

CSUN Executive Board Elections Filing Packet

Primary Elections: Wednesday, March 7, and Thursday, March 8, 2012

General Elections: Wednesday, April 11, and Thursday, April 12, 2012



Spring 2012

Questions or concerns:
Contact the Elections Director

Katie Sears
(702) 895-2315

csunelections@unlv.edu

Dear Aspiring CSUN Executive Board Member,

Congratulations on taking action on your interest in participating in UNLV CSUN Executive Board Elections! Included in this packet is a list of official requirements that you must fulfill in order to hold a CSUN Executive Board position. Each Executive Board Member's term runs from May 1, 2012 through April 30, 2013.

In order to be qualified to serve as an elected member of CSUN, you **MUST** meet the requirements outlined in Article IV, Letter C, of the CSUN Constitution. This section reads:

1. Shall be matriculated CSUN members.
2. May not file for more than one office in any given election and may not hold more than one office within CSUN simultaneously;
3. Shall be a student in good standing within their respective colleges.
4. Executive Officers:
 - a. May be elected no more than twice to the same office;
 - b. Shall have successfully completed no less than 48 credits, the last 15 of which must be from UNLV;
 - c. Shall have completed at least six credits from UNLV from the immediate semester prior to filing for an office;
 - d. Shall complete at least six credits per semester at UNLV while holding an elected office

If you have any further questions, please do not hesitate to contact us.

GOOD LUCK!

Katie Sears
CSUN Elections Director
(702) 895-2315
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Roy Winzer Jr.
CSUN Elections Assistant Director
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Official Filing Packet

Filing Dates:	February 1-February 14
Filing Deadline:	February 14, 2012 by 5:00pm
Required Candidate Meeting:	February 21, 6:00pm Student Union
Biographies & Pictures Deadline:	February 24 (via e-mail only)
Filing Fee:	Fifty Dollars (\$50.00) Cash or Make Checks Payable to: Board of Regents (Due at time of filing)
Ticket Agreement Form Due:	February 27, 2012 by 5:00 pm
Dates & Times Of Elections:	Primary: March 7 and 8 (9am-7pm) General: April 11 and 12 (9am-7pm)
Official Electioneering Starts:	February 21, 2012 Immediately following the required candidate meeting.
Candidate Forums (Primary)	March 6, 2012 Student Union
Candidate Debate (General)	April 10, 2012 Student Union Theater at 7pm
Expenditures and Contributions Forms Due:	April 12, 2012 5:00pm
Reimbursement Forms Due:	April 19, 2012 by 5:00pm

Candidate's Proxy Authorization

I, _____, do hereby authorize
_____ to act as a proxy on my
behalf at the required candidate's meetings for the 2012-2013 Executive
Board Elections.

Date: _____

Candidate's Signature: _____

Candidate's Name (**Please Print**): _____

Proxy Name (**Please Print**): _____

**Due at the required candidate's meeting February 21st @ 6:00p.m. (must be time-stamped before
this time).**

Required Candidate's Meeting

February 21st, 6:00p.m.

I, _____, do hereby acknowledge that I have received a copy of the election packet and was advised of specific points formally addressed at the above meeting. By signing below, I am indicating that I understand and agree to comply with all the rules and regulations for the CSUN Executive Board Elections, understand the matter in which I must conduct my advertising and campaign, and have been further instructed on the points as stated below:

1. Samples of all advertising materials must be turned into the CSUN Director of Elections for reference and filing purposes. All materials must comply with university posting policies as well as the further regulations set forth in the CSUN Executive Board Election Rules. Any questions on requirements should be sent to the Director of Elections.

2. **Verbal complaints will not be tolerated.** Any and all complaints must be formally submitted in writing. Written complaints will be submitted to the CSUN Director of Elections which will be signed and time-stamped. At the time of submittal, copies will be made with a copy to be furnished to the complainant.

3. The CSUN/OCED offices are not to be used by any candidate. Candidates are prohibited from using any office equipment and/or office supplies of CSUN Student Government, i.e. desk, chair, copy machine, tape, stapler scissors, paper, pens, pencils, markers, hole punchers, rulers, etc. Furthermore, no candidate may reserve advertising or marketing space on campus using CSUN reservation privileges.

4. Candidate's may contact the CSUN Elections Director or Assistant Director at their business office or email if problems or questions arise.

5. Biographies must be submitted via e-mail to the Elections Director at csunelections@unlv.edu by Tuesday, February 24th by the required candidates meeting. **Please e-mail your biography in Microsoft Word format.** Biographies are not to exceed two hundred and fifty (250) words. Pictures must be professional and appropriate. If the candidate does not turn in their biography or their picture by the designated time there will not be a biography or picture published or displayed for that candidate.

6. Candidates who do not turn in the expenditure and contribution forms will be disqualified, even if there was no money or contributions used for their campaign.

Candidate Signature

Date

Due: By the end of the Required Candidate's Meeting.

Filing Form

Please Print

I, _____, do hereby submit my name as a candidate for the position of _____. I agree to serve in this position, if elected, for the 2012 – 2013 term. I understand that my name may be removed from the ballot if I do not have the qualifications to hold this position.

I acknowledge that I have received a copy of the rules by which I must conduct my campaign and agree to comply with the CSUN Elections Board Operating Policy/Election Rules, Posting Policies and any other rules that apply to the CSUN Executive Board Elections and all UNLV operating policies.

Email will be the official form of communication used before and during the election. Please print legibly.

Candidate's Signature

Full Name: _____

Name to appear on Ballot (if different from above): _____

NSHE Identification Number: _____

Mailing Address: _____

Phone Number: _____

Alternate Phone #: _____

Email Address: _____

Due: No later than 5:00 p.m. on February 14, 2012.

If this form is not submitted, signed, correctly time-stamped and attested within the time prescribed, the application will be invalidated.

Attested By: _____

CSUN Business Manager

UNLV CSUN

STUDENT GOVERNMENT

Grade Verification Authorization

I hereby authorize the CSUN Business Manager to examine my academic records to determine my eligibility for a Student Government office.

NAME _____ (please print) NSHE ID# _____

POSITION: _____

Signature

Date

FOR OFFICE USE ONLY!
-----DO NOT WRITE BELOW THIS LINE!-----

ALL POSITIONS

Enrolled as matriculated undergraduate student	YES__	NO__	
Good standing within college	YES__	NO__	
Currently enrolled with at least 6 credits	YES__	NO__	
Not currently <i>filed</i> for another CSUN position	YES__	NO__	NA__

SENATE

College enrolled in _____	YES__	NO__	NA__
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EXECUTIVE BOARD

Not elected to position more than twice	YES__	NO__	NA__
48 credits <i>completed</i> w/ the last 15 at UNLV	YES__	NO__	NA__
Completed 6 credits from last semester	YES__	NO__	NA__
Completed 6 credits per semester	YES__	NO__	NA__

JUDICIAL COUNCIL

Good standing within college	YES__	NO__	NA__
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Savannah Baltera, Business Manager

Date

Due: April 12th, 2012 5:00p.m.

Candidate Contributions

Name: _____

Position: _____

Contributor's Name	Quantity	Description	Amount

Contributions Total: _____

+

Expenditures Total: _____

Grand Total: _____

Candidate's Signature: _____ Date: _____

Attested to:

Business Manager's Signature

Elections Director's Signature

****If you have any questions about how to fill out the Candidate Contributions form, please contact the Elections Director****This page may be copied or duplicated if additional space is needed****

