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# EXECUTIVE ELECTIONS

Thank you for your interest in running for a PSGA Executive Board position. Enclosed you will find the necessary information and paperwork to begin your campaign. In order to be considered as an official candidate, all materials must be turned into the PSGA Office (Campus Center North, 1012) by MONDAY, APRIL 14<sup>TH</sup> AT 6:00PM. If at any time during the campaign process you have any questions, feel free to contact the Chair of the Elections Committee, Antonio Commisso by email at [PSGA.SenateChair@Purchase.edu](mailto:PSGA.SenateChair@Purchase.edu).

## EXECUTIVE BOARD ELECTION SCHEDULE:

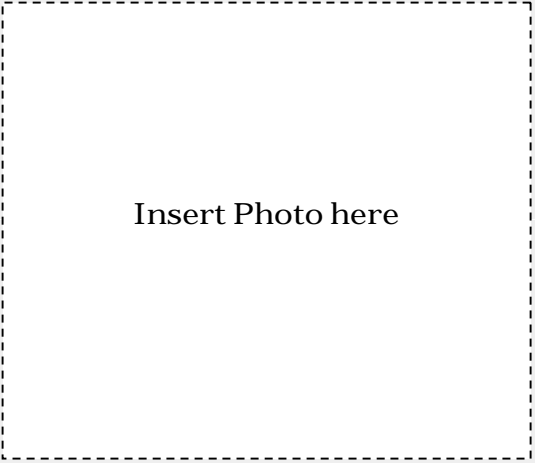
Monday, 31 March	Campaign packets are made available. Download at <a href="http://www.psgaonline.org">www.psgaonline.org</a> or pick up at PSGA Office.
Monday, 14 April	<u>CAMPAIGN PACKETS AND CAMPAIGN MATERIALS</u> DUE BY 6PM IN PSGA OFFICE (CCN1012). No exceptions.
Tuesday, 15 April	Office candidate roster released, campaigning begins (11:00 AM).  Candidate Suarè (8-9:15pm; PSGA Conference Room): A chance to casually introduce yourself to interested students, meet all of the candidates, and be videotaped and/or recorded for broadcast on PTV and WPSR.
Wednesday, 16 April	Candidate Forum (12:30pm; Location TBA): The official candidate debate, sponsored by the PSGA.
Monday, 21 April	ALL CAMPAIGNING MUST END AT 12:01 AM. Polls Open.
Tuesday, 22 April	Polls close at Midnight.
Wednesday, 23 April	Results announced.

## EXECUTIVE BOARD ELIGIBILITY REQUIREMENTS:

- According to Article V, Section 2a of the PSGA Constitution, "Qualifications for election to the Executive Board shall include current membership in the PSGA, and good academic standing with the college."
- Students on Academic or Disciplinary probation are, according to college guidelines, prohibited from serving on the Executive Board.
- All students who wish to be considered as candidates in the PSGA Executive Elections must complete the following:
  - Personal Information Form
  - Student Petition (to be signed by 100 MSAF-paying students)
  - Signed Elections Bylaw Agreements
  - Signed Student Affairs Consent Form (To be signed when handing in packet).

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# CANDIDATE INFORMATION

<b>NAME:</b> _____	
<b>MAJOR:</b> _____	
<b>YEAR:</b> _____	
<b>PHONE:</b> _____	

**RUNNING FOR:**

- PRESIDENT
- CHAIR OF THE SENATE
- COORDINATOR OF CLUBS, ORGANIZATIONS, AND SERVICES
- COORDINATOR OF FINANCE
- COORDINATOR OF GENERAL PROGRAMMING
- COORDINATOR OF MAJOR EVENTS

(Please refer to the PSGA Constitution for position descriptions, duties, and responsibilities)

**QUALIFICATIONS AND EXPERIENCE:**

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Why do you want to run for this position?

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What are your plans and goals for the position if elected?

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What is the importance of student representation here at Purchase College?

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How would you like to see the PSGA improve over the coming year?

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Favorite Quotation/Interesting Fact about yourself:

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# CANDIDATE PETITION

NAME: _____	POSITION: _____
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Printed Name

Signature

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# ELECTION BYLAWS

APPROVED BY THE SENATE APRIL 11, 2007

## Section 1: Definition

The Elections Committee shall conduct elections for the PSGA.

## Section 2: Composition

- a. Five (5) Senate members shall sit on and be voting members of the Elections Committee
- b. One (1) representative from the Council of Clubs & Organizations shall sit on and be a voting member of the Elections Committee.
- c. One (1) non-official PSGA members shall sit on and be a voting member of the Elections Committee.
- d. The Chair of the Senate shall serve as the Chair and a non-voting member (except when the Chair has the deciding vote) of the Elections Committee.

## Section 3: Duties

- a. The Elections Committee shall conduct all campus-wide elections for the PSGA.
- b. The Elections Committee shall be convened to hold elections at any time by the PSGA Senate.
- c. Unless specified by the Senate, all elections requested by the Senate must take place within 10 days.
- d. The Elections Committee shall ensure that the Public Relations committee properly advertise all elections to all PSGA members.
- e. In the case of contested elections, shall inform the Chair of the Senate to call an emergency PSGA Senate meeting within 24 hours.
- f. Shall make available all information pertaining to the eligibility of candidates to all PSGA members in writing.

## Section 4: Powers

- a. Shall conduct all campus-wide elections for the PSGA.
- b. Shall be convened to hold elections at any time by the PSGA Senate

## Section 5: Committee Guidelines

- a. No members of the Elections Committee shall be candidates for an election.
- b. If at any time the Chair of the Elections Committee is running for election, the Senate shall appoint a new Chair of the Committee by a simple majority vote.
- c. In the case of gross violation of the Elections Committee bylaws, The PSGA President shall assume the role of Chair.

### Section 6: Campaign Materials

- a. Campaign materials must be approved by the Elections Committee for compliance with Elections guidelines.
- b. Campaign materials shall not be modified in any way without approval by the Elections Committee
- c. A copy of approved campaign materials shall be filed in the PSGA office.
- d. All candidates shall be allowed the following campaign materials:
  - a. 125 sheets of mini-handout flyers (up to 6/page - 8.5 x 11")
  - b. 25 full-sized flyers (8.5 x 11")
  - c. 5 colored featured flyers (11 x 17")
- e. All candidates shall be allowed the following Media Services promotion:
  - a. 3 thirty-second video advertisements on PTV.
  - b. 3 thirty-second audio advertisements on WPSR.
  - c. 1 candidate information form to The Purchase Independent
- f. All non-web campaign materials shall be produced exclusively by the PSGA.
- g. All campaign materials shall include "PAID FOR BY YOUR MANDATORY STUDENT ACTIVITY FEE"
- h. Any campaign or promotional material that includes the name of more than one candidate shall be counted for each of the candidates separately.
- i. PTV, WPSR, and The Independent must offer an equal opportunity for each candidate in a given race.
- j. All promotions for PTV, WPSR, and The Independent must adhere to the guidelines of the respective Media Service.
- k. All web-based campaign materials, including (but not limited to) social networking groups, mass-emails, message board posts, etc. must adhere to all Elections guidelines and be forwarded to the Chair of the Elections Committee prior to publication/distribution for review by the Elections Committee.

### Section 7: Campaign Guidelines

- a. A candidate may not accept any form of monetary donation/aid towards their campaign
- b. A candidate may not give out any promotional gifts, items, or donations to aid in their campaign.
- c. Candidates may only post their 25 full-sized flyers on public bulletin boards.
- d. Only candidates and campaign assistants may hand out campaign materials.
- e. Political parties are allowed. However, voters are not required to vote for each person on a ticket.
- f. All candidates must submit their election packet by the published deadline to the PSGA Office to participate in campaign activities and be included on the ballot.
- g. All candidates are expected to take part in the official Candidate Forum organized by the PSGA. The format of the candidate forum shall be determined by the Elections Committee and be publicized to all candidates.
- h. All campaigning is prohibited during the time that polls are open.
- i. Previously approved and published static online campaign materials may stay published once polls open, so long as no alterations are made.
- j. All full-sized flyers shall be taken down by their respective candidate prior the opening of polls.

Section 8: Campaign Assistants

- a. Candidates may have campaign assistants.
- b. Campaign Assistants may hand out campaign materials on behalf of the candidate.
- c. Campaign Assistants must adhere to all Elections Guidelines.
- d. In order to become a Campaign Assistant, one must sign and submit an Elections Committee agreement form to the Chair of the Elections Committee.

Section 9: Executive Board Elections

- a. Shall be held no later than 20 days prior to the end of the spring semester.
- b. Polls shall be open a minimum of 48 hours.

Section 10: PSGA Senate Elections

- a. Shall be held no later than 14 days following the start of the fall semester.

Section 11: Disqualification

- a. Formal complaints of a violation of an Election Bylaw shall be submitted to the Chair of the Committee in writing.
- b. All formal complaints must be submitted, and addressed by the Elections Committee prior to the opening of polls.
- c. Any violation of the Election Bylaws shall be reviewed by the Elections Committee within 24 hours of receipt of the complaint.
- d. The Elections Committee may, by a simple majority vote (50%+1) decide to overlook a violation, disqualify a candidate, or call for a new election.
- e. If a candidate chooses to appeal a decision, they must do so in writing to the Chair of the Senate. The Chair of the Senate shall call an emergency Senate meeting within 24 hours to determine whether or not to send the appeal to the Judicial Board. The Judicial Board may choose to either discard the appeal, or call for new elections.

I HAVE READ AND AGREE TO ALL OF THE GUIDELINES SET FORTH IN THE PSGA CONSTITUTION AND ELECTION BYLAWS, AND ACKNOWLEDGE THAT FAILURE TO ADHERE TO THE GUIDELINES WILL RESULT IN MY DISQUALIFICATION.

NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Acknowledgement Form  
Division of Student Affairs

My signature below signifies my acknowledgement of the following:

- Students who are on academic and/or disciplinary probation are ineligible to hold an appointed or elected position in the PSGA (executive, student-run service or senate) or any student club or organization.
- The College is responsible for ensuring compliance to this policy.
- The College must conduct an official check of my university records to ensure that I am a matriculated student in good academic and disciplinary standing with the college.

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Student Signature & CID

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Student Printed Name