Georgetown Law Student Bar Association
Spring 2016 SBA Election Rules

Elections Committee 2015-2016

Scott E. Kraff ’16, Chair

Megan A. Benevento ’16
Meghan M. Levine ’16
Gabriela M. de Obarrio LL.M. ’18

Samantha van der Bunt ’16
Brad M. Paraszczak ’16
# Table of Contents

## Article I: Campaign Procedure

Section I – Elections Committee ................................................................. 1
Section II – Nominations ........................................................................ 1
Section III – Campaigning .................................................................... 2
Section IV – Campaign Spending .............................................................. 2

## Article II: Advertising

Section I – Regulations & Pre-Approval .................................................. 4
Section II – Internet Advertising ............................................................... 4
Section III – On-Campus Advertising ....................................................... 5
Section IV – Joint Advertising ................................................................ 6
Section V – Social Events ...................................................................... 6

## Article III: The Election

Section I – Election & Run-Off ................................................................. 7
Section II – Voting .................................................................................. 7
Section III – Advertising During Election Period ...................................... 8
Section IV – Certification of Results ......................................................... 8

## Article IV: Complaints

Section I – Meeting Request .................................................................. 9
Section II – Formal Complaints ............................................................... 9
Section III – Recount Demand ................................................................. 9

## Article V: Election Complaint Procedure

Section I – Committee Review ................................................................. 10
Section II – Remedial Actions ................................................................. 11
ARTICLE I: CAMPAIGN PROCEDURES

Section I – Elections Committee:

1. Pursuant to Article IX of the Student Bar Association Constitution, the authority to manage the Association’s elections shall be placed in the Elections Committee.

2. Students should immediately email the Chair of the Elections Committee at SBAElections@law.georgetown.edu with any questions or issues related to SBA elections, requests for advertisement pre-approval, formal complaints, recount demands, or other matters.

Section II – Nominations:

1. Nominating Period

(a) Nominations for all officer and delegate positions will open at 9:00AM on Wednesday, February 10, 2016.

(b) Nominations will close at 5:00PM on Monday, February 22, 2016.

(c) All students will receive a link to the Nominations Form via email from the Student Bar Association on Wednesday, February 10, 2016.

(d) For the Spring Election Cycle, a student may be nominated to run for both the Executive Board and for the House of Delegates.

2. Email Confirmation

(a) Candidates will receive an email confirming their candidacy by 9:00PM on Monday, February 22, 2016. The email will be sent by the Chair of the Student Bar Association’s Elections Committee.

(b) The confirmation email will contain explicit instructions on accepting a nomination and shall contain a copy of these rules.
Section III – Campaigning:

1. Campaign Period

(a) The Campaign Period will begin on Monday, February 22, 2016, following the close of nominations at 5:00PM.

(b) Candidates may begin campaign activities immediately after they receive an email from the Elections Committee confirming their candidacy.

(c) The Campaign Period ends at the conclusion of the Spring Election, including any required run-off. All election materials must be cleaned up within 48 hours of the close of the election.

2. Limits on Campaign Activity – Pre-Campaign Period

(a) Prior to the start of the Campaign Period, candidates may not:

   i. publicly announce their candidacies using social media, email, physical advertisements, or other forms of communication;

   ii. post any advertisements related to the election; or

   iii. seek out public endorsements from student organizations and other candidates.

(b) Violations of this provision will be subject to the formal complaint and remedial action provisions of these Rules.

Section IV – Campaign Spending:

5. Use of Association Funds

(a) Any use of Student Bar Association-provided funds is prohibited.

(b) Neither Candidates nor SBA-funded student groups may use SBA-provided funds to support or oppose any candidate in any election cycle.
6. Campaign Spending Limits

(a) Each Candidate’s campaign expenditures shall not exceed $50.00 USD in an election.

(b) Campaign expenditures include goods, services, and gifts-in-kind purchased as part of the Candidate’s campaign activities as well as social events held on or off campus.

(c) In the event that a run-off election is required, each Candidate participating in the run-off may spend an additional $25.00 USD on run-off campaign expenditures.
ARTICLE II: ADVERTISING

Section I – Regulations & Pre-Approval:

1. Use of School Name & Logo

(a) Advertisements and postings may not use the name “Georgetown University” or the Georgetown University logo in a manner that may imply university endorsement of the candidate.

2. Advertisement Pre-Approval

(a) If a Candidate is unsure whether or not their advertisement violates this or any other provision of these Rules, they are permitted to send a copy of the advertisement to the Elections Committee for pre-approval.

(b) Candidates are not required to submit all advertisements for pre-approval. This provision exists solely for the purpose of verifying that questionable advertisements are in compliance with university policies and these Rules.

Section II – Internet Advertising:

1. Email

(a) Candidates may use email to promote their candidacy, but are prohibited from using any university-distributed email list or listserv for electioneering.

(b) All campaign-related emails must include an “opt-out statement” instructing the recipient to email the sender if they wish to stop receiving emails. Candidates must immediately cease sending campaign-related emails to anyone who opts out.

2. Facebook

(a) Candidates may promote their candidacy on Facebook through individual pages, groups, events, pictures, video, posts, or other means.
(b) Candidates are prohibited from creating posts on any official Georgetown Facebook groups or pages operated by or on behalf of the University or the Student Bar Association.

3. OrgSync

(a) Candidates may not use OrgSync groups to send mass emails to Georgetown students or organizations.

(b) In the event that a student group has endorsed a candidate, the leaders of that organization may send an OrgSync message to their members, but the candidate may not.

Section III – On-Campus Advertising

1. In-Class Announcements

(a) Candidates and supporters may not make campaign-related announcements during scheduled class time.

(b) Candidates and supporters are free to make announcements immediately before or after a class, or during a scheduled break in the class, provided they first obtain the professor’s permission prior to the announcement.

2. Fliers & Posters

(a) Candidates may make fliers and posters to promote their candidacy.

(b) Each flier must contain the following information:

i. The words “SBA ELECTIONS”;

ii. The dates of the election;

iii. Candidate contact information.
(c) All fliers must be approved by the Office of Student Life prior to being posted on campus and must abide by all OSL guidelines regarding the placement and duration of postings.

(d) If an advertisement is posted in the Gewirz Residence Hall, the candidate must abide by all Department of Resident Life guidelines.

3. Campaigning in Gewirz

(a) Door-to-door campaigning in the Gewirz Residential Hall is prohibited.

Section IV – Joint Advertising

1. Candidates are free to coordinate with, endorse, and campaign with other candidates, and may list endorsements on their own advertisements.

2. Candidates are prohibited from creating joint advertisements, presenting multiple candidates as a “slate” or “ticket”, or including multiple candidacies on a single campaign posting so as to suggest joint campaigning.

Section V – Social Events

1. Candidates may hold social events on or off campus to promote their candidacy.

2. Candidates will be held responsible for cleaning up immediately following all campaign-related events.
ARTICLE III: THE ELECTION

Section I – Election & Run-off

1. Election Period

(a) The Spring Election will begin at 9:00AM on Tuesday, March 1, 2016 and will close at 5:00PM on Wednesday, March 2, 2016.

2. Run-off Elections

(a) If no candidate for an Officer position receives a majority of votes in the Election, or if no candidate for a Delegate position receives a plurality of votes in the Election, a Run-off Election will be held between the top two candidates.

(b) If necessary, the Spring Run-off Election will begin at 9:00AM on Thursday, March 3, 2016 and will close at 5:00PM on Friday, March 4, 2016.

Section II – Voting

1. Voting Software

(a) Elections will be held through the Student Bar Association website using software developed for this purpose.

(b) All students will be sent a link to the voting website with instructions on how to vote.

(c) Voters can also access their unique ballot by following these steps:

   i. Navigate to Georgetown’s Restricted Access Resources page1;

   ii. Log on using your NetID and Password;

---

1 https://apps.law.georgetown.edu/system/account/resources.cfm
iii. In the left hand section titled “Apps for Current & Prospective Students” find the link to “SBA Elections.”

**Section III – Advertising During Election Period**

1. Candidates may continue to campaign and post advertisements during the Election Period, provided they adhere to the policies outlined in Article II.

2. During the Election Period, Candidates and campaigns are prohibited from:

   i. Campaigning or loitering within 50 feet of Elections Committee voting stations; and

   ii. Establishing their own, independent voting stations.

**Section IV – Certification of Results**

1. Within 24 hours of the close of any election, the Elections Committee shall review the results and, by majority vote, certify their validity.

2. If the Committee is unable to certify the results by majority vote within 24 hours of any election, certification authority shall be given to the House of Delegates to resolve by majority vote.

---

2 http://apps.law.georgetown.edu/sba-elections/
ARTICLE IV: COMPLAINTS

Section I – Meeting Request

1. For up to 48 hours following the conclusion of the election, any candidate may request, via email, a meeting with the Elections Committee to discuss any problems or concerns the Candidate has with how the election was conducted.

Section II – Formal Complaints

1. Any member of the Georgetown community may file a complaint during or immediately following an election.

2. The complaint must be submitted via email to the Chair of the Elections Committee at SBAElections@law.georgetown.edu.

3. Complaints must include the following information:
   (a) Name of the complainant and contact information;
   (b) Reason for the complaint with sufficient detail for the Committee to evaluate; and
   (c) Desired remedy.

Section III – Recount Demand

1. Any candidate may demand a recount of any election they participated in within 24 hours of certification.

2. The Elections Committee shall conduct recounts when a candidate properly submits a written recount request following the certification of election results. The Committee must complete recounts within 24 hours of their request and submit a final certification of the election results to the House of Delegates.

3. Candidates requesting a recount may not request additional counts after recertification of results.
ARTICLE V: ELECTION COMPLAINT PROCEDURE

Section I – Committee Review

1. Select Committee

(a) When the Elections Committee receives notice of a complaint regarding the proper conduct of an election—including issues relating to the conduct of individuals or concerns with the administration of the election procedures themselves—the matter shall be referred immediately to the Judiciary Committee.

(b) When triggered, a select committee comprised of all members of the Elections and Judiciary Committee shall be convened and chaired by the Attorney General.

(c) Any Committee member who may have a conflict of interest in the resolution of a dispute shall abstain from considering or voting on the resolution of any complaint. By unanimous consent of the non-conflicted members, a member with a conflict of interest may be excluded from consideration of the dispute.

2. Investigation & Hearing

(a) Within 24 hours, the Committee shall gather all evidence regarding the complaint and provide a fair hearing to any and all persons with relation to the proceeding at issue. The Committee may request that parties submit their statements and responses to questions via email if unavailable for an in-person hearing.

3. Vote

(a) Within 24 hours of reviewing all evidence and testimony, the Committee shall resolve the dispute by majority vote.

(b) The Committee shall issue a written opinion notifying the parties to the complaint as to its resolution.

(c) In the event of a tie, the House of Delegates, by a simple majority vote, shall resolve the dispute and take such appropriate actions as necessary.
Section II – Remedial Actions

1. Discretion

(a) The Committee shall have the discretion to take such actions as it deems appropriate to cure a violation of these Rules, consistent with fairness and due process, in response to any infraction.

2. Remedies

(a) Depending on the severity of the infraction or administrative error, the Committee may:

i. Dismiss the complaint and certify the election;

ii. Issue a Warning Letter to a Candidate;

ii. Suspend a candidate from campaigning for any period of time;

iii. Disqualify a candidate from being placed on the ballot;

iv. Extend the time for voting to account for the administrative error;

v. Declare a vacancy to be filled pursuant to Article XI of the Constitution; or

vi. Order a new election be held immediately in the affected delegations.