



# Executive 2019-2020 Candidate Packet

As approved by the following ASUU officials:

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Publication date: August 31<sup>st</sup>, 2019

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## **A Letter from Your Student Body President:**

Dear 2020 – 2021 Candidates,

As someone who has been where you currently are, I believe you should be incredibly proud of yourself for considering a bid for the Student Body Presidency at the University of Utah. Although I am only part way through my term, it has truly been the honor of my life to serve in this position and to advocate for our students. Over the past four months, I have witnessed myself grow significantly both personally and professionally – but I have only grown because I have been constantly challenged and humbled by the demands of this role.

I have debated at length over the past few months what message I wanted to send to any potential candidate – what things I needed to say about this position that can't be encompassed by RedBook or University or Utah policy. I've decided it is my duty to inform you, in the most candid way I can, what this position truly entails.

More frequently than not, this position is unpredictable, exhausting, and frustrating; very often it's all three at the same time. This position demands humility, patience, diplomacy, hard work and an incredible amount of consistency. This position asks for the best of you constantly, even when you feel you have nothing left to give. This position will confront you with unforeseen challenges on a weekly or even daily basis. In this position, you will need to be prepared to do more than sit on the Board of Trustees; you will need to be prepared to discipline your friends and colleagues, set and maintain expectations for over 100 student leaders, and dedicate yourself fully to the students you serve.

Out-side-looking-in, this position could be appealing for many reasons; from the title, to the office, to the perks. However, you will only be fulfilled in this role if your ultimate goal is to serve students. No parking pass on your dashboard will make you appreciate the amount of long days, late nights, and work you will be tasked to do. No line on your resume or LinkedIn profile will make this role worth the personal sacrifice you will undergo. The Presidency is much more than attending a few high-level meetings – it is leading, managing, and bettering an organization much larger than yourself, while collaborating and coordinating with dozens of people to get it all done.

I don't relay any of this information to deter you from filing, or make you question your commitment to student leadership. I am relaying this message so that you can reflect on your motivations for running, and decide if you will truly be fulfilled by a job that is often thankless, taxing, and overwhelming. I also don't relay this letter to make it sound as though my life for the past four months has been dreadful, because it hasn't. In fact, these have been the best four months I could've hoped for.

I have had opportunities to meet people from every corner of campus, work with university administrators and leaders in ASUU to enact change, and I have created some of the strongest relationships I could hope to have in college. I have developed exponentially as a leader and a manager, and I have become a more resilient, stronger version of myself. I have felt more joy and more fulfillment within this role than at any other point in my college career; but not because of any parking pass or event invitation – but because every day I do work worth doing: serving the students of the University of Utah.

If you understand that responsibility, and you believe you have the ability to execute it, then I wish you the best of luck on your campaign and in producing a vision that students can connect with.

Congratulations on your candidacy and your future plans inside and outside of ASUU.

Sincerely,

AnnaMarie Barnes  
Student Body President 2019 – 2020  
Associated Students of the University of Utah

## **Letter from the Elections Registrar:**

Dear Candidates:

My name is Audrey Stegman and I am the Elections Registrar for the 2019-2020 academic year. It is my duty to coordinate and oversee executive elections during my time in this position. Thus, I will be working closely with each of you throughout this elections cycle. I am committed to being accessible and transparent throughout this year to ensure a smooth elections process, and I look forward to being a dependable resource to you.

The purpose of this Elections Packet is to provide rules and expectations regarding the executive election process. I recommend that you read it in its entirety and become familiar with its contents. This will serve you well during the elections season. These rules are also found in Article V of the ASUU Constitution, which includes all elections rules and regulations. I strongly encourage each and every one of you to become closely acquainted with Redbook, as you will be held responsible for the rules and regulations listed therein.

I will work to create an election process that is fair, transparent, accessible, and enjoyable for all candidates involved. Therefore, I will be frequent in my communications during the elections cycle, with an increase in frequency during the campaigning season. Please feel comfortable in reaching out to me for whatever reason, and I will commit to promptly responding to your questions to the best of my ability.

As a candidate, I expect that you will run a fair and ethical campaign, treat your fellow candidates and current members of ASUU with respect, follow the rules detailed in the elections packet and Redbook, commit to other common sense expectations, and most importantly, keep the best interests of our University of Utah and ASUU in mind throughout the entire campaigning process.

By choosing to run as a candidate for student government, you are committing yourself into an election process that may be tiring, stressful, frustrating, etc. Nonetheless, it will also be exhilarating, fun, and full of pleasant surprises. The relationships that you may develop, the lessons that you may learn, and the discoveries that you may make about yourself and others throughout this process will be worth every effort spent, despite the official outcome.

I wish each of you the best in this journey—welcome to this year’s executive race.

Audrey Stegman  
Elections Registrar, 2019-2020  
[astegman@asuu.utah.edu](mailto:astegman@asuu.utah.edu)  
513-325-7192

## **A Letter from ASUU's Diversity Board:**

Dear Candidate,

The Diversity Board of ASUU congratulates you on your decision to run for office. The Diversity Board works to ensure and promote equitable conditions for historically and continually marginalized students on campus. We work to create brave and inclusive spaces where students can engage in difficult but important conversations so that we can facilitate a supportive and welcoming environment for all students, regardless of identity and background. This, however, is not just a commitment that the Diversity Board upholds. Striving towards inclusion, awareness, and advocacy must be considered by all ASUU representatives to destigmatize our office and promote open dialogues with students in all our student government branches.

We are committed to supporting a university community that is representative and inclusive of individuals with different backgrounds, talents, and skills. We work to ensure that the University of Utah is a community where all faculty, staff, and students feel supported and affirmed.

The Diversity Board believes that cultural pluralism introduces us to new experiences, enrich critical thinking, and to give our work a broader reach. We cannot accomplish ASUU's mission of leading, learning, discovery, and service without diversity. We strive to make ASUU a place where people of all backgrounds feel at home, where diversity is actively embraced, and where each individual takes responsibility for upholding the dignity of all members of the community.

Diversity is the presence of difference, whether it is based on race, gender, religion, spirituality, age, sexuality, socioeconomic status and other identities and concepts. As a diverse campus, we must celebrate, embrace, and value these differences. To do so, it is critical that we all continually work to understand the significance of our positions and the impact we will have as leaders in our community. As representatives and voices of our campus, we must all engage diversity with curiosity, respect, and an open mind.

It is of the utmost importance as a representative of the student body that we place those most underserved in the forefront of the work we do. If we can meet the needs of individuals and groups on campus who are marginalized, we can better serve our student body as a whole. We can grow as a campus and prosper from our interactions. Being cognizant requires a commitment to self-growth, mindfulness, and a continual education on your own individual level. This is done through an understanding of different student experiences and the significance of validation, ethical witnessing, and ethical response. This is what we hope you will aspire and work towards along with us during your time in student government and as an advocate for our students.

The Diversity Board is excited to see new faces with innovative ideas and plans of action. As you move forward in this elections process, keep in mind the importance of diversity and the impact you want to have on this campus. If we ignore the important work of diversity on our campus we will be ignoring the lives, experiences of students, and continue to marginalize our peers. Let us work together to create a campus that is safe, inclusive, and a home to all students.

Good luck and best wishes.

Diversity Board 2019-2020

# Spring 2020 Elections Campaigning Guidelines

*NOTE: The binding language that the Supreme Court considers when issuing rulings is in the governing documents: namely Redbook, Article V (<http://asuu.utah.edu/documents>). What follows prior to these sections are merely useful summaries and interpretations:*

## **Before the Election Period:**

- \$5.00 filing fee for all candidates and their respective deposits MUST be paid by the filing deadline, December 6<sup>th</sup>, 2019 at 5:00 pm
  - If you are unable to pay the filing fee contact Abby Feenstra at [afeenstra@asuu.utah.edu](mailto:afeenstra@asuu.utah.edu)
- Complete the orientation for all Executive candidates by February 2<sup>nd</sup>, 2020 at 5:00pm
  - The orientation will be available as a course on Canvas to complete once candidates have filed and paid the filing fee.
- Schedule a meeting with Director of Marketing and the Marketing Advisor within 2 weeks of the start of the Spring 2020 Semester
- Complete the mandatory diversity education on Canvas by February 7<sup>th</sup> at 5:00 pm

## **During the Voting Period:**

- Campaigning may not take place within 75 feet of a voting station
  - Voting stations are considered to be any public computer
- Candidates are prohibited from approaching potential voters with a web-enabled electronic device on which voting software is open
- Elections will be held online; polling will occur from February 24<sup>th</sup> at 7:00 am to February 27<sup>th</sup> at 5:00 pm

## **After the Election:**

- Posters and other campaign materials should be removed from campus within 10 days of the polls closing (Sunday, March 8<sup>th</sup> at 5:00 pm)
- Grievances will be assessed by the Supreme Court according to Redbook and ASUU precedent.

## **Grievances**

- Grievances are the method through which campaign violations or infractions against student candidates and/or parties are filed and adjudicated. Any violations of the rules contained in Redbook, this packet, or rules published by the Elections Registrar subsequent to the publishing of this packet will be dealt with by filing a grievance with the Supreme Court.

- The Supreme Court is an independent judicial body. The Elections Registrar and the Deputy Elections Registrar are not members of the Supreme Court and therefore have no vote on the decisions rendered by the Supreme Court. The Elections Registrar will, however, enforce the rulings of the Court.
- Grievance meeting dates will be set by the Supreme Court. Date and times will be posted to the ASUU elections website as the meetings are needed. The grievance process will be loosely modeled after the US judicial system and will be structured to guarantee due process for all parties. This process includes the following:
  - Candidates will be notified of a grievance filed against them at least 24 hours prior to the grievance hearing.
  - Right to be heard (grievance hearing and possibility for appeal)
  - A fair judge (Supreme Court appointed by the ASUU President and confirmed by the Senate)
- All grievance hearings will be administered by the Supreme Court Chief Justice. Once a grievance is filed, the Elections Registrar will notify all parties involved in the grievance at least 24 hours before the hearing. Hearings are open and public meetings. Everyone must act appropriately and arrive promptly.
- All grievance rulings will be released to the Elections Registrar who will then post them on the Elections Blog. All rulings will be announced within 24 hours of the conclusion of the grievance hearing, unless the Supreme Court votes to extend deliberation time.

### **How to File a Grievance**

- When preparing a grievance, use the form found online at <https://asuu.utah.edu/elections>. You must include a reference to the portion of Article V or the Elections Packet that is at issue. You may also provide any additional relevant information.
  - Additional information may be submitted after the grievance has been filed, but additional evidence will be admitted solely at the discretion of the Elections Registrar.
- Grievances may be filed by any matriculated student at the University of Utah. It is recommended that parties internally coordinate the filing of grievances to ensure that the same grievance is not filed twice. Additionally, the same grievance will not be considered by the Supreme Court twice.
- Grievances must be submitted by 5:00 pm two days before the grievance hearing. If no grievance is filed by 5:00 pm two days prior to the scheduled hearing, there will not be any grievance hearing for that week. (For example, if grievance hearings are held Wednesday, grievances must be filed by 5:00pm Monday). During the last week of the campaign, this may be subject to change.
- Respondents may provide a copy of their defense or other written materials to the Elections Registrar to be distributed to the committee at the discretion of the chair.

Witnesses may attend and testify if a party chooses to share their allotted defense time with the witness. The party and witness may also be available to answer questions during the question period.

### **If a Grievance is Filed Against You**

- During each grievance hearing, each party will present their opening statements and evidence to the Supreme Court.
- The complainant (party who has filed the grievance) will open and summate before the respondent (the party against whom the grievance has been filed). Between the opening statement and the summation, the Supreme Court will have an opportunity to ask questions of either side.
- Individuals will only be allowed to respond if the question is directed to them. The Court will then hold a discussion period in which the candidates are not present.

### **Marketing**

- ASUU will provide numerous marketing services for parties to utilize, such as poster printing, headshots, etc. We will provide one poster design and headshot per ticket. All other marketing is up to the candidate to produce.
  - Additional details on marketing options and services will be explained during the Initial Executive Marketing Meeting.
- Arielle Lupo, [alupo@asuu.utah.edu](mailto:alupo@asuu.utah.edu), ASUU Director of Marketing, and Jessica Ashcraft, [jashcraft@asuu.utah.edu](mailto:jashcraft@asuu.utah.edu), Associate Director of Student Leadership & Involvement, will serve as your contacts regarding marketing design and ordering of materials.
- All additional marketing beyond the poster design and headshot is first and foremost the responsibility of candidates. As such, it is up to the party or candidate to ensure that all marketing conforms to the Marketing Board's rules and is in the correct, file-ready format. Arielle and Jessica can help provide advice and review marketing for technical assistance and order information.
- By ordering marketing materials for campaigning through ASUU, goods purchased will receive a tax-exempt status.
- It is up to the ticket to be aware of marketing deadlines if ordering materials through ASUU. If a deadline is not met, ASUU cannot guarantee that a ticket will receive marketing before the campaign period. Violation of a deadlines are cause for grievances to be filed against a candidate.
- The Elections Registrar will notify you when your order has arrived and will allow you to pick it up on poster sorting day.
- No campaign apparel may be worn before posting day.
- Each ticket will request a primary color during filing. These colors may not be: white, black, or red. All tickets may use black and white as secondary colors. Red will not be a

permitted color in any marketing for tickets.

- The use of University of Utah apparel or insignia, including the Block U and the Drum and Feather **WILL NOT** be allowed in your campaign marketing.
  - The hand symbol of the U is permissible in any marketing. The verbal phrase “Go Utah” is permissible in marketing. The use of the term “ASUU” or “the Associated Students of the University of Utah” is also permissible. Any other questions regarding impermissible marketing materials should be directed to the Elections Registrar.
- Campaign posters and handouts must be purchased through the Elections Registrar and delivered to ASUU directly. Printed items can include, posters, handouts, banners, and lawn signs. Before candidates hang up posters in buildings they must ask the building administrators where they are allowed to hang their posters
- If a campaign has any public social media groups on Facebook or any other platform, the Elections Registrar has the right to ask to serve as an administrator as soon once the page goes live.

### **Campaigning**

- Campaigning includes (but is not limited to), wearing apparel, posting campaign-related content on social media sites, hosting events, and tabling. If there are any questions about what constitutes campaigning, please ask the Elections Registrar.
  - It is always better to ask for permission than to ask for forgiveness (see section on grievances).
- All actions taken publicly on social media are considered active campaigning and may not occur until posting day. Campaigning begins on posting day.
- You will be allowed to table in the Library Plaza between 10 am and 3 pm during the week of General Elections. If your ticket wishes to table, you must send desired dates, and times to the Elections Registrar. Tabling requests are due on Canvas by January 31<sup>th</sup> at 5:00pm. The Elections Registrar will organize and assign tabling locations.
- Campaigning in the Union is allowed as long as it does not occur in the Student Involvement wing. The Student Involvement wing is the hallway on the second floor where the ASUU office is located.

### **Finance**

- In addition, all parties are responsible for keeping track of their own budget. Expenditures must be disclosed to the Elections Board. If all expenditures are not disclosed, this will be grounds for a grievance.
- Details about the budget can be found in Redbook. If you have any questions about what is and is not considered marketing, or about what is and is not allowed according to Redbook, please contact the Elections Registrar.

### **Reimbursements**

- Your ticket may be reimbursed up to and may not spend more than \$2,000.
- Services or items given to the ticket with no cost must be included in the budget at a fair market price. Examples of services and items include videography, photography, and apparel.
- To be reimbursed you must send in a receipt and a bank statement showing that you are the one who made the purchase to Abby Feenstra [afeenstra@asuu.utah.edu](mailto:afeenstra@asuu.utah.edu)

### **Inquiries**

- Questions about election rules and proceedings should be directed to the Elections Registrar, who will respond to questions within 36 hours (discounting weekends and extenuating circumstances)
- Inquiries can become investigations at the discretion of the Elections Registrar.

### **Interactions with the Elections Registrar, Supreme Court, and Advisors**

- By participating in the 2020 ASUU Elections, you agree to behave in a civil, respectful manner toward the members of the Supreme Court, the Elections Registrar, and the Deputy Elections Registrar, and to abide by their judgment.
- Personal attacks and other obstructions of the elections process will not be tolerated and **may result in punitive action including disqualification from the election.**

# **Role and Responsibility of the Executive Cabinet**

*NOTE: The binding language that the Supreme Court considers when issuing rulings is in the governing documents: namely Redbook, Article V (<http://asuu.utah.edu/documents>). What follows prior to these sections are merely useful summaries and interpretations:*

## **Student Body President**

- Serves as the chief executive officer of ASUU, and will act in the interest of the University's Student Body
- Appoints Executive Branch Directors, and other compensated members of the Executive Branch from the membership of the ASUU and to present them for confirmation or rejection by the Senate. To rescind Executive Branch appointments.
- Nominates Supreme Court Justices
- Approves or vetoes any legislation presented by the Assembly or the Student Senate, using procedure outlined in the ASUU Bylaws
- Forms Ad Hoc Committees
- Serves as a voting member of the Board of Trustees, the Academic Senate and Academic Senate Executive Committee, and various other university committees
- Makes nominations or appointments to University Committees
- Represents the University of Utah's student body at University functions
- Represents the University of Utah at the Utah Student Association, a body comprised of the student body presidents from higher education institutions across the state of Utah
- Performs additional duties as deemed necessary by Assembly, Senate, or Board of Trustees

## **Vice President of Student Relations**

- Serves as a member of the Executive Cabinet
- Responsible for calling and chairing the Campus of Student Leaders Meetings
- Serves as an ex-officio member of the Assembly, and provides monthly executive reports to the assembly
- Serves as the co-chair of Student Commission meetings
- Serves on the University Commencement Committee
- Serves as a non-voting member of the Campus Event Board Advisory Committee
- Serves on the Union Board Committee
- Responsible for the University Gift, a project or program that shall improve the campus and university experience for future students.
- Responsible for creating and gifting Senior Class Link to the Alumni Association, a metal link representing the senior class of that academic year.
- Serves as a representative and voting member of various committees
- Additional Duties as deemed necessary by Assembly, Senate, or Board of Trustees

**Vice President of University Relations**

- Functions as the President in the President's absence
- Responsible for the management of the ASUU offices, facilities, and employed personnel in conjunction with the Office of the Vice President of Student Affairs
- Chairs the ASUU Scholarship Board
- Serves as a voting member of the Violence Prevention Advisory Committee
- Serves as the ASUU officer responsible for providing monthly executive reports to the Student Senate
- Coordinates and is responsible for activities with the Alumni Association and the Student Alumni Association
- Serves as a representative and voting member of various committees
- Additional Duties as deemed necessary by Assembly, Senate, or Board of Trustees

## Candidate Expectations

*All candidates are expected to read, understand, and abide by the Elections Packet, Redbook, and the Elections Blog. By signing the candidate filing forms, all candidates agree to be held to the rules and regulations articulated in these ways.*

- All candidates will file online at <https://asuu.utah.edu/elections>.
- Candidates will pay the filing fee of \$5 per candidate by the date that filing is due.
- Filed candidates will be held to the rules herein during the entire elections process including the time prior to filing.
- The rules articulated in this Elections Packet and within Article V permit ASUU to file grievances and prosecute on any alleged rule-breaking that occurs including rule-breaking that occurs before filing deadlines or the publication of this Elections Packet.
- Campaigning to any executive cabinet members of ASUU during the 2019-2020 year is prohibited. Any paid member of ASUU must remain nonpartisan towards any party or candidate while holding their position in ASUU. This rule will be strictly enforced, and any questions should be directed to the Elections Registrar before contacting current members of ASUU.
- If you cannot complete the executive candidate orientation session by the due date, please speak with the Elections Registrar to make other arrangements. If a candidate fails to make other arrangements, the candidate's filing will be considered immediately void. If other arrangements cannot be made, the candidate may appeal their case to the Supreme Court for consideration.
- All important dates, reminders, and updates pertinent to the elections process will be emailed to all candidates using umail.
- All filing for candidacy, paying fines or deposits, filing grievances and all other elections materials, unless otherwise specified, must be done via the ASUU elections page <https://asuu.utah.edu/elections>
- Once a Ticket has filed, all correspondence with the Elections Registrar will be documented. As a part of filing, this individuals' contact information must be provided, although it can be changed via written notice to the Elections Registrar.
- Campaigning in the Union is allowed as long as it does not occur in the Student Involvement wing. The Student Involvement wing is the hallway on the second floor where the ASUU office is located.

# Calendar

*All dates on this calendar are final, and the only edits made to the published dates will be the removal of events.*

*There may be additional dates provided, but these will not be mandatory if published following the filing deadline.*

- **August 31<sup>st</sup>**: Elections Packet published
- **August 31<sup>st</sup>**: Filing opens for all positions
- **Information sessions TBD**
- **December 6<sup>th</sup>**: Filing deadline for Executive positions, 5:00 pm
- **January**: Schedule a meeting with Director of Marketing and the Marketing Advisor within 2 weeks of the start of the Spring 2020 Semester
- **January 24<sup>th</sup>**: Filing deadline for Legislative and Attorney General position(s), 5:00 pm
- **February 2<sup>nd</sup>**: Legislative Candidate Orientation, due on Canvas at 5:00 pm
- **January 31<sup>st</sup>**: Tabling Requests Due at 5:00 pm
- **February 7<sup>th</sup>**: Mandatory Diversity Education due on Canvas at 5:00 pm
- **February 10<sup>th</sup>**: Campaigning begins/Posting Day
- **February 24<sup>th</sup>**: Election Voting begins at 7:00 am
- **February 27<sup>th</sup>**: Election Voting ends at 5:00 pm
- **February 28<sup>th</sup>**: Election results announced at 1 pm in the ASUU office
- **March 8<sup>th</sup>**: All campaign materials must be taken down
- **Friday, April 17<sup>th</sup>**: Inauguration 5:00 pm- 9:00pm

## **In the event of a primary, the following dates will take effect instead of the dates listed above:**

*If there are more than 3 candidates registered and running for an executive position, a primary election shall occur to determine general election candidates for that seat. In case of a primary election, see the primary dates below. All primary date changes will be communicated via the elections blog, if needed.*

- **February 10<sup>th</sup>**: Posting Day
- **February 10<sup>th</sup>**: Primary Campaigning Begins
- **February 17<sup>th</sup>**: Primary Voting opens at 7:00 am and ends on February 20<sup>th</sup> at 5:00 pm
- **February 21<sup>st</sup>**: Election Results will be posted to the Elections Website by 5:00 pm
- **February 24<sup>th</sup>**: General Election Voting opens at 7:00 am and ends on February 27<sup>th</sup> at 5:00 pm
- **February 28<sup>th</sup>**: Elections Results announced at 1pm in ASUU

## **Mandatory events and expectations, if elected:**

- **April 17<sup>th</sup>**: Inauguration (5:00 pm-8:00 pm)
- **May 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup>**: ASUU Training for ALL elected and appointed officers, all day. Location TBD

A note on required post-election meetings: attendance at required post-election meetings is considered part of the duties of elected officers, and failure to attend these meetings may impact

your ability to serve. If there are extenuating circumstances preventing you from attending these meetings, an explanation and appropriate documentation (i.e., doctor's note) must be provided to the Legislative Advisor at [afeenstra@sa.utah.edu](mailto:afeenstra@sa.utah.edu).

**Recommendations Prior to Inauguration**

- Must reach out to schedule meetings with each current Executive Director, the Chief of Staff, the Attorney General, the two Vice Presidents, and the President
- Must meet with each current Executive Director, the Chief of Staff, the Attorney General, the two Vice Presidents, and the President.