

**CSUN**<sup>®</sup>

ASSOCIATED  
**STUDENTS**



**2022 ELECTION PACKET**

**CSUN**

**ELECTIONS 22**

**AS/USU**

## **TABLE OF CONTENTS**

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*Letter to the Candidates* ..... 3

*Election Calendar Spring: 2022* ..... 4

*Election Calendar Spring: 2022* ..... 5

*Candidate Eligibility information* ..... 6

*Permission form to check Candidate’s academic eligibility*..... 9

*Mandatory Clean campaign pledge*..... 10

*Statement of Financial Disclosure Form*..... 11

*Monetary Donation Disclosure Form*..... 12

*Press Release Agreement* ..... 13

*Elections Candidate Agreement*..... 14

*Elections Candidate Agreement*..... 15

**CAMPAIGN RESOURCES** ..... 16

*Complaint form*..... 21

## LETTER TO THE CANDIDATES

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Dear All Prospective Candidates,

We are very excited about your interest in becoming a student leader in Associated Students!

Serving in the Senate, as President, or as Vice President enables students to apply what they learn in the classroom to real-life situations as they gain a more thorough understanding of fiscal issues, personnel matters, and programming, marketing, and university priorities.

Members of the Senate, the President, and the Vice President will have the opportunity to develop skills in parliamentary procedure, decision making/critical analysis, goal setting, personal development, communication, group processing and multiculturalism, and creating positive changes on CSUN campus.

Members of the Senate, the President, and Vice President will:

- Gain valuable leadership experience
- Initiate and approve policy and legislation
- Govern a multi-million-dollar operating budget
- Serve on committees that affect change on campus
- Network with people from various backgrounds
- Work with faculty and campus administrators

Elections applications will not be taken after the deadline - NO EXCEPTIONS! Please be sure to mark your calendar with all the mandatory dates which are required for all candidates.

The Office of Admission and Records will determine official eligibility. Should you need any assistance or additional information, please feel free to contact any A.S. Elections Committee Member, the Assistant Chair of elections at [asstchairofelections@csunas.org](mailto:asstchairofelections@csunas.org) or me at [chairofelections@csunas.org](mailto:chairofelections@csunas.org). We're here to help you succeed, don't hesitate to contact us with any questions!

I encourage every CSUN student who wishes to see change and has the best interest of your fellow classmates to become student leaders on campus. Thank you for your interest in running in the upcoming election. We wish you the best of luck during the campaign process!

Good Luck!

Michael A. Tejax

CSUN AS Chair of Elections

**ELECTION CALENDAR SPRING: 2022**

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<b>Candidate Filing Opens: (Online)</b>	<i>February 7th, 2022, at 9 AM</i>
<b>How to Run for A.S. Office (Zoom Meeting ID: 828 5896 0782)</b>	<i>February 7th, 2022, at 6 PM</i>
<b>How to Run for A.S. Office (Zoom Meeting ID: 828 5896 0782)</b>	<i>February 9th, 2022, at 11:30 AM</i>
<b>Meet the Slates Location: TBA</b>	<i>February 22nd, 2022, at 12 PM</i>
<b>Club and Orgs Event for Club Competition Location: Northridge Complex Center</b>	<i>March 3rd, 2022, at 4 PM</i>
<b>Club and Orgs Competition Filing Opens</b>	<i>March 7th, 2022, at 9 AM</i>
<b>Candidate Filing Closes</b>	<i>March 7th, 2022, at 5 PM</i>
<b>Mandatory Orientation Location: TBA</b>	<i>March 8th, 2022, at 12 PM</i>
<b>Mandatory Orientation (Zoom Meeting ID: 787 900 3127)</b>	<i>March 9th, 2022, at 1 PM</i>
<b>Mandatory Orientation (Zoom Meeting ID: 787 900 3127)</b>	<i>March 11th, 2022, at 4 PM</i>
<b>Campaigning Begins</b>	<i>March 14th, 2022, at 6 PM</i>

## **ELECTION CALENDAR SPRING: 2022**

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**Coffee with the Candidates**

*March 16th, 2022, at 9AM*

**Location: TBA**

**Candidate Ballet Bios Due**

*March 18th, 2022, at 5 PM*

**Club Competition Due**

*March 28th, 2022, at 5 PM*

**Presidential and Vice President Debate**

*March 30th, 2022, at 1 PM*

**Location: TBA**

**On Campus Voting**

*April 11-13th 2022, at 8AM - 3 PM*

**Election Results Reveal Event**

*April 13th, 2022, at 6:45 PM*

**Location: TBA**

## CANDIDATE ELIGIBILITY INFORMATION

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### *General Qualifications*

To become a member of the Senate, a candidate must be at the time of filing for election, in good standing at California State University, Northridge, as certified by the Office of the Registrar, and must remain in good standing during his/her tenure in office. A candidate must meet and maintain the minimum academic requirements stipulated in current directive(s) from the Office of the Chancellor.

Freshmen and transfer students shall be in good standing with the Office of the Registrar upon entrance to California State University, Northridge, in order to apply for Associated Students offices. A Senator must be a regular member during his/her respective office as prescribed in these Bylaws and current directive(s) from the Office of the Chancellor.

### *Academic Qualifications*

The following qualifications apply to the following positions within Associated Students; California State University, Northridge, Inc.: President, Vice President, Senators, Finance, Attorney General, all directorships and Administrative Assistants:

1. In addition to having earned a 2.5 undergraduate or 3.0 graduate GPA in the semester prior to the election or appointment, each candidate or applicant for these positions, at the time of filing, must also have a minimum cumulative CSUN GPA of 2.5 for undergraduates; 3.0 for graduates.

2. All of the above must maintain a minimum of 2.5 CSUN cumulative GPA for the duration of their term.

3. Executive officers of the corporation, President and Vice President, must be enrolled in and earn a minimum of nine (9) undergraduate, or six (6) graduate units during their candidacy and be enrolled in and earn a minimum of six (6) undergraduate, or six (6) graduate units each semester while in office, except in their last semester before graduation, when they may enroll in the minimum number of units required for graduation.

4. Senators, Attorney General, and major Directors must be enrolled in a minimum of nine (9) units undergraduate or four (4) units graduate each semester during candidacy and 7 while in office, except when in their last semester before graduation when they may enroll in the minimum number of units required for graduation.

5. Candidates and Incumbents shall not be on disciplinary probation.

6. Any member of the Associated Students holding any of the aforementioned offices who does not meet the above qualifications must resign within two weeks of notification. Exceptions to the time frame may be made by the A.S. General Manager.

7. The Attorney General will ensure all the aforementioned qualifications for all of the aforementioned positions are met by the close of the fourth week of each semester.

***PRESIDENT:***

**Qualifications:** To seek election for the Office of the President, a student must have completed at least sixty (60) units of college work, including at least six (6) units, or three (3) graduate units at California State University, Northridge, prior to taking office, except when taking office by succession. The President is also subject to a background and credit check.

***VICE PRESIDENT:***

**Qualifications:** To seek election for the Office of the Vice President, a student must have completed at least forty-five (45) units of college work prior to taking office. The Vice-President is also subject to a background and credit check.

***GRADUATE DIVISION SENATOR:***

**Qualifications:** To seek election for the office of Graduate Division Senator, a student must have a baccalaureate degree and be in good standing as certified by the Office of the Registrar.

***LOWER DIVISION SENATOR:***

**Qualifications:** To seek election for the office of Lower Division Senator, a student must have completed the enrollment requirements for a Lower Division student as defined in the current University Undergraduate & Graduate Catalog, under the section referred to as Enrollment Regulations. Lower Division Senators may exceed the maximum unit limit during their term of office.

## *UPPER DIVISION SENATOR:*

**Qualifications:** To seek election for the office of Upper Division Senator, a student must have completed the enrollment requirements for an Upper Division student as defined in the current University Undergraduate & Graduate Catalog, under the section referred to as Enrollment Regulations. Upper Division Senators may enter Graduate School during their term of office.





# PERMISSION FORM TO CHECK CANDIDATE'S ACADEMIC ELIGIBILITY

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I, \_\_\_\_\_, give permission to the CSUN office of the registrar to check my eligibility for this Spring 2022 AS Election.

\_\_\_\_\_  
Candidate Signature

\_\_\_\_\_  
Date

## MANDATORY CLEAN CAMPAIGN PLEDGE

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This pledge is to ensure that you are upholding proper ethics as a candidate. The Chair of Elections will keep this document as a public record.

Being an elected officer of Associated Students, I will be assuming not only leadership responsibilities, but also moral responsibilities to be a role model to my fellow classmates and to be a great representative of the student body of California State

University, Northridge. Therefore, I, \_\_\_\_\_, hereby voluntarily endorse, subscribe to, and solemnly pledge myself to conduct my campaign in accordance with the following principles and practices:

1. I shall conduct my campaign openly and publicly, discussing the issues relevant to the student body of California State University, Northridge based on my belief and principals to those issues, without fear or favor my opponents' belief and principals.
2. I shall not use or permit the use of character defamation, whispering campaigns, libel, slander, or scandalous attacks on any candidate's personal or family life.
3. I shall not use or permit any appeal to negative prejudice based on but not limited to race, religion, color, ancestry, ethnicity, gender, marital status, pregnancy, national origin, age, mental or physical disability, sexual orientation, or special disabled veteran's status.
4. I shall not use or permit any dishonest or unethical practice of political campaign, which corrupt or undermine the principals of free elections and the democratic society and hinder the ability of the student body to express and exchange various views and beliefs.
5. I shall immediately and publicly condemn any political campaigns engaged by any individual or group on behalf of my candidacy or in opposition to my opponents' candidacy against governing laws of the Associated Students and the University and principals.

## STATEMENT OF FINANCIAL DISCLOSURE FORM

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Deadline: XXXXXX P.M.

Every candidate must report all materials, goods and services donated during campaigning. *Please attach copy of receipts and invoices.*

**All monetary donations contribute to the maximum campaign expenditure guidelines.**

<b>Maximum donations are as follows:</b>	
• Individual donations	\$ 75
• Club/Organization/Community Group	\$ 150

**Name:**

**Individual office/Ticket/Slate:**

Item	Quantity	Price	Price per item	Donated by	Cost

## MONETARY DONATION DISCLOSURE FORM

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A Monetary Donation Disclosure Form outlining the name(s) of the student(s), club/organization(s), or community member(s)/group(s) and the amount they contributed to the Independent Candidate, Ticket, or Slate.

Name:

Individual/Ticket/Slate:

Name	Phone Number	Date(s)	Donor Type	Total

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Candidates Signature

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Date

## **PRESS RELEASE AGREEMENT**

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I, hereby assert and I agree that I will give permission to the Sundial to use and release the following contact information to any club or campus press that needs it.

Please check and supply the following information

E-mail

Phone Number

Or I want to be contacted using:

I do not want to be contacted by the Campus Press and/or clubs

SOCIAL MEDIA OPTION (*optional*)

I, hereby give permission to be tagged or mentioned on my social media accounts solely for marketing purposes throughout the elections process.

Facebook

Instagram

Twitter

Snapchat

YouTube

Official Campaign Website \_\_\_\_\_

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Candidate Signature

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Date

## ELECTIONS CANDIDATE AGREEMENT

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I, the undersigned, hereby assert and I agree that I have been given copies of the Elections materials listed below and am willing to abide by the provisions listed in them regarding my participation in this A.S. Election.

- **A.S. Constitution, A.S. Elections Code, Complaint procedures, Posting and Distribution policies, Elections Calendar, Financial Statement form, Press Candidate information, Candidate Agreement, and Statement of Understanding.**

In addition to those items:

1. I understand that campaigning and campaign related material is not allowed in any indoor area where voting may occur. This includes, but is not limited to, campus computer labs, the library, and university housing.
2. I understand that students MAY NOT vote from any computer that's designated primarily for CSUN employees (faculty/staff/students) use.
3. I understand I'm NOT allowed to hand out any voting-capable device to students and ask them to vote on. I understand that this rule applies to everyone associated with my campaign, including but not limited to any running mate, campaign manager, slate members, or campaign workers.
4. I understand that I am NOT allowed to escort any voter to a voting station. 5. I understand that I am NOT allowed to be in any meeting, gathering, or situation where voting is occurring, and that this rule applies to everyone associated with my campaign, including my running mate, campaign manager, slate members, and campaign workers.
6. I understand that students may not give a proxy vote to another student and allow them to vote for them, nor may students give their CSUN web access information to any other person and allow them to vote on their behalf.
7. I understand that staff and faculty are not to be involved in student body elections, including providing voting-capable devices to students, or making CSUN employee computers available for voting.

## ELECTIONS CANDIDATE AGREEMENT

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8. I understand that any violation of the above provisions will result in sanctions by the A.S. Elections Committee, including my disqualification from office.

9. I understand that students, clubs, organizations, faculty, or staff who violate the rules stated above could jeopardize my candidacy for office as well.

I understand that violations of this document and the A.S. Code on Elections will result in a disciplinary hearing before the A.S. Elections Committee. I understand that any violation of the Student Code of Conduct for CSU Northridge will result in my being subject to the disciplinary measure of the campus.

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Candidate Signature

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Date

## CAMPAIGN RESOURCES

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### **Policy on Posting of Literature**

A privilege enjoyed by University Recognized and Associated Students chartered student clubs or organizations and University departments is the publicizing of events and activities on campus. The Associated Students (A.S.) maintains 6 bulletin boards, and there are also several boards located in departmental areas.

One method of publicizing is to post material in appropriately designated areas. It is strictly forbidden for handbills or circulars of any kind to be affixed to trees, walls, doors, windows, light poles, or cars in the parking lots.

The following are policies and procedures governing posting on campus:

1. The time limit for posting on Associated Students boards is three weeks for A.S. Sponsored events and two weeks for others. On-going services sponsored by A.S. may be posted indefinitely as space provides. The time limit for University Student Union (USU) boards is two weeks for all groups.
2. There are 6 A.S. bulletin boards which are labeled with an identification card. A list of approved bulletin boards is available in the Matador Involvement Center (USU Room 121).
3. Other bulletin boards and display areas such as classrooms have been reserved for departmental and faculty use. They are not for A.S. purposes or individual use, unless approved by the appropriate department.
4. All materials to be posted must clearly bear name of the sponsoring organization or department, must be no larger than 11 ½" x 14 ½", and must be stamped "APPROVED FOR POSTING" by the Matador Involvement Center. Organizations are cautioned that they must bear the responsibility for any materials they wish to display on campus. As sponsors, they are subject to the same laws applying to private individuals, including libel, defamation, sedition, and the regulations cited in Section 42352, Article IX of Title V.
5. Only non-commercial literature may be posted. University regulations prohibit the use of bulletin boards for commercial advertising by individuals, groups, organizations, or commercial entities.



6. Associated Students provides a posting service through the Matador Involvement Center. However, it is sometimes more expeditious to post your own material. If you wish to use the posting service, material should be left at the Matador Involvement Center. Only one flyer per board for each event is allowed. All others will be immediately removed.
7. All materials posted covering other materials will be removed.
8. Materials posted by a University Recognized and Associated Students chartered student club or organization and University departments must not conflict with policies of the State of California or with those of California State University, Northridge. They may not include the name of CSUN unless that name is a recognized portion of the organization's name, or unless it is an activity sponsored by CSUN. Otherwise, the name CSUN may not be used to designate the location of the event.
9. NON-COMMERCIAL NOTICES: Individual students may place personal, non-commercial notices on 3" x 5" cards, as space permits, on A.S. boards. These notices may include advertisements offering for sale personal property owned by members of the campus community. These cards must be dated and are subject to a two-week time limit for posting.

### **Policy on Distribution of Literature**

**Non-Commercial Literature:** Students, student organizations, employees of the University, and persons not associated with the University may distribute non-commercial literature on campus in compliance with campus regulations. Non-commercial is defined as any "written or printed matter devoted to the expression of views, opinions, beliefs or contentions relating to, or the notices or announcements or meetings to be held for the discussion of religious, political, or sociological subjects, or public or private civic affairs, or other controversies, or which treat any social or economic order or which relate to the arts or sciences or which otherwise are not distributed for the purpose of soliciting business..." (Section 42352, Title V, Chapter 5 Education Code).

**Commercial Literature:** Only currently enrolled students sponsored by a University Recognized and Associated Students chartered student club or organization and

presently employed faculty and staff sponsored by an organization of University employees at CSUN may distribute commercial literature on campus as part of the activity of that group or organization. Commercial literature is defined (Section 42352, Title V, Chapter 5 California Administration Code) as “any commercial advertising, hand- billing or circulars... distributed for the purpose of advertising any merchandise, commodity, property, business, service, art, or skill, offered, sold or rendered for hire, reward, price, or profit...”. All commercial literature must be distributed free of charge. Any students desiring a copy of commercial literature must be given the material without obligation, e.g. an address or membership card. 29

**Procedures:** Persons interested in distributing literature must complete the “Application for Permit to Distribute Literature” in the Matador Involvement Center, stating their awareness of campus policies regarding all facets of distributing literature on campus and their subsequent responsibility in fulfilling these obligations. Sample copies of the literature to be distributed must be submitted to the Matador Involvement Center, inside the University Student Union, Room 121, and be stamped “Received for Distribution.” This regulation is to protect the organization in the event that an individual should be questioned regarding the distribution of the material.

One copy of any material to be distributed will be retained in the Matador Involvement Center for information purposes only. One stamped copy must be processed by each distributor and produced on request. This copy will serve as a permit for distribution. It is expected that the organization and individuals disseminating material will take all possible precautions to preserve the beauty and order of the campus, including picking up from University grounds any materials handed out by the organization. Materials may be distributed at any time on campus. Material stamped “Received for Distribution” may not be posted on campus bulletin boards. No material may be affixed to walls; light posts, or otherwise displayed, or put on cars in the parking lots.

**Locations:** Literature may be distributed in all outside areas on campus and is prohibited in buildings. The distribution of literature, the setting up of tables or similar furniture may not limit traffic flow; interfere with classes in session or students studying in the library. “It must be carried out without shouting, voice amplification or other noise louder normal conversation and without deliberate provocation, harassment, or disturbance of the peace” (President’s Directive, March 1969).

## Social Media Guidelines

By participating and campaigning in the California State University, Northridge (CSUN) Associated Students (AS) Elections, you agree that you have read and will follow these guidelines. In order to preserve a climate that encourages both civil and productive dialogue, the Chair of Elections reserves the right to ask candidates to delete posts or campaign websites that violate these guidelines. If you have any questions about these guidelines, please contact the Chair of Elections at [chairofelections@csunas.org](mailto:chairofelections@csunas.org). The elections committee will ultimately determine if the campaign post or website is appropriate.

1. Candidates are permitted to make their own promotional campaign sites, such as Facebook pages and websites. Candidates may also campaign via Instagram, Twitter, Snapchat, YouTube, Tumblr, or any other forms of social media.
2. Any form of campaigning or account being used to campaign must be provided to the Elections Committee, so that they can regulate the campaign posts.
3. No posts or campaign sites that are libelous, defamatory, obscene, threatening, offensive, demeaning, derogatory, abusive, or ad hominem may be made.
4. No posts or campaign sites that degrade others based on gender, race, class, ethnicity, national origin, religion, sexual preference, disability, or other classification may be made.
5. Comments made on these campaign posts or campaign websites that are libelous, defamatory, obscene, threatening, offensive, demeaning, derogatory, abusive, or ad hominem must be deleted.
6. Comments made on these campaign posts or campaign websites that degrade another candidate based on gender, race, class, ethnicity, national origin, religion, sexual preference, disability, or other classification must be deleted.
7. Candidates can challenge each other's campaigns at a policy-based level.

## Video Guidelines for CSUN AS Elections

Your campaign video will be posted to both the CSUN AS Elections website and the AS Instagram page. The elections committee will determine if the video and video location is appropriate, but that should not limit your creativity. For it to be approved, it must follow these guidelines:

1. The video must be under five minutes.
2. The video can not contain any profanity, libelous, defamatory, threatening, offensive, demeaning, derogatory, abusive, or ad hominem statements.
3. The video cannot degrade others based on gender, race, class, ethnicity, national origin, religion, sexual preference, disability, or other classification may be made.
4. The video can challenge other candidates or slates at a policy-based level.

## COMPLAINT FORM

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**Date of Complaint:**

**Date and Time of Observation:**

AM/PM

**Location of Observation**

**Who was Involved (Slate Name/Candidate[s]/Campaign Members):**

- 1.
- 2.
- 3.

**What Happened (be specific, cite code broken, attach evidence and additional sheets if needed):**

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Candidate Signature

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Date