

Spring 1-1-2014

## Senate Bill SB-14S-2743 Updates Title VI, Election and Appointments Code Revisions

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*University of North Florida*

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# SENATE LEGISLATION

## SB-14S-2743

1

### *SB-14S-2743: Title VI Revisions*

2 Whereas: The Student Government of the University of North Florida was established to  
3 represent student concerns in all University wide matters; and

4 Whereas: The Student Senate is the legislative body of the University of North Florida's  
5 Student Government given the responsibility of carrying out such legislative acts that  
6 are necessary and proper for the Student Body of the University of North Florida;  
7 and;

8 Whereas: Legislation dealing with necessary and proper statutory revisions shall be considered  
9 by Student Senate; and

10 Whereas: Title VI is in need of revision. The Elections Supervisor believes that various  
11 procedures need to be updated.

12 **Furthermore:** The following revisions are being proposed to Title VI;

### TITLE VI: THE ELECTION AND APPOINTMENTS CODE

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Chapter ~~617~~6168 ~~Assuming Office~~Invalidation  
Chapter ~~618~~617 ~~Appointments to Senate~~ Assuming Office

#### Chapter 600: Introduction and Guidelines

##### 600.1 Introduction

- A. In accordance with Florida Statutes (Title XLVIII Chapter 1004.26), "Each student government shall be organized and maintained by students and shall be composed of at least a president, a student legislative body, and a student judiciary. The president and the student legislative body shall be elected by the student body; however, interim vacancies and the student judiciary may be filled in a manner other than election as prescribed by the internal procedures of the student government." Therefore, the University of North Florida Student Government will hold General and/or; Special, and/or Inter-Collegiate Elections occurring during the fall and spring semesters to elect a President, Vice-President, and Student Senators.
- B. The standing committee of the University of North Florida (UNF) Senate assigned the responsibility for oversight, review, and periodic update of the policies expressed in the Election and Appointments Code shall be known as the Elections & Appointments Committee (E&A).
- ~~C. The ad-hoc committee of the UNF Senate assigned certain electoral responsibilities during an election cycle shall be known as the Elections Commission (EC). Such responsibilities shall be prescribed in Chapter 605.~~
- ~~D.C.~~ Amendments to the Election and Appointments Code are subject to the normal legislative process and require two-thirds (2/3) approval from Senate.
- ~~E.D.~~ For sSenatorial,~~—and—e~~Executive eElective oOffices and aApportionment refer to Article V of the Constitution.



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1  
2 **Chapter 601: Definitions**

3  
4 The following words and phrases, when used in this title, shall be defined as the following:

- 5  
6 A. **Billboard Campaigning-** Placement of constructed materials (i.e.: road  
7 signs, plywood billboards, posters, etc.), advertising or calling for  
8 support of a specific candidate(s) or party for an elective office of  
9 Student Government.
- 10  
11 B. **Campaigning-** All publicizing and/or distribution of campaign  
12 materials (i.e.: flyers, handbills, food, etc.) on campus which solicits  
13 or calls for support of a candidate(s) or party for an elective office of  
14 Student Government during the campaign period.
- 15  
16 1. **Active Campaigning-** Campaigning in which the person  
17 engages individuals on campus with campaign materials. One  
18 example is a candidate passing out flyers or other  
19 promotional materials to a constituent.
- 20  
21 2. **Passive Campaigning-** Campaigning in which individuals call  
22 for support of a candidate without soliciting others in an  
23 active or verbal manner.
- 24  
25 3. **Verbal Campaigning-** Campaigning with sign language and/or  
26 speech (including internet).
- 27  
28 C. **Campaign Expense-** the full cost of all materials used to support or  
29 promote a party's or individual's Student Government election  
30 campaign.
- 31  
32 D. **Campaign Guidelines Document-** A university document derived  
33 separately from the Election and Appointments Code, and designed  
34 to inform candidates of University and University-related regulations  
35 relevant to campaigning.  
36



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  - 37
- E. Campaign Materials- All written or printed materials and items that are distributed in a manner which advertises or calls for support of a specific candidate(s) for elective office.
- F. Candidate- Any student who has submitted a full application and has been certified by the Election Supervisor. Anyone who has attempted to declared candidacy by submitting a Declaration of Intent has the same rights & responsibilities as a candidate. Any student who has properly submitted all of the necessary paperwork and has met the eligibility requirements for seeking an elective office of Student Government (i.e.: Senator, President, etc.).
- G. Day- As referred within the Election and Appointment -Code or mentioned as business day, shall be defined as being weekdays (Monday through Friday), 8am-5pm, during academic sessions. Academic Sessions include spring, summer and fall semesters only. Spring Break and University Holidays shall not be considered as business days.
- H. Election Cycle- The Election Cycle will begin at the deadline for the Declaration of Intent and will end upon validation of the Election.
- I. Fair Market Value: The price that a seller is willing to accept and a buyer is willing to pay on the open market without exclusive discounts.
- J. Full Cost- The total dollar amount spent toward the purchase of a good or service.
- K. Incumbents- Individuals who currently hold an office in Student Government. Appointees are considered incumbents.
- L. Party- A political group, organized to promote and support common goals through the use of shared campaign materials and/or monetary resources.



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- 1
- 2 M. Polling Region- A seventy-five foot (75') radius surrounding the
- 3 polling station. Mmeasurements will be enforced in a linear and
- 4 vertical manner. -
- 5
- 6 N. Exit Polling- A sample poll taken by any A&S Fee paying student,
- 7 immediately following the casting of the votes.
- 8
- 9 O. Exit Polling Barrier- A twenty foot (20') radius surrounding the
- 10 polling station.
- 11
- 12 P. Plebiscite- A senatorially approved question or legislative act which is
- 13 placed on the official ballot during an election for majority vote by
- 14 the electorate. The decision of the majority of votes that are cast is
- 15 non-binding but will stand as a strong suggestion from the Student
- 16 Body to Student Government and the University
- 17
- 18 Q. Statute of Limitations- A statutorily prescribed time limit in which
- 19 any election complaint may be filed.
- 20
- 21 R. Ticket- Two (2) candidates cooperatively engaged in a campaign for
- 22 President and Vice-President.
- 23
- 24 S. Total Campaign Cost- The sum of all campaign expenditures as
- 25 reported by a candidate, ticket, or party.
- 26
- 27 T. Validation- Action taken by the Senate that formally acknowledges
- 28 and ensures the accuracy of the vote totals as presented by the
- 29 Elections Supervisor.
- 30

### **Chapter 602: Elections and Appointments Committee**

- 31
- 32
- 33 602.1 The Elections and Appointments (E&A) Committee is one of five standing
- 34 committees of the Student Government Senatē. The E&A Committee is
- 35 responsible for; overseeing and enforcing the Election and Appointments
- 36 Code outside the election cycle;; planning and organizing all elections, and
- 37 evaluating appointments to the Senate.
- 38



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602.2 The Elections & Appointments Committee shall set all dates and deadlines, create a calendar, and organize a debate or forum for all Elections.

602.3 The Elections & Appointments Committee shall schedule the Fall and Spring General and Inter-College Elections between six (6) to twelve (12) weeks into the semester, excluding spring break. ~~General and Inter-College Elections must occur at the same time.~~

602.4 The Elections & Appointments Committee has the sole authority to forward appointees to Senate.

### **Chapter 603: Appointment to the Senate**

Vacancies within the Senate may be filled by appointment.

#### 603.1 Qualifying for appointment

To qualify for appointment, one must:

- A. Be an A&S fee paying student, enrolled in at least one (1) class at the University of North Florida.
- B. Have at least a 2.25 grade point average, unless one has attended the University of North Florida for less than (1) semester.

#### 603.2 Appointment Process

To become an appointee, one must:

- A. Attend at least one (1) full Senate meeting and go on record stating their first and last name during the time allotted for recognition of students seeking appointment.
- B. Submit a completed time stamped application by 5:00 pm on the third (3rd) business day immediately following their Senate Announcement. In the event that there are no available Senate Seats,



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the Elections Supervisor will hold the applications according to time stamp. The application will expire in ninety (90) days.

1. A completed application consists of the following:
  - i. A Student Government Signature Page: Appointment candidates must meet with the Student Government Advisor, Senate President and Senate President Pro-Tempore to better understand their roles within Student Government and relevant practices and policies as well as all standing committee chairs to learn the responsibilities and expectations of each committee.
  - ii. Candidate Information Page and Appointee Questionnaire.
  - iii. Student Endorsement relevant to the position sought as stipulated in Title VI, signature stipulations must be printed in the application packet.

C. Attend two (2) of the ~~four (4)~~ five(5) committees' meetings, in their entirety, in which he or she is interested and obtain signatures to gain a better understanding of committee operations. This Attendance Form is due by 5:00pm on the business day following committee attendance.

D. Attend an E&A meeting prior to the next scheduled Senate meeting for a Question & Answer Session. Upon approval by a 2/3 vote, the appointee is forwarded to Senate for confirmation. If an appointee has not attended and/or been reviewed by E&A within ninety (90) days of submitting their application, the appointment is then voided.

1. If more appointment applications are submitted then senatorial seats are available, E&A shall vote to fill the vacant seats at one time, after having been presented with all appointment applications on the agenda. Appointees who





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2

were not forwarded to committee in this instance shall have their application on remain valid for ninety (90) days.

3

4

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- E. An appointee is granted appointment to the Senate by a two-thirds (2/3) vote of the Senate.

6

7

8

#### 603.3 Installation

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- A. After being appointed to the Senate, an appointee will assume office immediately following installation by the Chief Justice or another member of the Judicial Council as designated by the Chief Justice. Installation will occur during the same Senate meeting where possible, or at the ~~following~~ subsequent Senate meeting.

11

12

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- B. The oath as stated in Title VI will be used to install those appointed. If the Chief Justice or a designee is not available the Senate President shall administer the oath.

17

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#### Chapter 604: Election Timeline

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The following timeline will aid in the Election in that it outlines the specific time requirements set forth in this title. The Election Supervisor shall compile a candidate timeline with relevant dates. This timeline shall be distributed with the Candidate Application. This timeline shall be distributed with the Candidate Application.



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Election Timeline	
Attribute	Time Period
<ul style="list-style-type: none"> <li>Candidates must attend one (1) Senate and two (2) Committee meetings</li> </ul>	Within the same school semester as the Elections
<ul style="list-style-type: none"> <li>Declaration of Intent</li> <li>Acknowledgement and Release Form</li> <li>Party Registration/ Re-Registration</li> </ul>	Due <del>on the second</del> <u>two (2) business</u> days prior to the last opportunity to fulfill their Senate and Committee obligations
<ul style="list-style-type: none"> <li>A list of all candidates who submitted a Declaration of Intent must be posted for two (2) business days</li> </ul>	On the business day succeeding the Declaration of Intent Deadline
<ul style="list-style-type: none"> <li>Three (3) Candidate seminars must be held</li> </ul>	Between the Declaration of Intent Deadline and the Candidate Application Deadline
<ul style="list-style-type: none"> <li>Candidate Applications Due</li> </ul>	On the fifteenth (15) business day preceding the Election
<ul style="list-style-type: none"> <li>Sample Ballot must be posted and remain up for two (2) business days</li> </ul>	On the business day succeeding the Candidate Application Deadline
<ul style="list-style-type: none"> <li>Candidate qualifications must be checked</li> <li>All unqualified candidates must be notified</li> </ul>	<del>On</del> <u>By the fifth (5)</u> <del>fourth (4)</del> business day succeeding the Candidate Application Deadline
<ul style="list-style-type: none"> <li><del>Candidate may submit a request for judicial Appeal on any disqualifications as outlined in 615.3. Candidate may petition disqualification to the Elections Primary Court</del></li> <li>Candidate may appeal Party Naming Restrictions through Judicial Appeal, outlined in 615.3.</li> </ul>	Within two (2) business days of notification of disqualification
<ul style="list-style-type: none"> <li>The Judicial Branch will meet to review appeals</li> </ul>	<u>Between six (6) and eight (8) days succeeding the Candidate Application Deadline</u>
<ul style="list-style-type: none"> <li>Billboard and Active Campaigning begins</li> </ul>	On the tenth (10) business day preceding the election
<ul style="list-style-type: none"> <li>Elections Supervisor will host at least one (1) Public Debate. <u>If sponsored by Student Government, it may take place within polling regions.</u></li> </ul>	No Earlier than the day Billboard Campaigning begins
<ul style="list-style-type: none"> <li>Elections information must be posted in a public media forum (ex. Spinnaker, SG Website, SG Social Media, etc.) <del>the Spinnaker</del></li> <li>Absentee Ballot information must be posted in <del>the Spinnaker</del> a public media forum.</li> </ul>	At least once prior to the start of the Elections
<ul style="list-style-type: none"> <li>Absentee Ballots must be made available</li> <li>Ballots may not be changed after this day.</li> </ul>	On the fifth (5) business day preceding the Election
<ul style="list-style-type: none"> <li>Supervisor must tape off Polling regions</li> </ul>	On the second (2) business day preceding the Election
<ul style="list-style-type: none"> <li>Elections</li> </ul>	Six (6) to twelve (12) weeks into the semester (fall/spring)
<ul style="list-style-type: none"> <li>Absentee Ballots due</li> </ul>	At the closing of the polls of the last day of the Election



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<ul style="list-style-type: none"> <li>• Complaints to Invalidate Elections due</li> <li>• All candidates are responsible for removing campaign materials</li> <li>• Financial Statements due</li> <li>• Elections Complaints due</li> </ul>	The end of the business day immediately succeeding the elections
<ul style="list-style-type: none"> <li>• Supervisor must release unofficial results as long as they are available</li> </ul>	No earlier than the end of Candidate Complaints deadline
<ul style="list-style-type: none"> <li>• Elections supervisor must file complaints that occur after the close of elections to the Attorney General</li> </ul>	Before Election is validated in Senate
<ul style="list-style-type: none"> <li>• The <del>Elections Primary Court</del> Attorney General will review all complaints for merit</li> </ul>	Within <del>three (3)</del> <u>two (2)</u> business days after the complaint filing deadline
<ul style="list-style-type: none"> <li>• The Elections Primary Court will <del>hold hearings to determine the type of violations that occurred</del> <u>meet to review and establish merit on violations.</u></li> </ul>	Within three (3) <del>to five (5)</del> business days after merit is determined
<ul style="list-style-type: none"> <li>• All decisions made by the Elections Primary Court may be appealed to the Elections Supreme Court</li> </ul>	Within one (1) business day after the ruling
<ul style="list-style-type: none"> <li>• The Elections Supreme Court must hear and vote on all appealed Complaints</li> </ul>	Within three (3) <del>to five (5)</del> business days after an appeal
<ul style="list-style-type: none"> <li>• The Senate must vote on Validation of the Elections</li> </ul>	<u>No later than ten (10) business days after the last day of the election if all appeals to Judicial Council have been resolved</u> <del>At the Senate meeting following Elections</del>

2



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2       **Chapter 605: Elections Supervisor**

3  
4           605.1 The Chairperson of the Elections & Appointments Committee will serve as  
5           the Elections Supervisor and shall assume the following powers, duties, and  
6           responsibilities; ~~once the Election Cycle has commenced:~~

- 7  
8           A.     Seek an opinion of the Student Government Elections and  
9           Appointments Code from the Attorney General when the need  
10           arises.  
11  
12           B.     Compile and revise the Campaign Guidelines Document pending  
13           approval of the E&A Committee.  
14  
15           C.     The Elections Supervisor, with the assistance of the Student  
16           Government Advisor, shall investigate the qualifications of all  
17           candidates and may reject candidates that do not satisfy requirements  
18           specified within the Election and Appointments Code.  
19  
20           D.     Disqualify candidates who fail to submit all forms correctly by set  
21           deadlines.  
22  
23           E.     Disqualify candidates who make false statements about their  
24           qualifications for office.  
25  
26           F.     Notify unqualified candidates in writing. Any disqualified candidate(s)  
27           may appeal to the ~~Elections Primary Court~~ Judicial Branch through  
28           Judicial Review ~~Judicial Appeal~~.  
29  
30           G.     Publish adequate information concerning elections in a format readily  
31           accessible to any member of the student body. This shall be done  
32           throughout the election cycle.  
33  
34           H.     Adequately publicize and conduct at least one (1) public debate or  
35           forum.  
36  
37           a.     The Elections Supervisor has the authority to approve or  
38           deny debates or forums sponsored by an A&S-funded entity.



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- 3 I. Create a visual display at each polling station which contains
- 4 candidate pictures and platform statements. All portraits must be
- 5 generally the same size and the display shall be formatted in a similar
- 6 way as the official ballot.
- 7
- 8 J. Mark off the polling region and exit polling barrier with tape or other
- 9 tangible items.
- 10
- 11 K. Shall ensure that all absentee ballots submitted and awaiting
- 12 tabulation are secure from damage, loss, theft, or alteration.
- 13
- 14 L. Invalidate absentee ballots that are submitted improperly according
- 15 | to the Student Government Statutes Election and Appointments
- 16 | Code.
- 17
- 18 M. Must file any and all elections complaints that occur within the
- 19 | election cycle. ~~after the close of elections~~ (Example: Financial
- 20 | complaints and Campaign materials).
- 21
- 22 N. Maintain the final results of all elections as permanent public record.
- 23
- 24 O. Issue Certificates of Election to elected candidates. These certificates
- 25 must be signed by the President and the Elections Supervisor.
- 26
- 27 P. Submit a bill validating the election to the Senate President after
- 28 confirming no outstanding election violations or requests for
- 29 invalidation with the Chief Justice. This bill will be placed
- 30 immediately on Second Read.
- 31
- 32 | 605.2 All decisions disqualifying candidates made by the Elections Supervisor may
- 33 | be appealed to the ~~elections courts~~ Judicial Council within two (2) business
- 34 | days from candidate notification, unless defined otherwise in the Elections
- 35 | Timeline.
- 36



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2 606.1 Poll workers shall be responsible for running the polls efficiently and filing all  
3 witnessed violations of the election code.

4  
5 1. All Senators who are not running in the election shall be required to  
6 be-work the polls on election days.

7  
8 2. Poll Workers shall:

9  
10 A. Meet once prior to the election at a meeting held by the  
11 Elections Supervisor to review election-day procedures.

12  
13 B. Work at the polls for a minimum of four (4) hours.

14  
15 1. Failure to work the polls will result in the assessment  
16 of three (3) absentee points per hour missed, which  
17 may be appealed to the Senate President as outlined  
18 in the Senate Policies and Procedures.

19  
20 C. Enforce all rules and procedures outlined herein and all other  
21 rules/laws applicable to the candidates by filing violations to  
22 the Attorney General.

23  
24 D. Adhere to the following polling station procedures:

25  
26 1. Keep the polling station clear of campaign materials  
27 at all times during elections.

28  
29 2. Ensure voter privacy through all reasonable measures.

30  
31 3. Disallow exit polling within twenty feet (20') of the  
32 polling station ~~and~~ any campaigning within the  
33 polling region.

34  
35 4. Poll workers should refrain from supporting parties  
36 or candidates in the election. (Example: apparel that  
37 signifies a certain party)  
38



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#### 606.2 Duties of the Student Government Advisor

- A. ~~The Advisor shall be unbiased and aware of all policies and procedures surrounding the election.~~
- B. ~~The Advisor shall assist the Election Supervisor in investigating the qualifications of all candidates.~~
- C. ~~In the event of an election code violation, the Advisor is to be made aware of the violation by the Attorney General.~~

#### Chapter 607: Candidacy

607.1 Qualifying for Candidacy: To qualify as a candidate for Student Government elective office, one must: be an A&S fee paying student, enrolled in at least one (1) class during both the fall and spring semester, and maintain a 2.25 GPA or higher unless one has attended the University of North Florida for less than one (1) semester. A student may not run in if such student is in a position to be formally involved with the adjudication process.

~~To qualify as a candidate for Student Government elective office, one must: be an A&S fee paying student, enrolled in at least one (1) class during both the fall and spring semester, and maintain a 2.25 GPA or higher unless one has attended the University of North Florida for less than one (1) semester. A student may not run in if such student is in a position to be formally involved with the adjudication process.~~

607.2 Candidacy may be withdrawn up to the time the ballot may no longer be changed by presenting a written and signed statement of withdrawal to the Elections Supervisor.

607.3 Becoming a Candidate: To become a candidate for Student Government elective office, one must submit a completed Candidate Application. Each form referenced hereafter is considered part of the Candidate Application which can be obtained through the Student Government office or the Student Government website.



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~~To become a candidate for Student Government elective office, one must submit a completed Candidate Application. Each form referenced hereafter is considered part of the Candidate Application which can be obtained through the Student Government office or the Student Government website.~~

A. A completed application shall consist of the following forms with their deadlines being found on the elections timeline:

1. Declaration of Intent Form:

a. Must contain the candidate's name as reflected by his/her Osprey1Card.

b. The Declaration of Intent must also have the name by which a candidate wishes to appear on the ballot.

i. Only Common alternate names are acceptable (example: a candidate named "Robert" could request to be referred to as "Rob," "Bob," "Bobby," etc. on the official ballot).

c. Once a Declaration of Intent has been submitted the student will have the same rights & responsibilities as a candidate, even though they are not officially a candidate until their entire Candidate Application has been submitted and approved.

2. Party Affiliation Form:

a. Note: any candidate desiring to run with a party must obtain the signature and N-Number of the current party chair. Party Affiliation Forms not meeting this requirement shall be considered invalid.

3. Student Government Authorization and Release Form





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4. Candidate Information Form
  5. Student Endorsement
    - a. Those seeking Senatorial seats must submit at least one hundred fifty (150) signatures.
    - b. Those seeking College Seats must submit at least one hundred fifty (150) signatures, with at least fifty (50) being of students from their respective college.
    - c. Those seeking a presidential/vice-presidential ticket must submit at least four hundred fifty (450) signatures.
    - d. Presidential/vice-presidential incumbents, in which both individuals are the same and running for the same office, are not required to receive student endorsement.
    - e. Each signature must represent a current A&S fee-paying student of the University of North Florida and shall be accompanied by the student's N-number and printed name.
  6. Senate and Committee Attendance Forms
  7. Code of Ethics Form
  - ~~8. Elections Timeline and Calendar~~
  8. Senatorial Platform & Headshot Request Form
- B. Presidential, vice-presidential and senatorial candidates are required to attend the following:
1. One (1) ~~full~~ Senate and at least two (2) ~~full~~ Committees' meetings, in their entirety, in which he or she is interested



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and obtain signatures to gain a better understanding of committee operations. In the event of an extenuating circumstance, the candidate may be excused from attendance requirements through a written appeal to the Elections Supervisor. This appeal must be submitted with-in twenty-four (24) hours before the deadline to submit the candidate application.

~~In the event of an extenuating circumstance, the candidate may be excused from attendance requirements through a written appeal to the Elections Supervisor. This appeal must be submitted with-in twenty-four (24) hours before the deadline to submit the candidate application.~~

2. A Candidate Seminar, which shall be held on at least three (3) separate dates prescribed by the Elections Supervisor
  - a. In the event of an extenuating circumstance, the candidate may request a meeting with the Elections Supervisor. Such requests must be placed with-in twenty-four (24) hours after the final candidate seminar.
  - b. Failure to attend a candidate seminar or fulfill the provisions of Part A prior to application deadline shall result in a candidate's disqualification.

### Chapter 608: Party Registration

608.1 All parties and candidates associated with them are required to follow these guidelines.

#### 608.2 Party Formation

- A. All A&S-fee paying students have the right and ability to form a party.



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- B. In order for an A&S-fee paying student to register a party he/she must submit a Party Registration Form.

#### 608.3 Party Re-Registration

- A. In order for a party chair to re-register a party, he/she must submit a Party Registration Form.

- B. A party must re-register every spring semester as prescribed by the elections timeline. If a party fails to re-register, as prescribed by 6087.4B, then that party name may not be used until re-registration takes place, and that party will be considered inactive.

- C. If a party fails to re-register for two (2) election cycles following the one in which it was declared inactive, that party shall cease to exist and shall forfeit exclusive rights to its name.

#### 608.4 Party Registration Form

- A. This form shall be provided by Student Government and shall have spaces for the following:

1. The party's name
2. The current party chair's name, N-number, and signature (if applicable)
3. The new party chair's name, N-number, and signature

- B. This form shall be turned into the Elections Supervisor with the same deadline as the Declaration of Intent.

- C. Each party must have a designated party chair. Only A&S-fee paying students may become party chairs. Party chairs do not have to be candidates.



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- 1
- 2 a. If the current party chair is no longer an A&S-fee paying
- 3 student, he/she shall be allowed to remain party chair and
- 4 retain party rights until the end of the next two (2) election
- 5 cycles. However, the party is no longer eligible to be active if
- 6 the party chair is no longer an A&S-fee paying student.
- 7
- 8 b. No individual may be the party chair of more than one party
- 9 simultaneously. If a party chair would like to start a new
- 10 party, he/she must first declare his/her current party inactive
- 11 and forfeit all exclusive rights to that party.
- 12

#### 13 608.5 Naming Restrictions

- 14
- 15 A. The Elections Supervisor shall have the authority to deny a party
- 16 registration request on the grounds that it violates any of the naming
- 17 provisions contained in this section. ~~The candidate~~ A student has the
- 18 right to appeal any naming restrictions ~~to the Elections Courts as per~~
- 19 ~~the Election Timeline via the Judicial Review~~ Judicial Appeal process.
- 20
- 21 B. No party may register under a name that gives the impression of
- 22 University endorsement or that uses official University language.
- 23 Examples include but are not limited to: “The University of North
- 24 Florida Party,” “The Blue and Grey Party,” “The No One Like You,
- 25 No Place Like This Party,” “The Ozzie Party,” or “The Osprey
- 26 Party”.
- 27
- 28 C. No party may have the same name or give the impression of having
- 29 the same name as another registered party. Examples include but are
- 30 not limited to: “The Kool Party” and “The Cool Party,” or “The
- 31 Rock Party” and “The Rockk Party”.
- 32
- 33 D. No party may register a party name as “No Party Affiliation” or any
- 34 name with the word “Independent”.
- 35

#### 36 Chapter 609 Campaign Finances

#### 37 609.1 Contributions

38



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Any items or services donated (not purchased directly by a candidate) shall be reported on a party's or individual's financial statement in the same manner as an expense (purchased directly by a candidate).

#### 609.2 Expenses

##### A. Claiming Expenses

1. Indirect campaign materials (example: staplers, paint brushes, hammers, shovels, printers, etc.) do not need to be claimed as an expense on a party's or an individual's Financial Statement.
2. Direct campaign materials (example: billboard signs, road signs, paint, flyers, banners, giveaways, etc.) shall be claimed at full cost on a party's or an individual's Financial Statement.
3. Re-used campaign materials may be claimed at forty percent (40%) of their original cost. If receipts cannot be furnished to validate these amounts, a candidate or party must claim such items at full cost.
4. Radio, television, and newspaper advertisements shall not be considered a campaign expense if free, equal time is available for each candidate for a particular office. Should free, equal time not be made available, the broadcast time must be claimed at full cost.

##### B. Expense Limits

1. A presidential/vice-presidential ticket shall have total expenses not to exceed three thousand five hundred dollars (\$3,500).
2. A senatorial candidate shall have total expenses not to exceed five hundred dollars (\$500).



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3. If multiple candidates are running as a party, that party's total expenses shall not exceed the sum of the candidate's individual limits combined.

#### 609.3 Financial Statements

- A. A complete Financial Statement must be submitted to the Elections Supervisor as prescribed by the Election Timeline. Upon submission, Financial Statements become public record.
- B. Each unaffiliated candidate must submit a Financial Statement. If candidates are grouped into a party, that party shall submit one (1) comprehensive financial statement signed and verified by the party chair.
- C. A complete Financial Statement consists of:
  1. List of Expenses
    - a. This itemized list of all expenses must include a description of each good/service purchased or donated for a party's or an individual's campaign. All items on this list must be claimed at the fair market value.
    - b. The list of expenses must also state the total cost of a party's or an individual's campaign.
  2. Copies of receipts and/or invoices proving the cost validity of all campaign purchases, donations, and re-used items.
  3. Campaign expenditures of a purely off-campus nature (example: off-campus promotional events) do not have to be claimed as expenses on the Financial Statements. This clause does not apply to off-campus radio, television, or newspaper advertisements.



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#### Chapter 610 Campaigning

610.1 All Candidates and individuals associated with specific campaigns are required to follow these guidelines. These guidelines are to assist both parties and unaffiliated candidates in carrying out a legal and fair campaign.

#### 610.2 Campaign Materials and Practices

~~I.~~ No A&S Fees may be used to further a campaign.

A. No A&S Fees may be used to further a campaign.

~~A.B.~~ No campaigning may occur at any time on the third floor of the Student Union building fifty-eight (58) East.

~~B.C.~~ Campaign materials may not be distributed in such a way as to create excessive litter or to willfully deface any property, public or private.

~~C.D.~~ Each candidate is liable for all campaign materials relating to his/her campaign, and shall see to their proper disposal, except materials discarded by voters in the polling region while the polls are open.

~~D.E.~~ No campaigning or advertising may take place within a classroom while class is in session, unless the candidate has received prior written permission from the instructor to do so.

~~E.F.~~ It is the responsibility of the candidates to remove campaign materials inside the polling region by the opening of the polls on the first day of the election.

~~F.G.~~ No Active or Verbal Campaigning may occur within the polling region while the polls are open.

~~G.H.~~ Bands and loud speakers audibly promoting candidates or parties shall not be allowed while the polls are open.



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1  
2 | H.L. Candidates and parties are responsible for removing their materials  
3 associated with billboard campaigning as described in the elections  
4 timeline and each party or non-affiliated candidate can only receive  
5 one complaint for failing to abide by the deadline.  
6

#### 7 Chapter 611: Election Code of Ethics

8  
9 611.1 The Code of Ethics shall be applicable to all candidates running for Student  
10 Government elected office.

- 11  
12 A. No candidate shall physically, emotionally, or mentally abuse any  
13 other candidate, student, or university employee.  
14  
15 B. The Code of Ethics shall be a part of the Candidate Application that  
16 is distributed to prospective candidates. The Code of Ethics  
17 Agreement must be signed, dated, and submitted.  
18  
19 C. No candidate or party shall misrepresent any material fact(s) through  
20 any campaign material(s) or action(s).  
21  
22 D. No candidate or party shall misrepresent any campaign material(s) or  
23 action(s) as being the property or undertaking of any other candidate  
24 or party.  
25  
26 E. No candidate or party shall condone or authorize the destruction or  
27 theft of another candidate's or party's campaign material(s).  
28  
29 F. No candidate or party shall commit written, printed, or verbal  
30 defamation.  
31  
32 G. Candidates and parties are responsible for the actions of other  
33 individuals and/or organizations acting on their behalf.  
34

#### 35 Chapter 612: The Ballot

- 36  
37 A. Format  
38





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1. The official ballot must contain the list of all vacant offices to be filled by the election, referendum questions, and constitutional amendments.
2. Candidates shall be listed in alphabetical order by their last names in accordance with their party affiliation. There shall be separate groupings for each party. Each party group will appear in alphabetical order. Candidates who do not affiliate with a party will appear in a grouping called "No Party Affiliation".
3. Voters shall have the ability to select up to twenty (20) candidates within a single party. A select-all box shall be made available for each party on the ballot. If a party has more candidates than offices available that party will forfeit the select-all option.
4. A sample ballot must be posted in the Student Government Rotunda as prescribed by the Election Timeline. All errors or discrepancies must be reported to the Elections Supervisor in writing during this timeframe of within two (2) business days.
5. The Official Ballot may not be changed or altered after a certain point as described by the timeline.
6. Unopposed candidates shall be deemed to have voted for themselves and declared the winner by acclamation. No election for the respective seat shall be held.
7. ~~Unopposed candidates shall be deemed to have voted for him or herself and declared winner by acclamation. No election for the respective seat shall be held.~~

B. Constitutional Referenda



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1. The Elections Supervisor shall include Constitutional referenda on the official ballot as prescribed by Article VI, Section 1.
  2. The official ballot for a referendum shall give a brief statement, supplied by the Constitution and Statutes Chair (which is subject to the Senate President Approval), regarding the proposed changes. Voters shall be given the opportunity to vote “YES” or “NO” for the proposed changes.
  3. If completed copies of all proposed referenda or revisions cannot be printed on the official ballot itself, copies shall be available for inspection at the voting booths.
- C. Plebiscite
1. In order to be placed on the ballot for a vote by the Students, a Plebiscite must receive a majority vote of the Senate.
  2. Plebiscite can originate as either simple or joint resolutions. Any such resolution must clearly state, in the resolution’s enacting clause, the Senates intent to place said item on the ballot for a vote by the students.
  3. Each Plebiscite must only address one subject at a time.
- D. Absentee Ballots
1. Absentee ballots shall consist of a copy of the official ballot and instructions for voting.
  2. Students may request absentee ballots from the Elections Supervisor as prescribed by the Election Timeline. This ballot must be returned to the Elections Supervisor no later than the close of the polls on the last day of elections. Students submitting absentee ballots must enclose, with the ballot, a photocopied version of their Osprey1Card. Envelopes shall



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be provided in the Student Government Rotunda. All absentee ballots must be sealed in an envelope and secured by the Elections Supervisor.

3. Absentee Ballots shall be unsealed and tabulated by the Elections Supervisor in the presence of the Attorney General and the Student Government Advisor at the close of the polls.

4. The Elections Supervisor must submit all absentee ballots to the University's ITS Department before unofficial results are announced. A representative from that department shall then cross reference the absentee ballots with the electronic ballots to prevent students from casting multiple votes.

### Chapter 613: Voting and the Polling Stations

613.1 Every student currently registered and paying A&S fees to the University of North Florida shall be entitled to vote in all elections.

613.2 The polls shall be open from 9:00 a.m. until 7:00 p.m. for two consecutive days. The Elections Supervisor, upon majority approval by the E&A Committee ~~Elections Commission~~, may extend but not shorten the hours of the election.

~~613.3 Students voting for Inter-College Candidates may only vote for those candidates within their respective college.~~

613.34 No individual may stand over a voter while he/she completes a ballot unless that voter needs assistance. In extenuating circumstances, only a poll worker or a representative from the Disability Resource Center shall be able to assist a voter.

613.45 It is the responsibility of the Election Supervisor to ensure ~~There must be at least two (2) Student Government members attending each polling station at all times. These members must not be running in the election.~~



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1  
2 **Chapter 614: Violations of the Election Code**

3  
4 614.1 Major and Minor Offenses; Violations of this Statute shall be designated as  
5 either a Major or Minor Offense as follows:

6  
7 A. Major Offenses- Any offense that aims to cause a major effect on the  
8 outcome of an election such as, but not limited to:

- 9  
10 1. Tampering with election machinery;  
11  
12 2. Casting multiple ballots;  
13  
14 3. Falsification of facts or information;  
15  
16 4. Intentionally causing another candidate to incur violations;  
17  
18 5. Involvement with an effort to falsify the election in any way;  
19  
20 6. Material violation of the Code of Ethics agreement; and  
21  
22 7. Any other offense deemed inappropriate by the Elections  
23 Courts to the level that said individual acts in a way  
24 unbecoming of his/her desired office (i.e. conviction of a  
25 felony, discrimination etc.).

26  
27 B. Minor Offenses- Five minor offenses shall constitute a major  
28 offense. Minor offenses shall include but not be limited to:

- 29  
30 1. Any violation of the campaign guidelines document;  
31  
32 2. Failure to submit a Candidate Expense Statement by the  
33 deadline. Each day late shall be considered a single offense;  
34 and  
35  
36 3. Spending an excess of the campaign finance limit. Each  
37 percentage over the limit shall be considered a single offense.  
38



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#### Chapter 615: Judicial Review

##### 615.1 Election Violations

- A. Complaints alleging violations of the Election Code must be submitted to the Attorney General in writing according to the Elections Timeline.
- B. The Judicial Council ~~must~~ may consult with the University of North Florida's General Counsel on all election related matters before rendering a verdict. The General Council's opinion shall not be binding.
- C. Any elected candidates who have outstanding election disputes may not be sworn into office until such disputes are resolved as prescribed by law.

##### 615.2 Adjudication of Campaign Violations

- A. The Judicial Council shall have jurisdiction over the adjudication of campaign violations as outlined in this chapter as well as in Title V.
- B. Any student who has an elections violation complaint must file it in writing with supporting evidence to the Attorney General. The Attorney General shall make copies of the complaint for the Elections Supervisor, the SG Advisor, the Student Advocate, and the President. The Attorney General will then forward the complaint to the Elections Primary Court.
- C. The Elections Primary Court
  - 1. The Elections Primary Court will handle election violation cases on the schedule prescribed by the Elections Timeline.
  - 2. At the hearing, the Attorney General shall serve as the lead prosecutor. The candidate against whom the violation was filed shall be the defendant. He/she may receive council from the



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Student Advocate, if requested. All further procedural hearing requirements shall be outlined in the Judicial Council's Policies and Procedures Manual.

3. The Elections Primary Court will handle all complaints to invalidate the election according to Chapter 616.

D. The Elections Supreme Court

1. The Elections Supreme Court will handle election violation cases appealed from the Elections Primary Court on the schedule prescribed by the Elections Timeline.
2. As in the Elections Primary Court, the Attorney General shall serve as the lead prosecutor. The candidate against whom the violation was filed shall be the defendant. He/she may receive council from the Student Advocate, if requested. All decisions of the Elections Supreme Court are final. All further procedural hearing requirements shall be outlined in the Judicial Council's Policies and Procedures Manual.
3. All rulings on the invalidation of the election by the Elections Primary Court may be appealed to the Elections Supreme Court.

- E. Candidates found to have committed any major violations must be disqualified from the election.

#### 615.3 Judicial Review/Judicial Appeal of Disqualifications

- A. Both students who have declared candidacy and candidates may appeal their disqualification to the Judicial Branch through a request for Judicial Review/Judicial Appeal on the schedule prescribed by the Elections Timeline.
- B. Requests for Judicial Review/Judicial Appeal along with any supporting documentation shall be filed with the Chief Justice within two (2) business days of notification of disqualification.



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- C. The Chief Justice shall call a Judicial Meeting within two (2) business days upon receiving a request for Judicial Review/Judicial Appeal per the election timeline. related to candidacy disqualifications to hear the case.
- ~~The hearing procedures shall be established in the Judicial Policies and Procedures.~~
- D. All parties involved will be allotted an equal amount of time, as deemed necessary by the Judicial Council, in the Student Remarks portion of the meeting to discuss their side of the case.
- E. The Chief Justice must notify all parties involved of the council's decision no more than one (1) business day following the Judicial Meeting.
- F. All Decisions made by the Judicial Branch are final.

### Chapter 616: Invalidation

- 616.1 Individual and small groups of ballots may not be invalidated for any reason except in the instance that an individual is caught in the action of voting multiple times and the votes of that person can be removed.
- A. Ballots selected to be invalidated shall be placed for a vote on the Senate Validation Bill and subject to approval from Senate.
- 616.2 The Elections Supervisor may invalidate the election at any time prior to the release of election results with a two-thirds (2/3) vote of the ~~E&A Committee~~ Elections Commission.
- 616.3 Other students may call for invalidation of the election within twenty-four (24) hours of the end of the election. Students must file their written complaint to the ~~Attorney General~~ Elections Supervisor. The Elections Supervisor ~~Attorney General~~ shall then make copies of the complaint for the ~~Attorney General~~ Election Supervisor, the SG Advisor, the Student Advocate, the Chief Justice, and the President. The Elections Supervisor will



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then present the complaint to the E&A committee ~~lections-Commission~~ as prescribed by the Election Timeline, ~~and this chapter.~~

616.4 This decision may be appealed to the Judicial Branch through the Judicial Review process within two (2) business days of the decision.

616.4 Upon invalidation of the election, the Elections Supervisor must call another election within three weeks or before the end of the semester, whichever comes first. The same ballot must be used for this election; exceptions are limited to candidates who wish to or are required to be removed from the ballot and any referenda the Senate chooses to add to the ballot.

### **Chapter 617: Assuming Office**

#### 617.1 Announcement of Election Results

A. The Elections Supervisor must release “unofficial” results as prescribed in the election timeline.

B. Election results must be sealed from view until unofficial publication. The Elections Supervisor and the Attorney General may view the results after the polls close on the final day of the election.

C. The senate must vote on the validation of the election no later than ten (10) business days after the last day of the election if all appeals to Judicial Council have been resolved. ~~At the next Senate meeting, the Senate must vote on validation of the election.~~ A majority vote is necessary to validate the election.

617.2 Certificates of Election shall be issued to candidates upon swearing in the newly elected officers.

617.3 Installation: Candidates with the most votes shall assume all abilities and responsibilities of office when legally sworn into office. A candidate is legally sworn into office when and only when in compliance with specifications of this Title and in this order:





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~~Candidates with the most votes shall assume all abilities and responsibilities of office when legally sworn into office. A candidate is legally sworn into office when and only when in compliance with specifications of this Title and in this order:~~

A. The bill to validate the election is passed in Senate,

B. Each Elected Senatorial Candidate is sworn into office.

1. Elected candidates shall be sworn into office by the Chief Justice or another member of the Judicial Council as designated by the Chief Justice, using the following oath:

“I (name of Individual), do hereby affirm to uphold the office of (Title), and to abide by the laws of the United States of America, the Constitution of the Student Government of The University of North Florida, and to represent the student body to the best of my ability, so help me God.”

2. Elected senatorial candidates shall be sworn into office at the first Senate meeting following the validation of the election. They will take the oath of office immediately after validation of the election and assume the duties and responsibilities prescribed for the office. Presidents and Vice Presidents-elect will be sworn in as dictated by Title III.

Therefore: Let it be enacted, by the University of North Florida Student Government that the proposed revisions to The Election Code be made effective immediately and all chapters be properly placed in the numerical and alphabetical order as outlined within the Table of Contents.

#### Senate Action

Respectfully Submitted: Emily Antworth

Introduced by: Senator Emily Antworth

Senate Action: 31-0-0

Date: January 15, 2014

Signed, **Christopher Brady**

*Christopher Brady, Student Senate President*

#### Executive Action

Let it be known that SB-14S-2743 is hereby

~~PASSED~~ / VETOED / LINE-ITEM VETOED

on this 15<sup>th</sup> day of January, 2014

Signed, **Carlo Fassi**

*Carlo Fassi, Student Body President*