

X. Direct Elections

APPROVAL AUTHORITY: Elections Committee

REQUIRED VOTE: Simple Majority

SECONDARY APPROVAL AUTHORITY: Senate

REQUIRED VOTE: Simple Majority

CHANGES TAKE EFFECT: January 1st of the following year.

The purpose of the Direct Elections Manual (herein the “Manual”) is to enumerate the processes, rules, and procedures for directly electing officers of the Student Government Association of Northeastern University (herein the “Association”). Every candidate for direct election, as prescribed in the Constitution and Bylaws of the Association, shall adhere to this Manual. This Manual shall be available to the University community.

A direct election is the process in which all full-time undergraduate students (herein “the student body”) take part in electing Association leadership. This serves to reinforce the mission of the Association, which is to be the general advocate on behalf of the student body and serve as the liaison between the student body and University faculty, staff, administration, and the general public.

The Elections Committee (herein the “Committee”) is a standing Association committee, and is responsible for overseeing, regulating, and conducting the Association’s elections. The Elections Committee is chaired by the Elections Committee Chair (herein the “Chair”).

The Senate may override rules prescribed in the manual by a two-thirds vote.

1. Nominations

1. Intent to Run Forms and Slate Declarations Forms shall be made available at least four full academic weeks prior to the Full Body Senate at which candidates are nominated.

1. Intent to Run Forms shall require signatures of two percent of the undergraduate student body at the time that the forms are released. Signatures may not be collected before the forms are officially released or on forms that are not officially marked.

2. Each non-emergency candidate for office shall submit their own Intent to Run Form to be qualified for nomination.

2. At the time of a Full Body Senate called by the Executive Cabinet, each candidate will be nominated independently.

1. A nomination shall be considered void if the Intent to Run Form is not submitted to the Chair at least one week prior to the Full Body Senate at which nominations are made. The Committee shall approve or deny the Intent to Run Form within twenty-four hours of its submission. Should the Committee reject any part of the Intent to Run Form, the candidate will be allowed to resubmit their form by the start of the Full Body Senate. Should the candidate disagree with the decision of the Committee, the candidate may file an appeal through the process outlined in section 12 of the Manual. An appeal of the Committee's decision shall be filed at least three days before the Full Body Senate.
2. The Committee shall notify the candidate of the status of their Intent to Run Form after reviewing it within the first twelve hours after a decision to approve or deny is made.
3. Each candidate shall be listed under the appropriate candidacy of an approved Slate Declaration Form. Candidates may not run independent of an approved Slate except in the emergency situation outlined in section 1.3.2.1 of the Manual.

2. Emergency Nominations

1. If a candidate drops from a slate after Nominations occur but before the Campaign Period begins, Emergency Nominations will be accepted.
 - a. For an Emergency Nomination to be accepted, the potential candidate must complete and submit an Intent to Run form to the Committee before the Campaign Period begins.
 - b. The Committee shall approve or deny the Intent to Run Form within twenty-four hours of its submission. Should the Committee reject any part of the Intent to Run Form, the candidate will be allowed to resubmit their form by the start of the Campaign Period.
 - c. The Committee shall notify the candidate of the status of their Intent to Run Form after reviewing it within the first twelve hours after a decision to approve or deny is made.
2. Emergency Nominations will not be accepted after the Campaign Period has begun.
 - a. The remaining candidate on a slate can choose to drop out of the election. If they choose to remain in the election they will run alone in the position they previously decided to run for.
 - b. If the slate with one candidate wins the election, normal succession procedures will be followed.
 - c. The name of the candidate that dropped will be replaced with "Vacant" on a ballot.

3. Slates

1. A candidate for President and a candidate for Executive Vice President shall share a slate.
2. Voters are not given the option to vote for candidates from two or more different slates.
3. A candidate is not eligible to be on a slate if they served on Elections Committee the semester preceding the Direct Election.
4. Each slate shall fill out the "Slate Declaration Form" to be approved by a simple majority of the Committee. Slate Declaration Forms are due to the Chair at least one week prior to the

Full Body Senate at which candidate nominations are made. The Committee shall approve or deny the Slate Declaration Form within twenty-four hours of its submission. Should the Committee reject any part of the Slate Declaration Form, the slate shall be allowed to re-submit their form by the start of the Full Body Senate. Should the slate disagree with the decision of the Committee, the slate may file an appeal through the process outlined in section 12 of the Manual. An appeal of the Committee's decision shall be filed at least three days before the Full Body Senate.

1. The Slate Declaration Form may be rejected by simple majority vote of the Committee for the following reasons:
 1. A slate name is deemed inappropriate;
 2. Copyright infringement;
 3. An individual on the Slate Declaration Form is not eligible for candidacy;
 4. The Slate Declaration Form is incomplete;
 5. Any other reason approved by two-thirds majority of the Committee.
2. In all instances, rejections shall be accompanied by the reason for rejection.

4. Candidate's Briefing

1. Within seventy-two hours of the close of nominations, the Committee will convene a single meeting with all candidates and a campaign worker from each campaign.
2. The purpose of the Candidates' Briefing is to educate the candidates regarding election and campaigning policies. The Candidates' Briefing will act as an informational session for all candidates. During the Candidate's Briefing, this Manual shall be reviewed, and all applicable information pertaining to elections shall be presented. The minutes and memoranda of formal agreements, if any, will be distributed to the campaigns and Committee members within twenty-four hours after the meeting.
3. The purpose of the Candidates' Briefing is to educate the candidates regarding election and campaigning policies. The Candidates' Briefing will act as an informational session for all candidates. During the Candidate's Briefing, this Manual shall be reviewed, and all applicable information pertaining to elections shall be presented. The minutes and memoranda of formal agreements, if any, will be distributed to the campaigns and Committee members within twenty-four hours after the meeting.
4. The Committee may excuse a candidate under extenuating circumstances by a simple majority vote.
5. At the Candidates' Briefing, the Chair shall notify all candidates of the places and times of all voting stations and any other specified areas of campus that are off-limits for campaigning.
6. Candidates shall instruct all individuals assisting with their respective campaigns to adhere to this manual and any formal agreements made at the Candidates' Briefing.

5. Election Timetable

1. The Campaign Period will commence at the committee's discretion following the Candidates' Briefing.

2. This period, including the voting period, shall be no longer than three weeks and no less than two weeks.
3. No campaign-related activities are permitted before this period.
 1. Campaign related activities include, but are not limited to any activity directly relating to obtaining votes in the election. Disseminating biographical information, qualifications, and goals, upon written or verbal request, does not constitute a campaign related activity.
 2. The procurement of campaign-related materials, by the candidates and their respective campaigns, also does not constitute a campaign related activity.
4. No campaign-related materials may be released before the commencement of the campaign period.
5. Online voting will occur during a time established and approved by the Committee with a minimum of five days. Online voting will end on the last day of the campaign period.

6. Campaign Finance

1. The Association will provide each qualified slate with a sum of \$1000 for campaign purposes. Slates may spend no more than the amount prescribed by the Committee, spending over this limit may result in sanctions and the exceeding amount will not be reimbursed. In the event that a slate does not spend the entirety of its allotted funds, the remaining funds shall be returned to the Association.
 1. Under no circumstance can additional funds be requested from the SAF.
 2. The election fund and amounts received are indexed to inflation.
2. Financial or material sponsorships beyond the sum provided by SGA, outside sponsorships, commercial endorsements, and/or donations are strictly prohibited. All goods and/or services used for the promotion of a campaign shall be included in the slate's financial disclosure forms. The listed retail value of the provided goods and/or services shall align with the publicly advertised price at a major retailer. Goods and/or services shall be equally accessible by all slates.
3. All campaign material shall identify the slate sponsoring the material. It shall read, "Paid for by the [slate's name]." or any similar phrase approved by the Committee.
4. All slates shall disclose to the Committee all campaign spending and receipts with applicable forms according to the financial disclosure timeline.
 1. The Cumulative Summary report is due at midnight on each Sunday during the campaign period.
 2. The Final Report is due at midnight the day following the close of the election.
5. The Committee shall review and approve or disapprove slates' financial disclosure forms within four business days. In the event that the Committee does not approve a slate's financial disclosure forms, the slate may resubmit all forms within two business days. If after resubmission the financial disclosure the Committee does still not approve forms, the slate may file an appeal through the process outlined in Section 12 of the Manual. Should after an appeal the slates' financial disclosure forms are not approved, the slate

may be held accountable for violations of the Manual. The Committee will determine sanctions through the Grievance process as necessary.

5. The Committee's viewing of and deliberation on financial disclosure forms shall be held in Executive Session. Financial Disclosure Forms shall be kept confidential between each slate and the Committee members until the Committee's final report on the election.

7. Campaign Rules

1. A "Campaign Worker" is defined as a person who performs work, supplies services, or puts forth effort for the goal of electing a particular slate, at the behest or knowledge of a member of a slate or their designee. A campaign worker cannot be a voting member of the Committee.
2. Candidates and campaign workers are subject to University policies at all times. Violations of University policy should be reported to the Office of Student Conduct and Conflict Resolution.
3. Candidates shall respect other candidates' right to campaign and advertise.
4. Candidates and campaign workers shall not enter students' rooms or suites for the purpose of campaigning or encouraging students to vote, unless expressly invited by the student.
5. Candidates and campaign workers shall not enter classes in session for the purpose of campaigning or encouraging students to vote, unless permitted by the professor or instructor in advance.
6. Candidates and campaign workers shall not use online messaging systems intended for academic use, such as Blackboard, for the purpose of campaigning or encouraging students to vote.
7. Candidates and campaign workers shall not enter student group or organization meetings for the purpose of campaigning or encouraging students to vote, unless permitted or invited to by the organization in advance.
8. Candidates and campaign workers are prohibited from intimidating voters or directly facilitating voting.
9. Candidates and campaign workers are permitted to campaign in the presence of a voting station according to guidelines set forth by the Committee during the Candidates' Briefing. Candidates and campaign workers shall comply with any requests of the Committee in the presence of a voting station.

8. Election Promotion

1. Any giveaways used by the Committee for voting incentives shall be awarded on a random basis. The Committee reserves the right to require proof of voting for certain giveaways as they choose.
2. Candidates shall submit personal information to the Committee by midnight the day following nominations. This information will be posted on the myNEU portal and the Association's website.
 1. Candidate information may also be distributed in other Association publications at the discretion of the Executive Cabinet and the Committee.
 2. Information provided for voters will include each slate's name, nominees' names, graduation years, majors, minors, and descriptions of their Association experience

(including committee membership, positions held, awards received, length of involvement in the Association, and a platform / personal statement no longer than 500 words).

3. Candidates shall submit a headshot of themselves for the ballot and various elections promotion purposes.
4. The Committee shall be responsible for reviewing the submitted information and editing said information if deemed necessary. Committee can also request that the slate edit said information and it will not be put on the website until completely approved.
3. Candidates are allowed and encouraged to participate in speaking engagements, including Association-sanctioned public debates, during the campaign period.
 1. The Committee is required to hold an event or function for the purpose of educating the student body about the candidates and referenda. This event or function may take the form of, but is not limited to, a public debate, town hall meeting, etc.
 1. Only the Chair or their designees may declare an event to be a public debate. A public debate may only be declared a public debate prior to the start of the event, they will be announced at the Candidate's Briefing.
 1. Without the written consent of the Chair or their designees an event is not considered a public debate.
 2. Public debates shall be scheduled on the Student Life calendar via OrgSync no less than one week prior to the event.
 2. Association-sanctioned public debates shall consist of all presidential candidates, all EVP candidates, or all candidates for both positions. All parties shall be physically present at the debate, unless otherwise agreed upon unanimously by the Committee and all slates.
 2. Student organizations officially recognized by the Center for Student Involvement, excluding the Association, and/or Students-at-Large may invite candidates to speak at private events anytime during the campaign period.
 3. If a Slate or their campaign chooses to engage in Dorm Storming they must report it to the Committee twenty-four hours prior to.
 1. A Slate may report via text or email.
 2. The report must include the time of dorm storming, who from the Slate will participate, the Residence Hall(s) and floor(s) that were Dorm Stormed.
 3. Committee withholds the right to audit the Dorm Storming locations to ensure that no voter intimidation or direct facilitation of voting occurred.
 4. The Committee may set up voting stations to encourage students to vote.
 1. The Committee shall administer the voting stations.
 2. Computer screens in voting stations shall be private to the voter.

3. The Committee will provide candidate information at the election booth. No candidate shall be given preferential treatment.
4. Candidates and campaign workers may campaign at Committee-sanctioned events and voting stations at the behest of the Committee.
 1. Candidates and campaign workers shall respect all requirements of the Committee at Committee-sanctioned events or voting station, including but not limited to distance from a voting station.
 2. All candidates shall unanimously agree upon times of which any candidate or campaign worker may attend a Committee-sanctioned event or voting station, in correspondence with the Committee.
 3. Candidates and campaign workers may be subject to disciplinary action by the Committee for noncompliance of any requirement.
5. The Committee, and The Committee only, may facilitate mobile voting stations within Northeastern University residence halls.
 1. The Committee shall administer the mobile voting stations.
 2. Mobile voting stations shall be private to the voter..
 3. The Committee will provide candidate information at the mobile voting station. No candidate shall be given preferential treatment.
 4. Candidates and campaign workers may not campaign in the residence hall during The Committee's presence.

9. Voting Procedure

1. Each full-time undergraduate student enrolled at the beginning of the campaign period has one vote.
2. Each eligible student may cast their vote for all directly elected positions via the myNEU portal.
3. All votes cast are final.
4. In the case that there are two or less slates running, each voter shall cast their vote for one slate or for "No Confidence." In the case that there are more than two slates running, Instant Runoff Voting (IRV), a derivative of preferential voting, will be used.
5. The Committee, at a time up to twelve hours before the end of the scheduled voting period, pending Informational Technology Services constraints, may extend the voting period by no more than five days, with a maximum of one possible extension, by a simple majority vote. An extension may be made in an effort to respect the voice of the entirety of the student body.
6. A minimum of twenty percent of the student body shall cast ballots in order to validate the results of the election. If this threshold is not met, the Full Body Senate determines the winner of the election from the slates previously presented on the ballot by a simple majority vote. A vote of the Full Body Senate to determine the winner of the election shall be done by secret ballot.
7. If there is a tie, the Full Body Senate determines the winner of the election from the slates previously presented on the ballot by a simple majority vote. A vote of the Full Body Senate to determine the winner of the election shall be done by secret ballot.

10. Election Results

1. Election results shall be confidential until their official announcement, with the exception of the total number of votes cast released publicly on the Association's website.
2. At the close of the voting period, a meeting shall take place for the purpose of verifying the results of the election. At this meeting all records shall be turned over to the Chair and Vice-Chair of the Committee. In attendance shall also be a Senior Leadership Team Member, or designee, and the University Vice President for Information Services, or designee.
3. The Chair and Vice-Chair of the Committee will work with the Executive Cabinet to coordinate the announcement of the results of the election, upon verification of the slates' campaign financial disclosure materials and verification of the election results.
4. All vote count information shall be made public upon announcement of the election results.
5. The results of the election shall not be publicly announced if any meritorious grievance is pending against any slate.

11. Grievances

1. A grievance is an allegation that a candidate, a slate, or a slate's associated campaign worker(s) have violated the Manual.
2. A grievance may be filed by any current Northeastern student, faculty, or staff and shall be submitted to the Committee via a grievance form (available on the Association's website or in the Association office) within seventy-two hours of the alleged violation. This limitation may be overturned by a two-thirds vote of the Committee. Grievances shall not be accepted after the public announcement of the election results.
3. A grievance shall be anonymous if submitted as such. The filer shall submit a completed grievance form save their name and university email address. The Northeastern University ID number shall be subject to verification by the university administration.
4. If a grievance is filed, the Chair shall inform the slate in question of the grievance within twenty-four hours with at least one additional voting member of the Committee as a witness.
5. Provided the Chair finds the grievance complete and with merit, the Committee shall convene a hearing within no less than twenty-four hours, and no more than seventy-two hours of notification. The date, time, location and the agenda shall be specified by the Chair.
6. The hearing shall be held in accordance with the Grievance Hearing Script outlined in Appendix A of this Manual.
7. If a candidate, a slate, or a slate's associated campaign worker(s) is found to be in violation of the Manual, per the filed grievance, the slate shall be subject to sanctions. The Committee shall have the following sanctions at its disposal during the election period:
 1. Assignment of demerit points to a slate.
 1. Each slate is limited to three demerit points. Upon receiving a total of three demerit points, a slate shall be immediately disqualified.
 2. Whole demerit points shall be assigned based on the severity of the violation. The Committee shall only assign whole demerit points. More than one whole demerit point may be assigned per violation.
 2. Placing holds on reimbursements to the slate from the election fund.

3. Mandating the removal or alteration of slate's offending campaign material in any medium.
4. Adjusting of applicable tainted votes for each slate.
5. Disqualifying a slate.
8. If multiple violations are brought forth to the Committee in one grievance, the Committee shall consider each violation separately.
 1. Repeat violations shall be taken into consideration by the Committee when assigning sanctions to a slate.
9. The Committee shall immediately announce a decision, with sanctions if applicable, at the conclusion of the deliberation.
10. All decisions of the committee shall immediately be made public on the Association's website.

12. Appeals

1. An appeal may only be based upon the following criteria:
 1. Established policies and procedures were not followed, and/or
 2. The Committee's decision was arbitrary or capricious, and /or
 3. The severity of the assigned demerit points was unnecessarily harsh in nature compared to the severity of the violation.
2. A slate or individual candidate shall submit a written appeal request to the Student Body President within two days of the decision. The appeal can include but is not limited to the following, :
 1. All decision memos
 2. All supporting materials presented or provided to the Committee
3. The Parliamentarian shall receive the appeal and determine if the appeal has merit based on criteria established in this Manual. The Operational Appeals Board shall consider an appeal that has been found to have merit within three days of receipt.
4. The decision of the Operational Appeals Board is final.

13. Post-Election Report

1. The Committee Chair shall prepare a report evaluating elections performance, and policies within this Manual, following each Direct Election. The report may also include any recommendations for amendments to this Manual. The initial report shall be submitted to the Senate no later than June 30th. Any addenda to the report shall be submitted no later than October 15th. The final report, including addenda, shall be made available upon request.

Appendix A: Grievance Hearing Procedure

1. Definitions

A.1.1 The Complainant is the party filing grievance charges against a campaign, limited to three representatives, one of which shall be delegated as speaker.

A.2.2 The Campaign is the campaign accused of violating the Manual, limited to three representatives, one of which shall be delegated as speaker.

A.2.3 Witnesses are individuals who are not members of the Complainant or the Campaign.

2. Inherent Rights

A.2.1 The Committee reserves the right to require a party to restate, change, or terminate a given question if it is deemed irrelevant, argumentative, or otherwise inappropriate.

A.2.2 The Committee shall reserve the right to declare a party in contempt should an action warrant such reprimand. If so, a party may be subject to a loss of right to participate in the hearing process.

A.2.3 Parties shall have only the right to call points of parliamentary inquiry (i.e. to ask the Chair a question regarding the parliamentary rules governing the hearing), and points of personal privilege (i.e. a request related to personal comfort or safety).

3. Procedure

A.3.1 The Chair shall state the charges brought against the Campaign.

A.3.2 The Complainant, then Campaign, shall present opening statements, and declare all witnesses.

A.3.2.1 The statements shall be considered testimony and their respective sides of the story.

A.3.2.2 Any evidentiary materials shall be disclosed during testimony of parties.

A.3.2.3 No new evidence shall be allowed after this point unless at the request or permission of the Committee.

A.3.3 Each witness shall give testimony and be examined exclusive of all other witnesses.

A.3.3.1 Witnesses may only address evidentiary materials that were disclosed in opening testimony.

A.3.3.2 A witness is excused from the hearing after the conclusion of their examination. Should a witness wish to be present, they may not in any capacity interact with either party.

A.3.3.3 The Complainant shall call their witnesses first, followed by the witnesses of the Campaign.

A.3.3.4 For each witness, the party calling the witness shall first question their witness.

A.3.3.5 The remaining party shall question the witness.

A.3.3.6 The Committee shall question the witness.

A.3.4 Complainant and Campaign Examination

A.3.4.1 The Complainant may question the Campaign.

A.3.4.2 The Committee may question the Campaign.

A.3.4.3 The Campaign may question the Complainant.

A.3.4.4 The Committee may question the Complainant.

A.3.4.5 The Committee may question both parties.

A.3.5 The Complainant and Campaign shall each have two minutes for a closing statement.

A.3.6 The Committee shall deliberate in executive session.

Appendix B: Glossary

This glossary is a comprehensive set of definitions for terms used in the Direct Elections Manual and throughout the elections process. The Elections Committee reserves the right to define any term not listed below.

1. Campaign Period: The time between the Candidates' Briefing and the close of voting.

2. Campaign-Related Activities: Any activity relating to obtaining votes in the election for certain candidates or slates.
3. Campaign-Related Material: Websites, chalking, posters, club cards or anything that promotes one campaign or candidate, including digital media.
4. Campaigning: Creating or distributing Campaign-Related Material, giving speeches, or advocating for any candidates or slates.
5. Campaign Worker: A person is a campaign worker if they performs work, supplies services, or puts forth effort for the goal of electing a particular slate, at the behest or knowledge of a member of that slate or their designee.
6. Candidates: Those running for President and Executive Vice President. They are nominated by
7. Senators and affirmed by two percent of the undergraduate student body.
8. Demerit Points: Sanctions for minor violations of the manual. Each grievance that is sustained will be assessed demerit points that will be added to the total of that candidate. Each slate is limited to three demerit points. Upon receiving a total of three demerit points, a slate shall be immediately disqualified.
9. Directly Facilitating Voting: Providing the means and opportunity for students to vote.
10. Disqualifying a Campaign: Not allowing a campaign to run due to lack of adherence to the rules.
11. Dorm Storming: Entering a Northeastern University Residence Hall with the intention of speaking with students about the Direct Election.
12. Extenuating Circumstances: Illness, death in the family, serious prior academic engagement or any other circumstance approved by the Committee; all verified with a written notice.
13. Formal Agreement: A written and signed understanding between the slates at the Candidate's Briefing regarding a certain aspect of the election not covered by this manual.
14. Instant Runoff Voting (IRV): Voters are told to rank slates in order of preference. If there is not a slate with a majority of the votes, the slate with the least number of votes is eliminated. If the eliminated slate was a voter's first choice, then their vote gets cast for their second choice slate, and so on. IRV is only used in situations where more than two slates are on the ballot.
15. Intent to Run Forms: Forms filled out by each candidate that include the names, NUID numbers, email addresses, and written signatures of two percent of the undergraduate student body.
16. Intimidating Voters: Forcing voters to vote a certain way, or persuading them to vote for a particular candidate at the time the vote is cast.
17. No Confidence: When a voter does not wish to vote for any of the slates running, they may select no confidence.
18. Private Event: Anytime a candidate discusses their candidacy outside of their private residence with the intent of gaining votes. This event is not sponsored by SGA and does not require all candidates to be present.
19. Public Debate: Any event in which two or more candidates from more than one slate engage in the process of answering questions, and where the event has been publicized through any form of media or where the audience consists primarily of affiliates of any specific group (for example, student organizations).

20. Respect: Not defacing another slate's campaign material or producing any negative material about another candidate or slate. Not slandering another campaign or candidate.
21. Sanctions: Levels of punishment according to the offense committed.
22. Slate: A slate consists of exactly one Presidential Candidate and exactly one Executive Vice Presidential Candidate running together.
23. Tainted Vote: Any vote deemed by the Committee to have been earned in a manner or situation in violation of this manual.
24. With Merit: Grievances that have been filled out completely and present significant evidence that a violation has occurred as decided by the Chair. The Committee can overrule the decision of the Chair with a two-thirds majority vote.

Appendix C: Center for Student Involvement Chalking Policy

The policy below is the most updated chalking policy approved by the Center for Student Involvement (4/2011). The Center for Student Involvement can update this policy at any time. Candidates are responsible for the most updated version at the time of the campaign. All violations of this policy should not be reported as a grievance, and should be reported to the Center for Student Involvement.

All sidewalk chalk purchased using money from the Association must be approved by the Director of the Center for Student Involvement, or a designee. Candidates may not use chalk provided by the Center for Student Involvement that has been, purchased with the Student Activity Fee.

1. Who can chalk

1. People or groups sponsored by recognized student organizations and university department
2. These people or groups shall promote and pertain to the general Northeastern community and interest

2. Content

1. 15 words maximum
2. Name of Event
3. Place of Event
4. Date of Event
5. Time of Event
6. Sponsor(s) of Event

3. Where chalking is prohibited

1. Any step, stoop or vertical surface
2. Pillars, risers, windows, steps

4. Where chalking is allowed

1. Snell Library Quad
2. Snell Engineering walkway, leading toward Forsyth Street
3. Centennial Common (between Shillman and Ryder Halls, and Forsyth and Leon Streets)
4. Sculpture Park and Robinson Quad to the Steps of Columbus Garage Bridge
5. Stetson Quad from Speare Common to Opera Place and Forsyth Street
6. World Series Way (between Forsyth Street and Hayden Hall)
7. West Village Quad
8. Bulfinch Pathway from Krentzman Quad to Snell Library Quad
9. Walkway's surrounding International Village (not to include Ruggles MBTA station steps and landings)
10. Cabot Court Quadrangle
11. Walkway from Hayden Hall to the steps of Snell Library/Snell Engineering

5. What chalk may be used

1. Chalk approved by the Center for Student Involvement, or a designee.
2. Chalk delegated by the Committee.
2. Any other chalk or writing done with other chalk will be considered vandalism and is subject to referral to the Office of Student Conduct and Conflict Resolution. Any cleaning charges as a result of using non-approved chalk will be billed to the student organization and individual.

Appendix D: Sample Intent to Run Form

Intent to Run forms for Student Body President or Executive Vice President will be made available on the Association Website and OrgSync.

This nomination form requires:

Signatures from 2% of the undergraduate student body at Northeastern University

A candidate profile to be posted on the myNEU website during the voting period, in accordance with Direct Elections Policies Manual, Section 7.2: include name, graduation year, major(s), minor(s), and a description of your Association experience (including committee membership, positions held, awards received, how long you have been involved in the Association, and a platform/personal statement no longer than 500 words)

This form is due to the Chair one week prior to the Full Body Senate for Nominations. Please note that all candidates are required to run on a shared slate (Please refer to the Direct Elections Manual Section 3). Any questions can be directed to the Chair.

Sample Intent to Run Form:

Intent to Run Form:
Student Body President or Executive Vice President

This nomination form requires:

- Signatures from 2% of the undergraduate student body at Northeastern University (345 students)
- A candidate profile to be posted on the myNEU website during the voting period, in accordance with Direct Elections Policies Manual, Section 7.2: include name, graduation year, major(s), minor(s), and a description of your Association experience (including committee membership, positions held, awards received, how long you have been involved in the Association, and a platform/personal statement no longer than 500 words)

This form is due to the Chair of Elections Committee one week prior to the Full Body Senate for Nominations.

Candidate Information

Name:

NUID #:

E-Mail Address:

By signing below, I attest that I meet the following requirement as prescribed by the Association's Bylaws:

- President: Association membership for 25 weeks (not including intersessions)
- Executive Vice President: Senatorial membership for 25 weeks (not including intersessions)

Signature:

Date:

By signing below, I am supporting _____'s nomination for Student Body President or Executive Vice President. I understand that a signature is not an endorsement or vote. I understand that my email address and information will not be given out, but may be used for communication from SGA.

Name	E-Mail Address	Signature	Last 4 Digits of NUID#
1.	@husky.neu.edu		
2.	@husky.neu.edu		
3.	@husky.neu.edu		
4.	@husky.neu.edu		
5.	@husky.neu.edu		
6.	@husky.neu.edu		
7.	@husky.neu.edu		
8.	@husky.neu.edu		
9.	@husky.neu.edu		
10.	@husky.neu.edu		

Appendix E: Grievance Report Form

Grievance Report Forms will be available in the Association office and on the Association website.

GRIEVANCE REPORT FORM

This form is to be used to file a grievance against a candidate for office based on violation(s) you have personally witnessed during the course of the campaign period. The Direct Elections Policies Manual defines a grievance as an “allegation that a candidate and/or their campaign workers have knowingly violated the Association’s governing documents (including this manual).”

For any grievance report to be found with merit and/or considered, it shall be submitted prior to the certification of election results.

Submitter’s Information

Name(s):

NU ID Number(s):

Email(s):

Phone Number(s):

Please Note: If you would like to submit this grievance anonymously, please omit all information except your NU ID number. A member of the Northeastern administration will use this to verify your student status. Your identity will not be shared with any member of the Elections Committee or partied of this grievance. By submitting this grievance anonymously you are forfeiting your right to represent yourself at a hearing or any subsequent appeals.

Violation Information

Name of Slate:

If applicable, name of Candidate:

Date of Violation:

Time of Violation:

Location of Violation:

Please provide a full description of the violation(s) you witnessed, including any and all relevant evidence. You may attach additional sheets of paper, documents, photographs, etc.

By signing and dating below, I confirm that all information written on this form and/or attached to this form is accurate and truthful.

Signature Date

Please return (in a sealed envelope) to the SGA office, addressed: GRIEVANCE CLAIM

ATTN: Elections Committee, Chair

--- or ---

Email a scanned copy to the Chair.

Appendix F: Slate Declaration Form

Slate Declaration Forms will be available on the Association website and OrgSync.

Sample Slate Declaration Form:

Slate Declaration Form

This form is to be filled out by each slate and turned in to the Chair at one week prior to the Candidates' Briefing.

Name of Slate

Candidate for President

Candidate for Executive Vice President

Signed,

Candidate for President, Date

Candidate for Executive Vice President, Date