

BALL STATE UNIVERSITY STUDENT GOVERNMENT ASSOCIATION SPRING 2018 ELECTIONS PACKET

CANDIDATE INFORMATION LETTER

Welcome to the 2018 elections packet. This packet contains the documents that you will need as you prepare to run tor a position in Student Government whether you are running for a senate seat or as an executive slate.

As established in the Elections Code, the spring election includes races for one executive slate, ten off-campus Senate seats, seven at-large Senate seats, nine collegiate seats, and five University Senate seats. Executive Board candidates must have *completed* three semesters with at least a **2.8** cumulative grade point average and be full-time students. Senator candidates must have a **2.5** cumulative grade point average and be enrolled full-time. Candidates may be nominated by any Ball State student, though candidates may not self-nominate.

There are several forms included this packet. Forms are time sensitive and must be completed and submitted by the due dates noted. It is important to make note of the due dates to avoid missing significant deadlines. The following is a list of forms and information in this packet:

- Nomination Form
- · Election Calendar
- · Bond Payment Form
- Nomination Petitions
- Candidate Campaign Form
- Campaign Information Form
- Campaign Expenditure Form
- · Candidate Checklist
- Ballot Form

You are encouraged to review these forms now to allow for timely response to your questions prior to the Nomination Convention. A crucial source of information as you consider becoming a candidate, is the Elections Code. The code is not included in this packet but the most updated version of the Elections Code may be found at the following link:

https://ballstate.box.com/s/wsve1ey0zqfx02j3vqkf9q4zhoq4ts2w. Hard copies of the code are also available in the SGA office in the Student Center, Room 112. Please review and be familiar with the Elections Code, as it is the governing document of the elections process.

If you are considering an executive slate, there is a required bond payment. The payment of \$200.00 must be made in the form of a check or money order. The bond payment <u>AND ALL</u> completed petition forms are due by **4 p.m**. on **February 9, 2018 to** the Office of Student Life in Student Center, Room 133. You are also required to submit an electronic picture of your slate, to <u>smyers@bsu.edu</u> for online voting at that time.

If you have any questions, feel free to contact me, Abigail Gibbs, through email, aegibbs@bsu.edu.

Sincerely,

Abigail Gibbs Elections Commissioner Ball State University

ELECTIONS CALENDAR

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Candidates and Campaign Managers will be notified when bond payments are available for pick up.

All times, locations and dates are subject to change. Slates will be notified of such changes. Contact the Elections Board for an up-to-date schedule.

CANDIDATE CHECK LIST

(To be completed at the Nomination Convention)

I,, c	ertify that I have turned in all of the followin	g materials:
Nomination Form		
Bond Payment Form		
Check for \$ made	e out to Student Government Association	
Nomination Petition with	signatures	
Candidate Campaign Form((s)	
Campaign Information Form	n	
Slate picture emailed to smy	yers@bsu.edu	
all of which are completed fully and truthf	fully.	
Signature of Candidate	Date	
RECEIPT OF	CANDIDATE CHECK I	ICT
All forms are filled out and completed in the	neir entirety.	
Name of Candidate		
Signature of Recipient	Position on Elections Board	Date

NOMINATION FORM

(To be completed by the person making the nomination and submitted at the Nomination Convention)

INDIVIDUAL CANDIDATES (SENATORS)

I,	hereby nominate		for the position of
Student Senator for the (pleas	se select one caucus OR U	niversity Senate):	
At-Large Caucus Of University Senate	f-Campus Collegiate (Please en	Caucus (College: sure that you verify whic	h college you are a part of)
Signature of Nominator		Date	
I accept the nomination for th	e position of		
Signature of Nominee		Date	
I,, the following members:	UTIVE SLATE (EX hereby nominate the		ŕ
President:	Vice President:_		
Treasurer:	Secretary:		
Signature of Nominator		Date	
I,	, as the presidential nor	minee accept the non	nination.
Signature of Nominee		Date	

BOND PAYMENT FORM

(To be completed by candidate for slates and submitted with bond payment by February 9th at 4 p.m. in the Office of Student Life) $I, \underline{\hspace{1cm}}, \text{ as a candidate for the office of } \underline{\hspace{1cm}}, \text{ do understand this bond will be held against possible violations of the Student Government Elections Code. I further the student Government Elections Code is a further than the student Government Elections Code is a further than the student Government Elections Code is a further than the student Government Elections Code is a further than the student Government Elections Code is a further than the student Government Elections Code is a further than the student Government Elections Code is a further than the student Government Elections Code is a further than the student Government Elections Code is a further than the student Government Elections Code is a further than the student Government Elections Code is a further than the student Government Elections Code is a further than the student Government Elections Code is a further than the student Government Elections Code is a further than the student Government Elections Code is a further than the student Government Elections Code is a further than the student Government Elections Code is a further than the student Government Elections Code is a further than the student Government Election Code is a further than the student Government Election Code is a further than the student Government Election Code is a further than the student Government Election Code is a further than the student Government Election Code is a further than the student Government Election Code is a further than the student Government Election Code is a further than the student Government Election Code is a further than the student Government Election Code is a further than the student Government Election Code is a further than the student Government Election Code is a further than the student Government Election Code is a further than the student Government Election Code is a further than the student Government Election Code is a further than the student Government Election Code is a further than the student Government Elect$ understand that this bond will be forfeited in part or whole if I am found responsible by the Elections Board of such violations. If this bond is forfeited in whole, I understand that any further fines will be deducted from my expenditure limit. I am also entitled to appeal any findings of the Elections Board to the Judicial Court. If I do not violate the Elections Code, my bond will be returned in whole within one week after the election. Bond is payable only as a money order or personal check, made payable to the Student Government Association. Signature of Candidate Date Check/Money Order Number RECEIPT OF BOND PAYMENT has filed a bond in the amount of \$_____ in accordance with the Student Government Elections Code. Check/Money Order Number Signature of Recipient Date

CANDIDATE CAMPAIGN FORM

(To be completed by each candidate and submitted within three days of receipt of the Election Packet)

I,	, hereby announce my intent to run for the	
Government Association Election rulings laid down by the Election	. I agree to abide by the rules outlined in the Student ons Code, the Candidate Information Letter, and any subsequent ons Board as mandated by the Elections Code. I also understand that I be rules, be subject to a reprimand, fine, or disqualification of my	
Signature of Candidate	Date	
Email Address	Phone Number	
Signature of Recipient	Date	
I,Student Government Association the Student Government Association	, hereby authorize my transcript to be released to the for the purposes of verification of my eligibility for candidacy in ation by the Elections Board. I further understand that, if elected, the may verify that I meet the requirements of my office during my	
Signature of Candidate	Date	
Ball State ID Number	 Major	

CAMPAIGN INFORMATION FORM

(To be submitted at the Nomination Convention)

I hereby appoint	as my Campaign Manager
Campaign Manager and Treasurer wa	as my Campaign Treasurer. I understand that my ill be contacted by the Elections Board on matters pertaining inderstand that I will be responsible for their violations of the
Signature of Candidate or Presidentia	l Candidate Date
]	BALLOT FORM
I wish to have my name(s) appear on	the ballot as follows:
Name of Individual Candidate	Office Sought
	OR
	Print Name of Slate
Name of Presidential Candidate	Name of Vice Presidential Candidate
Name of Secretarial Candidate	Name of Treasurer Candidate
Signature of Candidate or Presidentia	al Candidate Date

CAMPAIGN EXPENDITURE FORM

(To be completed and submitted by 5 p.m. the day following the announcement of the election results)

Receipts must be attached for all items purchased for the campaign. Items donated should be listed with the retail value and include the name and phone number of the person making the donation. Photocopies of receipts are acceptable. The back of this form may be used if more space is necessary.

Slate campaign expenditures *shall not exceed* more than \$2,000. If that amount is exceeded, the slate will be taken out of the election. Senator campaign expenditures *shall not exceed* more than \$250, if that amount is exceeded, the senator will be taken out of the election.

PURCHASED ITEMS

DATE	ITEM PURCHASED	COST
	TOTAL PURCHA	SES
DONATED ITEMS		
DATE	ITEM DONATED, NAME AND PH	HONE NUMBER VALUE
	TOTAL DONATIONS	
	TOTAL EXPENDITURES	
	diture report is an accurate representation of derstand that if a discrepancy is found in this	
Signature of Candida	te or Presidential Candidate	Date

NOMINATION PETITION FORM

(To be submitted at the Nomination Convention)

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420. N	Name:	Phone:
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Executive slates are required to secure 400 signatures. Space has been provided for additional signatures. It is recommended that slates gather additional signatures to avoid issues related to double signings and incomplete information from signees.