

2017-2018 Fall Elections Packet
Freshman, Transfer, Graduate, and
Organizational Seats

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Senator Job Description:

The Student Association (SA) is the student body government of Mississippi State University. The design of the SA is mirrored after the United States government with an Executive, Judicial, and Legislative branch. The Student Association Senate is the sole acting body of the Legislative branch of this government. Therefore, Senate is responsible for representing the students of Mississippi State University and being their unified voice on all matters pertaining to their welfare. Senators can pass 3 types of legislation: [1] resolutions: the voice of the student body on any topic (opinions or suggestions to administration or local and state governments) [2] bills: deal with internal affairs of SA such as amending the Constitution or bylaws (changing elections, salaries, creating/removing positions) [3] acts: appropriations to student clubs and organizations from the student budget.

Senate formally meets every Tuesday at 6pm. These meetings vary in length but typically last around an hour. Every senator is placed into a committee consisting of a chairman and 6-8 other senators. Committees are designed to focus on specific areas of University matters, but Senators are allowed to pursue any topic they desire. Meetings consist of time in committee, to develop new ideas and work on new legislation, followed by a business session. The Vice President presides over meetings once called to order and the Senate body uses Robert's Rules of Order to organize the meetings. After a meeting is called to order, the Secretary calls the roll. Once on the roll, Senators are free to present any legislation they have, which will then be discussed and voted on. Outside of weekly meetings, senators are expected to fulfill one office hour a week in the SA office, which is on the third floor of the union. Office hours are not scheduled and can be completed at the Senator's convenience each week. Office hours are intended to be used as time distinctly set aside to work on senatorial duties and legislation.

Each Senator is responsible for attending weekly meetings, working on at least one piece of legislation each semester, participate in a Meet Your Senator Day, visit your respective constituents (at least 2 organizations or your college), and participating in one service project per year, which is decided on by the SA. Excused absences are at the discretion of the Vice President. An unexcused absence will result in an entire absence (1), while being late enough to miss your name on the roll call only counts as a half absence (0.5). Any Senator with over 2.75 absences will be removed from office by the Vice President as the Constitution mandates.

Student Association Elections Code 400

Chapter 401 General Election Information

1. *Voting Procedure and Appearance of Ballots*

- A. Students may cast votes in an election by logging into their MyState portal from 7:00 A.M. until 5:00 P.M. on the day of the election.
- B. The official online ballot shall include only those students who have been certified as candidates for that election.
- C. Candidates shall be listed in random order. The candidate's first name shall be in the same form they requested on their forms of intent.
- D. In the event a student attempts to vote and is presented with what he/she claims to be an incorrect electronic ballot, an error message, or other general ballot issues, the student will be prompted to contact the Elections Help Center.

401.4 *Counting of the Ballots*

- A. The online ballots will be automatically and electronically counted by the computer software.

401.5 *Interpretation of the Ballots*

- A. If a candidate is uncontested in an election they shall be declared the winner without an election.

401.6 *Election Results*

- A. Election Results shall include the numerical results of the election. If a run-off election is necessary, the two candidates shall be identified.
- B. The results of the election are only to be released once an election is certified. An election can be certified by the Elections Commissioner if no appeals are made within three hours after the election.
- C. No voter rolls will become public at any point in the election process.

401.7 *Election Invalidation*

- A. A student can be disqualified and/or an election invalidated if there is election fraud with a request from the Elections Commissioner and approval of the Senate. Election fraud shall be defined as any willful act, deed, or conspiracy that violates the integrity of the electoral process.
- B. The SA Judicial Council may invalidate an election or disqualify a candidate if there is evidence that an irregularity occurred during the election that affected the outcome of the election.
- C. In the event that an election is expected to be or has been significantly compromised, the Elections Board shall have the authority to postpone the election the election up to five (5) scheduled school days from the original election date.
- D. The Elections Commissioner will invalidate an election if the electronic voting system is hacked or compromised.

401.8 *Appeals*

- A. A candidate can appeal fines, violations, or charges of fraud against a candidate by submitting an appeal form to the Elections Board within three (3) hours of the end of the election. The appeal form will be submitted to the Student Association Judicial Council.

Chapter 402 General Candidate Information

402.1 *Candidate Eligibility*

- A. All candidates must be members of the Mississippi State University SA.
- B. Undergraduate Candidate Requirements:
 - i. Undergraduate candidates must have a cumulative GPA of at least 2.50 out of 4.00. Entering freshman are exempt from any GPA requirement.
 - ii. **Undergraduate candidates must carry no less than twelve (12) semester hours.** At least nine (9) of these semester hours must be held on the Starkville campus, or Campus 1, as defined by the University Registrar.
- C. Graduate Candidate Requirements:
 - i. Graduate Candidates must have a cumulative GPA of at least 2.5 out of 4.00. Entering graduate students must have at least 2.50 out of 4.00 from their previous institution of higher learning.
 - ii. **Graduate candidates must carry no less than nine (9) semester hours.** At least six (6) of these semester hours must be held on the Starkville campus, or Campus 1, as defined by the University Registrar.
- D. A candidate may not be on any kind of university or disciplinary probation.

402.2 *Forms of Intent*

- A. To be eligible for an election a student must fill out a form of intent for that election. Students who submit a form of intent to run for a position are considered preliminary candidates. Preliminary candidates are not allowed to campaign in any fashion until they become certified candidates.
- B. Forms of intent are to include a candidate's full name, the exact position or office being pursued, name to appear on the ballot, NetID, GPA, and any other information deemed necessary by the Elections Board.
 - 1. *Candidate Certification*
 - A. A certified candidate shall be defined as a candidate who has submitted a form of intent, been verified to meet all requirements by the Elections Board, and signed the Candidate's Agreement. Certified candidates are subject to campaign fines and violations.
 - B. The candidate's agreement shall be where the candidate formally confirms that he/she understands all rules and regulations regarding the election and campaigning process and agrees to abide by said rules.
 - i. The candidate's agreement is not allowed to be signed before the scheduled candidate's meeting.
 - C. The Elections Commissioner shall hold a mandatory candidates' meeting to explain the rules and regulations of campaigning after the deadline for turning in forms of intent has passed. This meeting is the primary opportunity for preliminary candidates to become certified. Each candidate must attend the candidates' meeting.
 - D. Any candidate unable to attend the candidates' meeting must meet with the Elections Commissioner, so they can review the elections rules and guidelines and any other material covered at the candidates' meeting.

Chapter 403 General Campaigning Information and Violations

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403.1 *General Campaign Guidelines*

- A. **Only campaigning for certified candidates is allowed during the elections process.**
- B. **Students may not participate in campaigning that disrupts the academic environment.**
- C. **Campaigning shall not be allowed within twenty-five (25) feet of any university building during the day of an election.**
- D. **No campus organization may hold a public campus event where any type of campaigning, including the distribution of campaign materials, takes place on the day of an election.**
 - i. **It is the candidate's responsibility to inform the leadership of said campus organization of this policy.**
 - ii. **This policy excludes campaign events that are held by the candidate for the purpose of campaigning. Materials and expenses for these events must be included in the candidate's budget and expense report.**
- E. **Students may not participate in campaigning while in the SA office, SA meetings, or at any SA sanctioned event. This includes the distribution or displaying of any campaign materials.**
- F. **Distribution of campaign materials or campaigning within Residence Halls is prohibited. However, the display of campaign materials on a resident's door is allowed only if the resident chooses to do so.**
- G. **Any candidate's materials posted in the city of Starkville must fully comply with the political sign regulations set forth by the City of Starkville.**

403.2 *Campaign Violations*

- A. The Elections Commissioner shall have the authority to administer campaign violations to any candidate that violates this code.
- B. If a candidate or a student violates any of the guidelines established for campaigning then the candidate may be subject to major or minor violations.
 - i. Major violations shall include but are not limited to: disregard to local, state, or federal law to any degree; voting fraud; forging or falsifying documents, including the expense report; damage of or sabotage to other campaigns or campaign materials, and Code of Student Conduct violations.
 - ii. Minor violations shall include but are not limited to: campaigning for a preliminary candidate; campaigning less than twenty-five (25) feet from any University building; and other actions which may arise during the elections process as determined by the Elections Board.
- C. The Dean of Students may deem any violation of Mississippi State University Policy a major or minor violation that will be subject to campaign violation sanctions.

403.3 *Campaign Violation Sanctions*

- A. If any offense is deemed by the SA Judicial Council to have clearly and significantly affected the outcome of an election the guilty party is to be disqualified. Members that are disqualified are to be prohibited from running in any SA election the following year.
- B. If any violation is found by the Elections Commissioner to have been committed without knowledge of the candidate or by any person who is not in any way affiliated with the candidate or the candidate's campaign, then the sanction may be waived by the Elections Commissioner.

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- C. The candidate/representative and a member of the Elections Board must sign a documented statement of any violation that is being sanctioned.
- D. The following sanctions are to be placed upon any candidate found guilty of campaign violations either by themselves or any sponsor:
 - i. Minor Offenses: no action is to be taken in the case of a minor
 - ii. First Major Offense: 25% reduction of the original campaign budget.
 - iii. Second Major Offense: an additional 50% reduction of the original campaign budget.
 - iv. Third Major Offense: If a candidate receives three (3) major violations, then they will be disqualified from the election and prohibited from running for a position in the SA the following year. Their sponsoring organization (if applicable) will be prohibited from sponsoring any candidate for any position the following year.

403.4 *Campaign Expenditures*

- A. At the candidates' meeting, the Elections Commissioner shall issue expense vouchers to all candidates, on which candidates shall state all campaign expenses. Candidates shall attach all receipts for campaign expenses and shall certify the voucher with a signature. The expense vouchers must be turned in, along with all receipts, by 5:00 pm the night before the general and a second expense voucher must be turned in by 7:00 pm the night of the general election.
- B. The expense reports filed by the candidates must include valid receipts for all campaign expenses incurred until the date and time the voucher is due.
- C. Those candidates in a run-off shall be required to file an additional report including all expenses incurred during the campaign. This report shall be treated exactly as the first.
- D. Any omission, falsification, distortion, or misrepresentation of the required voucher by the candidate shall be referred directly to the SA Judicial Council for review and decision. Should the violation be interpreted by the Elections Board to be a simple omission made in good faith by the candidate and/or his/her representatives; the referral to the Council shall be waived.
- E. Any material donated to the campaign must be assessed at its present retail value against the campaign-spending limit. This includes material that may have been used in previous campaigns, or that may be used in future campaigns, or that is donated by the candidate or his/her supporters to his/her campaign efforts.
- F. Campaign expenditures, which must be reported as expenses, are those materials which are specifically incidental to the campaign, including expenses for administering, publicizing, and otherwise conducting the campaign.
- G. The Elections Board shall have the power to verify the accuracy of expenses by any legal means necessary. Failure of a candidate to submit an expense report by the prescribed date and time shall result in the candidate being referred to the SA Judicial Council for proper disciplinary action. Failure to submit for justifiable circumstances may be waived by the Elections Commissioner.
- H. In the event that a candidate exceeds the allotted campaign budget for the given election, the Election Board will review and confirm the expenditures of the candidate, and he/she will be sent to the SA Judicial Council for suggested disqualification or any further action.

Chapter 405 Fall Senate Elections

1. *Specific Eligibility Requirements*

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- A. All candidates running for an SA Senate Freshman Seat must be classified as a freshman.
- B. All candidates running for an SA Graduate Seat must be enrolled as graduate student, veterinary student or professional student.
- C. All candidates running for an SA Transfer Seat must be a student who has transferred to Mississippi State University within the previous (2) semesters.
- D. All candidates running for an SA Senate Organizational Seat must have been approved by the president and advisor of the organization they intend to represent.

405.4 *Limitations of Campaign Expenditures*

- A. Candidates for SA Senate shall be allowed to spend \$200.00 for campaign expenditures in the general election. In the case of a run-off, candidates may be allowed to spend an additional \$100.00.

405.5 *Voting*

- A. Only students classified as Freshmen will be allowed to vote for Freshman senators. Each freshman will be allotted 2 votes to use.
- B. Only students classified as a graduate, veterinary, or professional student will be allowed to vote for Graduate Senates. Each graduate student will be allotted 1 vote.
- C. Each student will be allotted two (2) Organizational votes that can be used in the same or differing organizational categories. Students are not required to be a member of an organization in the Group of Organizations to vote in that Group of Organizations.

405.6 *Interpretation of the Ballots*

- A. The office being elected shall be awarded to the candidate(s) with the highest number of votes in the precinct of that election. In the case of a tie, a run-off election shall be held in that precinct between the candidates of equal votes.

City of Starkville-Code of Ordinances

***For further inquiries, visit <http://www.cityofstarkville.org> and click on the “City Government” link then the “City Ordinances” link. This is not a comprehensive list and you are liable for knowing all of the rules as stated under city law.**

Chapter 6 - ADVERTISING[1]

ARTICLE I. - IN GENERAL

Sec. 6-1. - Reserved.

Editor's note— A Board Order adopted April 21, 2009, repealed [§ 6-1](#), which pertained to posting generally and derived from § 3-1 of the 1977 Code.

Sec. 6-2. - Signs, banners across streets.

No person shall erect or place any sign or banner of wood, cloth, metal or other material across any street or sidewalk in the city without permission of the mayor and board of aldermen.

Sec. 6-3. - Destroying lawful posters.

It shall be unlawful for any person to wrongfully and maliciously tear down, deface or cover up any posted advertisement or bill of any person when such bill or advertisement is lawfully posted and put up and during the time the sign or advertisement shall be of value.

Sec. 6-4. - Marking on streets, sidewalks prohibited.

It shall be unlawful for any person to advertise or attempt to advertise by marking or painting on any of the streets or sidewalks within the city.

Sec. 6-5. - Signs for civic and charitable activities in public rights-of-way.

Signs, banners, billboards and similar structures and objects directly relating to charitable, historical, religious or other civic services and nonprofit activities may be installed in the public rights-of-way upon a permit issued by the mayor and board of aldermen.

Sec. 6-6. - Sound vehicles restricted.

It shall be unlawful for any person to advertise any goods, wares or merchandise of any kind by the use of any amplifying equipment used by or mounted on any vehicle without first having obtained a permit therefor from the mayor and board of aldermen.

Sec. 6-7. - Attaching stickers to vehicles.

It shall be unlawful for any person to attach any gummed sticker to any vehicle within the city without the consent of the owner of such vehicle.

ARTICLE II. - DISTRIBUTION OF HANDBILLS

Sec. 6-31. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Handbill means any printed or written matter, any sample or device, dodger, circular, leaflet, pamphlet, paper, booklet or any other printed or otherwise reproduced original or copies of any matter of literature.

Newspaper means any newspaper of general circulation as defined by general law, any newspaper duly entered with the post office department of the United States in accordance with federal statutes or regulations, and any newspaper filed and recorded with any recording officer as provided by general law; and in addition thereto,

such term shall mean and include any periodical or current magazine regularly published with not less than four issues per year and sold to the public, and shall mean and include any other copyrighted material.

Vehicle means every device in, upon or by which any person or property is or may be transported or drawn upon a highway, including devices used exclusively upon stationary rails or tracks.

Sec. 6-32. - Exemption for mail and newspapers.

The provisions of this article shall not apply to the distribution of mail by the United States, nor to newspapers, except that newspapers shall be placed on private property in such a manner as to prevent their being carried or deposited by the elements upon any street, sidewalk or other public place or upon private property.

Sec. 6-33. - On inhabited private premises.

No person shall throw, deposit or distribute any handbill in or upon private premises which are inhabited, except by handing or transmitting any such handbill directly to the owner, occupant or other person then present in or upon such private premises. Provided, however, that in case of inhabited private premises which are not posted, such person, unless requested by anyone upon such premises not to do so, may place or deposit any such handbill in or upon such premises if such handbill is so placed or deposited as to secure or prevent such handbill from being blown or drifted about such premises or sidewalks, streets or other public places, and except that mailboxes may not be so used when so prohibited by federal postal law or regulation.

Sec. 6-34. - Prohibited where refused or posted.

No person shall throw, deposit or distribute any handbill upon any private premises if requested by anyone thereon not to do so or if there is placed on such premises a sign bearing the words, "no trespassing," "no peddlers or agents," or any similar notice, indicating in any manner that the occupants of such premises do not wish to have their right of privacy disturbed, or to have any handbills left upon such premises.

Sec. 6-35. - Prohibited on uninhabited, vacant premises.

It shall be unlawful for any person to throw or deposit any handbill in or upon any private premises which is uninhabited or vacant.

Sec. 6-36. - Placing on vehicles prohibited.

It shall be unlawful for any person to throw or deposit any handbill in or upon any vehicle.

Sec. 6-37. - In public places.

It shall be unlawful for any person to hand out or distribute or sell any handbill in any public place, except that a handbill may be personally delivered to any person willing to accept such handbill.

(Code 1977, § 3-25)

MSU Student Association Student Expense Form

Please include your receipts stapled to this form. The expense vouchers must be turned in, along with all receipts, by 5:00 pm the night before the general and a second expense voucher must be turned in by 6:00 pm the night of the general election. **If you spend \$0 on either or both days, you must turn in a voucher with \$0 written on it for that day. Failure to do so will result in a minor violation.** Describe the purchased items, the location of purchase, and the total amount of purchase below:

Purchased Items	Location of Purchase	Amount (\$)
	Total:	

Student Association Campaign Violation Report

I _____ (name) would like to report a violation of
_____(state specific violation of SA
Constitution or Election Board Policy) by
_____(candidate/candidate campaign team). By
stating this, I take full responsibility for the honesty & integrity of my
violation report, & subject myself to further investigation of the matter by the
Elections Board & Judicial Council. Please use the following lines to further
describe violation if necessary & turn into the SA office (Union 314).

_____(Signature)
_____(Phone number)

Mississippi State University Student Association
Violation of Campaign Rules and Regulations

This violation is issued as a _____.

It is in regard to Freshman, Transfer, Graduate, or Organizational Senate Elections, held on Tuesday, September 19th, 2017.

I, _____ as a certified candidate by the Dean of Students Office and Center for Student Activities, acknowledge and accept that I have received a _____ which will result in a _____ of my campaign allowance of \$200, and I have done everything in my power to correct the situation.

The first offense violated:

I also understand that the _____ [Insert next # of violation] will result in a _____ reduction of my campaign allowance of \$200, as stated under Section 403.3 of the Student Association Constitution.

Candidate's Signature: _____

Date: _____

Election Commissioner's Signature: _____

Mississippi State University Student Association
Appeal of Violation of Campaign Rules and Regulations

This violation is issued as a _____.

It is in regard to Freshman, Transfer, Graduate, or Organizational Senate Elections, held on Tuesday, September 19th, 2017.

I, _____ as a certified candidate by the Dean of Students Office and Center for Student Activities, acknowledge and accept that I have received a _____ which will result in a _____ of my campaign allowance of \$200, and I have done everything in my power to correct the situation.

The first offense violated:

I would like to appeal my violation for the following reasons:

Candidate's Signature: _____

Date: _____

Election Commissioner's Signature: _____

Mississippi State Student Association
Candidate Certification Form

By signing this agreement, I _____
understand all rules and regulations regarding the election and
campaigning process and agrees to abide by said rules. In
addition, I understand my status of candidacy changes from
“preliminary” to “certified”. I also understand I am subject to
campaign fines and violations as prescribed in Chapter 402.

Signature: _____

Date: _____