SECOND ROUND ELECTIONS 2016
BRIANNA SINGH, DIRECTOR OF ELECTIONS
INFORMATION PACKET FOR CANDIDATES

Includes:
Petition (due Wednesday, March 30th at 11:59pm. in the Student Association Office, RMC Basement)
Campaign Rules and Summary
Election Timeline

EVP, Honor Council Representatives (Sophomore and Junior), and Sammy the Owl
2016 Second Round Elections Petition

We, the undersigned, nominate ____________________________

for the position of ____________________________.

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Candidate Signature: __________________________________________

Candidate Email: _______________ Candidate Phone No.: __________

Petitions and campaign statements are due at 11:59 p.m. on March 30, 2016. Please submit a hard copy of your petition to the Student Association office in the RMC Basement and an electronic copy of your campaign statement to the Director of Elections (bs42@rice.edu) before the deadline.

Contact Director of Elections Brianna Singh (bs42@rice.edu) with any questions or problems.
Candidacy

Any member of the Student Association (as certified by the most recent class rolls of the Registrar) who is not currently on probation may run for office. In the case of Honor Council representatives, candidates cannot have been found in violation of the Honor Code. Some offices, marked below with an asterisk, have additional requirements (refer to the SA Constitution and Bylaws and to the constitution and bylaws of the subsidiary organization, where applicable).

Amendments, Referenda and Initiatives
If a student or organization wishes to pass a referendum or an initiative, adjust the blanket tax, amend the SA Constitution or take any other action in the General Election, they are required to contact the Director of Elections (Brianna Singh, bs42@rice.edu) and SA Parliamentarian (Annabelle McIntire-Gavlick, sapar@rice.edu) before the petition deadline. The Student Senate will introduce any necessary legislation at its March 30th meeting and finalize the ballot at its April 6th meeting. Refer to the SA Constitution for specific information pertaining to amendments, referenda and initiatives.

Positions in the 2016 Second Round Elections
SA External Vice President
Sammy the Owl
Honor Council Sophomore Representative
Honor Council Junior Representative

Campaigning
The Election Committee will use email to contact candidates, so please check it on a regular basis. Please consult this document and Bylaw E of the SA Bylaws about information relating to campaigning. Honor Council candidates should also consult the constitution and bylaws of the Honor Council.

Basic Information
- Polling will start Wednesday, April 6th at 8 p.m., and will end Friday, April 8th at 8 p.m.. Results will be announced on the SA website and provided to student media blanket tax organizations.
- Position candidates may spend and will be reimbursed up to $75 for campaign costs. Causes can spend up to $250. Candidates will be reimbursed for their campaign costs, with receipts or other proof of purchase. Candidates may not spend more than these amounts.
- Candidates and causes will have the chance to write a 250-word campaign statement to be published on the SA website and submitted to the Thresher. Publication in the Thresher is at the sole discretion of the Thresher.
- Electronic campaigning, including Facebook and personal campaign websites, is allowed. Campaign email from candidates or causes is prohibited.
- Candidates and causes will have the chance to upload an optional election video to be published on the SA website and other SA electronic resources. For more information, see the section titled Election Videos.
- The Election Committee reserves the right to remove any campaign materials deemed inappropriate. Anyone campaigning on behalf of another person is also bound by this election code.
- The Election Committee reserves the right to remove any candidate found in violation of these rules with the consent of the Student Association Executive Committee.

Campaign Statements
Candidates must include with their petition a campaign statement of not more than 250 words to be published on the SA website and submitted to the Thresher or a signed and dated statement affirming that they have
chosen to waive their right to submit a campaign statement. Representatives of causes and representatives of groups opposing those causes may also submit campaign statements, although the Election Committee reserves the right to limit, if necessary, statements published to one statement in favor of and one statement in opposition to each cause.

Corrections or modifications to campaign statements may be submitted to the Director of Elections until 11:59 p.m. on Wednesday, April 6th, but a candidate's decision to waive the right to submit a campaign statement cannot be rescinded. Candidates will be expected to submit a picture for the SA website.

A candidate's petition for inclusion on the ballot will be considered incomplete until a campaign statement or waiver is submitted. Campaign statements or waivers will not be accepted past the March 28th deadline without special permission from the Election Committee.

Election Videos
Candidates and causes will have the chance to upload an optional election video to be published on the Student Association’s website and other Student Association electronic resources. These videos can be uploaded to YouTube at any time after the elections packet is released but must be uploaded by 11:59 p.m. on Sunday, April 3rd. The videos will be published on Student Association’s website when campaigning begins at 12 a.m. April 4th.

The Election Committee reserves the right to remove any campaign materials deemed inappropriate. Anyone campaigning on behalf of another person is also bound by the rules contained in this packet.

In order to upload an election video that will be posted to the Student Association’s website, Twitter, and Facebook, please follow the following instructions.

*The video will be emailed to the following Gmail account: riceelectionvideos@gmail.com.
*Other videos will be uploaded to the same account. **Do not edit, delete, or otherwise interfere with the videos of other candidates.**
*The Election Chair reserves the right to remove any candidate found in violation of these rules with the consent of the Student Association Executive Committee.

Record a **30- to 45-second video** on a webcam or camera
A. If you have a webcam built into or connected to your computer, you can record a webcam video on YouTube and upload it directly to the site.
   i. Make sure you are logged in as riceelectionvideos (password: saelections)
   ii. When logged into Gmail, click YouTube on the top bar or simple go to YouTube while logged into the account
   iii. Click on **Upload** (to the right of the search)
   iv. Click the **Record from webcam** link on the upload page, or simply go to http://www.youtube.com/my_webcam to get started.

   v. Select **Allow** if you're asked to permit YouTube to access your camera and microphone.
After you've recorded the video, you can preview it by clicking the **Play** button. Please remember that the video has to be **30-45 seconds** long.

Not happy with the video? No problem! Just click the **Start over** button below the video.

When you're satisfied with the video, click the **Upload** button.

Fill out the following basic information for the video:

1. **Title**
   - Position Running for: First Name and Last Name (President: John Smith)

2. **Description**
   - “Don’t forget to vote in the 2016 Rice Special elections by going to [http://sa.rice.edu/](http://sa.rice.edu/) on April 6-8!”

3. **Tags**
   - 2016 Special Elections, Rice University, Student Association, Position Running for, Full Name

4. **Privacy Settings**
   - Public

5. **Category**
   - Education

Click **Save Changes** (note that sometimes it will automatically save any changes) and then you can go to video manager to check/view your video.

**OR** if you do not wish to upload from a webcam directly to YouTube, then do the following:

1. Record a **30- to 45-second** video through whatever means you desire.
2. Make sure you are logged in as riceelectionvideos (password: saelections)
3. When logged into Gmail, click **YouTube** on the top bar or simply go to YouTube while logged into the account
4. Click on **Upload** (to the right of the search)
5. Click on **Select Files to Upload**
6. Select video file that you wish to upload (the video must be 30-45 seconds) and then fill out the following basic information for the video:

1. **Title**
   - Position Running for: First Name and Last Name (President: Yoonjin Min)

2. **Description**
   - “Don’t forget to vote in the 2016 Rice Second Round elections by going to [http://sa.rice.edu/](http://sa.rice.edu/) on April 6-8!”

3. **Tags**
   - 2016 Second Round Elections, Rice University, Student Association, Position Running for, Full Name

4. **Privacy Settings**
   - Public

5. **Category**
• Education

vii. Click **Save Changes** (note that sometimes it will automatically save any changes) and then you can go to video manager to check/view your video.

2. Log out of **riceelectionvideos@gmail.com** to facilitate uploads for other candidates.

3. Videos will be posted on the SA website, Twitter and Facebook page starting on **Wednesday, April 6th at 10 p.m.**
   - Feel free to link your video to campaign as long as you follow the campaign rules outlined in this packet (electronic campaigning, including Facebook and personal campaign websites, is allowed. Campaign email from candidates or causes is prohibited).
   - **Do not use the videos until campaigning begins on Wednesday, April 6th at 10 p.m.**

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**Election Timeline**

March 23 (8 p.m.) - **Announcement and Petitions Available**
March 30 (11:59 p.m.) - **Petitions Due to SA Office**
April 6- **Ballot Approved**
April 6 (10 p.m.)– **Campaigning begins after ballot approval**
April 13 (8 p.m.)-- **Election period begins**
April 15 (8 p.m.) -- **Election period ends**
April 16 - **Election Results Announced**


If you have any questions or concerns, please do not hesitate to contact:

Brianna Singh
Director of Elections
Chair, Election Committee

bs42@rice.edu