

Student Union

**Spring 2023**

**Election Packet**

Executive Board, Senate, & Treasury



## **A Message from the Election Commissioner:**

Welcome to the Spring Student Union Elections for the Executive Board, Senate, and Treasury! The Executive Board, Senate, and Treasury operate as parts of the Student Union, an organization that advocates the needs and interests of students to the administration, allocates the \$4.0 million Student Activities Fee budget across over 350 student groups, and plans campus-wide programming for the undergraduate student body.

As a Student Union official, you will be working with your peers to represent and serve the Washington University undergraduate community. You will be empowered to make a difference by grappling with issues and experiences that directly relate to you and your classmates on a regular basis. You will work with many leaders – students, faculty, staff, and administrators – throughout your term and will grow as an individual and a leader along the way.

Before officially committing to running for Student Union office, be sure to consider your other obligations. Becoming a Student Union official is a commitment – to you, to your fellow officers, and to your school. If you feel that you are up for the time, work, and thought that this demands, you are in the right place. I am delighted that you are considering joining the Student Union, and I hope that this packet may serve as a valuable resource to you as you navigate the election process this spring.

Above all, the people that bring diversity in their identities, thoughts, and experiences to the Student Union organization are what make it so special. Each person reading this letter has their own set of reasons for running for office – to learn, to advocate, to make a difference – and so many more. As you go through this process, I hope that you find yourself achieving the goals you set out to fulfill, and most importantly, that you always remember why you ran for office in the first place. Thank you for your interest in joining SU; I look forward to seeing how you create change on this campus.

For more information about any of the available positions, as well as for any questions, please do not hesitate to email [elections@su.wustl.edu](mailto:elections@su.wustl.edu). I will promptly answer all questions or forward them to the applicable officer.

Best of luck,

**Constantin Carrigan**  
he/him/his  
Election Commissioner

## **Important Dates:**

### **Online Election Packet and WUGO Candidacy Application Released**

Thursday, March 2nd 2023

### **WUGO Candidacy Application Form Due**

Thursday, March 23rd @ 7:00 PM CT

### **MANDATORY Candidates' Meeting**

Thursday, March 23rd from 8:00 PM - 9:00 PM CT *in Seigle 002*

### **Campaign Period**

Thursday, March 23rd @ 9:00 PM CT - Thursday, April 6th @ 11:59 PM CT

### **Voting Period**

Wednesday, April 5th @ 12:00 AM- Thursday, April 6th @ 11:59 PM CT

### **Expenditure Reports Due**

Friday, April 7th @ 12:15 AM CT

# **Position Descriptions:**

## **Executive Board**

### ***President***

Act as the official representative of Student Union. Convene and preside over meetings of Executive Council, except at such times as the President may delegate this function to the Executive Vice President. At their discretion, invite any constituent of Student Union to attend Executive Council. Maintain relationships with University administrators. Appoint such executive personnel as they deem necessary for the proper execution of their duties with consent of the Senate and the Treasury, and have the power to remove such persons from their positions, with the consent of the Senate and the Treasury. Have the power to veto, in writing, any act of legislation passed by the Senate and/or the Treasury of Student Union within three (3) business days of its passage. During any period when, first, the Senate and/or the Treasury cannot meet, and second, the Executive Council cannot meet, the President shall act for Student Union. The President shall inform the pertinent legislative body, the Senate and/or the Treasury, of all acts that occurred in their absence in order for a review to take place. Possess the power to call emergency meetings of the Senate and/or the Treasury with at least twenty-four (24) hours notice to all representatives. Represent the position of Student Union in University judicial cases when the actions of Student Union as a whole are challenged. Preside over Student Union Leadership meetings, except at such times as the President may delegate this function to the Executive Vice President.

*Candidates running for President are highly encouraged to schedule a meeting with the current President, Miriam Silberman ([president@su.wustl.edu](mailto:president@su.wustl.edu)), to learn more about the duties and responsibilities of the President.*

### ***Executive Vice President***

Act as the official internal affairs officer of Student Union. Exercise the duties and powers of the President in their absence from office or by reasonable determination of their inability to act, and shall perform such duties as shall be delegated to them by the President. Provide for the supervision and coordination of all auxiliary organizations of Student Union. Preside over the election of the Speaker of the Senate and Speaker of the Treasury. Coordinate Student Union recruitment and retention.

*Candidates running for Executive Vice President are highly encouraged to schedule a meeting with the current Executive Vice President, Emily Chen ([executive@su.wustl.edu](mailto:executive@su.wustl.edu)), to learn more about the duties and responsibilities of the Executive Vice President.*

## ***Vice President of Finance***

Be responsible for coordination with the Student Union business staff and the preparation of all financial records. Be responsible for the collection, disbursement, and accounting of the revenues and expenditures of Student Union. Be required to review all expenditures of the Student Union operating budget. Be responsible for the maintenance of information on the Student Union financial portal. Be responsible for educating all student group treasurers with regard to Student Union monetary processes. Possess the power to approve any budget or equipment appeal under one-thousand (1000) dollars without approval of the Treasury. Possess the power to set procedures for allocation, funding, and disbursement of Student Union funds. Determine the amount of money carried forward between fiscal years. Serve as the Parliamentarian of Treasury. Prepare, present, and balance the General Budget per the procedures outlined in this Constitution.

*Candidates running for Vice President of Finance are highly encouraged to schedule a meeting with the current Vice President of Finance, Max Roitblat ([finance@su.wustl.edu](mailto:finance@su.wustl.edu)), to learn more about the duties and responsibilities of the Vice President of Finance.*

## ***Vice President of Programming***

Act as the official representative of Student Union for issues related to University programming. Coordinate Student Union programming. Be responsible for all operations of the Social Programming Board. The duties and powers of the Vice President of Programming with respect to their capacity on the Social Programming Board shall be enumerated in the Social Programming Board Constitution. Serve as an ex-officio, non-voting advisor to the Class Councils.

*Candidates running for Vice President of Programming are highly encouraged to schedule a meeting with the current Vice President of Programming, Miri Goodman ([programming@su.wustl.edu](mailto:programming@su.wustl.edu)), to learn more about the duties and responsibilities of the Vice President of Programming.*

## ***Vice President of Engagement***

Communicate with the Student Union constituency. Be responsible for the development and promotion of Student Union publicity and branding. Act as the official representative of Student Union for issues related to University and community engagement. Act as a public relations resource for student groups. Hire and supervise the manager of the Student Union Public Relations team. The Student Union Public Relations (SUPR) team will be comprised of persons hired by the SUPR Manager with the consent of the Vice President of Engagement. Inform the constituency regarding Student Union outcomes at least once annually. Coordinate the publication of the time, date, and place of all public meetings. Serve as the Parliamentarian of the Senate.

*Candidates running for Vice President of Engagement are highly encouraged to schedule a meeting with the current Vice President of Engagement, Emma Platt ([engagement@su.wustl.edu](mailto:engagement@su.wustl.edu)), to learn more about the duties and responsibilities of the Vice President of Engagement.*

*(All of these descriptions are taken directly from the Constitution of the Student Union and are expanded upon the the Statutes to the Constitution of Student Union)*

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## **Legislative Bodies**

### ***Senator***

The top eleven (11) vote-getters will be elected.

Candidates with the highest number of votes will be elected to serve as a Senator until all of the seats up for election have been filled. In order to be eligible for a seat in the Senate, a candidate must be on the ballot or receive seventy-five (75) write-in votes.

The Student Union Senate is composed of 22 students representing the undergraduate student body of Washington University; it constitutes one house of the Legislative Branch of Student Union. As part of our motto of “Advocate. Empower. Connect”, Senate links the student body with the administration to address issues on campus by working closely with student leaders and the events that they sponsor. Each Senator serves a one-year term; approximately half of the Senate seats are elected in the Fall, and the other half are elected in the Spring.

Since our inception as part of the original Student Assembly that was born out of a bail fund to support students protesting the Vietnam War in 1967, SU Senators strive to better the Washington University community by serving as a channel for student opinions and concerns. In past years, some of Senate’s work has included working to improve late-night transportation to off-campus apartments, recycling improvements, online course evaluations, and more. Each year, Senate strives to continue to improve campus life and advocate for issues concerning their fellow students.

Each Senator is required to work on a Senate project and to serve on one of the four standing committees. Projects range in size and scope from increasing student voter turnout to getting the university to increase the use of recycled paper, to rerouting the shuttle system. Senators work with student groups, school administrators, and the local community to find the best solution to students’ concerns. The standing committees of

the Senate include the Diversity and Inclusion Committee, Campus and Residential Experience Committee, Health and Wellness Committee, and Academic Affairs Committee. These committees serve to guide senate projects and act as a sounding board for potential resolutions.

The term of office for Senators spans the inauguration after this election until the inauguration after next Spring's election.

Candidates running for Senate are highly encouraged to schedule a meeting with the current Speaker of the Senate, Hussein Amuri ([senate@su.wustl.edu](mailto:senate@su.wustl.edu)), to learn more about the duties and responsibilities of a Student Union Senator

### ***Treasury Representative***

The top eleven (11) vote-getters will be elected.

Candidates with the highest number of votes will be elected to serve as a Treasurer until all of the seats up for election have been filled. In order to be eligible for a seat in the Senate, a candidate must be on the ballot or receive seventy-five (75) write-in votes.

The Student Union Treasury is the primary body responsible for allocating the Student Activities Fee, as well as all additional Student Union monies and resources. Treasury's main tasks include approving new student groups, approving appeals and budgets from student groups, and passing the Student Union General Budget. As one of the two houses in the Legislative Branch, it consists of 22 students representing the entire undergraduate student body.

There are two standing committees in the Treasury; each Treasury Representative is required to serve on one of the two committees. The Budget Committee is responsible for the allocation of funds to student groups through the annual budget request process. The Activities Committee serves as Student Union's liaison to student groups and is responsible for approving New Group and Category Change applications and programming for the Activities Fair.

The term of office for Treasury Representatives spans from inauguration following this election to inauguration following next Spring's election.

*Candidates running for Treasury are highly encouraged to schedule a meeting with the current Speaker of the Treasury, Mishka Narasimhan ([treasury@su.wustl.edu](mailto:treasury@su.wustl.edu)), to learn more about the duties and responsibilities of a Student Union Treasurer.*

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## **Eligibility:**

Candidate eligibility is explicitly outlined in the Student Union Statutes, Article IV §3. Emphasis is placed on these requirements, in particular:

- **Article IV §3(a) (All Candidates):**
  - Candidates for executive, legislative, or class council office must be available for the entire term of office for which they are running.
- **Article IV §3(b) (Executive Board):**
  - Candidates for executive office must have a minimum 2.5 cumulative grade point average and must be in good academic standing as defined by their primary academic division.
- **Article IV §3(e) (All Candidates):**
  - No person who has been found in violation of University policy pertaining to violence against other persons or actions that harm student groups, as determined by the Office of Student Conduct and Community Standards, and who has not fully met the University-determined sanctions for their actions may run for office.

*(Adherence to these qualifications will be checked by Campus Life. Clearance to run will be given within the first week of the campaign period. Any non-compliance will be addressed accordingly)*



## **Campaign Rules:**

1. Herein, “candidates” refers to all candidates for office, the campaign members/staff of all candidates for office, and all student groups petitioning for block funding.
2. All campaign events and activities must be held in adherence to University guidelines.
3. All candidates must submit their candidacy form on WUGO prior to the mandatory candidates’ meeting.
4. No form of campaigning, campaign advertising, or direct solicitation of votes may be publicly published, posted, or distributed prior to the official campaign period. This clause does not limit the free speech of any individual to discuss issues concerning this campus. (See Appendix: “Official Campaign Period.”)
5. No student group funds may be used for any campaign-related activities.
6. Candidates may not approach students in dorms to discuss campaign happenings.
7. Any food products used for campaigning purposes must be pre-packaged.
8. All campaign events must be open to all undergraduate students, meaning that no candidate can turn a member of the undergraduate student body away from any campaign event (see Appendix: “Campaign Events”).
9. No elected representative may endorse a candidate for office unless as part of a co-campaign.
  - a. Candidates may receive endorsements from student groups and organizations on campus but must have express permission from these organizations and must fill out the [Endorsements Google Form](#) (see Appendix: “Endorsement Procedure”).
  - b. Once the form is submitted, candidates may post publicly indicating they have received an endorsement and student groups may post publicly indicating their endorsement of the candidate.
  - c. SU executive officers and other members of SU may only endorse candidates if the officer in question is themselves a candidate and is endorsing from their role as a candidate.
    - i. This is done with the intention of allowing individual candidates who are running for office in conjunction with other candidates to endorse their co-campaigners.
  - d. SU executive officers and other members of SU that are not candidates may not endorse any candidate for any position.

- e. Candidates receiving endorsements from seated representatives campaigning for election may not use the current seated representatives title in any endorsement post.
  - f. All determinations as to whether endorsement procedures by seated representatives have been violated or not will be made by the Election Commission. Candidates will be informed of infractions of this rule by the Election Commissioner.
    - i. The Election Commission will determine the proper penalty for Candidates violating these procedures based on intent, frequency, and severity of the infraction.
  - g. Liking a page and liking posts by a candidate is not considered an endorsement.
  - h. SU legislative and judicial bodies, executive entities, class councils, and school councils may not endorse candidates for office.
10. Any fraudulent activity on the part of one candidate to discredit or incriminate another candidate during the campaign period shall result in the immediate disqualification of the offending candidate.
  11. Candidates must respect the dignity of all individuals and parties while campaigning. This policy extends to all discriminatory remarks or actions on the basis of race, religion, gender identity, sexual orientation, caste, or other types of discrimination deemed inappropriate by the Election Commission.
  12. Incumbent status will not be noted on the ballot by the Election Commissioner but can be noted in any way a candidate wishes in the candidate's statement. The full candidate's statement will be available in a pop-up for each candidate.
  13. Falsifying any part of a candidate's statement may result in disqualification or deduction.
  14. Any false representation of endorsement may result in disqualification or deduction.
  15. When posting on social media, candidates must tag the Student Union (@washu\_su) in all posts so as to monitor campaign performance and rule adherence.
  16. Candidates may not utilize the SU logo on any campaign materials.
  17. Tables, booths, and other reasonable types of physical spaces may be set up by candidates and/or campaign staff in order to campaign but must comply with University guidelines on reservable spaces. When election polls are open, no voting may actually occur in or around these spaces. Candidates and campaign staff may not under any circumstances put voters in a position where the voter is voting in front of or near the candidate or any campaign staff member.
  18. In the event of a tie, the Election Commissioner shall hold a run-off election to determine the winner of the contested position. Such a run-off election will be on a new ballot and

polling will last for twenty-four (24) hours. Polling will open no earlier than twenty-four (24) hours and close no later than seventy-two (72) hours after the conclusion of the Spring Student Union election. All of the normal regulations on voting, ballots, and campaigning will apply to the run-off election.

## **Posting Rules:**

1. Candidates must place their preferred first and last names on any advertisements.
2. A maximum of one (1) flier per public posting bulletin board or kiosk is allowed on the South 40. A maximum of two (2) flyers per public posting bulletin board or kiosk are allowed on main campus. Postings may only be attached to public posting boards and no other surface.
3. Candidates must adhere to all University posting policies.
4. No stickers are allowed. No permanent adhesives may be used on any surface. Nothing may be placed on the floor of any building or under the doors of residents.
5. No school property may be painted, including the Underpass.
6. Advertisements may not promote or advertise drugs or alcoholic beverages.
7. Chalking is only allowed on uncovered sidewalks. No other surfaces including trees, sculptures, barriers, ledges, vertical surfaces, sloped surfaces, or sidewalks covered by any form of roof or overhang may be chalked. Only dry (talc) chalk may be used. Chalking on any prohibited surface or with any other form of chalk may be subject to fines and/or penalties from the University, as well as from the Election Commissioner. (See Appendix: "Chalking")
8. No form of advertisement may be placed in or on the physical ground of University property except for chalking on uncovered sidewalks as described in Posting Rule #7.
9. The Election Commissioner must be made aware of any online resources used to campaign and must be invited to any internet/social networking groups or events used to campaign. Student Union social media must be tagged in any posts online.
10. Candidates may not use the Student Union or University logos on any campaign materials.

## **Outside Influence**

Organizations created with the sole purpose of influencing elections (i.e. SuperPACs) shall not be allowed to campaign or post for individual candidates or groups of candidates. The designation of these groups as to their purpose shall be left to the discretion of the Election Commission. If the Commission deems one of these groups has been created and has been active in influencing the election results it may refer the individuals responsible to the Student Conduct Board under the Washington University Student Code of Conduct.

If violations to these regulations are seen and have not yet been dealt with, they may be reported

through the form listed here: [VIOLATIONS REPORTING FORM](#)

## **Candidates' Right to Appeal:**

Candidates have the right to submit a grievance if they believe that they were not given an equal opportunity during this election. Candidates also have a right to submit a grievance if they believe that the election rules are in violation of the Student Union Constitution or Statutes, or if they wish to appeal a decision of the Election Commissioner.

Email [judicial@su.wustl.edu](mailto:judicial@su.wustl.edu) for more information.

## **Violations:**

<b><u>Type:</u></b>	<b><u>Penalty:</u></b>	<b><u>General Criteria:</u></b>
Warning	Warning with attached time frame for remedy	<ul style="list-style-type: none"><li>• All first-time offenses that are not egregious or flagrant</li><li>• There will be a maximum of one (1) warning allowed per candidate for the entire campaign period</li></ul>
Level 1 Violation	prohibited from in-person campaigning	<ul style="list-style-type: none"><li>• Petty non-first-time violations</li><li>• Failure to remove or remedy first-time violations, which started as warnings, during the allotted time frame</li></ul>
Level 2 Violation	15 vote deduction	<ul style="list-style-type: none"><li>• Petty violations that are particularly public in nature or could reasonably affect more than a handful of voters</li></ul>
Level 3 Violation	25 vote deduction	<ul style="list-style-type: none"><li>• Automatic penalty for any repeated violation of the same rule</li><li>• Serious violations, potentially involving foul play, but do not warrant disqualification</li></ul>
Disqualification	Disqualification	<ul style="list-style-type: none"><li>• Egregious or flagrant violations</li><li>• Violation of a rule that enumerates disqualification as the consequence for violation</li><li>• Automatic penalty for 4th total violation in a given campaign period</li></ul>

*The Election Commission makes all final determinations about penalties for violations.*

## **Voting and Ballots:**

1. No person may cast more than one (1) ballot per election.

2. There shall be no proxy voting.
3. Write-in candidates are permitted; a write-in candidate who obtains the most votes in a race will be considered the legitimate winner upon a minimum threshold of (75) votes.
4. Elections will be completed electronically and tabulated by computer.
5. All cast ballots are final and may not be recast.
6. The top vote-getter in each Executive Board race will be declared the winner.
7. Treasury and Senate candidates will be decided using a Plurality Voting System:
  - a. The top 11 Treasury candidates will be declared winners.
  - b. The top 11 Senate candidates will be declared winners.

## **Results Notification:**

Full election results will be posted on the Student Union Instagram. The results are exported, formatted, and uploaded upon their receipt.

If there are any questions about elections, rules, or Student Union in general, please contact the Election Commissioner at [elections@su.wustl.edu](mailto:elections@su.wustl.edu).

## **Expenses and Expenditure Reports:**

- 1) Candidates for office may spend up to \$50 in support of their candidacy. The Student Union will not reimburse any candidate for money spent on campaigning.
  - a) Any money spent on co-campaigning events must be counted towards all participating candidates' expenditure reports in full.
- 2) All candidates for office must submit an expenditure report by Friday, April 7th, 2023 at 12:15 am CT. The expenditure report shall itemize all expenses, including those for advertisements, posters, paid staff, events, supplies, and all other expenses. Original itemized receipts are required for all expenses. If the expenditure report is not submitted by this deadline time, the candidate may be disqualified from the election. (See Appendix: "Expenditure Reports")
- 3) In the event that goods or services are donated to a candidate, the estimated value of the goods or services shall be included in the expenditure report. All materials and services shall be valued at fair market price. If you have any questions about this provision, contact the Election Commissioner.
- 4) Endorsements by students, faculty, or staff of Washington University shall have no monetary value.

- 5) Print media, radio messages, word-of-mouth, and the like that are not paid for have no monetary value, are not considered campaigning or advertising, and are not subject to the posting rules specified elsewhere in this Election Packet.
- 6) Any candidate for office who exceeds the maximum expenditure limit may be disqualified.
- 7) Submitting a fraudulent, incomplete, or otherwise falsified expenditure report may result in disqualification.

# **Appendix:**

## **I. Official Campaign Period**

The campaign period begins at a time set by the Election Commissioner and is published in the official election packet for a given election cycle. The campaign period ends at the exact time when the election period ends.

Candidates for office may not, under any circumstances, officially announce their candidacy or begin campaign activities before the prescribed start time of the official campaign period.

Candidates are allowed to prepare for the campaign; however, no public action may be taken until the start of the official campaign period.

### *Examples*

- A candidate may create a private social media event/page visible only to them and get it set up for their campaign prior to the start of the official campaign period, but they may not share it with anyone including potential campaign staff until the official campaign period begins.
- A candidate may design posters for their campaign prior to the start of the official campaign period, but no posters may be printed or posted prior to the start of the campaign period.
- No candidate may announce their candidacy publicly – verbally, in written form, or otherwise – until the start of the official campaign period.

## **II. Campaign Events**

Campaign events must be open to all students.

Candidates are not required to make special efforts to publicize campaign events beyond word-of-mouth. However, when a campaign event is in progress, at least one sign must be posted outside of the building, room, or area in which the event is being held to note that a public campaign event for a specific candidate (who must be named on the sign) is being held. No undergraduate student may be turned away from a campaign event by a candidate or campaign staff member for any reason. If a candidate believes that they have a viable reason to ask a member of the student body to leave a campaign event, they must contact the Election Commissioner immediately and take no further action until the Election Commissioner makes a decision.

Under no circumstances can alcohol be served, nor may any other University policy be violated at a campaign event.

### III. Collaboration and Endorsements

Endorsements are to take the form of verbal endorsements or written testimonials. Verbal endorsements may occur casually at campaign events and need not follow endorsement procedure. Written testimonials may be used and excerpted for any purpose with the consent of the endorser and must follow the procedure outlined in Appendix IV and abide by all endorsement rules highlighted in Election Packet: Campaign Rule 9.

Although Student Union legislative and judicial bodies, executive entities, class councils, and school councils may not endorse candidates, individuals within these bodies may verbally endorse candidates.

### IV. Endorsement Procedure

Endorsements (as outlined in Campaign Rule 9) must be submitted via [Google Form](#) prior to public posting about said endorsement. **Posting about an endorsement, either by a student group or a candidate, prior to submission of this form may result in sanctions.** It is the endorsing candidate or group's responsibility to submit their endorsements prior to posting and abide by all rules and regulations surrounding endorsement procedures. Any false representation of endorsement by a candidate may result in deduction or disqualification. Groups posting endorsements may not use the Student Union or University logos on any campaign endorsements. Questions regarding the endorsement process should be directed to the Election Commissioner ([elections@su.wustl.edu](mailto:elections@su.wustl.edu)).

### V. Expenditure Reports

*Example:*

ITEM	QUANTITY	PRICE	TOTAL
Black & White Posters	50	\$0.04	\$2.00
Color Posters	12	\$0.25	\$3.00
Chalk	1 pack	\$3.50	\$3.50
Paid video editing services	2 hours	\$20.00	\$40.00
<b>TOTAL</b>			\$48.50

*\*The prices in this table are not based on actual prices of any of the goods or services listed.*

### VI. Chalking

*Specific regulations pertaining to chalking:*

- Only dry (talc) chalk may be used.



- Only main sidewalk surfaces (concrete and the common poured sidewalk surface on campus) may be chalked; under no circumstances can brick sidewalk edges or limestone (particularly found in the South 40) be chalked.
- Chalking on ledges, barriers, vertical surfaces, or sloped surfaces of any kind, including the sloped barriers outside of Lee and Beaumont Halls and like sloped surfaces, regardless of the material of the surface, is prohibited.
- Slightly sloped surfaces that are clearly meant to be mainstream walkways (i.e. slight ramps) may be chalked.
- No part of any chalk advertisement may be on a portion of the sidewalk covered by trees, roofs, overhangs, or covered in any other way.