

## ELECTIONS PACKET 2015

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### Contact Information

#### ASUO ELECTIONS BOARD

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## Important Dates 2015

- Dates are subject to change at the discretion of the Elections Board.
- Candidates are responsible for attending candidates meetings and keeping informed of the material that will be distributed and discussed at these meetings.
- All forms in this packet shall be submitted to Nicole Nelson, ASUO Office Coordinator.
- Copies of the ASUO Constitution and other rules are available from the ASUO Office, upon request.

Friday, February 6<sup>th</sup>

*ASUO Election Board Apps due by 4pm*

Monday, March 2<sup>nd</sup>

*-Candidate Informational Meeting.*

*6pm to 8pm Location TBA*

*-Candidate Filing Begins*

Thursday, March 5<sup>th</sup>

*-Wording of ballot measures-turn in to ASUO Office Assistants in 178 EMU South*

*(5:00 pm DEADLINE)*

Monday, March 9<sup>th</sup>

*-Candidate Social Media Campaigning allowed 9am*

Thursday, March 12<sup>th</sup>

*-Petition filing deadline (5:00 pm) all candidates*

*voters' guide statements are due with petition to ASUO office*

Friday, March 13<sup>th</sup>

*-Mandatory Candidate Meeting #1*

*6pm Location TBA*

Monday, March 16<sup>th</sup>

*-Ballot Information due to Registrar 5pm*

*-Mandatory Candidate Meeting #2*

*6pm Location TBA*

**\*\*Week 9 or 10 Executive Candidate Debates 7pm Location TBA**

Monday, March 23<sup>rd</sup> to Friday, March 27<sup>th</sup>

*Spring Break*

**Monday, March 30<sup>th</sup>**

*-Active Campaigning allowed 9am*

**-GENERAL ELECTIONS POLLS OPEN 9am**

**Friday, April 3**

**-GENERAL ELECTIONS POLLS CLOSE 4pm**

*-Expenditure/Contribution Forms due to Election Board, may be delivered to ASUO Office*

*Assistants in 178 EMU South (4pm DEADLINE)*

**Monday, April 6<sup>th</sup>**

**-RUNOFF ELECTIONS POLLS OPEN 9am**

**\*\*Tuesday, April 7<sup>th</sup>**

*-Executive Candidate Debate 7pm*

**Wednesday, April 8<sup>th</sup>**

*-Informal Candidate Debates 2-5pm TBA*

**Friday, April 10<sup>th</sup>**

**RUNOFF ELECTIONS POLLS CLOSE 4pm**

*-Expenditure/Contribution Forms due to ASUO Office Assistants in 178 EMU South by 4pm*

## **ASUO EXECUTIVE**

The ASUO Constitution calls for a chief executive officer, the ASUO President, who is responsible for the administration of ASUO programs and acts as the official spokesperson for UO students. The Executive consists of the President and two Vice Presidents plus approximately 15 staff positions. The Constitution gives the ASUO President the authority to “make such rules as are necessary to insure the fair and efficient operation of ASUO agencies and programs...” (Section 5.11).

The President may run with a designated Vice President, two Vice Presidents or may run alone. The President is elected for a one-year term from the student body. The Vice President(s) are either appointed or elected and also serve a one-year term. The President and Vice President’s stipend will be allocated based per budget requests. The President and Vice President work at least 30 hours per week for 12 months.

- ASUO President 1-year
- ASUO VP -Internal 1-year
- ASUO VP – External 1-year

## **STUDENT SENATE**

The ASUO Senate is responsible for allocating incidental fees and for representing the collective interest of students in all matters considered and acted upon by the University Senate. Incidental fees, collected from each student, are allocated through the annual budget process and through Special Requests. Senators also serve on student and faculty committees.

ASUO Senators serve dual roles as Senators and either as Finance Committee Members or Academic representatives. Finance Senators are elected to serve on an ASUO Finance Committee. Academic Senators are elected by academic major to represent the university's schools and colleges.

The Student Senate shall be composed of twenty-four members, twenty-one (21) of whom shall each serve for a two year term and two (2) of whom shall each serve for a one year term and one (1) non-voting freshman representative.. Three (3) Senators shall be elected to serve as members of the ASUO Programs Finance Committee. Three (3) Senators shall be elected to serve as members

Student Senators typically work 15-20 hours per week. The Senate convenes once each week on Wednesday nights at 7 p.m. Working Summer Senate is optional. Each position receives stipends that begin once elected.

- Senate Seat 01 PFC (1 year)
- Senate Seat 03 PFC (2 year)
- Senate Seat 04 EMU BD (1 year)
- Senate 06 EMU BD (2 year)
- Senate 08 ACFC (2 year)
- Senate 09 DFC (1 year)
- Senate 10 DFC (2 year)
- Senate 11 Journalism (2 year)
- Senate 13 Music, Art & Public Policy (2 year)
- Senate 14 Business (1 year)
- Senate 15 Business (2 year)
- Senate 16 Life Sciences (1 year)
- Senate 17 Social Studies (2 year)
- Senate 18 Physical & Computer Sciences (1 year)
- Senate 19 Psychology, Sociology & Humanities (2 year)
- Senate 21 Education & Undeclared (2 year)
- Senate 22 Graduate Studies: Arts & Humanities (1 year)

- Senate 23 Graduate Studies: Sciences & Law (2 year)

### **ASUO PROGRAMS FINANCE COMMITTEE**

The PFC acts on all matters relating to the allocation of incidental fees to ASUO Student Organizations, or programs. This budgeting process begins in Fall Term and ends with submission of an ASUO Programs recommended budget to the Student Senate in the Winter Term. The ASUO Programs Finance Committee shall be composed of nine (9) members selected as follows: two (2) members elected as Finance Senators for two year terms, one (1) member elected as Finance Senator for a one year term, four (4) members elected at large for two year terms, two (2) of whom shall be elected in odd-numbered years, and two (2) of whom shall be elected in even-numbered years, one (1) member appointed by the ASUO President for a one year term, and one (1) appointed by the ASUO Programs Council for a one year term. The Chair and Vice Chair shall be chosen from the members.

The chair of the ASUO Programs Finance Committee is elected by its respective members. From October through March, this committee meets 3-4 times per week. Members work 20 hours per week during this time and at least 5 hours per week during the remainder of the school year. Committee members receive stipends (Senators receive this amount in addition to their Senate Stipend).

The ASUO PFC acts on all matters relating to the allocation of incidental fees to ASUO student organizations. This budgeting process begins in the fall and ends with the submission of a PFC recommended budget to the Senate by spring, which is then reviewed, by the ASUO President and the President of the University of Oregon.

- At Large PFC (1 year)
- At Large PFC (1 year)
- At Large PFC (2 year)
- At Large PFC (2 year)

### **ATHLETICS AND CONTRACTS FINANCE COMMITTEE**

The Athletics and Contracts Finance Committee (ACFC) shall be composed of seven (7) members selected as follows: two (2) members elected as Finance Senators for two year terms, two (2) members elected at large for a two year term, one (1) of whom shall be elected in odd numbered years, and one (1) of whom shall be elected in even numbered years, one (1) member elected at large for a one year term, and one (1) member appointed by the ASUO President for a one year term. The ASUO Finance Coordinator will also serve on the Committee as a non-voting member. The Chair shall be chosen among the elected members in accordance with their by-laws.

The Athletics and Contracts Finance Committee shall act on all matters relating to the allocation and appropriation of incidental fees for the Athletic Department at the University of Oregon (hereinafter the Athletic Department) and Contracted Services for the purpose of recommending a budget to the Student Senate.

The ACFC recommended budget is reviewed by the Student Senate, ASUO President, and the President of the University of Oregon.

- At Large ACFC (1 year)
- At Large ACFC (2 year)

### **DEPARTMENT FINANCE COMMITTEE**

The Departmental Finance Committee (DFC) shall be composed of seven (7) members selected as follows: two (2) members elected as Finance Senators for two year terms, two (2) members elected at large for a two year term, one (1) of whom shall be elected in odd-numbered years, and one (1) of whom shall be elected in even-numbered years, one (1) member elected at large for a one year term, and one (1) member appointed by the ASUO President for a one year term. The ASUO Finance Coordinator will also serve on the Committee as a non-voting member. The Chair shall be chosen among the members in accordance with their by-laws.

The DFC acts on all matters relating to the allocation and appropriation of incidental fees of some Departments at the UO, for the purpose of recommending a budget to the Student Senate. The goal of the DFC is to provide UO Departments with a level of funding so that they may enhance the physical and cultural development of the University. Departments that the DFC has funded in recent history include: Accessible Education Center, Conflict Resolution Services, Campus Zero Waste, LGBTQA Education and Support, the Center for Intercultural Dialogue, Oregon Athletics Band, University Theatre, the Committee for Musical Arts, UO Forensics, Holden Leadership Center, and Mills International Center.

The DFC recommended budget is reviewed by the Student Senate, ASUO President, and the President of the University of Oregon.

- At Large DFC (1 year)
- At Large DFC (1 year)
- At Large DFC (2 year)

### **ERB MEMORIAL UNION BOARD**

The Erb Memorial Union (EMU) Board determines the policies and long range plans of the Erb Memorial Student Union. Board members serve on one of two committees; the House Committee and the Budget Committee. The House Committee allocates office space and EMU lobby space. It also handles other requests pertaining to the building. The Budget Committee prepares the budget for

the EMU and all of its programs (Cultural Forum, Childcare Center, Outdoor Program, etc.) and presents it to the whole Board. Each Board member must serve on at least one committee and attend all Board meetings. The chair of the Board and the chair of each committee keep at least 5 office hours per week. The Board consists of 15 voting members, including: two Finance Senators serving two-year terms, one Finance Senator serving one-term and four members elected by the Student body at-large for two-year terms (see list of positions available for specific position numbers and length of term for the election.) Other members include: appointed representatives of the ASUO Executive, ASUO Programs, EMU Programs, and EMU Classified staff and faculty. The three Finance Senators all serve on the EMU Budget Committee, along with three other members of the Board, as well as the EMU Business Manager as an ex-officio (non-voting) member. One of the four at-large members is selected to serve as Board Chair. The director of the EMU is an ex-officio (non-voting) member of the Board. The Board Chair's position lasts for 9 months and the stipend is allocated per budget requests. The positions of the Budget Committee Chair and the House Committee Chair last for 9 months with a provided stipend, which is allocated per budget requests. All other members work for 9 months, with stipends allocated per budget requests. Each member works about 10 hours per week. Work-study is available for these positions.

- At Large EMU Bd (2 year)
- At Large EMU Bd (2 year)
- At Large EMU Bd (1 year)

### **STUDENT PLANNING AND CONSTRUCTION COMMITTEE**

In accordance with state student building fee rules and regulations, the Student Planning and Construction Committee(SPCC) reviews projects proposed to be funded from income from the student building fee as well as projects affecting a facility in which operations are or will be funded from student incidental fee income. This committee may be consulted for decisions related to campus planning and other relevant projects.

SPCC is comprised of seven members, one of who is elected by the student body during the regular spring ASUO elections.

- At Large SPCC Committee (1 YR)

## **ASSOCIATED STUDENTS PRESIDENTIAL ADVISORY COUNCIL**

The Associated Students Presidential Advisory Council (ASPAC) is an 11-member committee that meets at least twice each term with the University President. The objective of this board is to advise the University President on matters affecting the student population, including student affairs, boards, and programs. The board meets at least twice each term, and currently has no stipend. Two members are elected at-large for two-year terms in alternating years. Other members include: ASUO President, Vice-President, University Affairs Coordinator, representative from campus media, EMU Board, Student Senate, Interfraternity Council, Panhellenic Council, Residence Hall Governing Council, and ASUO Programs. Other members represent international students, law/graduate students, Lesbian/Gay/Bisexual/Transgendered students, and non-traditional students.

- At Large ASPAC Presidential Advisory Council (2 year)
- At Large ASPAC Presidential Advisory Council (1 year)

## **STUDENT RECREATION CENTER ADVISORY BOARD**

The Student Recreation Center Advisory Board consists of twelve members. Six positions are elected at large by the student body. Each elected position requires a 2-year commitment so those graduating or not continuing at UO after a year should not place themselves on the ballot. Elected members will serve staggered two-year terms, three elected in even-numbered years, and three elected in odd-numbered years so each ASUO election has three open positions.

Terms of service are May 1 through March 31. The board generally meets once each month (excluding summers) and more frequently when reviewing the budget. The Board is responsible for review of programs, services, policies and budget, representing the Student Recreation Center to the University community and promoting student recreational needs.

- At Large SRC (1 YR)
- At Large SRC (2 YR)\*
- At Large SRC (2 YR)\*
- At Large SRC (2 YR)\*

\*Note: Filing due date for ONLY these positions has been extended to Monday March 16<sup>th</sup> at 12pm



## **EXPLANATION OF MAJORS FOR ACADEMIC SENATE SEATS**

**Seat 11, Journalism:** Journalism; Journalism:  
Advertising; Journalism: Communication Studies;  
Journalism: Magazine; Journalism Media Studies;  
Journalism: Public Relations; Pre-Journalism:  
Advertising; Pre-Journalism; Pre-Journalism Media  
Studies; Pre-Journalism: Public Relations.\

**Seat 12, History, English & Language:** History;  
Medieval Studies; English; Philosophy; Women's and  
Gender Studies; Comparative Literature; Classics;  
Folklore; Anthropology; Chinese; French; German;  
Greek; Italian; Japanese; Linguistics; Romance  
Languages; Spanish; Russian and East European  
Studies; Latin American; Ethnic Studies; Asian studies;  
Religious Studies; Judaic Studies; International  
Studies.

**Seat 13, Music, Art & Public Policy:** Music  
Composition; Music: Jazz Studies; Music: Pre-teacher  
Licensure; Music Performance; Music; Theater Arts;  
Dance; Cinema Studies; Art; Product Design;  
Architecture; Interior Architecture; Landscape  
Architecture; Digital Arts; Digital Arts; Ceramics;  
Fibers; Metalsmithing and Jewelry; Photography;  
Painting; Printmaking; Sculpture; Art History; Material  
and Product Studies; Pre-Planning, Public Policy &  
Management; Planning, Public Policy and Management;  
Pre-Engineering.

**Seat 14, Business: *Half of the following.*** Accounting;  
Business Administration; Pre-Business Administration.

**Seat 15, Business: *Half of the following.*** Accounting;  
Business Administration; Pre-Business Administration.

**Seat 16, Life Sciences:** Biology; Human Physiology;  
Marine Biology; Pre-Marine Biology.

**Seat 17, Social Studies:** Economics; Geography;  
Political Science; General Social Science; General Social  
Science Bend.

**Seat 18, Physical & Computer Sciences:**  
Biochemistry; Environmental Science; Pre-Mathematics  
& Computer Science; Mathematics and Computer

Science; Mathematics; Computer and Information Science; Geological Sciences; Physics; Chemistry; General Science; Environmental Studies.

**Seat 19, Psychology, Sociology & Humanities:**

Psychology; Sociology; Humanities.

**Seat 20, Education & Undeclared: *Half of the following.*** Undeclared students; unclassified student

**Seat 21, Education & Undeclared: *Half of the following.*** Undeclared students; unclassified students; Pre-Baccalaureate students; Community Ed students; National Student Exchange students; Educational Foundations; Pre-Education; Pre-Family and Human Services; Family and Human Services; Communication Disorders and Sciences.

**Seat 22, Graduate Studies: Arts & Humanities:**

***Graduate students of the following.*** Sociology; History; English; Theater Arts; Anthropology; Russian and East European Studies; International Studies; Asian studies; East Asian Languages and Literatures; French; German; Italian; Romance Languages; Spanish; Historic Preservation; Oregon Leadership in Sustainability; Public Administration; Community and Regional Planning; Nonprofit Management; Nonprofit Management; Communication Disorders and Sciences; Critical & Socio-cultural Studies in Education; Special Education; Educational Leadership; Curriculum and Teaching; Curriculum and Teacher Education; Counseling, Family, and Human Services; School psychology; Counseling Psychology; Geography; Music: Conducting; Music Composition; Music Education; Music: Jazz Studies; Music: Piano Pedagogy; Intermedia Music Technology; Music Theory; Music Performance; Musicology; Dance; Philosophy; Linguistics; Creative Writing; Classics; Folklore; Comparative Literature; Community Ed students; Unclassified students; Arts Management; Art; Art History; Interdisciplinary Studies: Individualized Program; Journalism; Strategic Communication; Media Studies; Multimedia Journalism; Journalism; Independent Study Folklore Certificate.

**Seat 23, Graduate Studies: Sciences & Law:**

***Graduate students of the following.*** Accounting;

Finance; Management; Marketing; General Business; Decision Sciences; Mathematics; Computer and Information Science; Physics; Applied Physics; Law; Economics; Environmental and Natural Resources Law; Conflict and Dispute Resolution; Political Science; Chemistry; Geological Sciences; Biology; Psychology; Environmental Studies; Environmental Sciences, Studies, and Policy; Human Physiology; Architecture; Interior Architecture; Landscape architecture.

### **Note on Mandatory Training for New Officers**

All newly elected officials are required to attend Finance and Cultural Competency Trainings.

- The first of these, Cultural Competency Training, will occur after elections and before newly elected officials assume office on May 25. There will be two additional cultural competency trainings during the upcoming academic year (to be scheduled during Fall and Winter Terms.)
- Finance training will occur September 23 and 24, 2015. This is the week prior to the start of Fall Term.

These responsibilities are outlined in the Green Tape Notebook as mandatory, and all elected officials will be responsible for ensuring they attend these events.

**ASUO GENERAL CANDIDATE FILING FORM**

(FILING DEADLINE 5:00 PM March 12th)

**(\*\*NOTE: Senate candidates require 20 valid student signatures along with this form. Presidential and Vice Presidential candidates require 50 valid student signatures along with this form. At large candidates do not need signatures.)**

CANDIDATE  
NAME: \_\_\_\_\_

RUNNING MATE (IF APPLICABLE):  
\_\_\_\_\_

CAMPAIGN NAME (IF  
APPLICABLE): \_\_\_\_\_

NAME OF POSITION YOU ARE  
SEEKING: \_\_\_\_\_

COMPLETE NAME AS YOU WISH IT TO APPEAR ON THE BALLOT:

HOME \_\_\_\_\_ PHONE: \_\_\_\_\_

CELLPHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

\_STUDENT I.D. #: \_\_\_\_\_

YEAR \_\_\_\_\_ IN \_\_\_\_\_ SCHOOL: \_\_\_\_\_

MAJOR: \_\_\_\_\_

HOURSENROLLED: \_\_\_\_\_

CAMPUS POSITION(S) HELD: \_\_\_\_\_

CANDIDATE STATEMENT (Written below or emailed to [asuo@uoregon.edu](mailto:asuo@uoregon.edu) and [asuoelec@uoregon.edu](mailto:asuoelec@uoregon.edu)):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

“I certify that the above information is correct and true to the best of my knowledge. I agree to abide by the ASUO Constitution and Election Rules, and I understand that failure to do so may result in sanctions imposed by the ASUO and/or under the Student Conduct Code, including, but not limited to, denial of access to the ballot or to office. I authorize the ASUO Elections Board to verify my enrollment status and credit hours enrolled as a University of Oregon student for ASUO Elections candidacy eligibility. Furthermore, I authorize the ASUO Elections Board to use my photo for the following purpose(s) (\_\_\_\_\_ you fill in the blank here

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**CAMPAIGN MANAGER REGISTRATION FORM**

The ASUO Election Rules require that any organization, association or coalition that is not an incidental fee funded program or recognized group must file with the Elections Board a registered campaign manager, if it intends to affect the outcome of an election. This is required in order so that the Elections Board may contact the organization if necessary during the campaign, and the organization is easily reachable by others during the campaign.

**5:00 PM FILING DEADLINE MARCH 12<sup>th</sup>**

*(To file deliver a hard copy of this form to ASUO Office Assistants in 178 EMU South, MacArthur Court)*

- This Petition is for campaign managers. Candidates should file the appropriate petitions instead.
- You are responsible for knowledge of the Election Rules and awareness of election-related notices and activities. Elections materials are available on the ASUO OrgSync website under Election Information.
- You are encouraged to attend the informational candidate meeting on March 2<sup>nd</sup> and one of the two mandatory candidate meeting on March 13<sup>th</sup> or 16<sup>th</sup>.
- All information listed for filing must be current and correct.

**Campaign:** \_\_\_\_\_

**Campaign Manager Name:** \_\_\_\_\_

Ticket(if applicable) \_\_\_\_\_

Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

Student ID No: \_\_\_\_\_

Year in School: \_\_\_\_\_

CANDIDATES OR ISSUES FOR WHICH THE ORGANIZATION WILL BECOME INVOLVED:

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**“I certify that the above information is correct and true to the best of my knowledge. I agree to abide by the ASUO Constitution and Election Rules, and I understand that failure to do so may result in sanctions imposed by the ASUO and/or under the Student Conduct**

Code, including, but not limited to, denial of access to the ballot or to office. I also give permission for the ASUO Elections Board to check credit status and student enrollment”

CAMPAIGN MANAGER’S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

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OFFICE USE ONLY--- DO NOT WRITE IN THIS SPACE

TIME AND DATE FILED (ASUO, 178 EMU South, MacArthur Court):

\_\_\_\_\_

FORM ACCEPTED BY AND I.D. CHECKED BY: \_\_\_\_\_

I.D. USED \_\_\_\_\_



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TOTAL: \$ \_\_\_\_\_.

**2. LIST OF MATERIAL CONTRIBUTIONS- for current reporting period**

- Below list names of persons/organizations who contributed any amount material resources and supplies. Use additional room if necessary (Rule 6.11)

Name:	Phone #:	Item(s) Contributed	\$ Value
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

*(Continued on other side)* TOTAL: \$ \_\_\_\_\_.

**3. LIST OF EXPENDITURES- for current reporting period**

- Below list where the money was spent. Use additional room if necessary (Rule 6.11)

Location Name:	\$ Amount
_____	_____
_____	_____
_____	_____



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TOTAL: \$\_\_\_\_\_.

**\*RECEIPTS MUST BE AVAILABLE UPON REQUEST BY THE ELECTIONS BOARD!  
\*SIGNATURE IS REQUIRED IN ORDER TO BE VALID.**

"I certify that the information contained on this form is true and correct to the best of my knowledge."

Candidate's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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OFFICE USE ONLY--- DO NOT WRITE IN THIS SPACE

TIME AND DATE FILED (ASUO, 178 EMU South, MacArthur Court):

\_\_\_\_\_

FORM ACCEPTED BY AND I.D. CHECKED BY: \_\_\_\_\_

I.D. USED \_\_\_\_\_

**CODE OF RESPONSIBILITY**

As a candidate in the ASUO Elections, I understand it is my responsibility to ensure that I as well as the individuals involved in my campaign adhere to elections rules, UO policies, as well as state and federal laws. In addition, should I, throughout the course of my campaign, obtain access to confidential information, I will adhere to security and confidentiality regulations in order to protect this data.

Regarding the campaign, I will:

- ◆ Adhere to all Elections Rules.
- ◆ Follow Federal, State, and University laws, policies, and statutes.
- ◆ Adhere to the UO Code of Conduct.

Regarding the confidential information (such as names and ID numbers) that I may have access to during the campaign, I will not:

- ◆ Reveal the content of any record or report to anyone, except in the conduct of his or her work assignments and in accordance with University policies and procedures.
- ◆ Make or allow any unauthorized use of information.
- ◆ Knowingly include false, inaccurate or misleading entry in any report or record.
- ◆ Knowingly expunge a data record or a data entry form and record, report or file.
- ◆ Share individual passwords with any other person (for password protected data).
- ◆ Seek personal benefit or allow others to benefit personally from the knowledge of any confidential information they have acquired through work assignments.
- ◆ Remove any official record or report, or copy of any official report, from the office where it is maintained, except in the performance of official duties.

If I am made aware of a violation of this code, I will report this immediately to the Elections Coordinator. Violations against protected student data may lead to disciplinary action, including dismissal. Violations can also lead to action under the State of Oregon statutes pertaining to theft, alteration of public records, or other applicable sections.

Your signature below indicates that you have read, understand, and will comply with the above Code of Responsibility for ASUO Elections.

\_\_\_\_\_  
(your name - printed)

\_\_\_\_\_  
(your name - signed)

\_\_\_\_\_  
(date)

---

OFFICE USE ONLY--- DO NOT WRITE IN THIS SPACE

TIME AND DATE FILED (ASUO, 178 EMU South, MacArthur Court):

\_\_\_\_\_

FORM ACCEPTED BY AND I.D. CHECKED BY: \_\_\_\_\_

I.D. USED \_\_\_\_\_

## **Election Rules**

These rules governing elections for the Associated Students of the University of Oregon (ASUO) provide a framework for the fair, impartial and orderly conduct of the elections. Elections and campaigns will be carried out in the best interests of the student body, as determined by the ASUO Elections Board and the ASUO Constitution Court. Access to elections as a candidate or an elector shall not be denied based on sex, gender, age, sexual orientation, race, color, national origin, religion, ability, marital, veteran, or political status. All parties involved in elections, including administrators, candidates, and voters have responsibilities and rights that must be fulfilled and respected to ensure the integrity of the process. These rules delineate those rights and responsibilities and are binding upon all members of the ASUO.

### **SECTION 1. DEFINITIONS**

1.1 Candidate: a member of the ASUO who has paid the current term or semester incidental fee as defined by the ASUO Constitution, and who has filed a declaration or certification of candidacy (petition) in accordance with § 4.3

1.2 Campaign: any individual or group of individuals undertaking in any concerted way to promote or oppose a candidate, slate or ballot measure in an ASUO election. Such actions include, but are not limited to, making any kind of financial contribution, pooling funds, or distributing fliers with multiple candidates listed.

1.3 Campaign manager: a member of the ASUO who is authorized to represent a candidate or campaign in all matters covered by these rules, except in declaration of candidacy.

1.4 Posters and flyers are defined as any painted, printed, drawn or otherwise constructed visual media designed to carry a campaign message.

1.5 Contributions: donations to a campaign. Donations from family, students, friends, organizations, businesses, or from a candidate's own personal funds are all contributions, as are any goods or services and any discount on a good or service not available to the general public received by a campaign. Volunteer work on behalf of a campaign, as a donation of labor to the campaign, is a contribution, and must be recorded if a volunteer donates more than two hours of his or her time to a campaign, in total.

1.6 Expenditures: funds used for the purchase of any good or service for use by a campaign.

1.7 Canvassing: in-person contact between a campaign representative and an elector, solicited or offered in public by the campaign representative on behalf of the campaign.

### **SECTION 2. GENERAL PRINCIPLES**

2.1 Individuals taking part in the ASUO elections process possess numerous rights and protections from sources other than these Rules and nothing herein shall be taken to abridge them. However full participation in the ASUO elections process as a candidate or a member of a campaign requires obedience to these Rules. Some participatory privileges in the ASUO elections process, including presence in the Voter's Guide and on the ballot, are privileges, not rights, and may in appropriate circumstances be denied to candidates or campaigns that violate these Rules

2.2 The educational environment of the University of Oregon shall not be compromised in any way by anyone involved in the elections process for the duration of the elections period.

2.3 Student governments serve as laboratories of democracy; most pa elections process will necessarily have little experience in these matters. All participants are encouraged to contact the Elections Board with questions on these Rules; the identity of persons asking such questions will be kept strictly confidential.

2.4 It shall be strictly enforced that no elector or non-electore shall undertake to promote or oppose the candidacy, election, or recall of an ASUO candidate, promote or oppose a referendum or initiative, or promote or oppose voting in an ASUO election, referendum, or initiative by:

(a) Representing or implying to another elector that he or she shall provide or arrange to have provided to such elector any service, opportunity, or other thing of value in return for compliance with such efforts to promote or propose an election or ballot measure outcome, or

(b) Representing or implying to another elector that he or she shall withhold or arrange to have withheld from such elector any service, opportunity, or other thing of value if such efforts to promote or oppose an election or ballot measure outcome are not complied with.

### SECTION 3. THE ELECTIONS BOARD

3.1 In accordance with the ASUO Constitution, the ASUO Elections Board and the ASUO Elections Coordinator are responsible for administering the ASUO Elections.

3.2 The Elections Coordinator may recruit and train up to four additional individuals to act as Election Adjudicators, whose sole responsibility will be to participate in Hearings Committees to hear grievances.

3.3 The Elections Board and ASUO Elections Coordinator must remain absolutely impartial in their administration of the elections. The ASUO Elections Board and the ASUO Elections Coordinator will take all necessary actions to prevent violations and/or to cause existing violation to cease. Individuals may file grievances reporting Elections Rules violations. The procedures for filing and hearing such grievances are outlined under § 8.

3.4 The ASUO Elections Board will make available electronic copies of these rules and necessary election documents at the URL given in the ASUO Elections Packet.

3.5 Documents shall be submitted to the ASUO Elections Board by email to [asuoelec@uoregon.edu](mailto:asuoelec@uoregon.edu), unless otherwise noted. The Board will respond with an email confirmation of receipt. If no message confirming submission is received within twelve hours, documents must be resubmitted by forwarding the original message to [asuoelec@uoregon.edu](mailto:asuoelec@uoregon.edu).

3.6 Where forms are provided by the ASUO Elections Board, only those forms or accurate copies thereof, completed and signed, will be accepted.

### SECTION 4. QUALIFICATIONS

4.1 Candidates must be qualified under § 4 of the ASUO Constitution.

4.2 The ASUO Elections Board will place on the ballot only the proper name and position sought of all appropriately declared candidates who meet the filing deadline.

4.3 All candidates must submit a candidacy petition. Candidates for President, Vice President and Senate seats must submit a candidacy petition with valid signatures of ASUO members who support the candidate's candidacy. All signatures for a candidacy petition must be gathered on the candidacy petition form, in person, by the candidate, as provided by the ASUO Office Assistants or ASUO Elections Board.

In order to be counted, signatures must be accompanied by the name, UO ID#, and the UO email address or telephone number of the signer, and the date of signature.

4.3.1 Presidential and Vice Presidential candidates must submit 50 valid signatures. Senatorial candidates must submit 20 valid signatures. All other elected positions are not required to collect signatures. Any signature information will remain confidential and will not be publicized, with exception to the Elections Board and the Constitution Court in matters brought before the Court.

4.3.2 Signature gathering is not campaigning. Candidates may not post or advertise for signatures. No more than double the required number of signatures may be gathered and submitted with elections board forms.

4.3.3 Signatures and contact information gathered for a candidacy petition may not be retained or copied by the gatherers for any reason.

4.4 Candidates must file their petition of candidacy in person at the ASUO Office, accompanied by presentation of the candidate's student ID card. Petitions may be accepted by a member of the ASUO Elections Board, the ASUO Elections Coordinator, the ASUO Office Coordinator, or an ASUO Office Assistant. No candidate filings after the date announced by the Elections Board and given in the ASUO Elections Packet will be accepted.

4.5 All candidates must agree to abide by the ASUO Constitution and these Rules in order to file as a registered candidate with the ASUO Elections Board. Registered candidates are entitled to use of the resources and opportunities provided by the ASUO Elections Board, including but not limited to: presence on the ballot, publication in the ASUO Voters' Guide, and participation in official elections events.

4.6 All candidates seeking qualification must attend the mandatory candidate meetings announced in the ASUO Elections Packet, unless prior arrangements based on urgent or academically related circumstances have been made with the ASUO Elections Coordinator.

4.7 Candidates are expected to fill out the FERPA waiver included in the Elections Packet. This waiver ensures that candidates are held to a standard of fairness and transparency during elections.

4.8 All candidates filing after the filing deadline shall be considered write-in candidates for the Primary, their names not placed on the ballot by the ASUO Elections Board. Candidates who reach the General Election must file for the office sought and agree to be liable retroactively for any rule violations that occurred during the Primary.

4.9 Any campaign not headed by a candidate must register a campaign manager. Campaign managers must register using the form provided, and may submit registration to the ASUO Elections Board by email. A campaign manager may be held accountable for any violation of these rules.

4.9.1 Any candidate may register a campaign manager. Campaigns in support of candidate(s) are jointly headed by those candidate(s), and the registration of a campaign manager does not diminish a candidate's personal responsibility.

4.10 A candidate may withdraw from candidacy by presenting a written statement in person, along with a student identification card, to a member of the ASUO Elections Board, the ASUO Elections Coordinator, the ASUO Office Coordinator, or an ASUO Office Assistant at any time before the unofficial election results are posted by the Board. A candidate who has withdrawn may campaign as a write-in.

4.10.1 A withdrawn candidate will be removed from the ballot, subject to the technical capability of the Registrar to do so.

4.10.2 If withdrawal occurs after a Primary ballot has opened but before a General ballot has opened, and the withdrawn candidate wins a place on the General ballot as described in § 6.5, the Elections Board shall order a new Primary election for that position.

4.10.3 If withdrawal occurs after a General ballot has opened, and the withdrawn candidate is elected as described in § 6.7, the Elections Board shall order a new General election for that position without the withdrawn candidate, in order to prevent arbitrary and disparate treatment of votes.

## SECTION 5. CAMPAIGNING

### 5.1 Campaign Responsibilities

5.1.1 Campaigns shall be held responsible for all election-related activities undertaken by their affiliates, including but not limited to volunteers, employees, and representatives. Campaigns have a positive duty to ensure that all such persons do not violate these Rules; this duty increases with the degree of affiliation between an individual and the campaign.

5.1.2 All individuals involved in the election process must obey all applicable state and/or federal laws. The members of the Elections Board are not legal professionals and will not provide explanations, offer interpretations, or give advice regarding state and federal laws.

5.1.3 No ASUO member shall attempt to influence any person to violate the Rules outlined in this document.

5.1.4 Any campaign found to have violated any of the University rules and regulations, including University Housing Policies, or State or federal laws, violation of which is found to have unjustly influenced the outcome of any ASUO elections, will be disqualified.

### 5.2 Campaigning Definitions

5.2.1 Online Campaigning: Online campaigning may not begin until Week 9 of Winter Term. Online campaigning includes but is not limited to the posting of a campaign website, Facebook page, twitter account or other social media. The Elections Board may refine this restriction as necessary, by public announcement, so that it may address changes in campaign tactics and technology.

5.2.2 Large Campaign Events: Campaigns may host one large campaign event, such as a campaign kickoff, during the week preceding finals week of winter term. The event must be registered with the Elections Board. Campaigns may host events in accordance with the rules herein, at the start of primary voting.

5.2.3 Media Campaigning: Media campaigning includes but is not limited to any in-person media, such as the posting of campaign materials; advertising; mail; and all such use of public media by campaigns. Media campaigning may begin at the start of week one during spring term, at the beginning of the general election. The Elections Board may refine this restriction as necessary, by public announcement, so that it may address changes in campaign tactics and technology.

5.2.4 Solicitation of Votes: No direct voter interaction may begin until the start of primary voting week. Direct voter interaction includes but is not limited to canvassing; telephone campaigning; public events or appearances organized by candidates or campaigns; and anything that involves in-person contact between

a campaign and an elector. Campaigns may work to organize their campaigns, including holding campaign planning meetings. However, any attempt by a campaign to disguise a campaign voter solicitation meeting as a campaign planning will be deemed a serious violation of the elections rules. The Elections Board may refine this restriction as necessary, by public announcement, so that it may address changes in campaign tactics and technology.

5.3 Campaign material may not be affixed to any University building except as provided below. 5.4 Posters for candidates or measures placed on campus bulletin boards shall be limited to 14 x 22 inches in size. If any posters are placed on bulletin boards, they must be placed with permission from the department or owner of that bulletin board. Posters placed without authorization will be taken down.

5.5 There is a limit of one visible poster per bulletin board per candidate. Each campaign supporting or opposing a ballot measure is limited to one visible poster per board. Each face of a kiosk with multiple boards facing different directions may be posted.

5.6 Any printed campaign material for or against a ballot measure must clearly identify the posting campaign on the front of the material.

5.7 Flyers may be passed out in the EMU, but posters may not be posted.

5.8 No material may be posted on any vehicle or bicycle on campus unless posted by the owner of said vehicle or bicycle.

5.9 Candidates and their campaigns will be responsible for the removal of all campaign material within 24 hours of the close of the General Election. Failure to remove all campaign material may result in sanction under University rules.

5.10 The EMU Courtyard Amphitheater Free Speech Area, located on the grounds of the EMU near the corner of 13th and University, may be used at any time by any group or individual for the purpose of free speech unless previously scheduled for another activity. No banners may be posted unless permitted by the EMU Events and Scheduling Office.

5.11 Campaigns must respect indication by an elector that campaign contact is unwanted.

5.12 Regulations by the ASUO Senate and the ASUO Executive shall govern ASUO program behavior in the election process. Questions regarding the use of incidental fee funded resources shall be resolved under such regulations.

5.13 In accordance to § 82.4 of ASUO Executive Rules: “No incidental fees may be spent to support the campaign of any individual, or party, for public office. Fees may be used to promote appearances and discussions between several candidates for public office, in order to increase student knowledge of the issues of candidates.”

5.14 No passive or active campaigning in support or in opposition to a candidate or ballot measure is permitted in the ASUO Office, including mailbox use.

5.15 No individual may disrupt University class time to discuss any item on the ASUO elections ballot. Only Elections Board volunteers registered with the Board may make class announcements regarding ASUO elections, which shall be purely informational.

5.16 Campaigning in the Residence Halls and University Housing must adhere to University Housing Policies. All campaigns must follow the policies of off-campus private property, including but not limited to Ducks Village and Stadium Park.

5.17 No elector or non-electore shall utilize any University email list (Blackboard, department, class, or program listserv) to campaign in support or in opposition to a candidate or ballot measure. Campaign emails sent to or from University email addresses must be addressed to specific individuals.

5.18 The destruction, damaging, theft, intentionally covering, removing, moving, property of a campaign or the ASUO Elections Board, without written permission, is forbidden.

5.19 No elector or non-electore shall undertake to affect the outcome of any ASUO election by representing or implying to another elector that he or she shall provide to or withhold from that elector any goods, services, or opportunities.

5.20 Campaigns may not distribute advertising materials such as, but not limited to, t-shirts, pencils, pins and stickers, however educational campaign material may be distributed as long as dispersal does not disrupt the educational environment of the university. Campaigns may not exchange any items with an elector with the implicit or explicit expectation of a vote for the gifting campaign.

## SECTION 6. ELECTIONS PROCEDURE

6.1 The Elections Board shall arrange for all fee paying students, including those pursuing off-campus opportunities, to vote, and shall conduct voter education outreach to all ASUO members.

6.2 Candidates will be listed on the ballot according to position sought. Within positions, candidates will be ordered by last name according to a random alphabet as determined by the ASUO Elections Board at the mandatory elections meeting.

6.3 No person shall vote more than once for the same position in any election unless directed to do so by instructions on the ballot. Votes will be polled individually for each available position, except in the case of special circumstances determined by the Elections Board.

6.4 Write-in votes left blank or not for a member of ASUO will be discarded, and will not be counted for the purposes of determining candidates' proportion of the vote.

6.5 Candidates polling a majority (more than 50%) of the vote in the Primary Election for that position will be elected. If no candidate polls a majority in the Primary Election, the two candidates receiving the highest number of votes will be placed on the ballot for the General Election. No candidate seeking office in the Primary Election will be placed on the ballot for the General Election without receiving a minimum of 10 percent of the Primary vote for that position.

6.6 If the election is for a multiple seat position, the number of candidates moving from the Primary to the General ballot under § 6.3 and 6.5 will be in proportion to the number of seats offered; for example, if two seats are up for election, up to four candidates who satisfy § 6.3 and 6.5 shall be placed on the General ballot.

6.7 No write-in votes will be counted in the General Election. The candidate receiving the highest number of votes in the General Election will be elected.

## SECTION 7. DISCLOSURES



7.1 All candidates and campaigns must maintain itemized, current, and complete records of their contributions received and expenditures made, and be prepared to submit these to the ASUO Elections Board within 24 hours of Board request.

7.2 All candidates or campaign committees must submit a Contribution and Expenditure Form to the ASUO Elections Board. Specific dates for submission are outlined in the ASUO Elections Packet, which also includes a blank Contribution and Expenditure Form. This form must still be submitted if there were no contributions or expenditures.

7.2.1 The forms must be signed by the candidate, campaign manager or committee.

7.2.2 The form must include an estimate, to the nearest dollar-mark, of the total amount spent by the candidate or campaign committee.

7.2.3 The form must list the name of any person or organization that made any contribution during the reporting period and include an estimate of the value of each contribution, to the nearest dollar-mark.

7.2.4 The form must list contributions of volunteer labor, including the names of all volunteers, their phone numbers or email addresses, and an estimation of hours contributed by each volunteer.

7.2.5 Additionally, all campaigns must submit volunteer registration and rules acknowledgement forms for volunteers contributing two or more hours to their campaign.

7.3 The Elections Board shall promulgate a report on campaign contributions and expenditures, including specific figures on the total contributions received and the total expenditures made by each campaign, both monetary and volunteer labor, no later than the Sunday prior to the date of any ASUO election.

## SECTION 8. GRIEVANCES AND COMPLAINTS

8.1 Electronic copies of the grievance form shall be made available upon request by the Elections Board. The form must be filled out correctly or it may be disregarded.

8.2 Grievances must be accompanied by evidence; simple assertions will not suffice. Electronic copies of documents and photographs, and the contact information of individuals willing to give testimony to Hearings Officer(s), must be submitted with the grievance form in order to be considered by a Hearings Committee. Participants in the elections process must answer questions posed by a Hearings Committee or they will be further sanctioned.

8.3 Any grievance filed more than a week following the conclusion of ASUO elections, should be filed with and adjudicated by the ASUO Constitution Court.

8.4 After a grievance has been submitted, the Elections Coordinator shall convene a Hearings Committee of the Elections Coordinator and Board Members and/or Adjudicators, with an odd number of members three or greater, to consider the grievance.

8.5 Based on the gravity of the allegations and the substance of the evidence offered, the Hearings Committee may permit all parties involved in the grievance to present their case at a hearing. The Hearings Committee shall issue sanctions if necessary.

8.6 The Hearings Committee will issue its decision to both the plaintiff and the defendant, and shall forward a copy to the ASUO Constitution Court. Parties involved in the complaint may appeal to the Court within 48 hours of the issue of the decision.

8.7 Grievances against the ASUO Elections Board shall be filed directly with the ASUO Constitution Court, under pertinent Court filing rules. Copies must be submitted to the Elections Board.

8.8 Grievances are to be used to bring violations of these Rules that may harm the elections process to the attention of the Elections Board, so that it may take remedial action. Submitting grievances that violate any part of § 8, or are otherwise found by a Hearings Committee to be an inappropriate abuse of the grievance process, is an offense warranting sanctions.

## SECTION 9. SANCTIONS

9.1 Hearings Committees of the Elections Board shall weigh the past course of conduct of campaigns when considering sanctions. Hearings Committees have broad authority to sanction campaigns and shall use this flexibility to protect the principles enumerated under § 2.

9.2 A grievance is not required for a Hearing Committee to be convened, or to issue sanctions. Any member of the ASUO Elections Board who becomes aware of a violation of these Rules may call upon the Elections Coordinator to convene a Hearing Committee to consider sanctions.

9.3 The ASUO Elections Board shall publicly promulgate notice of all sanctions through such means as the Board may designate. Sanctions may be listed in the Voter's Pamphlet or on the ballot as an additional degree of severity at the discretion of the Hearings Committee.

9.4 The ASUO Constitution Court has appellate jurisdiction over all grievances. Such grievances shall be submitted to the ASUO Elections Board, who shall forward them to the Court.

9.5 Aggravating or mitigating circumstances surrounding any violation may increase or decrease the severity of the consequence. The Elections Board retains discretion in the adjudication of grievances.

9.6 Minor violations include but are not limited to any violation under § 5 regarding campaign practices that does not otherwise violate University rules and regulations, and any other minor violation of these Rules.

9.6.1 Consequences can include, but are not limited to, removal of materials or other appropriate sanctions as the Hearings Committee may designate.

9.7 Major Violations include, but are not limited to, engaging in two or more lesser offenses, any violation under § 4 regarding campaign reporting, any violation under § 5.16 regarding the policies of residence halls, and any failure to comply with directives of the ASUO Elections Board or Hearings Committee within 24 hours of email notification.

9.7.1 Consequences may include, but are not limited to, temporary suspension of any or all campaigning privileges, until the campaign is in compliance with ASUO Elections Board or Hearings Committee directives or for any period the Committee may designate.

9.8 Severe campaign violations include, but are not limited to: submitting votes for other students; tampering with the electronic election system; harassment, intimidation, bribery or fraud with the intent of affecting the outcome of the election; libelous or slanderous statements or conduct; tampering with another campaign's materials with malicious intent; intentional actions to mislead or obstruct the duties of the Elections Board.

9.8.1 Consequences may include, but are not limited to, loss of all campaigning privileges including presence on the ballot, and, should sanctions be applied after election, removal from any office other than the ASUO Presidency.

9.9 All candidates and slates are subject to the Student Conduct Code, University rules, and local, State and Federal law. Violations of the Student Conduct Code or University rules in the course of the Election will be forwarded to the appropriate University or law enforcement representatives.

#### SECTION 10. EQUAL ACCESS

10.1 No elector may employ, for any purpose relating to an ASUO election, any University facility or resource to which other electors do not have equal access. The availability of comparable University facilities or resources is equivalent to equality of access. Equality of access is not vitiated by the necessity of paying for the use of facilities or resources.

10.1.1 For purposes of this section, equality of access will be measured by factors including, but not limited to, the absence of any rule or policy limiting or barring any prospective individual's use of the facility or resource for campaign-related purposes, and the absence of any preference accorded to any prospective user for the campaign-related use of the facility or resource.

10.2 No candidate may use any materials or resources in any way that gives the impression of the University of Oregon endorsing any candidate or ballot measure.

#### SECTION 11. BALLOT MEASURES

11.1 Ballot measure wording must be approved by the ASUO Constitution Court prior to any signatures being collected. Draft wording must be submitted to the ASUO Constitution Court by email, no later than (5) school days prior to the filing deadline given in the ASUO Elections Packet. The deadline to submit ballot measure wording to the review process will be at 4pm on March 2nd 2015.

11.2 All signatures for a ballot measure must be gathered on the ballot petition form, as provided by the ASUO Office Assistants or ASUO Elections Board. Persons seeking to place a measure on the ballot must obey all provisions of §14 of the ASUO Constitution.

11.3 Additional procedures to include a ballot measure will be provided in the supplementary materials made available by the ASUO Elections Board.

### **UNIVERSITY HOUSING RULES REGARDING ELECTIONS**

Candidates are encouraged to communicate with RHA and/or University Housing in order to take advantage of possible forums hosted by the RHA or ASUO in University Housing.

The RHA Council & University Housing Office has created policy that ensures that campaigning in the UO Residence Halls be conducted according to the following guidelines:

#### **Candidates and their representatives must follow these guidelines:**

1. Posters and signs may be posted by residents on their own doors, the inside of their own windows, and within their own living spaces.

2. Campaign materials ARE allowed on one's person (i.e. t-shirt, buttons), or other personal belongings (i.e. backpacks) within the Residence Halls and Family Housing.
3. Candidates and their representatives who are guests in University Housing **must be escorted at all times** by a resident of the hall/living space they are in. Candidates and their representatives may not solicit or campaign while in University Housing.

RHA would like to direct candidates to the University Housing 2014-2015 Residence Hall Contract and Community Expectations points 3, 7, 12 under "Rules and Regulations," in addition to the above. Residents and their guests are responsible for all sections of the Housing Contract:

### 3- FACILITIES

a. Unauthorized entry into, or use of, institutional facilities, including buildings and grounds, is prohibited. Use of University of Oregon residence halls is limited to the residents, their escorted guests, and other persons specifically authorized by University Housing.

b. Residents are not allowed on roofs, sides of buildings, or outside ledges of the buildings. Nothing is to be placed, stored, or exhibited on the outside ledges of the buildings. Windows are to remain in their tracks. No one is allowed to sit on windowsills or extend any part of his or her body outside the windowsills. Removal of any window screen is prohibited. Nothing is to be thrown, dropped, or spilled from the roofs, ledges, or windows. Nothing is to be thrown at windows or through doorways. Residents may not jump from or climb onto inside or outside balconies at Barnhart or Riley halls. Violations of this policy may result in sanctions ranging from a \$50 charge to immediate removal from the residence halls.

c. Posting of unapproved signs or erecting antennas or any other objects on the exterior or interior of buildings is prohibited.

d. The presence in a residence hall of any person not authorized by University Housing constitutes as trespass. Those trespassing may be removed from the residence halls and arrested under the ordinances of the City of Eugene and are also subject to discipline under the university's Student Conduct Code.

h. Reservation of lounges is prohibited to outside groups.

### 7- MEDIA POLICY

The media, including but not limited to reporters, bloggers, interviewers, photographers, filmmakers, and videographers are not permitted in private residential areas at any time. In addition to external entities, the media includes all student operated or created media. Private residential areas include corridors or areas with student rooms or restrooms. Reporting, interviewing, blogging, photographing, filming, or creating a video for a news purpose in common spaces, such as the dining hall, may be allowed with advance permission. Media access to common spaces may be granted on a case-by-case basis at the sole discretion of University of

Oregon Housing marketing office, upon receipt and review of a written request. The UO Housing marketing office will issue press passes that must be conspicuously displayed by any members of the media granted access to common areas. Members of the media must obtain consent of participating students before engaging media activity. Images of students will not be published without the written authorization of the students who are recognizable in the image. Anyone on the premises engaged in media activity without a press pass will be asked to leave. UO Housing may request assistance from the University of Oregon Police Department to enforce this policy. Failure to comply may result in sanctions, including denial of future requests for access to common areas.

## 12-SOLICITATION, ADVERTISING, AND PROMOTION

Solicitation, advertising, promotion, and commercial transactions are prohibited in all areas of the residence halls. In order to sell or promote any merchandise or service for private profit on state property, a sales permit must be purchased from the university for each sales location. There is to be no solicitation of any kind in University Housing facilities (including dining centers) by non-housing groups without the express written permission of University Housing.