

Associated Students, Inc.
California Polytechnic State University
BOARD OF DIRECTORS

Board Workshop
Monday, January 7, 2019

ASI Board of Directors Workshops are open educational sessions and held primarily for the purpose of discussing upcoming agenda items. No decisions are made or votes taken.

#19-08 Board Meeting Agenda

Wednesday, January 9, 2019
5:10 p.m. University Union 220

- I. **Call to Order**
- II. **Flag Salute**
- III. **Letters & Roll Call**
- IV. **Open Forum**
- V. **Approval of Minutes**
 - A. Approval of Minutes from Meeting #19-07, November 28, 2018
- VI. **Leaders' Reports**
 - A. Chair of the Board - Mark Borges
 - B. ASI President - Jasmin Fashami
 - C. ASI Chief of Staff - Luke Haley
 - D. Chair of UUAB - Danielle Diele
- VII. **Executive Director's Report - Marcy Maloney**
 - A. ASI Events 2019 Winter Calendar
- VIII. **Old Business**
- IX. **New Business**
 - A. **Action Item:** 2019-20 ASI Election Code
 - i. Discuss and vote on the 2019-20 ASI Election Code
- X. **Representatives' Reports**
 - A. University President's Representative - Dr. Kathleen McMahon
 - B. Academic Senate Representative - Dr. Dustin Stegner
 - C. Cal Poly Corporation Representative - Lorlie Leetham
- XI. **Committee Reports**
 - A. ASI Business & Finance - Sarah Downing
 - B. ASI Diversity and Inclusion - Alan Faz
 - C. ASI External Affairs - Jake Watkins
 - D. ASI/UU Internal Review - James Broaddus
 - E. ASI Recruitment & Elections - Maggie Cheung
 - F. ASI Student Engagement - Rob Moore
 - G. ASI Club Funding Liaisons - Gabriela Guillen and Sam Park
- XII. **Announcements**
- XIII. **Adjournment**

Associated Students, Inc.
California Polytechnic State University
BOARD OF DIRECTORS

#19-07 Meeting Minutes

November 28, 2018

5:10 p.m. University Union Room 220

Voting Members Present:

Mark Borges – Chair, College of Agriculture, Food & Environmental Sciences

Matt Appell – Orfalea College of Business

Anthony Beers – College of Architecture & Environmental Design

James Broaddus – College of Agriculture, Food & Environmental Sciences

Meghan Butler – Orfalea College of Business

Maggie Cheung – College of Engineering

Samuel Cunningham – College of Architecture & Environmental Design

Sarah Downing – Vice Chair, College of Engineering

Alan Faz – College of Engineering

Chloe Fowler – College of Agriculture, Food & Environmental Sciences

Hayley Grodt – College of Science & Mathematics

Gabriela Guillen – College of Science & Mathematics

Jon Harger – College of Engineering

Aliza Herzberg – College of Liberal Arts

Noah Krigel – College of Liberal Arts

Adriana Le – Orfalea College of Business

Layla Lopez – College of Agriculture, Food & Environmental Sciences

Rob Moore – College of Liberal Arts

Samuel Park – College of Science & Mathematics

Joe Sandoval – College of Engineering

Emily Taylor – College of Architecture & Environmental Design

Roman Waskiewicz – College of Agriculture, Food & Environmental Sciences

Jake Watkins – College of Liberal Arts

Jack Wooldridge – Orfalea College of Business

Voting Members Absent:

Maddie Myers – College of Science & Mathematics

Non-Voting Members Present:

Jasmin Fashami – ASI President

Danielle Diele - Chair of the University Union Advisory Board (left at 6:32, returned 6:35)

Luke Haley – ASI Chief of Staff

Marcy Maloney – ASI Executive Director (left at 6:31, returned at 6:35)

Dean Kathleen McMahon – University President’s Representative

David Watts – Cal Poly Corporation Representative

Lindsey Lee – Board of Directors Advisor

Tracy Watson - Board of Directors Assistant

Non-Voting Members Absent

Vacant – Academic Senate Representative

Guests:

Jen Haft – Administration and Finance

Dr. Bruno Giberti – WASC Presentation

Dr. Mary Pedersen – WASC Presentation

Emily Des Jardins - DxE

Nathan Zak - DxE

Samantha Spitz – Mustang News

Zoe Rosengerg – HHAs & DxE

Samantha Rolander – Club Sports Council

Kayla Meacham – Club Sports Council

Chip Neuenschwander – Student Clubs and Organizations

Brian Kragh – Cal Poly Student

Manmit Chahal – Cal Poly Student

Angela Shkurkin

Sasha Shkurkin

Peyton Nienaber – Cal Poly Student

- I. **Call to Order: Meeting #19-07 was called to order at 5:11 p.m.**
- II. **Flag Salute**
- III. **Letters & Roll Call**
 - A. None
 - B. Roll call was taken and with 23 members present, quorum was met.
- IV. **Open Forum**
 - A. Students and community members returned for their fifth board meeting to express their dismay about the Cal Poly “slaughter house.” They asked members to take an official stance on animal cruelty.
 - B. Mustang News representative, Samantha Spitz, announced Pizza with the Press. The purpose is to engage in conversation on how Mustang News can better represent organizations.
 - C. A Cal Poly student spoke about meal credits and due to dietary restrictions, limits what she can eat. She asked that meal credits be change to better suit student needs.
- V. **Approval of the Minutes**
 - A. **Approval of minutes from meeting #19-06, November 14, 2018**

- i. **Motion #1 (Sandoval/Faz) “Move to approve the minutes from meeting #19-06, November 14, 2018.”**
- ii. **Motion passed by unanimous voice vote.**
- iii. **Motion #2 (Downing/Wooldridge) “Move to amend the agenda by moving the Club Sports presentation before the Western Association for Schools and Colleges presentation.”**
- iv. **Motion passed unanimous standing vote.**

vi. Leaders’ Reports

A. Chair of the Board – Mark Borges

i. Club Sports Council Fall Presentation

- a) Mark introduced Kayla Meacham from the Club Sports Program.
- b) Samantha stated that the program began in 2005. Currently there are 29 teams and 1,900 student athletes and they are 100% student run organizations. She explained the allocation of the \$75,000 that support the program including \$34,100 for team allocations, \$14,000 for student assistants, \$23,500 for insurance and \$3,400 for operational expenses. She stated that the funding allocation is based on a bracket system. She explained their fundraising efforts and potential new growth in the program. She gave highlights from each of the teams and spoke about the value of Club Sports membership.

ii. Motion #3 (Downing/Cheung) “Move to suspend section 7.3 of the Standing Rules as it pertains to Leaders Reports.”

- a) **Motion passed unanimous standing vote.**

iii. Western Association for Schools and Colleges (WASC) Thematic Pathway for Reaffirmation Presentation

- a) Mark introduced Dr. Mary Pedersen and Dr. Bruno Giberti to present the WASC presentation.
- b) Dr. Pedersen explained that the WASC is Cal Poly’s regional accreditor and was last re-affirmed in spring of 2012 for a period of ten years. The report showed a need for focus on diversity and the assessment of student learning. Dr. Giberti explained that the next step is a thematic pathway for reaffirmation with Cal Poly doing a self-study, our polytechnic identity exploring three themes; Learn by Doing, The Teach Scholar Model, and the Integration of Student Learning. These themes resulted in action items. WASC selected Cal Poly as one of the high performing schools to participate in a more streamlined approach to thematic reviews. He explained the four components of the institutional report. Mary explained the process stating that the themes establish a framework for connecting each institutions’ context and priorities with the WASC core commitments, standards of accreditation, and criteria for review. The intent is to promote significant institutional engagement and improvement on important issues. She distributed a handout and asked members to consider the top priorities and most important topics for further improvement or study. The themes will be submitted April 1, 2019.
- c) Mark reported that all leadership team members were evaluated based on a 360 model which ensures they are fulfilling their roles. He thanked members for participating in the evaluation.

- d) He stated that he will be meeting with standing committee chairs to review the quarter and scheduling one-on-one meetings with members.
- e) He announced the Annual Giving Tree in collaboration with the Center for Service in Action.
- f) He gave an update for the Academic Senate.
 - a. Update on Academic Support Network special report.
 - b. Registrar's Biannual Update special report.
 - c. A resolution on Campus Climate: OUDI Collective Impact Report, Funding and Student Fees, passed.
 - d. A resolution on Course Criteria for GWR-Certified Upper-Division Courses Across the Curriculum, passed.
 - e. A resolution on minors was postponed.

B. ASI President – Jasmin Fashami

- i. Jasmin reported that the Campus Advisory Council's purpose is to serve as an advisory council to the University President. The committee discussed an update on the University Advancement efforts and a review of the Opportunity Grant and Fee.
- ii. She stated that she attended the Local Economic Development Council where they discussed projects and initiatives including the Cal Poly technology park and local talent development in the science and technology fields.
- iii. She explained the role of the Student Success Fee Allocation Committee, and stated that 10 proposals will be reviewed for the allocation of funds.
- iv. Jasmin announced that a new Cal Poly mobile phone application is being discussed to consolidate several different applications into an easier to use, one-stop-shop.

C. Chief of Staff – Luke Haley

- i. Luke reported that the Executive Cabinet hosted Poly President's Night which was an opportunity for over 200 club presidents to come together. Discussion included information on what ASI has to offer clubs as well as Universitywide updates from special guests, Vice President and Assistant Vice President of Diversity and Inclusion, Jozi DeLeon and Jamie Patton.

D. Chair of UUAB – Danielle Diele

- i. Danielle reported that schematic designs were discussed for the UU Neighborhood Project between Chandler Lounge and Chumash Auditorium. Other discussions included dining options in the Avenue and 805 Kitchen and the design of the UU Plaza.
- ii. She announced the forums for the renovation of Chumash Auditorium and encouraged members to reach out to clubs and organizations for their feedback on wants and needs of the auditorium.
- iii. She announced the vacancy of the College of Science and Mathematics representative on the UUAB.
- iv. Danielle reported that Pfeiffer was selected as the architect for the green roof project.

VII. Executive Director's Report – Marcy Maloney

- i. **Risk Management and Insurance Summary Report**

- a) Marcy introduced Dwayne Brummett, Associate Executive Director, to present the Insurance Summary and Risk Management Plan. He explained the organization’s corporate structure and the risk management plan in detail stating that ASI strives at all times to operate in compliance with local, state, and federal laws and regulations. ASI bears responsibility for the health, safety, and security of participants, volunteers and employees. He explained the roles of the Board, Legal Counsel, the Executive Director and the Risk Manager. He gave an overview of the ASI/UU Insurance Summary Report showing the types of policies that we must have as an organization. Policies include General Liability, Auto Physical Damage, and commercial Property, Commercial Crime, Cyber Liability, Identity Fraud, Catastrophic Medical, Secondary Accident / Medical Insurance and Worker’s Compensation. He stated that a copy of the Risk Management report is available upon request.
- ii. Marcy stated that ASI has a Safety Committee and an Assessment Committee.
- iii. She reported that a separate website will be created to communicate updates on all University Union and Recreation Center projects.

VIII. **Old Business**

A. **None**

IX. **New Business**

A. **Action Item: 2019-20 ASI Election Timeline**

- i. **Motion #4 (Cheung/Grodt) “Move to approve the 2019-20 ASI Election Timeline.”**
- ii. Maggie stated that changes included updating dates and locations. She stated that the Recruitment & Elections Committee recommended a do pass.
- iii. **Motion passed unanimous voice vote.**

B. **Action Item: Resolution #19-02: Resolution to Support the Cal Poly 2018-2023 Strategic Plan**

- i. **Motion #5 (Waskiewicz/Downing) “Move to approve Resolution #19-02: Resolution to Support the Cal Poly 2018-2023 Strategic Plan.”**
- ii. Sarah stated that members had the opportunity to engage in conversations with administration regarding the Strategic Plan. As the official voice of students, the “furthermore be it resolved” clauses ask to enhance the language on sustainability, add a definition of what student success is and ask that Student Government be a part of the approval process before implementation.
- iii. James stated that the Internal Review Committee recommended a unanimous do pass.
- iv. **Motion passed unanimous voice vote.**

x. **Representatives’ Reports**

A. **University President’s Representative – Dean Kathleen McMahon**

- i. Dean McMahon reported that the University has raised over \$20,000 to support students impacted by the fires.
- ii. She announced Upstander Week – With Us, a campaign from Aware, Awake, Alive promoting a national campaign about inspiring all

bystanders to be Upstanders that will take action to help others in potentially harmful situations. She noted that Interfraternity Council participated in Sober Saturday in support of Upstander Week.

- B. Academic Senate Representative – Vacant
 - i. No report
- C. Cal Poly Corporation Representative – David Watts
 - i. David introduced himself as the Director of the University Store and the downtown store. He stated that the store is now filing books alphabetically by author. This will help to consolidate space and efficiency. He reported that rentals and used books are driving costs down to make them more affordable.

XI. Committee Reports

- A. ASI Business & Finance – Sarah Downing
 - i. Sarah reported that the committee received a presentation on the budget timeline and the budget approval process. The committee will begin review of the budget during winter quarter.
- B. ASI Diversity and Inclusion – Alan Faz
 - i. Alan reported that the committee will visit clubs and organizations for education on the Social Justice Program Funding.
 - ii. He stated that changes to the ASI website will follow.
- C. ASI External Affairs – Jake Watkins
 - i. Jake reported that Mayor Harmon will be on campus for the Coffee and Chat. Committee members will distribute coffee, donuts, bluebooks and Scantrons.
 - ii. He stated that Erica Reyes, Salud Carbajal’s staff member, will be meeting with student government members to discuss Congressman Carbajal’s recent endeavors and how to build relationships moving forward.
 - iii. He announced a lunch with Senator Monning on December 13.
- D. ASI/UU Internal Review – James Broaddus
 - i. James reported that the committee recommended a do pass on Resolution #19-02: Resolution to Support the Cal Poly 2018-23 Strategic Plan.
- E. ASI Recruitment & Elections – Maggie Cheung
 - i. Maggie stated that the committee continued reviewing the 2019-20 ASI Election Code and will have a special meeting on Tuesday to complete the review.
- F. ASI Student Engagement – Rob Moore
 - i. Rob stated that the committee is discussing an ASI newsletter and creating a PowerPoint to present to organizations.
- G. ASI Club Funding Liaisons – Sam Park and Gabriela Guillen
 - i. **Fall Quarter Club Funding Report**

- a) Sam reported that currently there are 311 chartered clubs, 29 new clubs and 120 clubs that remain unchartered. To date \$76,000 has been allocated and \$23,945.93 has been reconciled leaving a remaining balance \$48,789.30. He stated that 132 clubs have received Club Sponsorship and six clubs have received Event Co-sponsorships.

XII. Announcements

XIII. Adjournment –Meeting adjourned at 7:11 p.m.

CERTIFIED as the true and correct copy, in witness thereof, I have set my hand and seal of the Associated Students, Inc. this ___ day of ___ 2019.

ADOPTED at the regular meeting of the Board of Directors by *Unanimous/Majority vote* on _____, 2019.

ASI Secretary

ASI Secretary



MEMORANDUM

TO: Mark Borges
Chair of the ASI Board of Directors

DATE: December 7, 2018

FROM: Maggie Cheung
Chair of the Recruitment and Elections Committee T. Watson

COPIES: L. Lee

SUBJECT: Approval of the 2019-20 ASI Election Code

The 2019-20 ASI Recruitment and Elections Committee unanimously recommended the ASI Election Code on December 4, 2018. This document ensures consistency with all ASI Bylaws and clearly lays out all rules and procedures for recruitment and elections. The attached Summary of Revisions to Election Code explains the rationale behind the changes. After much discussion and thoroughly vetting the entire document, the committee was in agreement that this document accurately reflects the views and opinions of Cal Poly students.

The Recruitment and Elections Committee recommends the ASI Election Code is reviewed at the Monday, January 7, 2019 ASI Board of Directors workshop and approved at the Wednesday, January 9, 2019 ASI Board of Directors meeting.

Attachments
[2019-20 ASI Election Code]

[Summary of Revisions to Election Code]



Associated Students, Inc.
California Polytechnic State University
2019-20 ASI Election Code: Revision Summary

Article, Section	Revision	Rationale
Overall Document	Removed his/her and he/she pronouns	To have gender neutral terminology throughout.
Article I	Added a period to the end of the sentence: <i>"The name of this Committee is the ASI Recruitment and Elections Committee."</i>	Proper use of grammar
Article V	Reordered the second and third definition to create flow	To have all elected positions in the order and create a flow to the document.
Article VII, Section C, Number 1	Changed <i>Election of ASI Officers</i> to <i>Election of ASI President and Directors</i>	Heading was updated to reflect the election of ASI President and Directors, and not limit it to Officers only.
Article IX. Election Rules, Section B General Campaign Information, Number 4	<p>Changed <i>"All campaign workers must be identified and sign the Campaign Team Declaration and Statement of Integrity form in the Candidate Packet. If a campaign worker joins a campaign after submission of the form, the candidate must register the name and email of the campaign worker with the Chair of the Recruitment and Election Committee. The candidate is responsible for updating their list of declared campaign workers on the 3rd, 6th, and 9th day of active campaigning by emailing the Chair of the ASI Recruitment and Elections Committee."</i></p> <p>to</p> <p><i>"All campaign workers must be identified and sign the Campaign Team Declaration and Statement of Integrity form in the Candidate Packet. If a campaign worker joins a campaign after submission of the form, the candidate must register the campaign worker by submitting a subsequent Campaign Team Declaration and Statement of Integrity form to the Chair of the ASI Recruitment and Elections Committee as soon as practicable."</i></p>	Based on the feedback from last year, having the candidates declare their campaign workers on the 3 rd , 6 th , and 9 th day of active campaigning was not effective. Additionally, the committee wanted subsequent Campaign Team Declaration and Statement of Integrity forms to be submitted for accountability purposes, rather than just the names and emails of additional campaign workers.
Article IX. Election Rules, Section B General Campaign Information, Number 6	Added <i>"Any Member that has not been expressly or impliedly authorized by a candidate through a Campaign Team Declaration and Statement of Integrity form and violates the Election Code and/or University Policy, Rule or Regulation will be reported to the Office of Student Rights and Responsibilities (Campus Administrative Policy140, Title 5.2 §41301)."</i>	To ensure that all Members are held accountable for their actions during active campaigning.

<p>Article X. Financing Campaigns, Number 1</p>	<p>Changed “A completed Campaign Closeout Statement from each candidate (ASI President and Board of Directors) is due by the deadline specified in the Election Timeline. The statement shall be signed attesting to the truthfulness of the financial statement.”</p> <p>to</p> <p>“A completed Campaign Closeout Statement from each ASI Presidential candidate is due by the deadline specified in the Election Timeline. The statement shall be signed attesting to the truthfulness of the financial statement.”</p>	<p>Removed the mention of ASI Board of Directors candidates as the Campaign Closeout Statement is optional for ASI Board of Directors candidates.</p>
<p>Article XI. Violation of Election Rules, Disciplinary Action, and Complaints, Number 4</p>	<p>Removed “Candidates for the Board of Directors are subject to a fine of up to \$100 for each violation of the ASI Election Code associated with their campaign, as determined in the sole discretion of the disciplinary subcommittee.”</p>	<p>Fines will no longer be a form of disciplinary action given by the disciplinary subcommittee, so that ASI Student Government is more accessible to Members.</p>
<p>Article XI. Violation of Election Rules, Disciplinary Action, and Complaints, Number 5</p>	<p>Removed “Candidates for ASI President are subject to a fine of up to \$300 for each violation of the ASI Election Code associated with their campaign, as determined in the sole discretion of the disciplinary subcommittee.”</p>	<p>Fines will no longer be a form of disciplinary action given by the disciplinary subcommittee, so that ASI Student Government is more accessible to Members.</p>
<p>Article XI. Violation of Election Rules, Disciplinary Action, and Complaints, Number 6</p>	<p>Changed “fines” to “issued warnings”</p> <p>Moved “Disciplinary action for violations of the ASI Election Code by Candidates, Pre-Candidates, and Write-In Candidates may include, but is not limited to, issued warnings per violation and/or disqualification.” to Number 4</p>	<p>To create a flow to the document.</p>
<p>Article XI. Violation of Election Rules, Disciplinary Action, and Complaints</p>	<p>Added “All Candidates found to have violated the ASI Election Code, as determined by the disciplinary subcommittee, will be subject to disciplinary proceedings. Depending on the severity of the infraction, candidates may be subject to a warning or be recommended for disqualification. Disciplinary action may be issued for, but is not limited to, the following: campaigning prior to the start of active campaigning; failing to identify and register all campaign workers; violating any campus policies, city, and county laws and ordinances; removing, defacing, or covering another candidate’s campaign material; exceeding the campaign spending limit (ASI President).”</p>	<p>The disciplinary subcommittee will now be charged with issuing warnings and/or recommending disqualification to the ASI Board of Directors, depending on the severity of the violation. The committee decided that fines and not being allowed to campaign are no longer effective forms of disciplinary action.</p>
<p>Article XI. Violation of Election Rules, Disciplinary Action, and Complaints</p>	<p>Changed “A candidate may be disqualified from taking office if found in violation of the ASI Election Code regarding active campaigning in his or her campaign, upon recommendation by the ASI Recruitment and Elections Committee for a complaint from a Member to the Board of Directors, and by two-third majority vote by the Board of Directors in favor of disqualification. Such a vote must come before election ratification</p>	<p>The disciplinary subcommittee will now have the ability to recommend a candidate for disqualification to the ASI Board of Directors.</p>

	<p><i>by the Board of Directors. Disqualification appeals must be made before election ratification.”</i></p> <p>to</p> <p><i>“A candidate may be disqualified from taking office if found in violation of the ASI Election Code upon recommendation by the disciplinary subcommittee. Disqualification requires a two-third majority vote by the Board of Directors in favor of disqualification. Such a vote must come before election ratification by the Board of Directors. Disqualification appeals must be made before election ratification.”</i></p>	
<p>Article XI. Violation of Election Rules, Disciplinary Action, and Complaints</p>	<p>Changed <i>“Any candidate that refuses to cooperate with the ASI Recruitment and Elections Committee or does not attend the hearings may be barred from participating in the election process in absentia, following a majority vote of the Board of Directors.”</i></p> <p>to</p> <p><i>“Any candidate that refuses to cooperate with the ASI Recruitment and Elections Committee or does not attend the proceedings may be barred from participating in the election process in absentia, following a majority vote of the Board of Directors.”</i></p>	<p>Changed “hearings” to “proceedings” for consistency.</p>
<p>Article XIII. Miscellaneous</p>	<p>Changed <i>“Words used in the ASI Election Code shall be read as the masculine or feminine gender, and as the singular or plural, as the content requires. The captions or headings are for convenience only and are not intended to limit or define the scope or effect of any provision of the ASI Election Code.”</i></p> <p>to</p> <p><i>“The captions or headings in the ASI Election Code are for convenience only and are not intended to limit or define the scope or effect of any provision of the ASI Election Code.”</i></p>	<p>There is no need for the first sentence since his/her and he/she pronouns have been replaced with gender neutral terminology.</p>

Associated Students, Incorporated
of
California Polytechnic State University, San Luis Obispo

ASI ELECTION CODE

Article I. Name

The name of this Committee is the ASI Recruitment and Elections Committee.

Article II. Authority and Adoption

The ASI Election Code is written under the authority of Section 4.3.5, “ASI Recruitment and Elections Committee,” of the Bylaws of the Associated Students, Inc. (ASI). It supplements Section 3, “Membership Elections,” of the ASI Bylaws.

This ASI Election Code and any amendments are effective upon approval by a majority vote of the Board of Directors, and replace all previous ASI Election Codes and amendments.

If any provision in the ASI Election Code is inconsistent with the ASI Bylaws, the ASI Bylaws are controlling.

Article III. Purpose

The ASI Election Code governs all ASI Elections including the Annual Spring Election and Special Elections.

Article IV. General Statement

ASI student elections are a subset of the educational experience for students at California Polytechnic State University, San Luis Obispo. Student elections are a learning laboratory for students. Student elections allow those who aspire to public service or public life, or who want to gain experience and expertise in better understanding how democracy functions, an opportunity to learn how to work within the democratic process. The ASI Election Code’s policies and procedures promote the educational mission of the University, prevent violations of reasonable campus rules, avoid interference with the opportunity of other students to obtain an education, and minimize distractions from the University’s larger education mission.

Article V. Definitions

The following definitions shall apply to terms used in the ASI Election Code:

1. Board; Board Member; Board of Directors. The terms “Board,” “Board Member,” and “Board of Directors” mean the student-elected representatives who serve as the corporate governing board of ASI.
2. Member. The term “Member” means a student of California Polytechnic State University, San Luis Obispo eligible to vote in student elections.

3. Officer. The term “Officer,” means a Member elected to the position of ASI President.
4. Pre-Candidate. The term “Pre-Candidate” means a Member who takes action (whether written or oral) to seek election before or by the filing deadline as an Officer or Board Member before the Dean of Students Office decides eligibility.
5. Candidate. The term “Candidate” means a Member who has filed a Candidate Packet under this ASI Election Code.
6. Write-In Candidate. The term “Write-In Candidate” means a Member who takes action to seek election as an Officer or Board Member, who has not filed a Candidate Packet within the candidacy deadline as prescribed in the Election Timeline.
7. Support; To Influence the Election of a Candidate. The term “support” means financial support, or any other direct or indirect contribution or assistance, and includes an individual’s own volunteered personal time, where the purpose, object or foreseeable effect is to influence the election of a Candidate. “To influence the election of a candidate” means any efforts at vote getting. Such activities include press conferences, press releases, campaign speeches, electronic communications design, social media, production and distribution of campaign posters, flyers, leaflets, apparel, bumper stickers and buttons, and all other campaign promotional activities which enhance or diminish a Candidate’s prospects for election.
8. Electronic Communications; Social Media. The term “Electronic Communications” means electronic mail and other electronic communications including e-mail, instant messaging, chat rooms, blogging, bulletin boards, on-line journals, social media, and other similar means. The term “Social Media” includes Twitter, Instagram, Snapchat, Facebook, LinkedIn, YouTube, and all other mediums of social networking.
9. Media Communications; Media. The term “Media Communications,” means any communication, whether by means of Electronic Communications, in person or otherwise, intended for or otherwise directed to the media. The term “Media,” as used herein, shall mean any news outlet run by a campus-based organization, a student, a non-student, or a private entity which delivers communications to the public or Cal Poly student body through radio, television, newspaper, magazine, blog, Social Media, or any other means.
10. Campaign Worker. The term “Campaign Worker,” means any individual, whether declared (as disclosed in the Candidate Packet) or undeclared, who provides support for a Candidate, Pre-Candidate, or Write-in Candidate whom the Candidate, Pre-Candidate, or Write-in Candidate has expressly or impliedly authorized to provide support to their campaign for election.
11. Active Campaigning; Non-Oral. The term “Active Campaigning,” as used herein, shall mean any non-oral public display or distribution of specific information (physical or electronic) about any Candidate, Pre-Candidate, or Write-in Candidate with the intent to influence the election of a candidate. Active Campaigning does not include statements recorded in an organization’s standard minutes or agendas, official ASI Recruitment and Elections Committee filing documents or forms, organizational meetings of campaign workers and managers, arrangements for campaign publicity, or the right of a Candidate, Pre-Candidate, or Write-in Candidate to appear before any organized group prior to the beginning of Active Campaigning. The term “Non-Oral,” as used herein, shall mean any communication of information that is not capable of being heard. Non-oral

communications do not include communications made to the Media when such communications are necessary to comply with the ASI Election Code.

12. Media Day. Media Day is an ASI Recruitment and Elections Committee sponsored event to introduce candidates to the Media. This day will be scheduled to occur after all Candidates' eligibility has been verified.

Article VI. ASI Recruitment and Elections Committee Overview

Section A. The ASI Recruitment and Elections Committee serves at the pleasure and under the authority of the Board of Directors and the Chair of the Board.

Section B. Responsibilities

The ASI Recruitment and Elections Committee, with the oversight of the Dean of Students' Representative shall:

1. Formulate any special regulations governing student elections and execute them after approval by the Board of Directors.
2. Prepare ASI President, Board of Directors, and Write-In Candidates Packets for approval by the Board of Directors by their second meeting of winter quarter.
3. Submit an Election Timeline for Board of Directors approval no later than their first meeting of winter quarter.
4. Verify the eligibility of all candidates for ASI President and the Board of Directors.
5. Check validity of ASI Presidential Petition signatures.
6. Prepare the ballots.
7. Arrange electronic voting procedures.
8. Prepare and distribute publicity for elections.
9. Enforce compliance with election regulations.
10. Conduct the elections.
11. Obtain the election results.
12. Report the results and any possible campaign or election irregularities to the Board of Directors.

Section C. Voting Member Conflict of Interest (ASI Bylaws – Section 4.3.5. 2.1-2.2)

Appointment to the ASI Recruitment and Elections Committee shall be in accordance with the ASI Bylaws

1. If a voting member of the ASI Recruitment and Elections Committee plans to be a Candidate or Campaign Manager (for another candidate) in the next student election, that member shall be removed and replaced with a new voting member at the time of the decision. A decision by a voting member of the ASI Recruitment and Elections Committee to be a Candidate or Campaign Manager must be submitted in writing to the Chair of the Board before the final day filing for elections closes.
2. If a voting member is also a declared Campaign Worker in the next student election, that member is required to maintain an unbiased vote. However, if they are unable to remain unbiased, that member may send a request to the ASI Chair of the Board of Directors to move them to a different committee and/or another committee member may submit a

formal complaint to the Chair of the Recruitment and Elections Committee. This complaint will be handled in accordance with the ASI Election Code.

Article VII. General Rules of Elections

Section A. Notice of Elections (ASI Bylaws – Section 3.4.)

1. Notice of Annual Spring Election. The Board of Directors shall give Members notice of the Annual Spring Election. The notice shall specify the date and time of the election, the names of eligible individuals who have submitted a Candidate Packet to be Directors or Officers, and the general nature of any other business to be transacted. The notice shall be given to Members in the following manner:
 - a. Publication in the campus newspaper, the Mustang News, a minimum of once a week for three weeks preceding the election.
 - b. Distribution and posting of flyers around campus for three weeks preceding the election.
 - c. Distribution of information to Cal Poly clubs and organizations for three weeks preceding the election.
 - d. Distribution of information to each Academic College Club Council for three weeks preceding the election.
2. Notice of Special Elections. Whenever Members are to vote at a Special Election, the Board of Directors shall give Members notice of the Special Election that specifies the date and time of the election, and the general nature of the business to be transacted. The notice shall be given to Members in the following manner:
 - a. Publication in the campus newspaper, the Mustang News, a minimum of once a week for three weeks preceding the election.
 - b. Distribution and posting of flyers around campus for three weeks preceding the election.
 - c. Distribution of information to Cal Poly clubs and organizations for three weeks preceding the election.
 - d. Distribution of information to each Academic College Club Council for three weeks preceding the election.
3. Verification of Compliance. Written verification of compliance with the notice requirements of this section shall be performed by the Vice Chair of the Board and maintained in the Minute Book of the Corporation. Such verification shall create a presumption that proper notice was given to Members.

Section B. Requirements for Election by Electronic Ballot (ASI Bylaws – Section 3.5.)

1. Content of Electronic Ballots. Any electronic ballot distributed to the Members to vote shall set forth the proposed action and provide an opportunity to approve or disapprove.
2. Election Procedures. The Board of Directors shall make ballots available to Members pursuant to election procedures adopted under the following guidelines:

- a. The Annual Spring Election shall be held no earlier than the 4th week of spring quarter. All student elections shall be held during a 24-hour period, Monday through Thursday.
- b. The Election Timeline shall be determined by the ASI Recruitment and Elections Committee and approved by the Board of Directors.
- c. In the event that an electronic ballot is unavailable, written ballots shall be available to any Member at the Dean of Students Office. Written ballots must be returned to the Dean of Students Office by the end of the election. Written ballots shall be handled in accordance with normal balloting procedures outlined in the ASI Election Code.
- d. Once cast, a ballot may not be revoked.
- e. All candidates must be registered under the procedures outlined in the ASI Election Code to be considered eligible for any elected position within ASI.

Section C. Voting Process

1. Election of ASI President and Directors.
 - a. Directors shall be elected by a vote of the Members who are majoring within the same Academic College as the Director Candidate. The candidates receiving the highest number of votes, up to the number of Directors to be elected from that Academic College, shall be elected as Directors from that Academic College. (ASI Bylaws – 4.6.3.)
 - b. ASI Presidential elections shall be decided by a majority vote of voting Members. If there are three or more candidates running for ASI President, the ballot shall include provisions for Instant Runoff Voting. If no candidate receives a majority of the vote, a winner shall be determined based on a ranking of candidates by each Member voting in that election.
 - c. Names of candidates for elected office shall be placed on the ballot in order according to a random drawing.
 - d. A space shall be left for write in candidates for each office.
 - e. A Member shall vote for the candidate of their choice by marking their ballot accordingly.

Section D. Ballots

1. All Members shall have access to an electronic ballot.
2. The electronic ballot shall be available for at least 24 hours.
3. Written ballots shall be void if not marked accordingly.

Section E. Quorum Requirements (ASI Bylaws – Section 3.5.3.)

1. Calculation of ASI Membership. ASI Membership shall be the number of persons regularly admitted and enrolled as matriculating students at Cal Poly during the fifth week of the academic quarter immediately prior to the academic quarter in which the election is to be held (“ASI Membership”). For a fall quarter Special Election, ASI Membership shall be determined by the previous spring quarter enrollment. For the

Annual Spring Election, ASI Membership shall be determined by the enrollment at the beginning of classes for winter quarter.

2. Quorum Requirements in General Elections. Except as provided below with regard to the election of Directors, in order for an election by Members to be valid, the number of votes cast in the election must exceed the greater of one percent (1%) of the ASI Membership or 125 votes.
3. Quorum Requirements for Election of Directors. Directors are elected by a vote of Members majoring in each Academic College. In order to be a valid election of Directors, the numbers of votes cast in an Academic College must exceed the greater of:
 - a. One percent (1%) of the Members majoring in that Academic College or 125 votes, if the total enrollment in that Academic College exceeds 5000; or
 - b. Two and one-half percent (2.5%) of the Members majoring in that Academic College or 50 votes, of total enrollment in that Academic College if less than 5000 but more than 1000; or
 - c. Five percent (5%) of the Members majoring in that Academic College, if the total enrollment in that Academic College is less than 1000.
4. Voting Requirements. If a quorum is present, the affirmative vote of a majority of the Members voting in the election shall be the act of the Members, unless the vote of a greater number of Members is required by the ASI Bylaws.

Section F. Requirements for Special Elections (ASI Bylaws – Section 3.6.)

1. Person Entitled to Call for a Special Election. A majority of the Board of Directors, the Chair of the Board or five percent (5%) or more of the Members may call for a Special Election of the Members for any lawful purpose.
2. Procedure for Calling a Special Election.
 - a. Written Request for a Special Election. Any person(s) authorized to call for a Special Election of Members may submit a request in writing to the Chair of the Board, or the Vice Chair of the Board, specifying the matter to be decided at the Special Election with sufficient detail to permit a determination on whether the matter is a proper subject for a Special Election.
 - b. Presentation to the ASI Board of Directors. Upon receiving a written request for a Special Election from a person(s) authorized to call for a Special Election, the request shall be submitted to the Board of Directors. The Board of Directors shall determine whether the matter is a proper subject for a Special Election, and if so, the Board of Directors shall schedule the Special Election.
 - c. Scheduling of a Special Election. If the Board of Directors determines that the matter is a proper subject for a Special Election, the Board of Directors shall schedule a date not less than 35 or more than 90 calendar days following receipt of the written request. The Special Election shall be scheduled and conducted in accordance with the guidelines set forth in Section 3.6 of the ASI Bylaws.
3. Special Elections (amendments, propositions, etc.)
 - a. The proposition shall be stated in full upon the ballot.

- b. The propositions shall be followed by two boxes, one for a “yes” vote, and the other for a “no” vote. The voter shall indicate a choice by marking as directed in either box.

Section G. Membership Fee Election (ASI Bylaws – Section 3.7.)

1. In addition to the requirements contained in the ASI Bylaws, any election involving the establishment or alteration of ASI membership fees for the Corporation shall comply with the California Education Code; Title 5, California Code of Regulations; and any policy adopted by the Trustees of the CSU or the University President.

Section H. Notification of Balloting Results

1. Immediately following the close of the balloting process and tabulation of the ballots, the Board of Directors shall notify the Members of the outcome of the vote. If the number of ballots cast is insufficient to constitute a quorum, the Board of Directors shall notify Members of that fact and shall immediately schedule a new election. (ASI Bylaws – Section 3.5.5.)
2. The election results process shall be supervised by the Chair of the ASI Recruitment and Elections Committee and the Dean of Students’ Representative. No other person shall participate unless approved by the Chair of the ASI Recruitment and Elections Committee and the Dean of Students’ Representative. (ASI Bylaws Section – 3.5.6.)
3. Before announcing the results, the Chair of the ASI Recruitment and Elections Committee shall see that all the votes cast are electronically preserved until the 24-hour protest/recount period has passed.

Article VIII. Candidate Filing

Section A. Filing for Candidacy

1. All candidates must be registered under the procedures outlined in the ASI Election Code to be considered eligible for any elected position within ASI. (ASI Bylaws – Section 3.9)
2. All candidates for office in the Annual Spring Election shall file a Candidate Packet under the Board of Directors approved Election Timeline.
3. Individuals may become candidates for election as Directors by submitting nomination papers not less than 50, nor more than 120 days (as per California Nonprofit Corporation Law, Section 5522(a)), before the election, in accordance with procedures established by the Board of Directors. (ASI Bylaws – 4.6.2)
4. Individuals may become candidates for ASI President by submitting their Candidate Packet not less than 50 days and not more than 120 days before the election (in accordance with the procedures established by the Board of Directors). In order for a candidate’s name to be placed on the ballot, the Candidate Petition must contain signatures totaling 1% of the ASI Membership as defined in Section 3 of the ASI Bylaws.
5. The Dean of Students Office shall decide the eligibility of any candidate for an ASI office before putting their name on the ballot. For write-in candidates, eligibility shall be determined before the election results are announced.

Section B. Write-In Candidacy

1. Write-In Candidates must register their candidacy to be eligible to hold office.
2. Write-In Candidates may fill out the forms any time before the election. Write-In Candidates must submit all required forms (Write-In Candidate Packet) to the ASI Business Office within 24 hours of closing of the election.
3. Upon registering for official write-in candidacy status, Write-In Candidates shall be considered Candidates or Pre-Candidates depending on whether eligibility has been decided and must adhere to all ASI Election Code campaign rules and guidelines.
4. Registered Write-In Candidates shall be allowed to participate in regularly scheduled activities sponsored by the ASI Recruitment and Elections Committee.
5. If a person has filed to be on the ballot for a different office and wishes to be a registered write-in, that person must sign a statement removing themselves from the ballot a minimum of 24-hours preceding the election.
6. Any campaign for a Write-In Candidate is subject to the rules and regulations set forth by ASI Recruitment and Elections Committee and the appropriate ASI Bylaws and ASI Election Code sections.

Section C. Withdrawing Candidacy

1. In the event that a candidate wishes to withdraw from candidacy, they must notify the Chair of the ASI Recruitment and Elections Committee in writing per the ASI Candidate Packet 48-hours preceding the election. If a candidate withdraws, any votes cast for the candidate will be void.

Article IX. Election Campaign Rules

Section A. Mandatory Candidates' Meeting

1. All candidates must attend the Mandatory Candidates' Meeting, at which time specific campaign rules and regulations shall be presented. Candidates who cannot attend this meeting must notify the Chair of the ASI Recruitment and Elections Committee before the meeting, with the reason for their absence. It is within the discretion of the ASI Recruitment and Elections Committee to allow a make-up session. Failure of a candidate to attend without prior notification shall cause disqualification from the election.
2. Write-In Candidates will adhere to all election policies during the entirety of their campaign. Write-In Candidates must attend a make-up Mandatory Candidates' Meeting (time permitting).

Section B. General Campaign Information

1. A candidate's campaign shall include the participation in regularly scheduled election activities recommended by the ASI Recruitment and Elections Committee and approved by the Board of Directors.

2. Candidate eligibility will be checked by the Dean of Students' Representative. Candidates must meet all CSU and ASI requirements as outlined in the ASI Student Government Qualifications for Office Summary.
3. A student may not simultaneously hold a position in Student Government and be employed by ASI. A potential conflict of interest may arise if ASI employs members of ASI Student Government, because those individuals govern and make decisions regarding ASI.
4. All campaign workers must be identified and sign the Campaign Team Declaration and Statement of Integrity form in the Candidate Packet. If a campaign worker joins a campaign after submission of the form, the candidate must register the campaign worker by submitting a subsequent Campaign Team Declaration and Statement of Integrity form to the Chair of the ASI Recruitment and Elections Committee as soon as practicable.
5. All candidates will be held responsible for conduct by their campaign workers related to the candidate's campaign. A candidate shall be subject to disciplinary action if any individual acts as a campaign worker without being declared as such by the candidate.
6. Any Member that has not been expressly or impliedly authorized by a candidate through a Campaign Team Declaration and Statement of Integrity form and violates the Election Code and/or University Policy, Rule or Regulation will be reported to the Office of Student Rights and Responsibilities ([Campus Administrative Policy 140, Title 5.2 §41301](#)).

Section C. Active Campaigning

1. Active campaigning shall begin at least ten (10) days before the first day of elections under the Election Timeline. There can be no active campaigning before the scheduled start of campaigning.
2. An E-Plan must be completed and approved by the Dean of Students' Representative for all on and off campus campaign activities. This includes if such activities and publicity are reasonably foreseeable, known, or planned. All E-Plan timelines apply.
3. Events using a candidate's name in publicity may not be held prior to active campaigning (i.e., "Club Z and the Committee to Elect Candidate Y for Board of Directors invite you to join the first Board of Directors 10K Run").
4. Campaign material may not be placed on or in vehicles without written consent of the vehicle owners, except for authorized car caravans. This behavior may constitute a misdemeanor. (Title 5, California Code of Regulations 42350.5 (a))
5. All Social Media containing campaign material must be blocked from public access until active campaigning begins.
6. Candidates, Pre-Candidates, and Write-In Candidates must avoid Media Communications to the extent possible until Media Day. This provision does not:
 - a. Prohibit the Media from unilaterally publishing information about the Candidates, Pre-Candidates, or Write-In Candidates, or
 - b. Penalize students for the Media's unilateral conduct, or
 - c. Prohibit Media Communications that are pre-authorized or sponsored by the ASI Recruitment and Elections Committee or the University. It is the responsibility of

- each Candidate, Pre-Candidate, and Write-In Candidate to take reasonable steps and reasonably try to avoid Media Communications prior to Media Day.
7. Candidates, Pre-Candidates and Write-In Candidates may confirm with the Media they have filed their Candidate Packets with ASI. Confirmation of filing by a news outlet will not be considered violating the ASI Election Code.
 8. ASI and its officers may not endorse a candidate. Candidates cannot campaign using ASI as an influence (i.e. cannot campaign or endorse a candidate while wearing ASI paraphernalia, while in the ASI workplace, etc.). Candidates may not use the ASI logo on any campaign materials.
 9. Candidates may not distribute any form of inducements or bribes on the Election Day (i.e., sundaes, candy, coupons, money, etc.). The only materials that may be distributed are materials that do not provide any reward in exchange for voting.
 10. All physical campaign material must be removed by 5 p.m. the Monday following the elections. Failure to remove material may cause a candidate to be charged for grounds and maintenance cleanup or further action as determined by the disciplinary subcommittee. In its discretion, the ASI Recruitment and Elections Committee may impose additional requirements regarding the removal of campaign materials for Open House events.
 11. Any questions about campaign rules or sites should be directed to the Chair of the ASI Recruitment and Elections Committee or the Dean of Students' Representative.

Article X. Financing Campaigns

1. A completed Campaign Closeout Statement from each ASI Presidential candidate is due by the deadline specified in the Election Timeline. The statement shall be signed attesting to the truthfulness of the financial statement.
2. The cost of a presidential campaign shall not exceed \$1750 in total campaign expenditures from all sources. The estimated value of campaign materials is subject to verification by the Recruitment and Elections Committee.
3. Candidates for ASI President must complete the Campaign Closeout Statement and include all expenditures and all receipts for expenditures, including all donated campaign materials used by candidates or their Campaign Workers.
4. The Campaign Closeout Statement is in the Candidate Packet.
5. All paid media (i.e. television, radio, newspaper, social media, etc.) advertisements bearing the name of one or more candidates must be claimed in full in the Campaign Closeout Statement by each of the candidates mentioned in the advertisement. This does not include public service announcements.
6. Any misleading or fraudulent Campaign Closeout Statements made by a Candidate, Pre-Candidate, or Write-In Candidate shall be considered an election violation, and subject to disciplinary action.

Article XI. Violation of Election Rules, Disciplinary Action, and Complaints

1. The ASI Recruitment and Elections Committee is the governing body for all complaints of violations of the ASI Election Code.
 - a. A disciplinary subcommittee shall be formed to adjudicate all alleged violations of the ASI Election Code.
 - b. All determinations of this subcommittee shall be communicated in writing to the affected parties.
 - c. The disciplinary subcommittee shall be appointed by the Chair of the Board prior to the beginning of the filing period for the Annual Spring Election.
 - d. Appointments to the disciplinary subcommittee shall first come from Board of Directors Representatives serving on the ASI Recruitment and Elections Committee.
 - i. In the case that a member of the disciplinary subcommittee becomes a Candidate, Pre-Candidate, Write-In Candidate, Campaign Manager, or Campaign Worker they shall be removed from the subcommittee and replaced with a new voting member.
 - e. The disciplinary subcommittee shall be comprised of:
 - i. Voting Members:
 1. The Chair of this committee shall be the Chair of the ASI Recruitment and Elections Committee.
 2. Two additional Board of Directors representatives.
 - ii. Non-Voting Members
 1. The Dean of Students' Representative.
2. All violations of elections rules will be considered pursuant to the elections packets and ASI Election Code approved annually by the Board of Directors. (ASI Bylaws – Section 3.8.)
3. All Candidates, Pre-Candidates, and Write-In Candidates shall adhere to all election policies during the entire filing period and through the end of the election period. Any violations of campaign regulations, regardless of whether a candidate has officially filed for office, may be subject to disciplinary action at the discretion of the disciplinary subcommittee.
4. Disciplinary action for violations of the ASI Election Code by Candidates, Pre-Candidates, and Write-In Candidates may include, but is not limited to, issued warnings per violation and/or disqualification.
5. All Candidates found to have violated the ASI Election Code, as determined by the disciplinary subcommittee, will be subject to disciplinary proceedings. Depending on the severity of the infraction, candidates may be subject to a warning or be recommended for disqualification. Disciplinary action may be issued for, but is not limited to, the following: campaigning prior to the start of active campaigning; failing to identify and register all campaign workers; violating any campus policies, city, and county laws and ordinances; removing, defacing, or covering another candidate's campaign material; exceeding the campaign spending limit (ASI President).
6. Any protest regarding any aspect of an election must be submitted to the Chair of the ASI Recruitment and Elections Committee or the Dean of Students' Representative in writing within 72 hours of the alleged incident.

7. Complaints regarding violations of rules and procedures must be submitted in writing (email or hard copy) to the Chair of the ASI Recruitment and Elections Committee and specify:
 - a. The section(s) of the ASI Election Code allegedly violated, by whom, and how it affected the election.
 - b. A summary of the oral, written, and/or material evidence to be submitted to support the complaint, including the names of any witnesses.
8. Candidates or any Member may submit a complaint.
9. The committee will arrange a timely hearing regarding that complaint.
10. A candidate may be disqualified from taking office if found in violation of the ASI Election Code upon recommendation by the disciplinary subcommittee. Disqualification requires a two-third majority vote by the Board of Directors in favor of disqualification. Such a vote must come before election ratification by the Board of Directors. Disqualification appeals must be made before election ratification.
11. Any candidate that refuses to cooperate with the ASI Recruitment and Elections Committee or does not attend the proceedings may be barred from participating in the election process in absentia, following a majority vote of the Board of Directors.
12. Any candidate or campaign worker that violates the active campaigning rules in any form shall be notified in writing and subject to disciplinary action, per the ASI Election Code.
13. Failure to comply with the ASI Election Code; the California Education Code; Title 5, California Code of Regulations; or any policy adopted by the Trustees of the CSU or the University President may cause a candidate's ineligibility to campaign for or hold an elected office.

Article XII. Irregularities

Section A. Voting

1. An election shall be declared null and void upon recommendation by the ASI Recruitment and Elections Committee and a two-thirds vote by the Board of Directors in favor of disqualification and/or nullification if irregularities arise involving the election as a whole (e.g., an appreciable discrepancy in the number of ballots issued and the number cast). This includes an irregularity that appears to be the fault of the ASI Recruitment and Elections Committee.

Section B. Protest

1. Any protest regarding any aspect of the election must be submitted to the ASI Recruitment and Elections Committee Chair or Dean of Students' Representative in writing within 72 hours of the alleged violation.

Section C. Recount

1. Any candidate has the right to request a recount of the ballots cast for the office for which they are running, and the ASI Recruitment and Elections Committee shall accede to the request. A request for a recount must be in writing within 24 hours after the results of the

election have been announced. If a recount is requested, the current ASI President shall assist the Chair of the ASI Recruitment and Elections Committee and Dean of Students' Representative in recounting the ballots as the representative of the requesting party. If the ASI President is seeking re-election, the Chair of the Board will assist in recounting the ballots in place of the ASI President.

Section D. Alternate Dates for Elections

1. If circumstances make it necessary to cancel the election, alternate elections will be held within the two school weeks following the original dates.

Article XIII. Miscellaneous

The captions or headings in the ASI Election Code are for convenience only and are not intended to limit or define the scope or effect of any provision of the ASI Election Code.

Article XIV. Amendments

This ASI Election Code may be amended through Bylaws/Policy Review or recommendation of the ASI Recruitment and Elections Committee. All amendments must be approved by a majority vote of the Board of Directors.

Approved by Board of Directors January 10, 2018