



UNIVERSITY OF  
**ILLINOIS**  
URBANA - CHAMPAIGN

# Guide to Student Elections

Student Elections Code & Regulations

CAMPUS STUDENT ELECTIONS COMMISSION

10-28-2021

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## CSEC Overview

The Campus Student Election Commission (CSEC) is an independent body of undergraduate, graduate, and professional students that administers the campus student elections and establishes and implements election rules and procedures. The CSEC administers the election of the student members of the Illinois Student Government (ISG) Office of the Executive and Senate, the Urbana-Champaign (U-C) Senate, the Student Trustee, and the voting student members of the Student Organization Resource Fee (SORF) Board. Additionally, the CSEC:

- Adjudicates and rules on election disputes and violations.
- Administers and coordinates the campus referendum process.

### Authority & Scope

The Commission is organized under the authority of the Vice Chancellor for Student Affairs (VCSA) who is empowered by the University Statutes and General Rules to create any committee to assist the VCSA in execution of the responsibilities of the office.

The Commission's organization is further authorized by agreements by and between the Commission and other University entities pertaining to the fulfillment of the Commission's purposes.

The Commission's existence shall be in perpetuity for so long as the aforementioned authorities remain in effect. No past or future action of another University entity shall terminate the Commission's existence unless such action stems from an equal or superseding authority.

The Commission shall have the purpose of executing and the right and responsibility to execute activities that put questions of election, policy, or governance before the students of the Urbana-Champaign Campus of the University of Illinois as required by the University or requested by its students, faculty, or staff. This shall include but not be limited to the following:

1. The Commission shall administer, on behalf of the VCSA, the annual election of the Student Trustee from the Urbana-Champaign Campus to the Board of Trustees of the University of Illinois.
2. The Commission shall administer, on behalf of the Illinois Student Government, the annual election of the Executive and ISG Senate members.
3. The Commission shall administer, on behalf of the VCSA, any and all referenda submitted to a vote of the students of the Urbana-Champaign Campus at the University of Illinois.

4. The Commission shall administer, on behalf of the Senate Committee on Elections and Credentials, the annual election of student senators for such representative units as determined by the Senate Committee on Elections and Credentials. <http://studentelections.illinois.edu>.
5. The Commission shall administer, on behalf of the Student Organization Resource Fee (SORF) Board, the annual election of the voting student membership.
6. The Commission shall administer, on behalf of the governing organizations of the student body, the annual election of students to positions subject to popular vote but not filled by election to the Senate of the Urbana-Champaign Campus.
7. The Commission shall administer the election of the officers of any Registered Student Organization (RSO) or University entity whose voting membership consists primarily of students at the agreed-upon request of an RSO or University entity.

The Commission shall have the rights afforded to it by virtue of its status as a campus commission within Student Affairs as provided by university policies and long-standing precedent.

1. The Commission shall have the right to enforce its authority where specifically empowered to do so and otherwise seek enforcement of its authority from the VCSA or other University entities. The Commission shall also have the responsibility to accept the forfeiture of its rights or enforcement thereof when the Commission fails to timely act on a matter.
2. The Commission shall have the responsibility to proactively consult with the VCSA and other University entities, and the freedoms of the Commission shall not preclude the Commission from this responsibility. The Commission shall ensure that its actions or inactions do not place the University in a position of additional legal, financial, or reputational risk unless University personnel with the authority to assume such additional risks have approved the Commission's plans.
3. The Commission shall not engage in discrimination or harassment against any person because of race, color, religion, sex, national origin, ancestry, age, order of protection, marital status, genetic information, political affiliation, disability, pregnancy, sexual orientation including gender identity, unfavorable discharge from the military or status as a protected veteran. The Commission shall comply with all nondiscrimination, equal opportunity and affirmative action laws, orders, regulations, policies, and procedures promulgated by Federal or State government entities or the University.
4. Notwithstanding any of the foregoing statements in this article, the Commission may do everything necessary, suitable, convenient or proper for the accomplishment of any of the Commission's present purposes subject to the limitations imposed explicitly or

implicitly by law, regulation, policy or permissible action or inaction of the University, University personnel, or governmental authorities.

### Structure & Membership

The CSEC is open to all undergraduate, graduate, and professional students in good standing and enrolled at the University of Illinois at Urbana-Champaign. All candidates applying for the CSEC must complete an application which will be reviewed by the CSEC Chairperson, Vice Chairperson(s), and faculty advisor(s). The application will be continually available online at <http://studentelections.illinois.edu/>. Application to be on the CSEC does not guarantee appointment. Furthermore, individuals appointed to the CSEC may not run for any office for which the CSEC oversees elections or be actively identified with any candidate or campaign for elective office, nor act in any partisan manner during membership on the CSEC. The CSEC has established the following membership criteria:

1. The Commission will set its own criteria for membership and will be solely responsible for appointing new members to the CSEC.
2. Individuals appointed to the Commission may not run for any office for which the CSEC oversees elections.
3. The Commission shall have a minimum membership of five (5) students. When such a minimum cannot be achieved following efforts to fill the membership, the Commission may operate in its full capacity with a smaller membership, but with no less than three (3) students. Operating with less than five (5) members shall require the consent of the VCSA or the VCSA's designee.
4. The absolute maximum for the membership of the Commission is fifteen. There shall be no more than seven undergraduate students appointed to the Commission.
5. Executive officers, including a Chair and Vice Chair(s), for the Commission will be elected at the final CSEC meeting of the academic year by the current CSEC membership.
  - a. The Chair is the chief executive officer of the CSEC. In the case of a tie among voting members, the Chair will cast the deciding vote. They also will hold an ex-officio seat on the Senate Committee on Elections and Credentials unless this position is appointed to another member of the Commission.
  - b. The Vice Chair will oversee recruitment of the CSEC and aid the Chair in conducting his/her duties. The Vice Chair is a voting member of the CSEC on all matters. A second Vice Chair may be elected by the Commission to assist the other executive officers in their duties.

6. Non-executive officers including a Parliamentarian and Secretary will be elected at the first general meeting of the CSEC of the academic year. Non-executive officers are voting members of the CSEC in all matters.
  - a. The Parliamentarian is responsible for ensuring all CSEC meetings are conducted in the spirit of parliamentary procedure and in compliance with the CSEC Charter.
  - b. The Secretary is responsible for keeping minutes of CSEC meetings and maintaining these records.
7. All other appointed members of the Commission will be voting members on all matters. Appointed members of the CSEC can be removed from the Commission by a two-thirds vote of the Commission if the Chair or faculty advisors conclude that the individual has failed to complete Commission duties or endangers the neutrality of the Committee, which may include but is not limited to:
  - a. Attending scheduled meetings
  - b. Responding to email correspondences
  - c. Failure to participate in Committee discussions
  - d. Completing tasks as assigned
  - e. Breaches the unbiased and confidential nature of the Committee
  - f. Abiding by rules and regulations in the Committee's charter

### Governance & Operations

As part of the governance structure of the University of Illinois at Urbana-Champaign, the CSEC may amend its rules and regulations for governance and elections with two-thirds of members present and voting. Additionally, the CSEC will adhere to the following operational guidelines:

1. The most recent edition of Robert's Rules of Order, Newly Revised shall be the parliamentary authority for the Commission and its subsidiaries.
2. The Commission shall have advisors assigned to the Commission by the VCSA or its designee. Any advisors shall have speaking privileges in any meetings of the Commission or its subsidiaries, but they may not make motions or vote.
3. The CSEC does not engage in discrimination or harassment against any person because of race, color, religion, sex, national origin, ancestry, and age, order of protection, marital status, genetic information, political affiliation, disability, pregnancy, and sexual orientation including gender identity, unfavorable discharge from the military or status as a protected veteran. The CSEC complies with all nondiscrimination, equal opportunity and affirmative action laws, orders, regulations, policies and procedures promulgated by Federal or State government entities or the University.

## Student Elections Code and Referendum Guidelines

The CSEC reserves the right to make corrections and amendments to the Student Election and Referendum Code as necessary. Once such changes are made, the CSEC shall include the change in the Student Election and Referendum Code and notify registered Candidates of applicable changes. Changes to the Election Code are made by majority vote of CSEC members present and voting.

### Chapter I: Scope and Authority

- 1.01 The purpose of these rules is to ensure a proper, fair, efficient, and standard means of conducting the annual student elections and referendum. These rules derive their authority from the [Senate Election Rules for the Student Electorate](#), the Illinois Student Government Constitution, the SORF Board, and the Office of the Vice Chancellor for Student Affairs. These rules are subject to the superseding authority of university policies and the laws, ordinances, and regulations of the City of Champaign, the City of Urbana, the State of Illinois, and the United States of America.
- 1.02 To facilitate the election process, these rules may be corrected or amended as necessary after their initial release. However, a candidate's past action cannot become a violation solely as the result of a change in the rules. Further, a change in the rules cannot change a past violation into a permitted action.

### Chapter II: Election Cycle

- 2.01 Campus student elections occur in the Spring semester of each academic year. The election is conducted for two (2) days no fewer than three (3) weeks prior to the organizational meeting of the Senate. Prior to the commencement of the election cycle, the CSEC will determine the schedule for the elections that include candidate deadlines and referendum guidelines. If needed or called for, the requirements regarding the election cycle may be waived for special elections or special referenda elections through the standing elections policy.
- 2.02 Elections are conducted using an online ballot. As such, no dedicated polling locations or absentee ballots will be utilized. The official election information website is <http://studentelections.illinois.edu>. The official voting website is <https://illinois.campuslabs.com/engage/>

### Chapter III: Candidate Eligibility

- 3.01 To be a candidate for any office, a student must meet the following minimum academic and enrollment criteria. Additional or modified academic and/or enrollment criteria may apply to specific offices.

- a. Be enrolled at the University of Illinois, Urbana-Champaign campus making satisfactory progress toward an undergraduate, graduate, or professional degree.
  - b. Have a minimum cumulative grade point average of 2.5
  - c. Be enrolled full-time in an undergraduate, graduate, or professional degree program:
    - a. For undergraduate students and professional students, 12 credit hours
    - b. For graduate students, 12 credit hours or 8-11.9 credit hours with an assistantship of 25%-67% time.
  - d. Be in residence, during the elected term of office.
- 3.02 A student candidate must file an election application, which includes: one (1) written nomination statement, petitions (if applicable) and all required registration documents. The nomination statement must be submitted according to the instructions provided by the body conducting the elections.
- 3.03 Candidates are encouraged to attend one of the *Candidate Campaign Informationals* that reviews the office of interest for election and the election rules. The *Candidate Campaign Informational* may be delivered virtually or in person.
- 3.04 The appropriate dean must certify the student's eligibility for candidacy and their voting college.
- 3.05 At the time of nomination and election, a student candidate must be making satisfactory progress toward a degree as certified by their college. "Satisfactory progress" means that the candidate is not on academic probation or drop status and is fulfilling the requirements of a degree program within the voting unit. No additional or different standard may be employed.
- 3.06 A student candidate must satisfy the requirements of membership in the student electorate and intend to remain a student in residence during their expected term of office.
- 3.07 A student candidate is not eligible to seek or hold an elected/selected office if their disciplinary status is Conduct Probation or Dismissal Held in Abeyance at the time of nomination and/or election.
- 3.08 Candidates must meet all additional requirements specific to the office of interest in order to be a candidate.
- 3.09 Any student who will not be physically present at the Urbana-Champaign campus for either the Fall or the following Spring semester may not run for Student Trustee, ISG Executive, U-C Senate, or SORF board even though the student will be present for the other semester.
- 3.10 Any student who is not physically present at the Urbana-Champaign campus for the Spring election cycle but will meet the residence requirements of the elected office may still run for office. Such a student must designate one (1), and only one (1),

student who is physically present on campus to serve as an agent with full right to act on behalf of the student abroad, in the context of these rules. Such a relationship should not be assumed to create a legal principal-agent relationship or power of attorney and does not do so unless the law so provides.

- 3.11 Candidates must complete a petition of sufficient number of signatures if required by the office sought. Petitions are done electronically. Paper petitions are not accepted unless it can be shown that an electronic petition creates an undue hardship. When an exception is granted for a paper petition, an electronic spreadsheet of the NetIDs of the signatories must also be submitted.

#### **Chapter IV: Organization Elections Rules, University Policy, Laws, and Regulations**

- 4.01 The rules specific to each organization holding elections are incorporated by reference into these rules. When these General Rules conflict with organization rules, the organization's rules apply.
- 4.02 All candidates, sponsors, and members of campaign teams must comply with all University policies. The Student Code (<http://studentcode.illinois.edu>) and the Campus Administrative Manual (<http://cam.illinois.edu/>) are incorporated by reference into these rules. Additionally, each candidate, sponsor, and campaign team must comply with the "Statement of Ethical Electoral Behavior".
- 4.03 All candidates must comply with all applicable laws, ordinances and regulations, including but not limited to ordinances of the [City of Champaign](#) and the [City of Urbana](#). City ordinances apply while on university property unless State or Federal law exempts or supersedes an ordinance.

#### **Chapter V: Candidate for Election**

##### **Student Trustee**

The CSEC shall administer, on behalf of the Vice Chancellor for Student Affairs (VCSA), the annual election of the Student Trustee from the Urbana-Champaign Campus to the Board of Trustees of University of Illinois.

##### **Candidacy**

##### **Requirement**

- 5.01 A candidate for Student Trustee must be a resident of the State of Illinois. To determine residency for a Student Trustee, the student must provide evidence of the student's Illinois domicile for at least the previous 6 months and at least one of the following:

- (1) evidence of the student's current, valid Illinois driver's license or Illinois Identification Card; or
- (2) evidence of the student's valid Illinois voter registration.

- 5.02 A student's residency is determined at the time of application. The candidate must be currently domiciled in Illinois, has been domiciled in Illinois, and will be domiciled in Illinois through June 30 of the year following the election.
- 5.03 A candidate for Student Trustee is not eligible to seek or hold an elected/selected office if their disciplinary status is Conduct Probation or Dismissal Held in Abeyance at the time of nomination and/or election.
- 5.04 At the time of application, the candidate must meet the specific residency provisions in the [University of Illinois Trustees Act \(110 ILCS 310\)](#)
- 5.05 The minimum number of signatures required for a petition under § 3.10 is one hundred fifty (150).

#### Campaigning

- 5.06 The limit on campaign finances for candidates for student trustee is seven hundred fifty dollars (\$750).
- 5.07 A candidate for Student Trustee may not campaign with a slate.

#### Voting

- 5.08 In the event of a tie, the CSEC shall hold a run-off election between the top two candidates in accordance with the election code. The details for the special election shall be determined at a Special Elections Coordination meeting. All candidates affected will be invited to attend. The CSEC will determine the time and regulations associated with a run-off election.

### **ISG President & Vice President**

The CSEC shall administer, on behalf of the Illinois Student Government (ISG), the annual election of students to the Office of the Executive (the Student Body President and Student Body Vice President) in accordance with the election rules in the ISG Constitution and in consultation with the ISG.

#### Candidacy

- 5.09 For purposes of registration, candidacy, voting, and all other matters, the Office of the Executive shall be considered a joint ticket. A ticket must include a different

candidate for President and Vice President. No individual may run on more than one ticket, nor may any individual run for both offices on a single ticket. The individuals on the ticket shall be jointly liable for each other, and the disqualification, resignation, or removal of one member of the ticket shall void the ticket.

### Campaigning

- 5.10 The limit on campaign finances for candidates for executive tickets is seven hundred fifty dollars (\$750).
- 5.11 Tickets shall be allowed to garner and publicize endorsements of their candidacies.
- 5.12 Candidates for these offices are allowed to create and join a slate but must follow all the guidelines as approved by the CSEC relating to the slating process in Chapter XI.

### Voting

- 5.13 Candidates for the ISG Executive only, will be selected through a rank-choice voting method. The electorate may choose to rank all candidates in order of preference or select a single candidate.

### **U-C Student Senator/ISG Senator**

The CSEC shall administer, on behalf of the Senate Committee on Elections and Credentials, the annual election of students to the Senate of the Urbana-Champaign Campus for all colleges and schools except where the Senate Committee on Elections and Credentials has authorized another entity to conduct the election for a specific college or school. The CSEC shall also administer, on behalf of the Illinois Student Government (ISG), the annual election of students to the Senate of the ISG in accordance with the election rules in the ISG Constitution and in consultation with the ISG.

### Candidacy

- 5.14 Candidates for the Senate are elected from each college at-large.
- 5.15 A candidate's voting college shall be determined by the degree program code in the student's record within the Banner ERP system at the time of application, or if verification is not possible, as on record in the registration census data used to compile the [Division of Management Information Final Statistical Abstract](#). No other method of assignment to voting units shall apply or may be used.
- 5.16 A candidate enrolled in a dual degree program may choose the degree program to apply to the candidate's application.

- 5.17 A candidate who changes degree programs remains a candidate of the original degree program. At the candidate's option, the candidate may withdraw from the election in the original voting college and reapply under the new voting college. A new application may be necessary.
- 5.18 It shall be at the discretion of the Senate Committee on Elections and Credentials to require candidates to complete a petition for the Urbana-Champaign Senate.
- 5.19 Unless prohibited by the Senate Committee on Elections and Credentials, a student's certification of satisfactory progress towards a degree by the student's academic dean may be fulfilled by evidence of good academic standing in the Banner system following the completion of the college-level reviews of academic standing.

### Campaigning

- 5.20 The following are additional Campaign-Free Zones for candidates seeking election to the Senate of the Urbana-Champaign Campus, in addition to those outlined in 7.19.
- a. The first floor of the Illini Union.
  - b. The Undergraduate Library tunnels.
- 5.21 The limit on campaign finances for candidates seeking election to the ISG or Senate of the Urbana-Champaign Campus is two hundred twenty-five dollars (\$225).
- 5.22 Candidates seeking these offices are allowed to create and join a slate but must follow all the guidelines as approved by the CSEC relating to the slating process in Chapter XI.

### Voting

- 5.23 Each voter shall be permitted to vote in each election held for representative seats within the college of the student's primary degree program. Votes may be cast for up to the number of seats to be elected within each voting college.
- 5.24 A voter with a second-degree program may choose the voting college, if the second major is in a different college.
- 5.25 In the event of a tie, the CSEC shall hold a run-off between the top two candidates of any given seat in accordance with the election code. Ties shall be resolved by a coin flip or drawing of lots by the body conducting the election.

### **SORF Board Member**

The CSEC shall administer, on behalf of the Student Organization Resource Fee (SORF) Board, the annual election of the voting student membership of the SORF Board.

### Candidacy

- 5.26 A candidate for the SORF Board must run as an Undergraduate candidate or graduate/professional candidate. No candidate may be a candidate for the SORF Board “at-large.”
- 5.27 A candidate’s classification shall be determined by the degree program code in the student’s record within the Banner ERP system at the time of application, or if verification is not possible, as on record in the registration census data used to compile the [Division of Management Information Final Statistical Abstract](#).
- 5.28 A candidate enrolled in both an undergraduate degree program and a graduate/professional degree program shall be classified as a graduate/professional candidate.
- 5.29 A candidate who changes degree programs maintains his/her original classification. At the candidate’s option, the candidate may change classifications by reapplying but is not required to re-petition.
- 5.30 A candidate must not be on academic probation as defined in [§ 3-110 of the Student Code](#).
- 5.31 A candidate must agree to the SORF Board policies, including viewpoint neutrality, on an electronic form.
- 5.32 In addition, a candidate must attend a SORF Meeting, SORF Workshop, or SORF Election Event.
- 5.33 Unless prohibited by the SORF Board, a student’s certification of satisfactory progress towards a degree may be fulfilled by evidence of good academic standing in the Banner system following the completion of the college-level reviews of academic standing.

### Campaigning

- 5.34 The limit on campaign finances for SORF Board candidates is two hundred twenty-five dollars (\$225)
- 5.35 A candidate for SORF Board may not participate in a slate.

### Voting

- 5.36 In casting the eight available votes, students may vote for any combination of undergraduate and graduate/professional candidates, including only undergraduate students or only graduate/professional students.
- 5.37 In the event of a tie in which the breaking of the tie results in one or more candidates not being elected to the SORF Board, the current Board will evaluate the candidates who are the subject of the tie through a process determined by the Board and will vote to break the tie.

## Chapter VI: Campus Referendum Guidelines

- 6.01 The CSEC administers, on behalf of the Vice Chancellor of Student Affairs, all referenda submitted to a vote of the students of the Urbana-Champaign Campus at the University of Illinois. A referendum is defined as a question or questions seeking the electorate's opinion on an issue which may cause formation of policy or change of an existing policy or may recommend to University authorities a specific action. Referendum questions are advisory.
- 6.02 A referendum is a question or the proposal of a new student-initiated fee. It must not be a survey question, must be stated in the affirmative, if possible, must be answerable with single and unmodified “yes” or “no” choice, and shall address one subject matter directly connected therewithin.
- 6.03 All questions must be registered with the CSEC. Registration and approval must be done before collecting any signatures. The electronic submission form for the current academic year is at <http://studentelections.illinois.edu/>. If the electronic submission form is not available, questions may be e-mailed to the CSEC to initiate the process.

### Referendum Sponsorship, Submission and Approval

- 6.04 Any individual student, Registered Student Organization (RSO), or the Illinois Student Government, may sponsor a referendum, submit that referendum to the CSEC, and subsequently petition that the referendum be placed on the ballot. Questions can be submitted starting on the second Friday of November and ending on the first week of February of the following Spring semester. The CSEC reserves the right to extend this window.
- 6.05 Sponsors will be accountable for the referendum throughout the electoral process.
- 6.06 To be a sponsor of a referendum question a student must meet the following minimum academic and enrollment criteria:
- a. Be enrolled at the University of Illinois, Urbana-Champaign campus making progress toward an undergraduate, graduate, or professional degree.
  - b. Be in-residence for the semester(s) in which the question is submitted, petitioning is conducted, and voting is conducted.
- 6.07 To be an organizational sponsor of a referendum, a student organization must meet the following criteria:
- a. Be in good standing and able to verify registration with the Office of Registered Organizations for the current academic year.
  - b. Be submitted by the president of the organization.

- 6.08 The sponsor of a referendum question must submit the text of the question to the CSEC for approval. The approval of the referendum question must take place before gathering any signatures. The referendum shall contain:
- a. A title, not exceeding fifteen (15) words, by which the measure will be commonly referred to or spoken of;
  - b. The text of the proposal, not to exceed forty (40) words; and
  - c. A summary, an explanatory statement, not exceeding seventy-five (75) words in length, of the chief purpose of the measure.
  - d. Any hyperlinks anywhere in the referendum text will be counted towards the word length of that specific section.
- 6.09 The CSEC will review all referendum questions. This review process involves a mandatory in-person meeting or workshop with referendum sponsors to clarify and amend language and intent. The process may also include questions to the sponsoring party that address compliance with laws, ordinances, regulations, University policy, or the election rules.
- 6.10 Failure to meet or provide responses to inquiries by the CSEC may result in rejection of the submitted question.
- 6.11 In general, the entire process of bringing a question to the ballot, which includes petitioning, must be completed in the same semester in which the question is submitted, and this period is independent of the semester in which the question may appear on the ballot. Sponsors are entitled to the time advantage provided by early initiation of the referendum process. The CSEC may impose deadlines prior to the end of a semester to accommodate the question review and petition validation processes.
- 6.12 A question that has fulfilled all requirements for placement on the ballot, shall automatically be set for placement on the next available Spring semester ballot and cannot be voluntarily deferred to a later ballot.

### Referendum Placement

- 6.13 Referendum questions pertaining to the renewal of student-initiated fees under [§ 3-505 of the Student Code](#) are subject to automatic placement on the ballot. Any other referendum question is subject to the rules herein.
- 6.14 Placement of a question on the ballot requires one of the following:
- a. An Act of the Illinois Student Government adopted by vote of a majority of the entire membership of the ISG; OR
  - b. A petition as set under § 3.10 containing signatures of five (5) percent of the total number of students eligible for nomination and election to the U-C Senate, which

may be estimated from data reported on [the Division of Management Information Final Statistical Abstract](#).

- 6.15 Petitions must be completed using a web form administered by the CSEC. Hardship exceptions under § 3.10 may be granted in extenuating circumstances. The solicitation of petitions is not permitted prior to the approval of the referendum question by the CSEC.
- 6.16 Validation of signatures will be done using enrollment data from the University's data warehouse.
- 6.17 A signatory to a referendum petition has the right to revoke his/her signature by furnishing notice to the CSEC or to a sponsor of the referendum question, who must forward the notice to the CSEC.
- 6.18 The CSEC shall enforce the right of the Illinois Student Government to reconsider or to rescind sponsorship of a referendum question, except in cases where such action is taken after the ballot is finalized.
- 6.19 All referendum questions by the Illinois Student Government must be submitted to the CSEC no later than ten (10) business days before the election.

### Voting

- 6.20 A referendum may be held only once every Spring semester. No referendum will be held during the summer sessions.
- 6.21 The Illinois Student Government may request that the CSEC hold a fall referendum to adopt constitutional amendments.
- 6.22 A referendum question may not be repeated annually. The question may only be submitted once every two years.
- 6.23 All referenda will require a simple majority of those voting to pass, except for questions to reorganize the Illinois Student Government which requires a two-thirds majority to pass.
- 6.24 The implementation of any passed referendum is the responsibility of the student government and other relevant campus groups and administrators. The CSEC shall hold no responsibility regarding referendum other than the administration of the vote.

### Campaigning

- 6.25 Sponsors are restricted to seven hundred and fifty dollars (\$750) on the acquisition of campaign assets or the use of money for goods and services for campaigning.
- 6.26 The CSEC will request the disclosure of the amount of funds sourced from university funds, including but not limited to student-initiated fees.

- 6.27 All campaign regulations and expectations as outlined in the Elections Code must be adhered to.

## Chapter VII: Election Campaigning

- 7.01 It is suggested that campaigning begin after the candidate filing deadline has passed and campaign materials have been submitted to the CSEC.
- 7.02 Campaigning shall be defined as any action by a person in a non-private manner that deliberately or inadvertently promotes a candidate or referendum question OR conveys information or opinion about a candidate or referendum question, including a position within a referendum question.
- 7.03 Campaigning is further defined as any action conducted with the intent to influence a voter or a student election, including distributing or posting campaign literature and materials; soliciting votes verbally, through the mail, or by telephone; electronically by text, media, or any web-based form of communication; wearing campaign buttons; sponsoring campaign meetings, press conferences, or rallies; and other activities as determined by and subject to the approval of the CSEC.
- 7.04 The display or presence of anything that accomplishes the above definition of campaigning is considered campaigning and not solely the placement or transmission of the tangible or intangible item.

### Regulations

- 7.05 Candidates are required to submit campaign materials to the CSEC by the stated deadline for archival purposes.
- 7.06 Candidates can campaign with the endorsement of Registered Student Organizations and/or organize with a collective team of other candidates that may share a platform under a slate but are subject to the slating guidance in Chapter XI.
- 7.07 Registered Student Organizations can endorse candidates.
- 7.08 Candidates and their agents shall not make defamatory remarks in the public or on social media (*e.g.*, Facebook, Twitter, Snapchat, Reddit, etc.) about another campaign/candidate or encouraging others to make such remarks; foster prejudice against another candidate because of membership in a protected class; or remove, destroy, or mutilate another candidate's campaign materials or encourage others to perform such acts. Campaign materials include, but not limited to:
- a. An electoral advertisement
  - b. A printed or digital document containing an electoral matter (a how-to-vote card, a candidate or party platform, etc.)

- c. Any posting on any social media or traditional media platform intended to promote a candidate, Ticket, or other electoral matter. These platforms include, but are not limited to privately acquired websites, Facebook, Twitter, Instagram, Snapchat, GroupMe, etc.
  - d. “Postings” include, but are not limited to Facebook status updates, tweets, Instagram posts or stories, Snapchat stories, GroupMe messages, etc.
- 7.09 Candidates may use University branding and copyrighted materials if activities do not present the candidate as a representative or agent of the University. Use of University branding and copyrighted materials is subject to university policy ([see III-16 of the Campus Administrative Manual](#)).
- 7.10 Candidates or their agents may not coerce or unduly influence others to cast votes. This includes, but not limited to bribery, solicitation, etc.
- 7.11 Candidates or their agents may not exchange anything of value for the endorsement or vote of any group, organization, or individual.
- 7.12 Active Campaigning is prohibited in classrooms when class is in session. Campaigns may use general purpose classrooms after standard class hours as permitted by university policy.
- 7.13 Campaigns may wear T-shirts, stickers, buttons, or other forms of electoral advertisement during class sessions, as well as inside campus dining areas, residence halls, and/or other university buildings.
- 7.14 Campaigning is prohibited inside or directly outside of any establishment that receives more than 50% of its sales from alcohol.
- 7.15 Campaigning by means of chalking is permitted when in compliance with [§ 2-407 of the Student Code](#). The use of “Spray Chalk” and similar paints, chalks, inks, etc. that do not wash away with rain is strictly prohibited. Regular (i.e., washable) sidewalk chalk may be used only on surfaces approved by the University. Chalk is strictly prohibited on all vertical surfaces, buildings, walls, planters, doors, trash receptacles, steps, fountains, benches, tables, signs, poles, columns, bus stops, light posts, and trees.
- 7.16 Campaigning within residence halls is strictly prohibited with the exception of bulletin boards, unless the individual wishing to campaign has obtained a canvassing permit in the [Office of the Dean of Students \(300 Turner Student Services Building\)](#) and the [Office of Residential Life, \(300 Clark Hall\)](#). See [§ 2-407 of the Student Code](#) for more information. Students need to go to the Office of the Dean of Students first and then will be directed to the Office of Residential Life. Approved canvass permits must be submitted to the CSEC prior to any campaigning in the residence halls.

- 7.17 No candidate, no member of a “Ticket”, no member of a slate or any campaign staff member may disseminate campaign materials or postings containing false or misleading information about a candidate, “Ticket”, slate, or campaign staff member.
- 7.18 Campaign materials may only be affixed to general University bulletin boards, other general use / “free will” spaces, or digital signage. **They should NOT be placed on doors, walls, windows, trees, sidewalks, or trash cans, nor may they be affixed to the ground.** Improperly posted materials will be removed at the violator’s expense and may result in university disciplinary action for violation of [§ 2-407 of the Student Code](#). Posting in any location controlled by University Housing requires completion of a [Posting/Flyer Authorization Form](#).
- 7.19 [§ 2-407 of the Student Code](#) allows for the distribution of materials inside university buildings within common areas, other than residence halls, provided that such distribution does not impede traffic flow or disrupt University business such as classes, laboratories, meetings, or office work. Distribution means that individuals physically hand/offer materials to other individuals who may accept them or refrain from receiving them. Leaving a stack of materials to be picked up, or placing materials on vacant seats, empty spaces, etc., is considered littering, not distribution. Distribution by means of placement of materials in mailboxes is not permitted, but this does not prohibit the use of paid bulk mailings through the U.S. Postal Service.
- 7.20 Offices and areas throughout the University of any kind may be designated as Campaign-Free-Zones. It shall be a violation to engage in campaigning in such a zone, which shall be treated as if the zone were a classroom with a class in session. The following are campaign-free zones, in which all campaign activities are prohibited:
- The interiors of university classrooms, auditoriums, museums, theatres, lecture halls, business offices, and department offices during class hours.
  - Non-public areas of otherwise public buildings (e.g., Illini Union Hotel).
  - Administrative offices of the Illini Union on the Second Floor of Illini Union North.
  - The Student Government Complex on the Second Floor of Illini Union South.
  - The Second Floor of Illini Union South.
  - Turner Student Services Building (610 E. John St).
  - Swanlund Administration Building (601 E. John St).
  - The Office of the Campus Senate (228/232 English).
  - McKinley Health Center.
  - Any area in which an approved Campaign-Free Zone sign is posted.

Additional campaign-free zones may apply to specific elections.

- 7.21 Candidates may not disrupt normal print media circulation; candidates may not remove newspapers, magazines or similar media from distribution racks and distribute these items instead of permitting persons to independently acquire them from the distribution racks.
- 7.22 Candidates may only use University premises when the reservations are made by the candidate as an individual student. An organization may only make the reservation when it is required by the reservation policy, and an endorsement from the organization is then required.

### Use of Information Technology

- 7.23 Any campaigning using electronic means must follow the campus electronic distribution policy.
- 7.24 Any bulk-messaging of any kind must comply, as reasonably as possible, with anti-spam laws and regulations.
- 7.25 Campaign materials may not be sent to a listserv not owned or operated by the campaign.
- 7.26 The Policy on Appropriate Use of Computers and Network Systems at the University of Illinois at Urbana-Champaign applies to student elections and the referendum and will be enforced ([see VIII-1.1 of the Campus Administrative Manual](#)).
- 7.27 Candidates are expected to use their illinois.edu e-mail address for all election matters, including campaigning. Candidates are reminded that correspondence with the CSEC is considered University business and may be subject to public disclosure under the [Illinois Freedom of Information Act \(FOIA\)](#).

### Activities of Organizations

- 7.28 Candidates may receive endorsements from any organization of a type listed items (a) through (e) in the Classification of Organizations ([§ 2-301 of the Student Code](#)), which includes Registered Student Organizations, Registered Organizations or University units. Candidates may not present endorsements without possession of a signed endorsement form from the president of the organization, for which a copy must be provided to the CSEC.
- 7.29 Candidates may neither 1) permit an organization to campaign on a candidate's behalf nor 2) use an organization's resources in support of campaigning without receiving a formal endorsement. A formal endorsement is a signed endorsement form from the president of the organization. If the candidate is the president of the organization, then the next executive shall substitute for the president. A signed endorsement form must be submitted to and approved by the CSEC.

- 7.30 If an organization engages in campaigning (e.g., e-mailing, social media posting) and violates the election rules, then the violation is still enforceable against the candidate for whom campaigning is done.

### **Chapter VIII: Campaign Finances**

- 8.01 Candidates shall account for all of the following campaign assets:
- a. All goods and services acquired in exchange for consideration (money, goods or services, equipment, technology).
  - b. Any other tangible or intangible, including right of use, assignable to a candidate which can be separated from the candidate and assessed a monetary value.
- 8.02 Candidates shall account for the sources of money used to acquire campaign assets. Disclosure of names of individuals (natural persons, not legal persons) is not necessary, excluding the candidate himself/herself. Disclosure of the names of businesses and other solely legal persons may be required.
- 8.03 The value of a campaign asset shall be the price paid for the asset at market value.
- 8.04 The total value of all campaign assets should not exceed limits set in the election rules for specific offices.
- 8.05 Contributions from non-profits, that are not Registered Student Organizations, corporations, and foreign entities are prohibited.
- 8.06 Registered Student Organizations (RSO's) can only contribute up to \$100 per candidate, ticket, or slate. RSO's cannot contribute funds that were received from SORF.
- 8.07 Accounting for monies and campaign assets shall be made on a Financial Disclosure Statement. The disclosure statement must include all assets including donated services, money contributed to a slate, professional services personally rendered, and tangible goods personally created or owned. The statement must also include the total of monies sourced from natural persons and the individual amounts of money sourced from non-natural persons.
- 8.08 Financial Disclosure Statements must also be submitted by slates according to the slating guidance in Chapter XI.
- 8.09 Regardless of how many offices sought by an individual, they may only contribute one-hundred dollars (\$100) total to a slate.
- 8.10 If a student is a candidate for more than one office, then each value limit applies separately. The value of any campaign material for any office may be countable in whole or in part, against the limits of all offices for which the student is a candidate.

- 8.11 The CSEC may establish specific instructions for completing the Financial Disclosure Statement which may include instructions on how to value or aggregate campaign items.

### **Chapter IX: Voting**

- 9.01 The electorate shall consist of all persons who are undergraduate, graduate, or professional students at the University of Illinois at Urbana-Champaign enrolled for:
1. At least one (1) credit OR
  2. Zero (0) credits with documentation of intent to take or completion of a graduate college examination in the current semester or participation in an academic activity considered by the Graduate College to contribute towards full-time status. Persons in this status must request a ballot from the CSEC.
- 9.02 If the rules for the election of an office modify the electorate from § 9.01, those specific rules shall apply.
- 9.03 The voting system may be configured to screen eligible voters in an efficient manner, such as registration for the current term. When the voting system excludes an individual, that individual may request a provisional ballot if the student believes he or she was improperly excluded. With respect to the voting system improperly recording the vote of an ineligible person, such as a full-time employee taking classes, it may be presumed that this occurs with a sufficiently low frequency that such votes are immaterial to the results. This shall not preclude any voter's right to contest the results.
- 9.04 The ballot shall be administered on an electronic system. The voting system shall accept votes from 12:00:01 AM on the first voting day until 11:59:59 PM on the second voting day.
- 9.05 Voters may vote at any computer with internet access to the University network.
- 9.06 The ballot shall contain the following information:
1. The name of the candidate, candidate nomination statement or the text of the referendum question.
  2. Additional ballot requirements may apply to specific elections or to the referendum.
- 9.07 A candidate's name as on file with the University will be used on the ballot unless the candidate requests the use of a preferred.

- 9.08 The elections homepage ([studentelections.illinois.edu](http://studentelections.illinois.edu)) and printed media from the CSEC shall list candidates in alphabetical order. The ballot shall list candidates in random or quasi-random order.
- 9.09 A write-in vote is only permitted for ISG ballots.
- 9.10 If a voter chooses fewer candidates than the number of available positions, but the voter had the option to choose additional candidates, then these unused choices are forfeited.
- 9.11 Voters shall not be able to cast more than one ballot. Voters found to have cast more than one ballot shall have none of their ballots counted.
- 9.12 The candidate(s) receiving the highest numbers of votes will be declared the winner(s) of the election, unless specific election rules call for election by a method other than a plurality.
- 9.13 Ties shall be broken by the rules outlined by the CSEC and be drawn by lots.
- 9.14 Upon completion of tabulation, including all write-in votes, the CSEC shall announce the election results and publish the results on the CSEC website. The CSEC will certify the election no later than 2 weeks after the results have been announced.
- 9.15 Polling Places (common use computers) may not be established at bars or restaurants.
- 9.16 Individuals and organizations other than the CSEC may not set up computers for voting unless authorized to administer a Public Polling Place.

## **Chapter X: Campaign Ethics, Complaints and Enforcement**

- 10.01 All are complaints must be submitted to the CSEC. The CSEC has the discretion to assess potential complaints for the determination of violation of ethical conduct, election code or violation of university policies and standards, except as outlined in 10.02.
- 10.02 Complaints filed against candidates seeking office within the ISG will be forwarded to the ISG Judiciary.
- 10.03 Any complaint, grievance or contest must be filed by the deadline as outlined in the elections timeline. All submissions should follow the violation form provided by the CSEC. Email may be used when a form is not available. Failure to file a matter formally with the required information or failure to appeal within the prescribed time will void any claim and/or challenge.
- 10.04 The CSEC shall have the power to enact enforcement irrespective of the filing of a complaint by a third-party. The CSEC shall have the power to exercise discretion in enforcement and may dismiss complaints without right of appeal.

- 10.05 Only violations of these rules by candidates and agents thereof shall be considered permissible for actions against candidates.
- 10.06 Any infraction of laws, ordinances, regulations, or University policy arising out of conduct related to elections may be referred to the Office of Student Conflict Resolution (OSCR) as appropriate.
- 10.07 Upon receipt of a complaint, the CSEC shall notify the candidate in question within 24 hours.
- 10.08 The candidate will be required to submit a statement indicating whether they accept the complaint.
- 10.09 If the candidate accepts the complaint, penalties will be applied, and the candidate is expected to remedy the issues in the complaint. The extent of how the issues are remedied will be considered in the application of penalties.
- 10.10 If a candidate does not accept the complaint, the complaint will be investigated. At the conclusion of the investigation, penalties may be applied. The candidate is expected to remedy the issues in the complaint.
- 10.11 The CSEC will review all complaints submitted before the deadline set forth in the Elections Timeline and shall decide on those claims in a reasonable amount of time.
- 10.12 Credibility of the supporting information and of the persons who provide the information related to a complaint may be incorporated in decisions.
- 10.13 Enforcement actions require a simple majority vote of the CSEC.
- 10.14 Correspondence and documents related to complaints may constitute public records under the law.
- 10.15 The CSEC may exercise discretion against a candidate in both enforcement and penalties for violations arising during the candidate's petitioning.
- 10.16 Decisions made by the CSEC may be appealed to the VCSA in accordance with the election procedures.

### Violations and Sanctions

- 10.17 Violations and their appropriate sanction will be determined according to this tiered system; however, the CSEC retains the final determination of appropriate sanctions.
  - Tier 1 - Sanction: Warning

A tier one offense is a violation that may have been inadvertent or can be easily remedied, such as campaigning in Campaign-Free Zones, etc. Repeated Tier 1 violations can escalate to a Tier 2 violation.
  - Tier 2 - Sanction: Censure

A tier two offense is a violation that was intentional or repeated that caused some extent of harm to another campaign, such as disrupting normal print media circulation, posting defamatory material, misusing information technology, repeated tier one violations, etc.

A censure is a public notification of violation and findings and could include a financial penalty of up to \$100.

- Tier 3 - Sanction: Financial Penalty

A tier three offense is a violation made to intentionally disrupt the election process but can be remedied or a violation that can be remedied through financial compensation to another organization (business, university, etc.), such as spray-chalking university property, failing to submit campaign materials or financial disclosures by the deadline and after a reminder from the CSEC, causing minor damage to a property, etc.

This sanction could include future campaign impacts and includes a censure and a financial penalty up to \$500 and any additional damages owed.

- Tier 4 - Sanction: Immediate Disqualification or Removal from the Ballot

A tier four offense is a violation made to intentionally disrupt the election process that cannot be remedied which is reserved for the most severe offenses, such as breaking local laws or the Student Code of Conduct, tampering with the impartiality of elections, election fraud, preventing others from voting, etc.

## **Chapter XI: Regulations on Slating:**

A slate is when a group of candidates collaborate with one another on a platform, campaign events, and campaign materials.

- 11.01 Slates must submit a slate registration form by the deadline that includes the names of all candidates and the name of the designated treasurer.
- 11.02 The designated treasurer can be any individual who is a candidate for office participating on the slate. The designated treasurer takes full responsibility for the accuracy and timely submission of the slate's financial disclosure form.
- 11.03 Candidates for Student Trustee and SORF Board cannot join a slate; they must run independently.
- 11.04 Only candidates for Illinois Student Government Executive and Senator and U-C Senate candidates may collaborate on a slate.

- 11.05 Candidates for different offices may join a slate together if they are running for either Illinois Student Government or U-C Senate.
- 11.06 Individual candidates, regardless of the number of offices they seek, may allocate at most one hundred and fifty dollars (\$150) of their entire financial allowance to slating activities. The total budget of a slate is not to exceed one thousand dollars (\$1,000).
- 11.07 No less than four (4) candidates may participate on a slate.
- 11.08 Slates must submit a financial disclosure form and campaign materials to the CSEC. Individual candidates who participate in a slate must submit a financial disclosure for themselves and be named on the financial disclosure submitted by the slate's treasurer.
- 11.09 Candidates may only participate in one slate.