

B.S08B040

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Referred To: _____

Date Filed: 2/29/2008

Number of Pages: 17

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A Bill

This is a bill to establish the Student Government Code of Laws.

Whereas, According to the SG Constitution, the senate is required to establish and amend by a 2/3 vote the SG Code of Laws.

BE IT ENACTED BY THE STUDENT GOVERNMENT SENATE THAT:

- I. The SG Code of Laws is amended to say:

Code 100: The Establishment Code

Code 100.1: The Code of Laws defined

Code 100 The Establishment Code, Code 200 The Executive Code, Code 300 The Legislative Code, Code 400 The Judicial Code, Code 500 The Financial Code, Code 600 The Election Code, Code 700 The Code of Ethics; all shall be the Student Government Code of Laws.

Code 100.2: Implementation and Amendment

These Code of Laws shall take effect immediately upon passing the Student Government Senate by a vote of two-thirds (2/3) and receiving the Student Government presidential signature; or upon veto of the Student Government President and an override of the presidential veto by a vote of two thirds (2/3) of all sworn senators.

Code 200: The Executive Code

Code 200.1: Office of the Student Government President

To argument Article III, Section 4, Part 2, of the Student Government Constitution, the forty eight (48) hours notice of calling a special session of the Student Government Senate shall consist of the following procedures

- A. A written notice of said meeting shall be displayed in the Student Government office no later than forty eight (48) hours prior to the meeting.
- B. A follow up by phone shall be made to each senator informing the senator of the special session. This follow up shall be completed no later than twenty four hours prior to the meeting (excluding weekends and university holidays)

During Executive Reports section of the Student Government Senate Meeting, the Student Government President shall inform the Senators, either in person or in writing, of all Student Government Executive Orders that were issued since the last Senate Meeting.

During the Executive Reports Section of the Student Government Senate Meeting, the Student Government President shall inform the Senators, either in person or in writing, of the activities and discussions of the University Senate.

The Student Government President shall ensure that the University of New Orleans will be represented at the Council of Student Body Presidents.

Code 200.2: Office of the Student Government Vice President

The Student Government Vice President shall preside over the Student Government Senate in accordance to the Student Government Constitution.

The Student Government Vice President shall insure that all legislative instruments that require the signature of the Student Government President is passed on within twenty four (24) hours of the Student Government Senate Meeting in which the legislative instrument was passed.

The Student Government Vice President shall insure that all legislative instruments that do not require the signature of the Student Government President are passed on to the appropriate parties.

The Student Government Vice President shall place all legislative instruments presented to the SG Senate on the SG Senate agenda.

Code 200.3: Office of the Student Government Secretary of State

The Student Government Secretary of State, through the Student Government Advisor, shall no later than fifteen (15) school days after classes resume each semester, verify that all office holders within Student Government, as defined in Student Government Law, are eligible to retain their position.

The Student Government Secretary of State shall inform any office holder who has violated the eligibility requirement that their term has been terminated.

Code 200.4: Office of the Student Government Treasurer

The Treasure shall have a report of all Senate Bills that have appropriated money. This report shall include the Senate Bill number, the amount appropriated, and the recipient of the appropriated funds.

The Treasurer shall have a report consisting of a balance available for all accounts in which the Senate has the authority to appropriate funds from. This report shall consist of the beginning balance of each account with a list of all Senate bills that have appropriated funds from each account, and a current unappropriated balance available to the Senate.

The Treasure shall have a report of all Executive Orders expenditures. This report shall include the same information as describe in the report of Senate bills.

The Treasure shall have a report listing all revenue generated and deposited into Student Government accounts.

The Treasure shall prepare a report and present it in person of all Legislative and Executive Order expenditures that cannot be processed within the fiscal year. All Senate and Executive Orders shall not be allowed to cross over into the next fiscal year.

Code 300: The Legislative Code

Code 300.1: The Student Government Regular Sessions, Meetings Defined

The Student Government Senate shall be in regular session every Tuesday during the Fall and Spring semester, starting at 4:30 p.m. During the Summer Semester the Senate shall determine when to go into session. Said session must be posted within 48 hours of the session.

Code 300.2: Special Sessions called by Student Government Senators

Special Sessions of the Student Government Senate may be called by a petition signed by a simple majority of all sworn senators and filed with the Student Government Secretary of State. This Special Session shall be held within forty eight (48) hours after the petition has been filed. The Student Government Secretary of State shall immediately notify all senators by email that a special session has been called.

Code 300.3: Senators Legislative Staff

Each Student Government Senator may appoint up to five (5) aides to assist in the carrying out of the duties of said office.

Code 300.4: Suspension of Senate Rules and Procedures

The Senate shall have the right to suspend any and/or all of its Rules & Procedures upon formal motion, second, and a simple majority vote of those Senators present and voting. Rules regarding a fixed number of votes or quorum may not be suspended for any reason

When suspending rules and procedures the reason for suspension must be clearly stated and after the occurrence of the stated reason the Senate shall go back under the Rules and Procedures.

Code 400: The Judicial Code

Code 400.1: The Rule of Law

All Student Government Courts shall use applicable law in making decisions. This shall include but is not limited to the Student Government Constitution, Code of Laws, Senate Rules and Procedures, all university regulations, and the general principles of justice and equity.

Code 400.2: Court Hearings

Any Student Government Court shall convene within ten (10) school days after a case has been filed; and hold a full and public hearing on the matter.

Code 400.3: Counsel

Any party before a Student Government Court may elect to have counsel, provided that the party shall be bound by any action taken or statements made to the Student Government Courts by counsel on his/her behalf.

Code 400.4: Standing

Any aggrieved party who is a U.N.O Student shall have a right to bring a complaint before the appropriate Student Government Court.

Code 400.5: Prescription (Statue of Limitation)

No case shall be heard by any Student Government Court more than thirty (30) calendar days after the act, occurrence, or transaction that constitutes the principle matter of the case.

Code 400.6 Injunctions

Any Student Government Court may issue injunctions; an injunction is an order, issued by the Court, and executed by the executive branch, which requires a Student Government official or any party before the court to:

- I. Temporarily desist in any given activity or practice until such time a full hearing can be held on the case or controversy; or
- II. Grant to the applicant such relief as is desired on a temporary basis, until such time a full hearing can be held.

Injunctions may be issued only against Student Government Election related matters with the exception of the constitutional mandated injunction. Injunctions with the exception of the constitutionally mandated injunction shall only be valid for (5) school days. Any injunction purporting to have effect for a longer period is absolutely null and void.

Injunctions must have the signature of six of all seven Justices to be valid. Any injunction not bearing the signatures of six justices shall be null and void.

Code 400.7: En Banc Meetings

The Judicial Branch shall meet together monthly in closed session to discuss the state of the branch.

Code 400.8: Clerk of Court

There shall be one Student Government Clerk of Court who shall be elected by the members of the Judicial Branch during the en banc meeting, who shall accept all court pleadings, set the court's docket, take accurate transcripts of the court proceedings, and shall keep and make available all court records. The Clerk shall also upon receiving such action notify the defendant within twenty four (24) hours. The Student Government Clerk of Court shall not be upon assuming office a member of the Executive or legislative bodies.

Code 400.8: Contempt of Court

Any party may be held in Contempt of Court for knowingly or willingly violating a court order. Any Student Government officer held in Contempt of Court shall be recommended to the SG Senate for sanctions with recommendations from the court. Any other person found to be in Contempt of Court shall be ineligible to receive any Student Government funds for a period not to exceed one (1) academic semester and if appropriate be recommended to the University Office of Judicial Affairs for possible Student Code of Conduct violation

Code 400.10: Right to Question Accuser

Any person which has been accused of any wrong doing in the Student Government Courts shall have the right to question their accuser and cross examine any and all of their witnesses.

Code 400.11: Recusation

Any official of the SG Courts shall recuse himself/herself from participating in the adjudication of a case if he/she by virtue of his/her relationship or close association with any of the parties to the case, he/she is unable to decide the case impartially.

Any official of the SG Courts shall recuse themselves from any case that they may have a conflict of interest in.

Code 400.12: Appeals

All appeals of the Student Government Supreme Court shall be heard by the Dean of Student Affairs. The ruling of the Dean of Student Affairs shall be final.

Code 500: The Financial Code

Code 500.1: Appropriation Guidelines

The maximum amount that the Senate can appropriate from the “Senate Operating Account” shall be a fixed percentage per semester. This fixed percentage shall be allocated as follows:

- a. Fall Semester: No more than fifty (50) percent of the budgeted amount for the fiscal year.
- b. Spring Semester: Up to fifty (50) percent of the budgeted amount for the fiscal year plus any unused funds from the Fall Semester’s percentage allocation.
- c. If the Senate chooses to meet in the summer semester, the percentage allocation shall be no more than five (5) percent of the fall allocation.

Code 500.2: Student Travel Fund

This account is to be used for the purpose of defraying costs incurred by students for academic travel. For the purposes of this account, Academic travel is defined as:

- a. Trips to attend events whose location is other than the University of New Orleans
- b. Trips that benefit a group of students, an organization, or a University department

Students must meet the following guidelines in order to receive funding from this account:

- a. Cumulative GPA 2.0 or higher
- b. Enrolled in at least 6 hours in the current semester applying for travel
- c. Authorization for the travel from their college Dean and the Department Chair prior to travel
- d. Organizations require authorization for the travel from the Advisor and the Director of Campus Activities
- e. International travel requires authorization from the Chancellor
- f. Students must also meet all State Travel Guidelines
- g. Travel Costs:
 1. Lowest Logical and Penalty air travel plans (by plane, bus, train, or boat) to and from the event will be reimbursed, when issued through the state authorized travel agency. Prepaid airfare is allowed for State Contracted and State Matched air travel plans when arranged through the state authorized travel agency. All prepay arrangements will be issued thirty (30) days prior to travel via business travel account (BTA).
 2. Registration may be claimed for reimbursement only. Registration forms detailing name, date, and location of conference must be submitted with application.
 3. Travel by car (rental, personal or university) requires a completed authorization form submitted thirty (30) days prior to travel. In addition, submit a copy of a completion certificate from attending a UNO drivers safety refresher course training no later than twenty four (24) hours prior to travel. Any mileage reimbursed for personal vehicle usage will be calculated on round trip mileage at the current state rate.
 4. Lodging routine and conference charges may be claimed for reimbursement not to exceed the current allowable state rate plus tax.
- h. The maximum amount of funding available from this account is \$500.00 per individual or \$2000.00 per group going to the same event in a fiscal year. Three or more students traveling to the same event, for the same intent and purpose, will be considered a group.
- i. Social organizations are only eligible for funding up to \$600.00 for officers to attend academic events.
- j. Travel that has occurred before a request is approved by the Treasurer is not eligible for funding.
- k. Students and organizations may only receive travel funding once per fiscal year.
- l. A one page report detailing the content of the trip must be provided to SG no later than five (5) business days after travel has occurred before a check will be processed.
- m. Original receipts are required for all claims and must be in the name of the student traveling and will be accepted only for the allowable costs listed above. We will not accept receipts in

the names of parents, professors, friends, etc. Receipts must be submitted no later than 5 business days after travel has occurred.

- n. All documents (transcripts, schedules, registration forms, etc.) must be submitted with the travel application a minimum of thirty (30) days before travel. If there are missing documents that are not attached to the travel application, the request will be denied.
- o. Failure to provide Student Government with a report and/or any falsification(s) of forms submitted to Student Government will result in the student being liable for the amount funded by Student Government.
- p. Submit applications and address any questions regarding travel funding to the Student Government Accounting Specialist.
- q. Once budgeted funds are depleted, applications can no longer be accepted.

Code 500.3 Senate Operating Account

Code 500.4 Non Recurring Reserve Account

This account shall be used for one time expenditures only.

Code 500.5 Scholarship Support

This account shall be controlled by the Director of International Studies, with approval from the Dean of Student Affairs, for the sole purpose of awarding the Student Government International Student Exchange Program Scholarships.

Code 500.6 Student Government Account Authorizations

The following Student Government Accounts shall have funds appropriated and used with the following authorities:

- a. **Student Government Executive Orders** This account shall be controlled by the SG President. The SG President shall give a written report to the SG treasure each time funds are used from this account.
- b. **Leadership Cabinet** This account shall be controlled by the Chair of the Leadership Cabinet.
- c. **RIS Support** This account shall be controlled by Director of RIS.
- d. **Student Activities Council Accounts** These accounts shall be controlled by the President of SAC, with any approvals in which SAC may additionally require.
- e. **Student Travel Fund** This account shall be controlled by Code 500.2 above exclusively. Ensuring compliance with these funding guidelines will be the responsibility of the Treasurer. Spending authorization may not originate in the form of a bill.

Code 500.7 Infractions

The treasurer shall maintain a log, detailing any and all infractions of the Financial Code.

Code 500.8: Student Activities Council

The Student Activities Council shall receive 25% of Student Government's total budget under the terms set forth in Bill S.069 of the 1st Student Government Senate.

Code 500.9 Budget Funding

Any item other than official Student Government sanctioned events funded as a line item on the budget shall not be allowed to receive funding for the same event through the Senate within the same fiscal year unless other recommendations are included in the budget by the Student Budget Committee. Requests must be presented in the form of a bill and must pass by two-thirds of the Senators present and voting.

Any event that is presented after the budget cut off may be considered by the Senate, said event must pass the Senate

by a vote of 2/3 of senators present and voting.

Code 600: The Election Code

Code 600.1: Election Code; Accountability

Every person who files for an office elected under the authority of the Student Government Constitution and/or Code of Laws shall be accountable to this code. All candidates and their volunteers shall be responsible for knowing its contents. A representative from each ticket, or those running independently, shall attend a mandatory meeting prior to active campaigning. All questions about the election code shall be addressed to the Student Government Secretary of State.

Code 600.2: Tickets Definition

A ticket is recognized by this Election Code as an affiliation of candidates who group together to organize campaigning for an election.

1. Tickets are not required to have a Presidential/Vice Presidential candidate.
2. Tickets as a whole may be held responsible for infractions to this code.
Candidates may be cross-listed on multiple tickets

Code 600.3: Election Code; Power of the Election Commission

The Election Commission shall have the power to interpret and apply the Election Code.

Code 600.4: Election Commission; meetings

The Election Commission shall meet at the discretion of the Student Government Secretary of State to discuss improvements in the election process and decide upon election dates for next semester.

Code 600.5: Election Commission Appeals

Any decision of the Election Commission may be appealed to the Judicial Branch of the Student Government, as stipulated in the Student Government Constitution and/or Student Government Code of Laws.

Code 600.6: Multiple Candidacies; prohibition

No person may be a candidate for more than one (1) office established under, or elected under the authority of, the Student Government Constitution and/or Student Government Code of Laws.

Code 600.7: Candidate Qualifications

All candidates that run for executive offices must have completed six weeks on the SG Senate, the SG Supreme Court, or the SG Executive branch, and in addition all candidates must meet the qualifications as set forth in the Student Government Constitution and/or Student Government Code of Laws.

A degree candidate filing for any position must provide sufficient documentation of continuing enrollment at UNO to the Elections Commission.

Code 600.8: Secretary of State; Power & Responsibility for the Election Commission

The Student Government Secretary of State shall have the following powers and responsibilities:

To have authority to expend such funds as are appropriated to the Commission's use with the consent of the Commission;

To ensure that the Commission presents a defense if any decision of the Commission is appealed or if a complaint is filed against the Commission;

To issue a report to the Student Government Senate each week during the election time frame;

To submit a calendar with the days of the election time frame numbered two weeks prior to the first day of filing;

To establish guidelines for online voting procedures one (1) month prior to filing; and

To administer and set provisions for special elections where provided for in the Election Code and other Student Government Documents.

Code 600.9: Secretary of State: actions require Commission Approval

All actions of the Student Government Secretary of State as it concerns elections must meet the majority approval of the Election Commission present and voting. The Commission may override any actions of the Secretary of State as it concerns elections by a majority vote.

Code 600.10: Order of Events

The Order of Events for any Student Government General Election shall be:

- A. Selection of election related dates and deadlines;
- B. Announcement of elections;
- C. Filing period;
- D. Mandatory Meetings;
- E. Qualifying
- F. Posting of qualified candidates and appeals;
- G. Campaigning begins;
- H. Posting of official ballot;
- I. General Election
- J. Expenditure reports filed;
- K. General Election results;
- L. Validation of General Election results;
- M. Run off Elections;
- N. Run off expenditure reports filed;
- O. Run off Elections results
- P. Validation of Run of Election results.

Code 600.11: Selection of related dates and deadlines

The Elections Commission shall be in charge of setting all dates and the elections related events listed in Code 600.10; subject to any further provisions of the election code and the Student Government Constitution and/or Student Government Code of Laws. Once dates has been set, the Student Government Secretary of State will deliver this information to the Student Government President, Student Government Vice President, Student Government Senate President Pro- Tempore, Student Government Attorney General, Judge of the Student Government Student Court, and the Chief Justice of the Student Government Supreme Court.

Code 600.12: Announcement of Elections

The Secretary of State shall issue a press release at least seven (7) days prior to the opening of the filing period for the fall and spring elections.

Code 600.13 Wording of Press Release

The press release and the advertisement shall list the following:

Dates for the opening and closing of filing;

Time and place that a person may file for office;

Dates of the General Election and any run off; and

The name of the Student Government Secretary of State

Code 600.14: Filing Period

- A. A person shall file as a candidate by submitting a Notice of Candidacy letter clearly stating the office in which they are seeking, the college that they are currently enrolled in, their student number, and valid contact information. This letter must be timed stamped by the Student Government Secretary of State, a member of the Student Government Elections Commission or a Student Government Advisor.
- B. A three (3) class day period for filing shall be opened no less than twenty-one (21) calendar days before the date of the General Election. Any student may file a Notice of Candidacy letter from 9:00 a.m. to 4:30 p.m. during these days.
- C. Once a student has filed for a certain office, he/she may not change to any other office. The student may either run for the position in which he/she originally filed to run in, or may drop out of the race completely and file for the other seat provide that the filing period is still open.

Code 600.15: Qualifying

After the closing of the filing period, The Student Government Secretary of State through the Student Government Advisors shall certify that all candidates meet the qualifications of office as set out in the Student Government Constitution and/or Student Government Code of Laws.

Code 600.16: Failure to meet Qualifications

If a candidate does not meet the qualifications of office, the Student Government Secretary of State shall notify the candidate, in writing, that they have not met the qualifications for the respective seat and they name cannot be placed on the ballot.

Code 600.17: Campaigning

There shall be no campaigning prior to the qualifying of candidates.

Code 600.18: General Election

The Fall General Elections shall be held between October 1st and November 30th ; The Spring General elections shall be held between March 1st and April 30th

Code 600.19: General Election Results

Regardless of complaints or appeals, the unofficial results of the General Election shall be announced by the Student Government Secretary of State in the Student Government Office at 5:00 p.m. on the night after the general election. The results shall be official and final if they are not contested within (2) class days following the close of the election.

Code 600.20: Validation of General Election Results

If no complaints or appeals are registered by 4:30 p.m. within two (2) class days of the announcement of election

results, all election results shall be deemed final.

Code 600.21: Run-off Elections

If no candidate receives a simple majority of the votes cast for the respective seat, the two candidates with the most votes shall enter into a run-off election. The run-off election shall be held within three (3) to six (6) class days after the general election.

Code 600.22: Run-off Election results

The unofficial results of the run-off election shall be announced in the same manner as the results of the General Election.

Code 600.23: Validation of Run-off Elections

If no complaints or appeals are registered by 4:30 p.m. within two (2) class days of the announcement of the Run-off Election results, all election results shall be final.

Code 600.24: Campaigning; Definition

Campaigning is any activity by a person that is intended or likely to encourage or discourage a voter to cast a ballot. This includes the placement of signs on display and the solicitation of the vote of any UNO student. Two types of campaigning are recognized:

- A. Active Campaigning: Active Campaigning includes but is not limited to verbal and/or electronic solicitation of votes and the following:
 - 1. Distributing campaign materials other than private distribution to immediate campaign staff.
 - 2. Announcing or discussing potential candidacy and or ticket name in print, broadcast, or any other media; and
 - 3. Seeking voter support for a campaign at an official meeting of a registered student organization
- B. Passive Campaigning: Passive Campaigning includes campaign paraphernalia in the immediate possession of or attached to an individual and the following:
 - 1. Posting any campaign materials; and
 - 2. Wearing apparel, buttons, stickers, and/or similar items explicitly reflecting an affiliation with a candidate or ticket.

Code 600.25: Campaigning; on campus; rules and regulations

- A. Campaigning on campus must be conducted in compliance with all University rules. Campaign signs on bulletin boards must be no larger than 8.5 by 11 inches
- B. Campaigning does not include:
 - 1. Designing, ordering, or receiving campaign materials and private distribution to immediate campaign staff; or
 - 2. Private discussions concerning candidacy, prospective candidacy, or ticket formation; or
 - 3. Reporting by media outlets of any referendum, petition, or recall.
- C. Members of a non-university private list serve are considered willful participants and therefore may receive any email concerning candidacy, ticket issues, and information prior to active campaigning.
- D. There shall be no active campaigning within ten (10) feet of any entrance to a university building.

- E. Campaigning must not interfere with the educational life of the University. This includes the posting of campaign signs and/or poster inside classrooms
- F. Candidates may not write on chalkboards or similar devices or otherwise actively campaign within a classroom.
- G. No active campaigning in any University building or within ten (10) feet of any entrance to any building except when attending ticket organizational meetings and registered student organizations meetings, this campaigning must be approved by the Dean of Student Affairs.

Code 600.26: Campaigning; prohibited methods

The following methods of campaigning may not be used;

- A. Aircraft ;
- B. Loudspeakers, sirens, or other noisemakers,
- C. Decorating any car without the express consent of the owner;
- D. Any method that violates university or state policy concerning mass email;
- E. Sending potential voters unsolicited electronic messages at anytime; and/or,
- F. Sending electronic messages specifically asking for a vote is prohibited prior to active campaigning;

Code 600.27: Voting Apparatuses

A voting apparatus is defined as an electronic device with internet access with voting capability;

There shall be no active campaigning from or toward any while in direct operational possession of voting apparatus.

Code 600.28: Polling Stations and Locations

- A. Definition
A polling location, except public computer labs, shall be defined as a voting apparatus used by an individual other than the owner located within fifty (50) feet of each other.
- B. Authorized Polling Locations
No Polling locations shall be allowed except those administered by the Elections Commission.
- C. Location of Polling Locations
The Student Government Secretary of State shall list the locations of the Election Commission administered polling locations outside the Student Government Executive Office three (3) days prior to any election.

Code 600.29: Campaigning; ethics

- A. General Conduct
Candidates are expected to conduct themselves in an ethically appropriate manner in accordance with Student Government Documents and the Student Code of Conduct.
- B. Campaign Interference
A candidate or volunteer may under no circumstances intentionally interfere with the campaign of another candidate in anyway, including but not limited to the destruction of campaign materials.
- C. Bribery and Threats
No person shall offer anything tangible of value or make any threat to any voter to affect the student's vote. The term "anything of value" does not encompass distribution of campaign materials of negligible value such as buttons.

Code 600.30: Endorsements

Any student or student organization, excluding Student Government affiliated organizations that is registered with the University may publicly endorse any candidate and/or ticket for office.

Student Government Senators and Student Government Executive Officers may endorse candidates.

Code 600.32: Campaigning on Election Day

On Election Day, there shall be no campaigning whatsoever within fifty (50) feet of any Election Commission administered polling locations. All signs and other materials must be removed from the restricted areas by the Commission before the polls open on Election Day.

Code 600.32: Litter

Littering of campaign material of any kind shall be prohibited.

Code 600.33: Spending Limits; General Elections

- A. Two Thousand dollars (\$2,000) shall be the expenditure limit for all campus wide positions
- B. One Thousand (\$1,000) shall be the expenditure limit on all college positions.
- C. Two hundred (\$200) dollars shall be the expenditure limit on all tickets.

Code 600.34: Spending Limits; Run-off Election

The expenditure limit for the Run-off Election of any candidate or ticket shall be one-half of the limits stated for the General Election.

Code 600.35: Expenditures; scope

A candidate's total expenditures shall include all goods and services purchased by or donated to a candidate or any supporter for use in the election or use in anyway furthering that candidate's campaign or detracting from the campaign of any or all of that candidate's opponents

Code 600.36: Expenditure; Valuation

All goods and services shall be valued at fair market value of that good or service. Barring a reasonable doubt, the Election Commission will recognize the retail value paid for a good or service at its fair market value. The Election Commission reserves the right to revalue a good or service in response to a complaint that the good or service is not reported at its fair market value. The Elections Commission must submit three (3) price references from Orleans Parish merchants in estimating the value of any contest price.

Code 600.37: Initial Expense Report

All candidates must file an initial expenditure report and receipts to the Elections Commission. This report must include all spending to date, including possible in-kind contributions. This report shall be submitted at 4:30 p.m. on a date set by the Elections Commission fifteen (15) to twenty (20) days after the date of filing.

Code 600.38: Final Expenditure report; General Election

All candidates must file a final expenditure report. This report must include all spending incurred during the campaign. These reports shall be public record after a 72 hour review period. Candidates shall sign their reports and

certify that they are accurate and complete under penalty of disqualification. The final expenditure report is due by 8:00 a.m. the day after the General Election

Code 600.39: Expenditure Reports; Run-off Elections

Expenditure reports for the run-off elections are to be received by 8:00a.m., the day after the run-off election. These reports shall be public record after a 72 hour review period. Candidates shall sign their reports and certify that they are accurate and complete under the penalty of disqualification.

Code 600.40: Expenditures; unopposed candidates

Candidates who are unopposed after the posting of the list qualified candidates are considered elected and therefore are not allowed to spend any money campaigning. These candidates are still required to file expenditure reports.

Code 600.41: Expenditures; tickets

Each person on a ticket shall submit their own expenditure reports as set out in this code. All ticket representatives must submit an expenditure report no later than 8:00 a.m. the day after the General and/or Runoff election.

Code 600.42 – Expenditures; in-kind contributions

An in-kind contribution shall be regarded as anything contributed to a candidate or ticket other than money, excluding campaign volunteers. In-kind contributions for the use of campaign fundraising or printing of campaign paraphernalia must be reported and will count toward the maximum expenditure a candidate or ticket may spend. Receipts may be submitted with expenditure reports and are subject to same rules outlined in 500.35 of the code.

Code 600.43: Voting

Voting shall take place from 7:00 a.m. to 9:59p.m., regardless of the weather conditions.

Code 600.44: Ballot; order of candidates

Candidates shall appear on the General Election Ballot in alphabetical order. This order shall be reversed in the Run-off Election.

Code 600.45: Ballot; samples displayed

The Student Government Secretary of State shall post sample ballots outside the Student Government Executive Office and purchase a one time ad in the official campus newspaper displaying the sample ballot, two (2) class days prior to any general or Runoff Elections. The wording and layout of these ballots shall be the same as those used on Election Day.

Code 600.46: Withdrawal

If a candidate wishes to withdraw from an election, he/she must do so by meeting with the Student Government Secretary of State, in person, presenting a valid picture ID, and giving the Student Government Secretary of State a written signed statement of his/her withdrawal.

Code 600.47: Complaints; time limits

Complaints regarding violations of Election Code provisions must be submitted in writing to the Elections Commission through the Student Government Secretary of State within five (5) class days of the alleged violation. The Elections Commission will then, by the end of the first class day after submission of said complaint, decide what action shall be taken as a result of the complaint and notify both parties of said action. A copy of the Election

Commission decision shall be submitted to the Student Government President, Student Government Vice President, Student Government Senate President Pro-Tempore, and the Student Government Supreme Court Chief Justice.

Code 600.48 – Complaints; standing

Complaints of the Election Code violations may be brought to the Election Commission by any UNO student.

Code 600.49 – Complaints; procedure

A complaint concerning irregularities in the conduct of the Commission may be brought by any UNO student. This complaint must be filed with the Student Government Clerk of Court by 4:30 p.m. two (2) class days after the closing of the election polls of the election in question.

Code 600.50: Complaints; Burden of Proof

The person making the complaint shall have the burden of proving the alleged violation. If that person or his/her representative is not present at the hearing the complaint shall be dismissed.

Code 600.51: New Election

If the Student Government Court determines that the action of any person or any organization has cast a reasonable doubt on the fair outcome of an election, it may order a new election for that particular race.

Code 600.52: Notification of the plaintiff, defendant

After a complaint has been ruled on, the Court shall take immediate action to notify all parties involved within two (2) hours of the ruling.

Code 600.53: Sanctions; violations of campaign expenditure limit rules

Any candidate failing to file any report of campaign expenditures required by the code shall be disqualified, unless the candidate has made special provision to meet personally with the Student Government Secretary of State and the Elections Commission and the Commission has approved his/her absence of the documents due to extraordinary circumstances.

Code 600.54: Sanctions; failure to attend mandatory meeting

Any candidate failing to attend the mandatory meetings shall be disqualified, unless the candidate has made special provisions with the Student Government Secretary of State and The Elections Commission, and the Commission has approved this absence due to extraordinary circumstances.

Code 600.55: Sanctions; Candidates

If a candidate or ticket is found guilty of violating this code, the candidate or ticket shall be penalized by the commission in the manner deemed appropriate from the following:

- A. Private censure reserved for only unusually minor cases;
- B. Public censure, the general minimum sanction;
- C. Restriction of the candidate or ticket and its volunteers from campaigning for a fixed period of time in such a manner, as the board feels appropriate;
- D. Reduction of expenditure limits within reason;
- E. Suggestive self imposed sanction made by the defendant and accepted by the Commission;

- F. Disqualification. In this case the Election Commission may pursue disciplinary action with the Dean of Student Affairs.

Code 600.56: Sanctions; others

If a person who is not a candidate or if an organization is found guilty of violating this code, the person or organization shall be penalized by the Elections Commission in the manner deemed appropriate from the following:

- A. Private Censure reserved for only unusually minor cases
- B. Public censure, the general minimum sanction
- C. Suggestive self imposed sanction made by the defendant and accepted by the Commission
- D. Pursue disciplinary action with the Dean of Student Affairs.

Code 600.57: Report with the office of the Dean of Student Affairs

The Elections Commission may direct the Student Government Secretary of State to file a report with the office of the Dean of Student Affairs with the recommendation that the office review the alleged offense of the individual, ticket, or the organization under provisions of the Code of Student Conduct or the appropriate University rules, if the opinion of the Commission, the violation warrants it.

Code 600.58: Ticket representative; Responsibilities

- A. Each ticket shall select a ticket representative who shall serve as the liaison between the Election Commission and the organized ticket.
- B. The ticket representative duties shall be to register the ticket name with the Elections Commission at the mandatory ticket meeting specified in the election time frame.

Code 600.59 – Ticket name; recognition

In order for a ticket to be recognized in an election, the ticket representative must present the name of said ticket, complete list of candidates affiliated with the ticket, to the Elections Commission at the mandatory ticket meeting mentioned in the election time frame.

Code 600.60: Ties

Ties shall be handled as follows:

- A. If there are only two (2) candidates in the General election and the election results in a tie, then the election shall be rerun in the run-off elections.
- B. If there is more than two (2) candidates in the General election and there is a tie for second place and if a run-off is needed, then the first place candidate and the candidates tied for second shall all run in the run-off, The candidates who receives the most votes regardless of whether he/she receives the simple majority shall be the winner.
- C. If a run-off election results in a tie, then the tied candidate who received the most votes in the General Election shall be the winner.
- D. If a run-off election results in a tie and the tied candidates received the same number of votes in the General Election, then the Student Government Senate shall decide the winner by simple majority of those senators present and voting.

Code 600.61: Fraud

- A. Voter fraud shall be considered casting a ballot on behalf of an individual other than yourself.

- B. Candidates found guilty of voter fraud by the Elections Commission will be subject to:
 - 1. Disqualification and/or;
 - 2. A report filed with the office of Dean of Student Affairs of such action for review of potential violations of the Student Code of Conduct.
- C. Non candidate students or groups found guilty of voter fraud by the Elections Commission will be reported to the office of the Dean of Student Affairs for review of potential violations of the Student Code of Conduct.
- D. Elections containing fraud may be examined by the Commission, and subject to appeal, and said action must be submitted in writing or by email to all candidates involved within two (2) hours of said action.
- E. Appeals to an Election Commission decision regarding voter fraud shall be made to the Student Government Court.

Code 700: The Code of Ethics

Code 700.1: Importance of a Code of Ethics

The importance of the Code of Ethics is to establish a standard of conduct for Officers and Support Personnel of Student Government. The result of adhering to this code will be an effective, efficient, and respected Student Government. The code will also encourage an ethical future for the members of Student Government. Therefore, all Officers and Support Personnel, whether they be appointed or elected, should heed the Code of Ethics as the forefront of their affairs, and always be prepared to give account of their actions and works.

Code 700.2: Representation

- A. Student Government represents the Student Body in two ways; Officers and Support Personnel not only represent their constituency within the University, but the represent in their person the Student Body as a whole in the eyes of those outside the University.
- B. Officers and Support Personnel of the Student Government should represent their constituencies, first, by expressing their interests and concerns within Student Government, and second, be their example and conduct in the discharge of their duties; they should provide an example to the outside world of the Best UNO Student Body has to offer.

Code 700.3: Use of the Code

All officers and support personnel of the Student Government should encourage their colleagues to adhere to the Code of Ethics by holding each other accountable, while striving to be examples themselves. Officers and support personnel should ensure enforcement, while at the same time showing their commitment to the Code to the rest of the Student Body.

Code 700.4: The Code

- 1. No Officer or Support Personnel shall knowingly misrepresent the truth while acting in his/her capacity as a Student Government officer or support personnel.
- 2. No Officer or Support Personnel of the Student Government shall bestow favors, make undue use of influence of powers of office, or offer special considerations of any kind in exchange for anything of value.
- 3. No Officer or Support Personnel of the Student Government shall misuse, mismanage, or misappropriate the equipment, facilities, or funds of the Student Government. Each officer and support personnel must be able to give a through account of all student government funds spent by him/her and a through inventory of all goods and/or services received.
- 4. Each Officer and Support Personnel must make every reasonable attempt to fulfill his/her responsibilities to the best of his/her ability. Each officer and support personnel must discharge his/her duties in good faith and with due regard for the welfare of the entire Student Body.

II. All subsequent SG Laws, with the exception of the SG Constitution, which is found to conflict with these SG Code of Laws, shall be preempted by the SG Code of Laws.

III. Code 600 of these Code of Laws, with the exception of Code 600.7, shall not take effect until Thursday May 1, 2008.

IV. Once Codes 500 and 600 take effect all other financial and electoral guidelines are null and void.

Senate Action: _____

Vote: _____

PRESIDING OFFICER'S SIGNATURE _____ DATE _____

SG President's Action: _____

SG PRESIDENT'S SIGNATURE _____ DATE _____

VETO OVERRIDE

Senate Action on Veto: _____ Vote _____

PRESIDING OFFICER'S SIGNATURE _____ DATE _____