



Campaign Rules and Regulations

1. Requirements and Restrictions

- a) Campaign materials or activities must be used or take place only during the time specified by the Elections Committee (from the official announcement of candidates running for office, until 11:59 PM on the last day of the election). It is the responsibility of the candidate to be knowledgeable of what can and cannot be done during the election period. Any questions should be posed to the Elections Committee Chair or Elections Committee advisors.
- b) The deliberate or innocent use of ASI and Student Union equipment and supplies is forbidden.
- c) Candidates cannot distribute materials in classrooms (in-person or virtual) once class is in session without the professor's permission. It is up to the instructor's discretion to allow candidates to take class time for presentation.
- d) Candidates may not tamper with, remove, relocate, conceal, or otherwise touch any other candidate's campaign materials. Candidates may repost an online image or post via social media of another candidate as long as it is not tampered with or damaging to their campaign. Candidates are responsible for the actions of their Campaign Team. This section may be considered grounds for disqualification.
- e) No campaigning inside the Pfau Library building. The intent of this provision is to prohibit campaigning or any related activities in all areas of the Pfau Library building, including those areas which are being used as classrooms.
- f) No campaigning, posting, or distributing of campaign materials may be done within fifty (50) feet of the San Bernardino campus ASI Office and five (5) feet from the Rancho Mirage Student Center, in which the Palm Desert Campus ASI Office is located)
- g) No candidate names shall be broadcasted over any AV equipment (unless ASI is facilitating the broadcasting).
- h) Candidates that are current ASI officers and/or employees may not wear ASI-issued staff gear while campaigning, this includes election events or personal promotion.
- i) Candidates are prohibited from providing electronic devices to potential voters to cast their ballot.
- j) Candidates are prohibited from asking potential voters to use their own electronic device to vote on the spot.

- k) Candidates are prohibited from taking and using another student's device to cast that student's ballot.

2. Campaign Expenses

- a) Campaign Spending Minimums and Maximums
 - i. The campaign expenses, fair market value, including donated or in-kind goods and services, for any candidate shall not exceed a maximum of \$700 per individual candidate in a non-run-off election.
 - ii. The described campaign expenses shall not exceed \$250 for run-off elections.
 - iii. Any cost associated with internet campaigning shall be included in the above caps.
- b) All candidates, including those who have been elected into office, must submit a financial report of campaign expenses by the deadlines listed in the election's timeline. Failure to submit any financial reports by the given deadlines may result in disqualification.
- c) Candidates are still required to submit an expense report even if they have no expenses associated with their campaign.
- d) Campaign expenses shall be carefully reviewed by the Elections Committee.

3. Materials, Posting, and Advertising

- a) All posting and distribution of materials, billboards and other materials will be done in accordance with current university guidelines and policies.
- b) All campaign materials are subject to review and approval by the Chair of the Elections Committee.
- c) Posting is permitted on any 'General-Use Bulletin Board.' Posters must not exceed 11x17 inches. in size. Only one poster is allowed for an individual in each bulletin. The poster may not overlap other posters and must be fastened with tacks or staples – not tape.
- d) A disclaimer must be on all campaign materials, including any social media posts or bios (this includes each individual online account) in a minimum of 12-point font (where applicable) and read "ASI as a corporation does not endorse any candidate in the election". No other wording or variation is acceptable and will be deemed a violation.
- e) Candidates running for re-election cannot utilize an ASI email or ASI-gear as part of their campaigning.
- f) Candidates running for re-election may use their current ASI titles on campaign materials.
- g) Candidates are prohibited from using any type of ASI logo (current or past) on their campaign materials. This does not include the sharing or reposting of an official ASI Elections social media post already containing the ASI logo.
- h) No campaign posting in locations that strictly prohibit it.

- i) Food and beverage giveaways are prohibited.
- j) Bribing votes is not allowed.
- k) Campaigning at the Palm Desert Campus must follow university guidelines for that campus.
- l) Candidates may not post more than one (1) flyer per bulletin board on campus. Flyers or posters may not cover another candidate's flyer.
- m) Writing on windows of private cars with permission of the owner is allowed.
- n) No campaigning is allowed in any parking lots or parking structures, this includes placing flyers on vehicles.
- o) No posting on buildings, steps, windows, posts, lawn areas, railings, trees, traffic control signs, utility poles, construction fences, vehicles, campus directories, trash or recycle bins; in garden areas, flower beds, or newspaper racks; or within ponds or fountains.
- p) Taping and chalking any campaign materials to building floors or campus pavement (including sidewalk) is not allowed.
- q) No staked signs (metal, wood, or plastic) may be used for campaigning (this includes wired signs or anything that goes into the ground).
- r) The issuance of any money or monetary equivalents that can be exchanged for real goods to potential voters as part of a campaign will be considered grounds for disqualification.
- s) All campaign materials must be removed by 5:00 PM the next business day after the last day of voting.
- t) Candidates or their campaign teams may not use CSUSB academic based platforms to campaign such as Canvas, Coyote Connection, and MyCoyote.

4. Social Media

- a) Candidates who use any social media electronic platforms such as personal profiles or unique profiles for campaigning purposes must add the Elections Committee Chair to them. Failure to add the Elections Committee Chair to these platforms within 24 hours of their creation (or first post if it's a personal profile) will result in the elimination of that platform use for that candidate.
- b) Any and all campaign material posted on social media must include a disclaimer that reads "ASI as a corporation does not endorse any candidate in the election" in a minimum of 12 pt. font (if applicable). No other wording or variation is acceptable and will be deemed a violation.
- c) Candidates who create social media profiles specifically for campaigning purposes must also include the disclaimer stated above in their profile bios.

- d) No electronic campaigning shall begin prior to the formal campaigning period.
- e) Candidates and/or their campaigning team are prohibited from commenting on posts on ASI social media pages to campaign.
- f) Candidates are allowed to share or repost official ASI social media posts regarding elections for the sole purpose of promoting elections-related resources, deadlines, or programs.

5. Breach of Conduct

- a) Any candidate who is found participating, sharing, or promoting false statements that damage another candidate's reputation or their campaign via online electronic platforms may be disqualified and be referred to the University for disciplinary action.
- b) The "liking", reposting, or affirming of an online post that discriminates against protected classes is considered a violation.
- c) During its normal operations, inclusive of campaign activities, Associated Students, Inc. follows the California Department of Fair Employment and Housing protections afforded to the following classes; race, color, religion (includes religious dress and grooming practices), sex/gender (includes pregnancy, childbirth, breastfeeding and/ or related medical conditions), gender identity, gender expression, sexual orientation, marital status, medical Condition (genetic characteristics, cancer or a record or history of cancer), Military or veteran status, National origin (includes language use and possession of a driver's license issued to persons unable to provide their presence in the United State is authorized under federal law), ancestry, disability (mental and physical including HIV/AIDS, cancer, and genetic characteristics), genetic information, Request for family care leave, Request for leave for an employee's own serious health condition, request for Pregnancy Disability Leave, retaliation for reporting patient abuse in tax- supported institutions, age (over 40) ("Protected Classes"). Associated Students, Inc. neither supports or condones any derogatory or harassing comments made towards such Protected Classes. Any individual connected with Associated Students, Inc. and is found to make derogatory or harassing comments towards a Protected Class will be separated from Associated Students, Inc. However Associated Students, Inc. does support open non derogatory or non-harassing conversations directly regarding topics of issues dealing with Protected Classes.

6. Endorsements

- a) For the purposes of this policy, an endorsement is defined as support of any candidate for elected office. These endorsements can also be made on social media through a public posting or by sharing online content from a candidate. Following a candidate on social media, liking a status or commenting on a post is not considered an endorsement.
- b) ASI resources may not be used to endorse a candidate. ASI resources include, but are not limited to, things such as webpages, social media platforms, Coyote Connection page, ASI-owned marketing equipment, or the ASI office at San Bernardino or Palm Desert Campus.

- c) Candidates running for re-election may use their current ASI titles on campaign materials but are prohibited to use any type of ASI logo, or their current ASI email.
- d) Clubs and organizations may choose to endorse a candidate on their own terms without the candidate having prior knowledge.
- e) Candidates who falsify an endorsement will be disqualified.
- f) Candidates are allowed to endorse other candidates running in the ASI election.
- g) University departments cannot endorse candidates.

7. Campaigning in on-campus housing and the Santos Manuel Student Union

- a) Candidates may campaign at these locations so long as they adhere to all posting policies as set forth by the University and their individuals departments and/or buildings.