



Southern Illinois University Carbondale

1125 Lincoln Dr., Carbondale, IL 62901

STUDENT TRUSTEE ELECTION RULES AND PROCEDURES

February 1, 2024



Contents

STUDENT TRUSTEE ELECTION BOARD MEMBERS	4
ELECTION CALENDAR.....	4
SIU BOARD OF TRUSTEES CHARTER	5
STUDENT TRUSTEE ELECTION GUIDELINES	6
1. STUDENT TRUSTEE ELECTION BOARD.....	6
2. STUDENT TRUSTEE ELECTION PROCESS.....	7
3. STUDENT TRUSTEE TERM OF OFFICE	7
4. SPECIAL ELECTIONS	7
5. ELECTION GUIDELINES.....	7
6. STUDENT TRUSTEE ELIGIBILITY	8
7. CANDIDATE RESPONSIBILITIES	9
8. CAMPUS CODE OF CONDUCT	11
9. PETITION AND CAMPAIGN PENALTIES	11
10. ELECTION PROCEDURES.....	11
11. TABULATION OF BALLOTS.....	11
12. PARLIAMENTARY PROCEDURE.....	11
13. FINALITY	12
14. CHALLENGES VIOLATIONS AND SANCTIONS	12
15. APPEALS.....	12
STUDENT TRUSTEE CANDIDATE REGISTRATION/ELIGIBILITY CHECK	14
ELECTION PETITION.....	15



February 8, 2024

Dear Student Leader:

The position of Student Trustee comes with great responsibility and therefore I would like to congratulate you on your decision to participate in the election. We wish you the best as you develop your campaign and consider the strategies you will use to make your platform known to the student body. Please take a moment to familiarize yourself with this packet, as it will provide you with helpful information.

As campaigning begins for our Student Trustee Election, there are some important considerations we encourage you to keep in mind. Please remember the decisions you make now will reflect on your character and success and will set the standards you will use later in life. Make choices consistent with how you want to be known and how you want to be remembered. Ultimately, winning is not just about being elected; it is about how you conducted yourself in the process to get there.

We encourage you to use good judgment consistent with our Saluki values and to remember that academic success is paramount. Do not let your coursework slide during the campaign/election period; doing so will have a negative impact on both the semester and your academic career.

Regardless of the outcome of the election, it is important you remain grounded by ethical standards. Please follow the Student Conduct Code, election guidelines, and other rules and regulations as they relate to advertising and posting on campus. Remember, you are responsible for your actions as well as to inform anyone acting on behalf of your campaign of the rules and regulations.

Running for Student Trustee is an excellent way to get involved in the University community and to develop leadership skills. Doing so will allow you to interact with students, faculty, and staff and set the tone for future civic engagement. Choose to run your campaign as a testament to your integrity and character and continue to strive for excellence!

With Saluki Pride,

Dr. Jeffery T. Burgin, Jr.
Vice Chancellor of Student Affairs



STUDENT TRUSTEE ELECTION BOARD MEMBERS

Undergraduate Student Government Representatives

- Samantha Varness (samantha.varness@siu.edu)
- Jessica Clarida (jessica.clarida@siu.edu)
- Alexander Graves (alexander.graves@siu.edu)

Graduate & Professional Student Council Representatives

- Myla Burton (myla.burton@siu.edu)
- Rachel Nozicka (rachel.nozicka@siu.edu)
- Mandeep Redhu (Mandeep.redhu@siu.edu)

School of Medicine

- Tyler Meng (tmeng34@siumed.edu)

Student Rights & Responsibilities, Ex-Officio

- David Iacono, (618) 536-2338, david.iacono@siu.edu

Office of Student Engagement, Ex-Officio

- Dr. Tena Bennett, (618) 453-3484, tenab@siu.edu

ELECTION CALENDAR

Date	Item
February 2024	Advertise Availability of Petitions
February 19, 2024	Petition Packets Available for Student Trustee
March 22, 2024 @ Noon	Petitions Due to the Student Services Building, Office 486
April 15, 2024 @ 3:30pm	MANDATORY Candidate Meeting at Student Center, Vermillion Room
April 15, 2024 @ 4:30pm	Campaigning Begins
April 17, 2024 @ 5:00pm	Candidate Forum– Student Center, Mississippi Room
April 23 @ 6am – April 24, 2024 @ 4pm	Elections via https://mycourses.siu.edu/
April 24, 2023 @ 4:30pm	Election results announced - Student Center – Mackinaw Room Candidate Expenditure Reports are DUE <i>before</i> this day and time
July 1, 2024	Term Begins on the SIU Board of Trustees



SIU BOARD OF TRUSTEES CHARTER

Section 2.

Members of the Board: Appointment

The Board shall consist of 7 members appointed by the Governor, by and with the advice and consent of the Senate, the Superintendent of Public Instruction, or his or her chief assistant for liaison with higher education when designated to serve in his or her place, ex-officio, and one voting student member designated by the Governor from one campus of the University and one nonvoting student member from the campus of the University not represented by the voting student member. The Governor shall designate one of the student members serving on the Board to serve as the voting student member. Each student shall be chosen by the respective campuses of Southern Illinois University at Carbondale and at Edwardsville. The method of choosing these student members shall be by campus-wide student election, and any student designated by the Governor to be a voting student member shall be one of the students chosen by this method. The student members shall serve terms of one-year beginning on July 1 of each year, except that the student members initially selected shall serve a term beginning on the date of such selection and expiring on the next succeeding June 30. To be eligible for selection as a student member and to be eligible to remain as a voting or nonvoting student member of the Board, a student member must be a resident of this State, must have and MAINTAIN a grade point average that is equivalent to at least 2.5 on a 4.0 scale, and must be a full time student enrolled at all times during his or her term of office except for that part of the term which follows the completion of the last full regular semester of an academic year and precedes the first full regular semester of the succeeding academic year at the university sometimes referred to as the summer session of summer school. If a voting or nonvoting student member serving on the Board fails to continue or maintain the residency, minimum grade point average, or enrollment requirement established by this Section, his or her membership on the Board shall be deemed to have terminated by operation of law. No more than 4 of the members appointed by the Governor shall be affiliated with the same political party. Upon the expiration of the terms of members appointed by the Governor, their respective successors shall be appointed for terms of 6 years from the third Monday in January of each odd- numbered year and until their respective successors are appointed for like terms. If the Senate is not in session appointments shall be made as in the case of vacancies. (10/11/01)

Also See: <http://siusystem.edu/board-of-trustees/legislation/board-legislation-charter.shtml#1>

Board Meetings

Board of Trustee meetings are held a minimum of six times per year usually in the months of July, September, December, February, and April with the ability of extra meetings to be convened, as necessary. Meetings are held on the second or third Thursday at one of the three campuses – Carbondale, Edwardsville, or Springfield. Attendance as the Student Trustee is expected as you are a voting member representing the student body. Costs to travel to these events is covered by the University.

Office

An office is provided in the Student Center within the Student Government Suite.



STUDENT TRUSTEE ELECTION GUIDELINES

Elections are the foundation upon which representative governance rests. These guidelines are designed to protect the rights of candidates, as well as members of the University community, and to ensure that the election process takes place in a respectful and fair arena. Candidates are expected to follow all election guidelines outlined in this document. Failure to do so may result in disqualification of candidates by the Student Trustee Election Board.

1. STUDENT TRUSTEE ELECTION BOARD

1.1. Formation of the Election Board

- 1.1.1. To select the SIU Carbondale student who will serve on the SIU Board of Trustees, a campus wide election will be held and managed by the Student Trustee Election Board further known as the Election Board. The Election Board shall exist to promote and publicize the student trustee election. Additionally, it is in the Election Board's duty to formulate, update, and regulate the rules for the election; to ensure the election is run efficiently and with integrity, and to impose sanctions for violation of the election policies. Final decisions from the Election Board of severe sanctions shall be referred to the Vice Chancellor of Student Affairs or their designated appointee for further sanctioning pursuant to the rules of the SIU Student Conduct Code. Severe sanctions include dismissal and/or disqualification from the election process. Solely the Election Board determines final decisions; the process of appeals is outlined in (Sec. 14.) of this document.
- 1.1.2. The Presidents, or their designee, of the Undergraduate Student Government (USG) and Graduate & Professional Student Council (GPSC) shall appoint the Election Board. The Election Board will be made up of three undergraduate students (appointed by the USG president), three graduate students (appointed by the GPSC president). A staff member of the Office of Student Engagement (OSE) and a staff member from the Office of Student Rights and Responsibility (SRR) will serve in an ex-official/non-voting capacity unless a tie occurs resulting in the need for a tie-breaking vote; then the staff member from OSE shall cast such a vote. Additionally, the Election Board will contact the Dean at the Springfield campus to request the name of a student to be the Election Board member for the Springfield campus. If no student is named, the Election Board will proceed without a Springfield representative. No Election Board members may be candidates in the election.
 - 1.1.2.1. The SRR representative will be charged with oversight over any investigations and review of violations of Student Trustee Election guidelines. This member will be an ex-officio non-voting member, except in cases of a tie where sanctions are concerned. They will serve as the final determination for appeals. Recommendations for removing a candidate can only be advanced to the Dean of Students or Vice Chancellor of Student Affairs with the support of the SRR representative.
 - 1.1.2.2. The OSE representative will be charged with oversight of the conduct of the student trustee election. That is, the establishment of the election calendar, certification of petitions, polling places, the publication of election deadlines and guidelines, and student outreach.

1.2. Chair

- 1.2.1. The appointed members of the Election Board will elect a chairperson from among themselves. The Chair shall serve as the spokesperson of the election processes and procedures and will coordinate and facilitate all meetings of the Election Board.

1.3. Duties



1.3.1. The Election Board shall perform the following duties and enforce the timelines and validation of applicants:

- 1.3.1.1. Update, advertise, and disseminate petitions for the position of student trustee.
- 1.3.1.2. Communicate the availability of the petitions to the Springfield Election Board member.
- 1.3.1.3. Announce the names of the certified candidates.
- 1.3.1.4. Organize and facilitate a candidate orientation meeting(s).
- 1.3.1.5. Create and/or revise guidelines for campaigning; to include:
 - 1.3.1.5.1. Advertising – any public statement initiated by the candidate or his/her campaign staff for the purpose of soliciting support for the Student Trustee Election, including but not limited to press conferences, display ads, posters, leaflets, radio, television, and online ads, including but not limited to Facebook.
 - 1.3.1.5.2. Campaign Period – The period beginning immediately after the conclusion of the candidate campaign meeting and ending on the final day of the election.
 - 1.3.1.5.3. All University and Student Conduct Code policies, rules, and regulations must be followed, including the rules and policies set forth in this guide.
- 1.3.1.6. Prepare a ballot listing all eligible candidates.
- 1.3.1.7. Certify and announce the election results following the close of voting.
- 1.3.1.8. Investigate any written charges of alleged violations, and if applicable issue sanctions; and
- 1.3.1.9. At the conclusion of the election shall evaluate the current election process and make recommendations to the Student Government bodies of any changes, if applicable.

2. STUDENT TRUSTEE ELECTION PROCESS

- 2.1. SIU Carbondale will conduct a campus-wide election to identify a student trustee, which is to be administered by the Election Board.
- 2.2. A secure, web-based program will be utilized to ensure all students, undergraduate, graduate, and professional, can vote. The successful candidate will be the candidate who receives the most votes during the election.

3. STUDENT TRUSTEE TERM OF OFFICE

- 3.1. The elected student member of the Board of Trustees shall serve a term of ONE year beginning on July 1st.
 - 3.1.1. Term of office of a student trustee elected due to resignation and/or vacancy of the office, will be from the time of the election until the next succeeding June 30th.

4. SPECIAL ELECTIONS

- 4.1. A special election shall be conducted whenever the student trustee resigns or is otherwise unable to start or complete the term of office. The special election shall be conducted as soon as possible following the resignation and/or vacancy and shall be held in accordance with these guidelines. The Election Board shall establish a modified timetable for such election.

5. ELECTION GUIDELINES

- 5.1. Maintaining a Fair Environment - Candidates and their supporters are expected to comply with election rules stated here while campaigning. Candidates or their representatives shall not create an intimidating or uncomfortable environment for other candidates, students, or employees.



- 5.2. Early Campaigning - Candidates and their supporters must refrain from campaign activities until campaigning officially begins.
- 5.3. Current trustee members seeking re-election are expected to refrain from any form of publicity during the petitioning period.
- 5.4. University Posting & Chalking Policy (refer to Section 7.8).
 - 5.4.1. All posters, signs, or other articles shall be placed only on appropriate bulletin boards or areas designated for this purpose. When in doubt, ask permission. Some areas, including, but not limited to, the Student Center and University Housing, have very specific regulations governing the display of posters/flyers, and thus, require additional approvals to post in these areas.
 - 5.4.2. Posters/flyers must identify the name of the sponsoring student or student organization.
 - 5.4.3. Posters/flyers must be hung and removed in a timely manner.
 - 5.4.4. No posters, flyers, signs, or other materials shall be posted, nailed, taped, stapled, etc., to any part of the interior or exterior (including windows and doors) of University buildings or on light posts, sidewalks, telephone poles, trees, trash receptacles, overpasses/bridges, or automobile windshields. Help keep our campus beautiful.
 - 5.4.5. You may be responsible for charges incurred for clean-up by Facilities and Energy Management.
 - 5.4.6. Sidewalk Chalking is allowed on campus. It shall be confined to open areas where rain and weather can wash old postings away. As with all areas of promotion, it is expected that good taste, judgment, and courtesy be used. Chalking is NOT ALLOWED on walls or buildings. Spray chalk is NOT ALLOWED.

6. STUDENT TRUSTEE ELIGIBILITY

- 6.1. As per the Charter of the SIU Board of Trustees, to be eligible for selection as the student trustee and to be eligible to remain as a voting or nonvoting student member of the Board of Trustees a student must meet the following requirements by the petition deadline to be eligible to participate:
 - 6.1.1. Be a resident of the State of Illinois which is determined by your residency with Southern Illinois University Office of the Registrar; and
 - 6.1.2. Must have and maintain a grade point average that is equivalent to at least 2.5 on a 4.0 scale (cumulative); and
 - 6.1.3. Must be a full-time student always enrolled during his or her term of office except for summer session.
- 6.2. If the student member serving on the Board of Trustees fails to continue or maintain the (1) residency, (2) minimum grade point average, or (3) enrollment requirements; his or her membership on the Board of Trustees shall be deemed to have terminated.
- 6.3. Each petition must have the necessary number of signatures and SIU ID numbers. A total of 200 signatures are required. It is recommended that candidates collect more than 200 signatures if some cannot be validated.
- 6.4. Only official petition forms will be accepted. Any forms that have been modified or amended will not be accepted. Material added to or substituted from the official petition form will render the entire petition page void.
- 6.5. The Election Board will contact petitioners within 48 hours of the petitioning deadline if their petitions are deemed invalid.
- 6.6. Students wishing to be considered a candidate for Student Trustee must submit a completed petition packet which is located at the end of this document. The petition must contain:
 - 6.6.1. Printed Name; and
 - 6.6.2. Signature; and
 - 6.6.3. Digital photo sized to 3x3; and
 - 6.6.4. Valid SIU ID number and/or SIU EMAIL at minimum.
- 6.7. The signatures must be current enrolled students at the SIU Carbondale and/or Springfield campus in the semester during which the election is to be held.



- 6.8. SIU ID numbers shall be used for verification purposes only and will not be used by the candidates or the Election Board for any other purpose except outlined above.
- 6.9. The candidate must validate each signature petition page by signing the affirmation at the bottom; failure will render the entire petition page void.
- 6.10. Petitions may not be photocopied except if additional signature pages are needed.
- 6.11. Candidates wishing to run for student trustee are not eligible to simultaneously run for any other student government position.

7. CANDIDATE RESPONSIBILITIES

- 7.1. Candidates must attend, in person, a campaign meeting held before the start of campaigning.
- 7.2. Candidates not present at the meeting, in person, will forfeit their opportunity to be listed on the ballot; however, they may still run as a write-in candidate.
- 7.3. It is the candidate's responsibility to follow all the guidelines established herein.
- 7.4. All candidates, including write-in candidates, are subject to all rules and regulations as established and stated by the Election Board.
- 7.5. At the end of regulation campaigning all candidates must remove all forms of campaigning from the property of the University, including the removal of all posters and flyers within one week of the end of the election. Chalking will not need to be removed if applied in accordance with University policy.
- 7.6. If a student violates campaign rules during the election time established, they will be immediately restricted from further campaigning until the Election Board rules on the violation.
- 7.7. Candidates must adhere to the rules listed below including those rules established in campus election guidelines and formulated rules by the current sitting Election Board.
- 7.8. Campaigning, Advertising and Canvassing includes but is not limited to the following:
 - 7.8.1. Distributing printed material; and
 - 7.8.2. Including candidate endorsement lists; and
 - 7.8.3. Posting notices on authorized campus bulletin boards; and
 - 7.8.4. Placing paid advertisements in the campus newspaper(s); and
 - 7.8.5. Chalking, according to approved chalking guidelines; and
 - 7.8.6. Making speeches to groups; and
 - 7.8.7. Attending and/or speaking at rallies, parties or other gatherings sponsored for, or intended to promote one's candidacy for office; and
 - 7.8.8. Door-to-door solicitation; and
 - 7.8.9. Email notifications; and
 - 7.8.10. Telephone and text messaging solicitation; and
 - 7.8.11. Social media messaging (Facebook, Instagram, Twitter, etc.); and
 - 7.8.12. Other forms of verbal and written expression of one's candidacy for office and qualifications/experience ambitions/platform for that office.
- 7.9. Advertising and canvassing are allowed only during the campaign period. Any campaigning, advertising, or canvassing outside of the campaign period shall be considered a violation and subject to discipline procedures. All advertising on University property shall be displayed in accordance with the University regulations. All canvassing on University property shall be done with prior permits in accordance with University regulations.
 - 7.9.1. Individuals may declare their candidacy before campaigning officially begins in private conversation ONLY for the purpose of recruiting a campaign team.
- 7.10. University Posting & Chalking Policy



- 7.10.1. Candidates and their supporters are expected to comply with the University Posting & Chalking Policy, included in the election packet. Candidates are expected to rectify any improper poster display upon notification by the Election Board.
- 7.11. Residence Hall/Dining Policies
 - 7.11.1. Absolutely no campaigning materials in the residence and dining halls.
 - 7.11.1.1. This includes and is not limited to personal solicitation.
 - 7.11.1.2. Candidates are not permitted to distribute campaign materials, obstruct exits and entrances, or campaign within the stated areas. Residence Life and Dining staff will ask a candidate to leave if a candidate does not follow these guidelines. Residence Life and Dining staff will report any concerns or complaints to the Chair of the Election Board by email.
- 7.12. Campus Mail
 - 7.12.1. Use of campus mail for campaigning purposes is prohibited.
- 7.13. Electronic Communications
 - 7.13.1. Any University-monitored mass-distribution services including but not limited to list serves and SharePoint is prohibited.
 - 7.13.2. Candidates and their supporters shall comply with University e-mail policy.
 - 7.13.3. All campaign materials, either physical or electronic, published by candidates and/or their supporters are to promote only the Student Trustee candidate. Any materials that include the names, positions, or any other information regarding other elections are strictly prohibited.
- 7.14. Expenditures
 - 7.14.1. Total campaign expenditures shall not exceed \$225 per candidate. All donations must be recorded by name, address, and amount. All expenditures must be recorded in a detailed manner and shall be supported with dated receipts. Said reports must be submitted no later than the close of the election to the Election Board.
 - 7.14.2. Failure to submit the detailed disclosure reports on time, with receipts, will result in the disqualification of the candidate from the election.
- 7.15. Ballots
 - 7.15.1. The order of names appearing on the ballot shall be determined by lottery at the campaign meeting. The ballot for the student trustee election shall be separate from other election ballots that may also be occurring the same day.
- 7.16. Write-In Candidates
 - 7.16.1. Write-in candidates must meet the minimum qualifications set forth for student trustee candidates. If write-in candidates choose to campaign, advertise, or otherwise spend money on a campaign, they must comply with the same election regulations as previously registered candidates. Write-in candidates are extended all campaigning privileges however, their name will not appear on the ballot.
- 7.17. Written Statements/Professional Photo
 - 7.17.1. Each candidate must complete the candidate petition and provide a statement no longer than 400 words to the Election Board. Statements may not include names of political coalitions or campus political parties. Statements will be used on the ballot and may be published in campus publications.
 - 7.17.2. Candidates must have their photo taken and submitted to the Election Board with the affirmed petition by the petition deadline. The photo will be used on the ballot and may be published in campus publications.
- 7.18. Forum
 - 7.18.1. All candidates are encouraged to participate in the Candidates' Forum.
- 7.19. Mandatory Meetings



- 7.19.1. All candidates are expected to attend all mandatory meetings. If they fail to do so, they will be disqualified from that election.

8. CAMPUS CODE OF CONDUCT

- 8.1. All candidates are expected to act in conformity with all standing rules and regulations of the University, including the policies found in the Student Conduct Code found at: <https://srr.siu.edu/student-conduct-code/>.
- 8.2. Violations of the Student Conduct Code should be referred to the Election Board who will in turn shall report all violations to the Office of Student Rights and Responsibilities.

9. PETITION AND CAMPAIGN PENALTIES

- 9.1. The Election Board is the only body that shall determine whether a candidate has committed a campaign violation. Campaign violations may result in appropriate remedial measures determined by the Election Board, which may result up to, and including disqualification of a candidate.
 - 9.1.1. Should the Election Board decide that a violation has been committed on such a scale as to alter the fairness of the election, the Election Board may disqualify a candidate by majority vote.
 - 9.1.2. The Election Board may censure a candidate for one violation of these guidelines. More than one violation will result in disqualification.
 - 9.1.3. Any concerns or complaints may be sent to the Chairperson of the Election Board or the advisor by email.
 - 9.1.4. The decision of the Election Board may be challenged as outlined in Sections 14 and 15 of this document.

10. ELECTION PROCEDURES

- 10.1. The Elections Calendar
 - 10.1.1. The Election Board shall confirm the calendar for spring elections.
 - 10.1.2. Consideration shall be given to any religious holidays that may fall during the election period, so that the right to free religious observance is afforded to all potential candidates.
- 10.2. Conduction of Election and Tabulation
 - 10.2.1. Tabulation of the results of voting shall be carried out using a secure web-based program as described in Section 2.2.
- 10.3. The Office of Student Engagement will post preliminary results as soon as possible after the Election Board has ruled on any challenges.
- 10.4. A printout of election results shall be available in the Office of Student Engagement for one year.

11. TABULATION OF BALLOTS

- 11.1. At the conclusion of the last day of voting, the Election Board shall immediately meet and officially close on-line voting and tabulate the results of the election. The Election Board shall have the authority to disregard write-in candidates who do not meet eligibility. Following computation, the Election Board shall certify the results of the election and the Chair shall announce the winner. The winner of the Student Trustee election shall be the approved candidate with the highest number of votes.

12. PARLIAMENTARY PROCEDURE

- 12.1. The current edition of Robert's Rules of Order Newly Revised will govern the Election Board in all cases to which it is applicable except when it may conflict with previously agreed upon guidelines of the Election Board.



13. FINALITY

- 13.1. The determination of the Election Board shall be FINAL.

14. CHALLENGES VIOLATIONS AND SANCTIONS

- 14.1. Candidates alleged to have violated an election rule or regulation may be subject to discipline procedures. The party filing the grievance must submit in writing a summary of the alleged violation including all pertinent details, under the format explained below. The Election Board Chair must receive all charges within two business days following the alleged violation. The following procedure shall apply to the disposition of charges:
- 14.1.1. The Election Board shall investigate the allegation.
 - 14.1.2. If the claims are unfounded, the investigation/review ceases.
 - 14.1.3. If the claims have validity, the Election Board shall notify the candidate(s) involved of the allegation.
 - 14.1.4. The Election Board may conduct a closed hearing to receive and contemplate evidence of any alleged violation. The candidate(s) involved shall be permitted to attend and speak on his/her own behalf.
 - 14.1.5. The Election Board, by a majority vote, shall determine whether a violation has occurred.
 - 14.1.6. If it is determined that a violation has occurred, the Election Board shall determine an appropriate sanction to fit the violation. In determining whether a sanction is appropriate the Election Board shall take into consideration the potential adverse effect on election results, the gravity of the violation and all other relevant circumstances.
- 14.2. Challenge Deadlines
- 14.2.1. Petition challenges must be submitted to the Election Board chairperson, by 12:30 p.m. on the next business day following the petition deadline.
 - 14.2.2. Election challenges must be submitted by 12:30 p.m. on the final day of the election.
 - 14.2.3. No challenges or further supporting documentation will be accepted after these deadlines.
- 14.3. Format of Challenges
- 14.3.1. Challenges must be in writing and include the following information and any supporting documentation: challenger's name, candidate's name, date of challenge and reason for challenge and supporting evidence.
- 14.4. Notification of Election Challenges
- 14.4.1. The Election Board will send an email notifying anyone who is named in an election challenge by 1:00 p.m. on the last day of the election but will bear no further responsibility for notifying challenged candidates.
- 14.5. Response to Election Challenges
- 14.5.1. A challenged candidate may review challenges with the Election Board and address written statements in response to the Chair of the Election Board. The deadline for responses is one business day.
- 14.6. Challenge Review Meeting
- 14.6.1. The Election Board Chair will schedule a meeting to review challenges. The Election Board will meet in closed session and decide the merit of the challenge by majority vote.

15. APPEALS

- 15.1. All appeals to Election Board decisions shall be directed to the Vice Chancellor of Student Affairs or their appointee within 24 hours of notification. The Vice Chancellor of Student Affairs or their appointee will consider whether the Election Board ruling was following the election rules and may ask for a reconsideration of the ruling.



- 15.2. Written appeals should be submitted to the Vice Chancellor of Student Affairs or their appointee.
 - 15.2.1. Requests for extension of time will be considered on their merits and will not be granted automatically. When an extension is granted, opposing parties to the initial review will be notified.
- 15.3. The written appeal must include the specific grounds for the appeal, supporting arguments and documentation, and any other relevant information the accused student or the complainant wishes to include.
 - 15.3.1. All arguments shall refer to the specific portions of the Election Board's opinion where the errors can be found.
 - 15.3.2. The appellant should be aware that all appeals are initially documentary reviews in which no oral testimony is taken.
 - 15.3.3. Generally, appeals are determined solely on the merits of the documents submitted and never proceed to oral hearing. Appellate documents therefore should be as complete as possible.
- 15.4. Appeals must state one or more of the following criteria as the reason for the appeal:
 - 15.4.1. That new evidence has become available which is sufficient to alter the decision and which the appellant was not aware of or could not have reasonably obtained at the time of the original hearing.
 - 15.4.2. That the sanction imposed is excessive or inappropriate.
 - 15.4.3. That the Election Board failed to follow University rules or regulations while reviewing the cited behavior.
- 15.5. Upon receipt of the written appeal, the other principal parties to the original complaint (complainant or accused student) are notified and provided reasonable opportunity to respond in writing to the appeal.
- 15.6. After receiving all appellate documents, the Vice Chancellor of Student Affairs or their appointee will review the submitted appellate documents, the written decision from the initial review and supporting documents relevant to the initial review decision.
- 15.7. Upon review of the appellate documents, the Vice Chancellor of Student Affairs or their appointee may uphold the initial decision in its entirety, increase sanctions of the initial decision (escalating to the Office of Student Rights and Responsibilities), or decrease sanctions of the initial decision.
- 15.8. All decisions of appellate bodies are final and binding upon all parties. There is not further appeal in any of these cases.

This document supersedes all previous student trustee election packets, procedures, and policies.



ELECTION PETITION

STUDENT TRUSTEE CANDIDATE: _____ PAGE _____ OF _____

<u>PRINT NAME</u>	<u>SIGNATURE</u>	<u>SIU ID NUMBER</u>
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		
20.		
21.		
22.		
23.		
24.		
25.		

I do hereby acknowledge that I the candidate have reviewed the above names for accuracy of required elements of the petition. I certify that they are legitimate by my signature.

Candidate's Signature: _____