

University of Hawai'i at Manoa
Graduate Student Organization
2017 Election Rules

PART I. AUTHORITY AND CONTROL

SECTION 1.

These rules are established by the University of Hawai'i at Manoa Graduate Student Organization (hereafter GSO) in accordance with the GSO Constitution and shall be effective until such time as they may be amended or repealed.

SECTION 2.

Per the Constitution, the Elections Committee shall administer and interpret the Election Rules, conduct all GSO elections, and announce election results.

SECTION 3.

The Chair of the Elections Committee shall oversee the Elections Committee, election procedures, and all complaints, and shall exercise such responsibilities as may be provided by these rules. The Chair's decisions are final.

PART II. ELECTION PROCEDURES

SECTION 1. NOMINATIONS

Nominations for any executive position shall be recognized in any of two ways, as follows:

- A. By submission of an official nomination form (Appendix A) to the GSO Elections Committee, accompanied by a petition containing twenty-five signatures and hawaii.edu e-mail addresses from University of Hawai'i at Manoa graduate students. This must be received by the date and time specified in the GSO Elections Calendar.
- B. Or by Assembly nomination during a regular Assembly meeting.

SECTION 2. ELECTIONS CALENDAR

- A. The Elections Committee will set an Elections Calendar and present it for approval to the GSO Assembly a minimum of twenty days prior to elections.
- B. The Elections Calendar shall specify deadlines for:

1. Call for nominations;
2. Receipt of nominations;
3. Receipt of candidate platforms;
4. Candidate orientation period (or e-mail confirmation);
5. Campaigning period;
6. Voting period;
7. Publication of election results;
8. Receipt of appeals to election procedures and results.

SECTION 3. CAMPAIGNING

- A. The Elections Committee should present the rules to each candidate by e-mail. The Elections Committee can schedule a mandatory candidate orientation meeting (if clarification is needed), according to the GSO Elections Calendar, for all candidates. The candidates shall follow the Election Rules, the GSO Constitution, and policies governing Registered Independent Organizations ("RIO").
- B. Every candidate must submit a written platform to the Elections Committee by the date specified in the GSO Elections Calendar. The platforms shall be made available to the public by the Elections Committee.
- C. Campaigning shall be defined as any activities intended to encourage students to vote for a particular candidate or slate of candidates. This may include, but is not limited to, handing out flyers, sending e-mails, and speaking with students.
- D. Campaigning may only be held for three (3) weeks. This includes the two (2) weeks preceding the first day of voting, and the one (1) week voting period itself.
- E. No negative campaigning is permitted. Negative campaigning shall be defined as any actions taken by a candidate or with a candidate's knowledge which attacks an opponent rather than emphasizes one's own positive attributes and platform. For example, no candidate shall criticize another candidate, no candidates or affiliates shall remove or deface the signs, posters, flyers, etc. of another candidate...etc.
- F. Use of the GSO-EC & GSO-Assembly e-mail lists for election purposes is restricted to use by the Elections Committee who will use them to

inform eligible voters about the election. No candidate may use either of these lists for campaigning purposes.

- G. Campaign signs, posters, and flyers may be placed only in designated areas specified by the University of Hawai'i at Manoa.

More information about posting campaign materials can be found at:
<http://www.manoa.hawaii.edu/studentlife/studentorg/rio/appendixII.pdf>

- H. Campaign material must be posted a minimum of five (5) feet apart on walls, and only one per bulletin board.
- I. Candidates must remove all campaign materials from campus buildings and bulletin boards the day following the close of voting. All candidates are solely responsible for all campaign material posted.
- J. Campaigning in classes is left to the discretion of the instructor.
- K. Campaigning in University living establishments is at the discretion of the University authorities. Candidates are expected to abide by all regulations of the authorities as well as University regulations. University recognized housing includes residence halls, co-ops, fraternities, etc.
- L. Candidates cannot create polling booths that seek to imitate official GSO polling booths.
- M. In an effort to decrease the possibility of bribery, candidates cannot give away goods of any monetary value (such as food, beverages, or promotional materials) as a part of their campaign.
- N. Candidates shall not engage in voter intimidation by way of looking over the shoulders of students to see who they are voting for.
- O. Candidates who breach any of the above may be penalized by the Elections Committee.
- P. Ignorance of rules is no defense to election infraction.

SECTION 4. VOTING PROCEDURES

- A. Every GSO member, as defined in the GSO Constitution, shall be entitled to vote.

- B. Voting will be via SurveyShare and managed by UH ITS.
- C. A GSO member shall log into SurveyShare and enter their login name and UHID, providing identification showing they are a registered voter.
- D. The student's name must also appear on the official graduate student list from University of Hawai'i at Manoa Admissions and Records Office. If a student's name does not appear on the graduate student list, the student will be considered ineligible to participate in GSO voting.
- E. The Elections Committee shall notify the ITS staff of those graduate students ineligible to vote, according to the GSO constitution.

SECTION 5. TABULATION PROCEDURES

- A. Election returns shall consist of the following:
 - 1. Number of valid votes cast;
 - 2. Number of invalid votes cast;
 - 3. Number of valid ballots;
 - 4. Number of spoiled ballots;
 - 5. Number of total ballots.
- B. An invalid vote for a specific office invalidates the vote for that specific office only.
- C. The winner shall be defined as the candidate who has the plurality of valid votes.
- D. A tie vote shall be defined as an equivalent number of valid votes between the top contenders for the same office. If a tie vote is determined, a random method (e.g., coin flipping) will be used to determine the winner of the election.
- E. The votes shall be tabulated by employees of the University of Hawai'i's Information Technology Services. A list of the election returns, as outlined in (A), shall be provided to the Elections Committee and the GSO Advisor.
- F. The Elections Committee shall not have access to individual voting records, only the anonymous aggregate results.

- G. Election results shall be preserved by the Elections Committee, shall be filed with the GSO Advisor, and may be examined by the public upon special request.
- H. Ballots and records shall not be destroyed until the time for a complaint has passed. If a complaint of any sort is made, the ballots and records shall be held until such time as the complaint has been resolved. The ballots and records shall be held by the University of Hawai'i Information and Technology Services.

SECTION 6. PUBLISHING RESULTS

The election results shall be published by the Elections Committee immediately upon their receipt.

PART III. ELECTION CONTESTS AND PENALTIES

SECTION 1. ELECTION CONTESTS MADE BEFORE VOTING COMMENCES

Any candidate or any ten voters may file a complaint with the Elections Committee regarding any matter occurring before the commencement of voting. The complaint shall set forth any cause or causes, such as but not limited to, provable fraud or violation of the rules. All facts shall be reduced to writing. The complaint shall be delivered to the Chair of the Elections Committee by e-mail and to the responding candidate. Such complaints shall be filed no later than the end of the school day after the commencement of voting.

SECTION 2. ELECTION CONTESTS MADE DURING AND AFTER VOTING

Any candidate or any ten voters may file a complaint with the Elections Committee regarding any matter occurring after the commencement of voting. The complaint shall set forth any cause or causes, such as but not limited to, provable fraud, overages, or underages, that could cause a difference in the election results. All facts shall be reduced to writing. The complaint shall be delivered to the Chair of the Elections Committee by e-mail and to the responding candidate. Such complaints shall be filed no later than the end of the school day after the close of voting.

SECTION 3. VOTER COMPLAINTS

The complaint of any ten voters shall be submitted by a "primary voter" who shall list, in the complaint, the full name, telephone number and e-mail address of each joining voter.

SECTION 4. CRITERIA FOR DECISION

The Elections Committee shall have the power to mete out just remedies for violations of these rules before voting commences including public admonition and orders requiring public apologies. However, no candidate shall be disqualified unless clear and convincing evidence demonstrates that the violation or violations were intentional. The Elections Committee shall dismiss all prior and post-voting complaints that fail to demonstrate by clear and convincing evidence that the matter would have caused a difference in the election results.

SECTION 5. DECISION

The Elections Committee shall determine the complaints by the close of the school day following filing of the complaints. If no decision is rendered, the complaint shall be denied.

PART IV. MISCELLANEOUS

SECTION 1. UHPA STRIKE

In the event that a University of Hawai'i Professional Assembly (UHPA) strike occurs during a scheduled GSO Election, elections shall be postponed until the following semester, and must be held within the first 60 days of the semester.

Appendix A (Official Nomination Form, 2017 GSO Elections)

***Note:** Return to GSO office -212 Hemenway Hall by 12:00pm, April 6, 2017

Name/UH ID number: _____

hawaii.edu email address: _____

Position Sought: _____

Name	hawaii.edu email	Signature
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Name

hawaii.edu email

Signature

Appendix B (2017 GSO Elections Calendar)

- 3/02/17 Nomination for 2017 elections cycle begins.
- 4/06/17 Receipt of written nominations by elections committee (due by 12:00PM at the GSO office – 212 Hemenway Hall).
- 4/06/17 Call for floor nominations at GSO General Assembly meeting.
- 4/07/17 Receipt of candidate pictures and platforms by elections committee. Such information is emailed to the Elections Chair (kagawa@hawaii.edu).
- 4/07/17 Mandatory candidate orientation (can be a meeting or via email)
- 4/10-4/12/17 Publish list of candidates and platforms on website, election editions newsletter.
- 4/10/17 Send Election Chair a one-minute campaign video that will be sent to the graduate student body. (OPTIONAL)
- 4/10- 4/28/17 Campaigning period (for about 3 weeks).
- 4/19/17 Receipt of pre-election complaints by elections committee.
- 4/20/17 All pre-election complaints decided.
- 4/21-4/28/17 Voting period (voting is online through UH SurveyShare; polls open at 12:01 a.m. Hawaii Standard Time on 4/21/2017 and close at 11:59 pm Hawaii Standard Time on 4/28/2017).
- 4/29/17 Resolve tie votes, if any. Election returns prepared. Receipt of complaints regarding election procedures by elections committee. Candidates must remove all campaign materials.
- 4/30/17 All remaining election and post-election complaints decided.
- 5/04/17 Report election results to GSO General Assembly for ratification.
- 5/05/17 Post results on official GSO website and email results to the graduate student body.