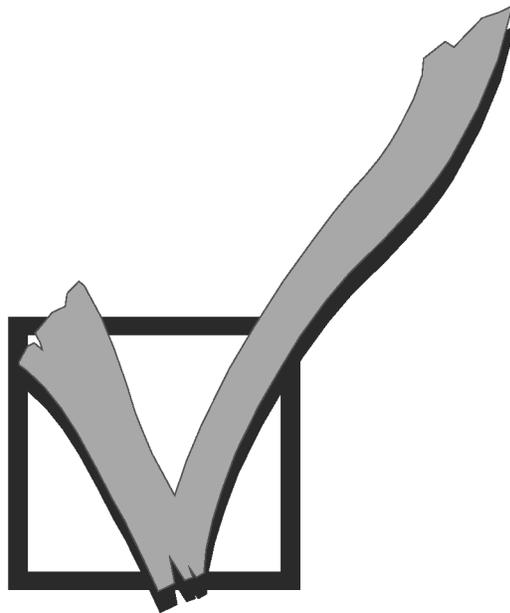




**Associated Students
Western Washington University**

**AS Senate
Candidate Packet**



Elections 2018-2019

AS ELECTIONS 2018-2019

Dear Candidates:

Thank you for your interest in running for the AS Senate! I'm thrilled that you've chosen to participate so actively in student leadership. My job is to make sure that the elections run smoothly and are fair for everyone participating. This means that I work to help you. If you have any questions or concerns, please contact me. My contact info is at the bottom of this page, and I'm also available to meet in my office during my office hours, which are posted on my office door (VU 435).

Here are a few tips for using this packet and running for office:

1) READ ALL OF THE INFORMATION IN THIS PACKET CAREFULLY!

There are many documents in this packet, and many must be turned in by specific deadlines. For your convenience, a checklist is included in the packet that specifies deadlines. You are encouraged to turn in your petitions early, we will try to verify them and let you know in advance of the deadline if they are approved. If you turn them in after November 16th, we will not be able to provide this service. Candidate Statements **must** be turned in by the deadline, but do not need to be turned in with all the other documents if you would like to take a few more days to perfect your statement. Please email statement and turn in a paper copy to ensure there are no electronic mistakes.

2) READ THE ELECTION CODE!

Especially Section 1 and Section 2. To see if you are eligible to run for office, see Section 2, clause I. For campaigning and advertising guidelines see Section 2, clause III. Remember, ***you are responsible for knowing and following the Election Code***. It's better to do a little reading now than face disqualification later. I'd also strongly recommend you read the AS Bylaws, Charter, and Strategic Plan, available at <http://www.vu.wvu.edu/policies/>.

3) MARK YOUR CALENDAR

There is a **mandatory** AS Election Meeting on November 19th in VU 565. During this meeting, I will discuss some important issues regarding the Election Code and the election timeline. The **AS Review will be present to take publicity photos** for the ballot and printed voter's guide. The AS Review will also collect statements from all of the candidates.

4) REMEMBER, WE'RE ALL WESTERN STUDENTS

No matter who is elected, the odds are you'll be working with other candidates in some capacity next year. Any negativity you express towards someone else who is running will adversely impact what you're able to accomplish as a member of the AS Senate. Remember, everyone running for office is doing so to serve students and improve student representation at Western.

Happy campaigning,

Alec Willis
AS Elections Coordinator
AS.Elections@wwu.edu
VU 435

AS Senate Elections Timeline: 2018

10/29/2018: Filing opens. Packets can be picked up in the AS Board Office.

11/16/2018: Election filing deadline-All paperwork must be submitted to Board office (VU 504) by 4 p.m.

11/19/2018: Mandatory AS Election Meeting (5:00-8:00 p.m., VU 565). All candidates must attend.

11/19/2018: Campaign period opens at 8:30 p.m. Physical campaign materials may now be posted, distributed, and displayed on campus.

11/26/2018: The elections begin! Online voting available at 12:01 a.m

11/30/2018: Voting ends. Online voting closes at 4:00 p.m. The Elections Coordinator, Election Board Chair, and the REP advisor receive results. The Elections Coordinator will notify candidates of results by noon, December 1st.

12/03/2018: All candidates and campaigns must remove and clean up all physical and online campaign materials. Candidates must submit financial disclosure statements and all receipts to the VU Finance Office by 4:00 p.m.

AS SENATE ELECTIONS 2018

CANDIDATE PACKET CHECKLIST

(For candidate use only, to assist with the elections process and deadlines.)

Candidate's Name _____

If you intend to represent the college you are enrolled in, please identify the college below. If undeclared or otherwise running to represent undeclared students, please write "At-large."

Return the Following Forms to VU 504 by Friday, November 16, at 4 PM

(Candidates must turn in forms in person and will need to present their Western Student I.D.):

_____ **Candidate Registration Form.**

_____ **Candidate Statement** (and e-mail to Annie.Byers@wwu.edu)

_____ **Candidate Conduct Agreement.**

_____ **Request for Public Financing Form** (optional)

_____ **Petition Forms (with at least 50 signatures)**

Petitions can be submitted separately from the above forms. Candidates that turn in their petitions by Monday, November 12th at 12:00 p.m. will be notified whether or not they had a sufficient number of valid signatures. If petitions are turned in after November 12th at 12:00 p.m. notification before the filing deadline may not be possible.

Monday, November 19th

_____ **Attend Mandatory Election Meeting from 5-8 pm, VU 565**

_____ **Bring copy of Election Code to meeting.**

Monday, December 3rd

_____ **Financial Disclosure Statement and original receipts turned in to the Finance Office, VU 538, by 4 pm.**

_____ **Campaign materials removed by 8 a.m., or forfeit up to \$25 of public financing reimbursement (or be charged if did not request public financing).**

AS SENATE ELECTIONS 2018

CANDIDATE REGISTRATION

CANDIDATE'S NAME: (Exactly as you want it to appear on all election materials)

If you intend to represent the college you are enrolled in, please identify the college below. If undeclared or otherwise running to represent undeclared students, please write "At-large." _____

WWU STUDENT #: _____

PHONE NUMBER(S): _____

E-MAIL ADDRESS: _____

FALL QUARTER CREDIT LOAD: _____

CURRENT CUMULATIVE G.P.A.: _____

CAMPAIGN MANAGER NAME & NUMBER: _____

Campaign Managers are optional, but we would like contact information if they are campaigning for you.

All new employees must show employment eligibility verification as required by the U.S. Citizenship and Immigration Services (USCIS) before beginning work at WWU. If you have questions about employment eligibility, please contact Human Resources at 360-650-3774.

Are you currently eligible to work in the United States? (circle one) Yes No

If no, this does not exclude you from running for any position. Please contact Annie Byers (Annie.Byers@wwu.edu) for further information.

STATEMENT OF AGREEMENT:

I agree, if elected, to serve as an officer of the WWU Associated Students, to perform the duties as outlined in the current AS job description, and attend all trainings that are required of my position. I understand that the Associated Students Board of Directors Program Coordinator will access my student records, including my grade point average, enrollment status, quarter completion, and number of credits, in order to verify my eligibility for candidacy and qualifications for the office I seek. This information will remain confidential though eligibility status will be shared with the Elections Coordinator.

X _____

Candidate Signature

Return to the AS Board Office, VU 504
by Friday, November 16th at 4 pm

CANDIDATE STATEMENT

CANDIDATE'S NAME

COLLEGE POSITON SOUGHT/AT-LARGE

CAMPAIGN WEBSITE URL (optional, if applicable)

Type or attach a 150-word (maximum) statement for voters to read. **Be sure to also e-mail this statement to Annie.Bvers@wwu.edu by the filing deadline.** The subject line of the e-mailed statements should read "Candidate Statement for [Your Name] seeking [college/at-large] Senate Position". Address the issues of your choice in the statement. Tell voters about your qualifications. The statement is distributed to the Western Front and the AS Review; however, there is no guarantee that it will appear in both publications, as printing is at the discretion of the publisher of each medium. Statements may also be read by each candidate on KUGS FM. The statement will be provided to students during the online voting process. **Please print off your statement and attach it to this sheet.**

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Return to the AS Board Office, VU 504
by Friday, November 16th at 4 pm

AS SENATE ELECTIONS 2018

Candidate Conduct Agreement

I, _____ , hereby state that I have read and understand the AS Senate Election Code. In the event that I have a question or concern regarding the Code, I will address that question to the Elections Coordinator. I will conduct myself in a positive, honorable manner throughout the election. I will refrain from any malicious or unprofessional behavior towards any of the other candidates, the Elections Coordinator, the Election Board, WWU staff, or any other campaign participants or students.

(Violation of this agreement is grounds for a grievance in accordance with the AS Senate Election Code Section 2, Clause VI.)

(Signature) _____

(Date) _____

**Return to the AS Board Office, VU 504
by Friday, November 16th at 4 pm.**

Request for Public Financing

I, _____, hereby request public financing from the Associated Students for Running for Office. By signing below, I am indicating that I have read and understood Section 2, clause V of the AS Senate Election Code, and pledge to follow the campaign spending guidelines outlined in it. I understand that any violation of the Election Code may result in severe penalties, up to and including my disqualification from the elections.

Candidate W#: _____

(Signature) _____

(Date) _____

Mailing Address _____

For office use only

Total amount to be reimbursed to candidate:

\$ _____

Approved by the
AS Elections Coordinator

Return to the AS Board Office, VU 504
by Friday, November 16th at 4 pm

CANDIDATE PETITION FORM: ASSOCIATED STUDENTS SENATE ELECTIONS 2019

Candidate's Name: _____

Senate Position Sought: _____

The AS Election Code [Section 1, clause I, (a) and (b)] states that before appearing on the ballot, prospective candidates for the Associated Students Senate must file petitions with minimum of 50 signatures from students enrolled at the main campus of WWU who are supportive of their candidacy.

By signing below, you are indicating that:

- a. *You are a student currently enrolled at the main campus of Western Washington University.*
- b. *You support the candidacy of the individual named on this form and wish to see their name appear on the ballot for the position indicated on this form.*

Please fill out all the information below. Illegible, duplicate or incomplete signatures will not be counted.

Student's Name (Print)	Student ID#	Signature
5.		
10.		
15.		
20.		
25.		

Elections 2018 for the Associated Students WWU Senate

Candidate's Name: _____ **Senate Position:** _____

The AS Election Code [Section 1, clause I, (a) and (b)] states that before appearing on the spring ballot, prospective candidates for the Associated Students Senate must file petitions with a minimum of 50 signatures from students enrolled at the main campus of WWU who are supportive of their candidacy.

By signing below, you are indicating that:

- a. You are a student currently enrolled at the main campus of Western Washington University.*
- b. You support the candidacy of the individual named on this form and wish to see their name appear on the ballot for the position indicated on this form.*

Please fill out all the information below. Illegible, duplicate or incomplete signatures will not be counted.

Student's Name (Print)	Student ID#	Signature
30.		
35.		
40.		
45.		
50.		
55.		

