 2. The candidate whose conduct is in question shall have the right to offer a defense of his/her conduct at his/her hearing. A candidate may waive his/her right to speak or appear at a misconduct hearing through a written letter to the Chair or Acting Chair of the Elections Committee, however no hearing or punitive action prescribed therein shall be lawful unless the rights of the candidate in question have been fully upheld or waived.
 - 3. Immediately after an elections misconduct hearing is held, the Elections Committee should vote to determine whether or not the charges are valid. Such a vote should be held individually for each charge. A three-fourths (3/4) majority of the Elections Committee is needed to confirm the validity of the charges in question. If the Elections Committee determines, with a three-fourths (3/4) majority vote, that a charge is valid, the Elections Committee shall consider punitive action against the accused candidate. Punitive action shall be approved with a majority vote of the present Elections committee members, with separate votes and punitive actions for each violation.
 - 4. The following punishments may be levied by the Elections Committee in accordance with the process outlined in Bylaw I, Title VII:
 - i. The issuance of a warning to the guilty candidate.
 - ii. The immediate disqualification of the candidate in question.
 - 5. In the event that the Elections Committee holds, with a three- fourths (3/4) vote of the present Elections Committee members, that a charge that a candidate tampered with campaign literature not belonging to him or her, the accused candidate shall automatically lose the right to vote, run or be appointed to SGA for one full year.

- i. Tampering shall include but not be limited to covering, ripping, moving, or altering any campaign literature.
 6. In the event that a hearing is held by the Elections Committee, the Elections Committee shall be required to submit a report detailing the offense of which the candidate has been accused, the evidence presented at the hearing, the verdict of the Elections Committee, and any punitive sanctions imposed to the Executive President, Executive Vice President, and all members of the **Judicial** Committee immediately upon the conclusion of the hearing.
- B. Appeals to the decision made by the Elections Committee may be made to the **Judicial** Committee within 24 hours of the Committee's decision.
 1. In special circumstances, the decision of the **Judicial** Committee may be appealed to the Student Life Committee, if the Vice President for Student Life finds that the appeal is satisfactorily made on the following grounds: 1) If the appellant provides evidence of some procedural error in the **Judicial** Committee, or 2) If the appellant provides evidence of some misinterpretation of the Constitution by the **Judicial** Committee.
 2. The chairperson of both the Elections and **Judicial** Committees is responsible for compiling all the relevant evidence and documentation from their respective hearings for presentation to the **Dean for Student Involvement** immediately following the conclusion of those hearings.

Title X. Voter Eligibility

All undergraduate students currently enrolled on the main campus of Campbell University are eligible to vote in an election. The methods for determining which election they are eligible to vote in are as follows:

- A. All undergraduate students may vote in an Executive Council election under the stipulation that:
 1. Only male boarding students may vote for the office of Men's Community Coordinator.
 2. Only female boarding students may vote for the office of Women's Community Coordinator.
 3. Only commuting students may vote for the office of Commuting Student's Coordinator.

In the election of class officers and representatives, members of a class can only vote for members of their own class (i.e. only rising sophomores and returning sophomores can only vote for rising sophomores, only rising juniors and returning juniors can vote for rising juniors, and only rising seniors and non-graduating seniors can vote for rising seniors). The Elections Committee will procure a list of all undergraduate students and their class rank prior to the start of the election. This will be the official classification of a student for the purposes of elections.

Title XI. Voting Procedures

- A. *Electronic Balloting Requirement*- All elections, special elections, and referenda shall be managed using the **Campus Labs** software in compliance with all regulations within the **2020**

SGA Bylaws, unless paper ballots are used according to the process and rules in Title V of the 2020 SGA Bylaws.

B. *Changes in Campus Labs Capabilities*

1. All changes in the capabilities of OrgSync must be reported to the Chair of the Elections Committee by the **Dean for Student Involvement**. Within ten (10) University Business days of being notified by the **Dean for Student Involvement** of a change in **Campus Labs** capabilities, the Elections Committee must meet on a date to be decided by the Chair of the Elections Committee. By majority vote, the Elections Committee shall decide whether the changes in **Campus Labs** capabilities affects the applicability of Bylaw I of the 2020 SGA Bylaws to the current capabilities of **Campus Labs**. If, by a majority vote, the Elections Committee decides that the changes to **Campus Labs** capabilities affect the applicability of Bylaw I of the 2020 SGA Bylaws, the committee must offer an amendment to Title I of the 2020 SGA Bylaws within twenty (20) University Business days in accordance with the Elections Bylaw Amendment Process.

C. *Recusal*-No one who is running for office in an election may serve in any capacity in the election process or on the Elections Committee or **Judicial** Committee until the election that he/she is a candidate for is over. Should a chairperson of the said committees be a candidate for election an Acting Chair should be recognized from the committee by the chairperson upon the submittal of his/her nomination form, to act in the capacity of the chairperson until all election procedures are completed for that election. The Acting Chair will be relieved and the appointed chairperson will resume his/her duty as chairperson at the conclusion of the election process. Anyone who has served as Acting Chair at any point in an election forfeits the right to run or win in an election, as a traditional candidate or write-in candidate. If a member no longer wishes to be Acting Chair, a new Acting Chair should be recognized from the committee by the Elections Chair.

D. *Paper Ballots*- In the case an election is held by paper ballot, the ballots shall be printed by the Elections Committee. The candidates' names shall appear in alphabetical order on the ballot. A space for a write-in vote for each office shall be provided on the ballot for the general election but no such space shall be provided on the ballot for a runoff election. Each ballot will be stamped or marked by those working the elections table. The stamp or mark will be determined by the Elections Committee Chairperson and made known to those working the table.

E. *Electronic Ballot Guidelines*- At the beginning of the Academic Year, the **Dean for Student Involvement**, the Chairs of the Elections and **Judicial** Committees, the Executive President and the Executive Vice President shall meet to develop guidelines for the creation of electronic ballots according to the current version of **Campus Labs**. The Elections Chair shall create all ballots for the rest of the Academic year according to the set Ballot Guidelines. If necessary, the Ballot Guidelines for a given Academic year may be amended by another meeting of the **Dean for Student Involvement**, the Chairs of the Elections and **Judicial** Committees, the Executive President and the Executive Vice President.

F. All cast ballots shall be confidential.

1. Violating the confidentiality of ballots is grounds for censure and/or impeachment according to the SGA Constitution.

G. All officers shall be elected by a plurality of the valid votes cast, a plurality of the votes shall be defined as receiving the majority of votes as long as the winning candidate receives at least 40%

(forty percent) of the valid votes cast. In the event that no candidate receives 40% (forty percent) then there shall be a runoff election between the two (2) candidates receiving the most votes.

- H. Representatives shall be elected by a winner-take-all system, in the election for the six class representatives the six candidates who receive the most votes of the valid votes cast shall be the winners. In the event that there is a tie for the sixth seat then there shall be a runoff election between those candidates.
- I. Electronic voting shall be open from 9:00 a.m. until 4:00 p.m. on election day, unless the hours are changed according to the process outlined in Bylaw I, Title IV of the 2020 SGA Bylaws.
- J. *Polling Location*- If electronic ballots are used, the Chair or Acting Chair of the Elections Committee shall maintain a table in the Oscar N. Harris Student Union and keep it staffed with SGA members who are not running for office or have recused themselves from administering the election, according to Bylaw I, Title XI, Section D of the 2020 SGA Bylaws. No campaigning may take place within 50 feet of the polling location. Computers may be installed at the table to allow constituents to log in and vote at the discretion of the Chair or Acting Chair of the Elections Committee. The polling location shall be open at all times that electronic voting is open.
- K. *Publishing of the Election Results*-The Elections results shall be posted by the Chair or Acting Chair of the Elections Committee outside the SGA office and in any other places or by any other means deemed proper by the Chair or Acting Chair of the Elections Committee immediately after all results are finalized. These results may be published on the Campus Labs portal as well. These results shall include:
 1. The total number of votes cast,
 2. The number of votes per nominated candidate,
 3. The number of votes per write-in candidate shall not be included, unless the write-in candidate wins the election, or the write-in candidate receives more than 15% of the total votes cast,
 4. The total number of valid and invalid provisional ballots cast, and
 5. The date and time that the results were posted.

Title XII. Election Protest

- A. Any candidate may protest his/her particular election, in writing, within twenty-four hours of the publication of election results.
- B. Grounds for a valid protest shall be limited to violation of election rules.
- C. Any student or candidate may report an illegal action of a candidate by filing an election protest and in such a case, the Elections Committee shall decide what action needs to be taken according to these procedures.
- D. All protests shall be heard by the Elections Committee and may be appealed to the Judicial Committee. Also refer to Title VII, Section B. If the simple majority of the members in either committee are involved in the election, a Presidential Task Force Committee shall be created with nonpartisan members of Congress that will be formed in the event of a protest and will dissolve at the close of the last election of that semester.
 1. Those protesting a particular election or Elections Committee ruling must present their case to the committee/taskforce hearing the charges. The person/candidate(s) actions

being brought into question shall be allowed to hear the charges being brought against them.

- E. If an election violation is committed by a candidate, the Elections Committee reserves the right to review the violation and issue penalties.
- F. If a violation is committed by a member of the Elections Committee or a poll attendant, the Elections Committee shall consider any sanctions the offending member may receive.
- G. Holding a new election shall be considered when it is the opinion of the Elections Committee, **Judicial** Committee, and Congress that a new election is warranted due to gross violations. A new election will be called with approval of the Elections Committee, **Judicial** Committee, and a 4/5 vote of Congress.

Title XIII. Recall

The constituency of any class officer or representative may recall that officer or representative for any reason by the following process.

- A. A member of the representative's constituency must turn in to the Executive Vice President a bona fide petition to be presented to the Congress, signed by twenty percent of the constituency, advocating the recall of the representative and stating the reason(s) for the recall.
- B. Congress must determine the validity of the charges by a 2/3 vote of the members of the full congress at the meeting immediately following the date on which the petition was filed.
- C. If Congress declares the charges valid, the office shall be declared vacant.
- D. If Congress declares the charges invalid, but the petition is returned within one week with the signatures of an additional twenty percent of the class, the office will be declared vacant.

Title XIV. Resignations

Any officer or representative wishing to resign should prepare a resignation in writing and present it to the Executive President and the President of his/her class. The Class President, in turn, will present the resignation to Congress who may by a simple majority vote of those present accept the resignation. Executive Council resignations shall be presented by the Executive President.

Title XV. Special Elections

- A. Upon the resignation or removal of the Executive President, the Executive Vice President may, with a written declaration within 24 hours of such a resignation or removal delivered to the Chairman of the Elections Committee, choose to remain Executive Vice President instead of assuming the office of Executive President. If such a declaration is made, a special election is to be held within ten (10) University Business days for the office of Executive President, with nominations opening two (2) University Business days after the declaration. The **Chief of Staff** shall be Acting Executive Vice President during the period from the delivery of the Executive

Vice President's notification to the Chairman of the Elections Committee to the swearing-in of a new Executive President, with all powers and duties thereof. The Executive Vice President shall be Acting Executive President during the period from the delivery of the Executive Vice President's notification to the Chairman of the Elections Committee to the swearing-in of a new Executive President, with all powers and duties thereof.

- B. Two school days after a special election is ordered by Congress or after a declaration is made according to Bylaw I, Title XIII, Section A, for a vacated office, the Elections Committee shall announce an election timetable which shall include:
 - 1. A date upon which nominations shall open.
 - 2. A date five school days later upon which nominations shall close.
 - 3. A date three school days later, upon which the general election shall be held and campaigning shall end for candidates not requiring a runoff election.
 - 4. A date two school days later, upon which a runoff election shall be held if no candidate receives a simple majority vote.
 - 5. Individual campaigning shall begin on the date that the nomination form is returned to the SGA office.
- C. Special Elections shall follow the same regulations and procedures as regular elections.
- D. When a vacancy occurs in a particular class and a replacement has not been appointed within the timeframe stated in Article 4. Section 4. Paragraph C. Subsection 1. Line h. Congress may declare the office vacant and either order a special election with a 2/3 majority vote.

Title XVI. Referendum

- A. Two school days after the University Student Life Committee considers a proposed amendment to the SGA constitution and does not veto it, or two school days after a proper petition (as defined in Article XIII, Section 1 of the Constitution) overriding the veto is submitted to the University Student Life Committee, the Elections Committee shall announce a referendum timetable, created according to the procedures listed in Bylaw I, Title II, Sections A and C of the 2020 SGA Bylaws, which shall include:
 - 1. 1. A date, to occur no sooner than two weeks after the amendment passes the University Student Life Committee or two weeks after the proper petition overriding a Student Life Committee veto is presented to said committee, upon which the referendum shall be held.
 - 2. The Elections Committee, with the help of the Advancement Committee must make copies of the amendment or new constitution available to students for a minimum of two weeks after it has cleared the University Student Life Committee before said referendum can occur.
 - 3. For the duration of the current school year the Elections Committee shall conduct as many student voting sessions needed in order to obtain the necessary ten percent (10%) approval or disapproval of the proposed amendment to the SGA Constitution, (the use of this clause is at the discretion of the current Elections Chairperson).
- B. The voting procedures for the referendum shall be governed by Bylaw I, Titles IV, V, and XI, except that write-ins shall not be allowed, and absentee voting shall not take place before the

publication of the amendment or new constitution by the Elections and Advancement Committees.

- C. Any student may protest a referendum but such protest may not be appealed after the Elections Committee has decided whether or not it was valid. All protests shall be considered according to the provisions contained in Bylaw I, Title IX.
- D. The Chair of the Elections Committee may choose to maintain and staff a table in Academic Circle to encourage constituents to vote in a referendum, if electronic voting is used.

Bylaw II

Procedures in Debate

The following rules outline the manner in which proposals shall be debated and voted on by the SGA. The current edition of Robert's Rules of Order Newly Revised shall be a secondary source for the manner in which proposals shall be considered.

Title I. Speaking Privileges

- A. All representatives and advisors shall have full speaking privileges at all Congressional meetings.
- B. Any other person wishing to speak may do so only after a 2/3 vote of Congress to suspend the rules.
- C. No person shall speak on a motion while chairing a meeting of the SGA.

Title II. Conduct in Debate

- A. All speakers shall conduct themselves in a manner in accordance with the Student Code of Honor, as outlined in the Student Handbook.
- B. No person shall speak until recognized by the chair, unless he/she is making a privileged motion.
- C. Speakers must limit their remarks to the topic at hand.
- D. Any representative wishing to question another shall gain the floor in the usual manner. He shall then inquire, through the chair, if that representative will yield to queries. If that representative agrees, the query shall be asked through the chair.
- E. A speaker may not conclude a speech by moving an undebatable motion.

BYLAW III

Introduction of New Business

Title I. Types of Legislation

- A. Resolutions are documents that:
 1. Have been assigned a resolution number by the **Judicial** Committee Chair.
 2. Do not seek to change this Constitution or its Bylaws but instead propose a change to some aspect of Campbell University.
 3. Have a "Therefore be it Resolved" clause that states the change recommended by SGA.

4. Have any number of optional "Whereas" clauses that shall be composed of factual information and shall state reasons for the change.
 5. Have the option of containing a sheet of supplementary information that explains the intent of the author, contains additional facts, graphs, or charts, explains in explicit detail the process of carrying out a complicated resolution, and/or presents an argument in favor of passing the resolution that does not have to be limited to facts.
 6. Is sponsored and approved by at least one committee or class of SGA before being presented to Congress.
 7. Have been reviewed and approved by the **Judicial** Committee to ensure compliance to the Constitution and its Bylaws, correct formatting, spelling, and grammar, and sufficient research has been done.
 8. May be passed by a simple majority.
 9. Shall be defined more specifically in Robert's Rules of Order Newly Revised.
- B. Constitutional amendments are documents that:
1. Seek to change either this Constitution or its Bylaws.
 2. Require a special process for passage, as outlined in the Constitution.
 3. Must be approved by the **Judicial** Committee and Executive Council before being presented to Congress.
- C. Proposed constitutions are documents that
1. Seek to replace either this Constitution or its Bylaws.
 2. Must be passed by the special process outlined in the Constitution.

Title II. Submission of Proposals

All proposals must be submitted in final copy following a calendar presented by the **Judicial** Committee at the beginning of the year. Proposals received after the deadline shall not be considered for the next congressional SGA meeting unless deemed an emergency situation by the Executive Council.

Title III. Advancement of Proposals

All proposals received in accordance with Bylaw III, Title II shall be distributed to all representatives and interested constituents at the Congressional meeting in which the proposal is to be discussed.

BYLAW IV

The Role of a Chair

A chair shall:

- A. Be defined as anyone appointed by the Executive President and approved with a 2/3 majority vote of Congress, or otherwise granted the position by virtue of their office, to lead a deliberative assembly, of whatever size, be it a committee, council, or entire association.

- B. Follow the current edition of Robert's Rules of Order Newly Revised to the extent called for by the particular circumstances, using the general rule that the larger the group the more closely Robert's Rules of Order Newly Revised must be followed.
- C. Only vote in the case of a tie.
- D. Maintain order during deliberations.
- E. Has the authority to remove an individual from a meeting for inappropriate behavior.

BYLAW V

The Professor of the Year Award

Title I. The Professor of the Year Selection Committee

- A. The Professor of the Year Selection Committee shall consist of:
 - 1. The Selections Chair, who shall:
 - a. Be the Academics Committee Chair.
 - b. Organize and chair all meetings of the Professor of the Year Selection Committee.
 - c. Appoint any necessary staff to serve as non-voting members of the committee.
 - 2. The Executive President.
 - 3. The Executive Secretary.
 - 4. Members of the Academics Committee.
 - 5. Any other member of Congress interested in serving on the committee.
- B. All of the rules for a Congressional Committee, as outlined in the Constitution, apply to this committee.

Title II. Nomination Process

- A. Nomination criteria will be decided by the Professor of the Year Selections Committee.
- B. Nominations will be open to all constituents of SGA.
- C. Only faculty of the undergraduate schools may be nominated.
- D. Nominations will open in correlation with the nominations for Executive Council.
- E. The committee is responsible for the distribution and collection of nominations.

Title III. Presentation of the Award

- A. The type of award presented will be the responsibility of the Executive President, Executive Secretary, and Professor of the Year Selection Committee Chair.
- B. The award will be presented by the Executive President, accompanied by the Professor of the Year Selection Committee Chair.
- C. The date of the presentation will coincide with Honors Day at the University.

