



Executive 2020-2021 Candidate Packet

As approved by the following ASUU officials:

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A Letter from Your Student Body President:

Dear 2020-2021 Candidates,

I imagine right now is a bit of a stressful and exciting time. I can definitely relate, as around this time, I was feeling all over the place. If there is anything that you might feel during this time, I hope that pride in oneself (a healthy amount, of course) will be one of them. It truly is admirable to want to serve the student body in the role of ASUU President. It takes a special person to even run, and it certainly takes one to effectively fulfill the role.

I haven't been super sure as to how I would frame this letter, or what I might say to those planning to run for the position I currently hold. But one idea I had was to maybe pretend that I am writing to myself from the future. So that's how I will proceed for the duration of this letter. Bear with me, I'm going to ask you to pretend that you're me for a little bit.

[Hey Eph:] The road ahead is going to be crazy, and arguably the most important time in your life to date. I need you to ask yourself why you are even running in the first place. If "serving the needs of students" isn't at the top of your list, I think you should reconsider. This job will be so difficult if you win, and it just won't be worth it if you're more concerned about any perks or how it will look on a resume.

Make sure that the people you are running with, are people that you can be close with, and that you all are on the same page in more regards than just your platform. During the campaign, and especially during your time in office (should you win), you all will be put through thick and thin. Things will only be more difficult if the formation of your ticket looks more like a business deal than a growing friendship.

I really hope that what I'm saying doesn't scare you because I really don't want it to. If you win, this will be the most fulfilling and rewarding role you've had ever. You will be in a position to help so many people, in a crucial time at that. You will learn so much and gain invaluable experience. But it will also be the most difficult thing you've done yet. Every day will pose a new challenge. However, if you have the right intentions, and the right people around you, nothing will be impossible, and I mean that.

Okay you can be yourself again ha-ha. I wish you the best, and I thank you for wanting to serve the students of the U. Know that I am proud of you, and I'm rooting for you. I'm rooting for anyone who wants to improve the lives of students. Go you, and as always, Go Utah :)

Sincerely,

Ephraim K. Kum

Student Body President 2020-2021

Associated Students of the University of Utah

A Letter from the Elections Registrar:

Dear Candidates:

I feel honored to be working with you this elections cycle. My job is to not only facilitate a fair and ethical elections cycle, but to be a resource to you. This journey can be difficult, but my goal is to make it as easy on you as I possibly can. I will strive to be transparent through this entire journey. I am committed to creating an elections cycle that is both ethical and fair. I and my many collaborators have put in countless hours preparing for this. I hope that we can serve you well.

I am a resource to you. I believe that no question is a dumb question and I invite you to utilize my email for any questions you may have. This is my commitment to you that I will do my best to get any answers you seek and to reply within two business days. I want each ticket to run the best campaign that they possibly can. To do so, I will provide you with a few recommendations that I believe will be useful in planning and implementing your ticket's campaign.

I recommend that you familiarize yourself both with this elections packet and with ASUU Redbook. Both documents contain important information for elections and for the positions you are seeking to hold. In the Bylaws, Policies and Procedures portion of Redbook, Article V will have the rules pertaining to elections. As a candidate, you are responsible for knowing the rules outlined in Redbook and in this elections packet and following them. I expect all candidates to run an ethical campaign and behave in a respectful manner towards other candidates, members of ASUU, and those involved with the elections process. I also ask that you keep the University of Utah and the students' best interests in mind as you create your campaign and proceed with the elections process.

With the current COVID-19 pandemic, elections may look different this year than they have in the past. We are prioritizing student safety in all of our decision making. I will be in regular contact with all candidates as decisions about elections and campaigning are made. If you ever have questions or concerns about this, I am always available to you.

Finally, I would like to applaud you for seeking a position to serve students. The elections process can be stressful, tiring, frustrating, and overwhelming at times. But it will also provide you with an experience like none other. It will be fun and rewarding. You will learn a lot about yourself and develop relationships you may not expect. You are about to embark on a journey full of surprises and I am excited for you. I welcome you to the 2021 executive elections and wish you the best of luck.

Sincerely,

Torri Peck
Elections Registrar, 2020-2021
tpeck@asuu.utah.edu

A Letter from ASUU's Diversity Board:

Dear Candidate,

Congratulations on deciding to run for office and serve the student body here at the University of Utah. Running is one of the biggest and most important decisions you will make during your time here on campus. It is an honor to serve, and represent, this diverse body of students everyday. You will come to learn about, meet, and have face to face conversations with all of the students in our campus during your campaigns. And you will learn about all of the amazing life that we get to experience here everyday.

As the Diversity Board it is our duty to continuously cultivate diversity on our campus in a much more critical and transformative way. We as the Diversity Board ask that all candidates begin to critically think about how we can continuously cultivate diversity on our campus, and understand what cultivating diversity means when you continue your executive and legislative initiatives. During your campaign, did you reach out to the Black Student Union? During your campaign, did you sit down and have a conversation with a working class Trans Woman who is in your constituency to really earn her vote? During your campaign, did you research some of the past fails of ASUU and thought about how we can move forward?

At the end of your campaigns we hope you can think about these questions and say yes you did on all of them. During your time as an elected official these are questions that you will have to constantly think about even more so than during your campaigns. And the Diversity Board will always be here to help you reflect on this, we will always be here to help you engage in the conversation of what diversity is really supposed to look like in our communities and futures.

Good luck, and we'll chat after Election Day.
Ermiya Fanaeian, Director of Diversity 2020-20201

Executive Candidate Eligibility Criteria

All candidates for executive elected office must:

- Be a currently enrolled University of Utah student.
- Have completed 45 credit hours prior to the time of filing.
- Have a minimum cumulative GPA of at least 2.8.
- Be a member in good standing of ASUU, meaning they have not been fired/impeached from an ASUU position within the year prior to the filing deadline, and were not disqualified from the previous ASUU election.
- Not currently be serving as the ASUU President, Vice President for University Relations, Vice President for Student Relations, Attorney General, Supreme Court Chief or Associate Justice, or Chief of Staff.
- Be eligible to work in the United States.

Spring 2021 Elections Campaigning Guidelines NOTE: The binding language that the Supreme Court considers when issuing rulings is in the governing documents: namely Redbook, Article V. What follows prior to these sections are merely useful summaries and interpretations.

Before the Election Period:

- \$5.00 filing fee for all candidates and their respective deposits MUST be paid by the filing deadline, December 11th, 2020 at 5:00 pm
 - If you are unable to pay the filing fee contact Abby Feenstra at afeenstra@asuu.utah.edu
- Complete the orientation for all Executive candidates and diversity education by February 5th, 2021 at 11:59pm
 - The orientation and diversity education will be available as a course on Canvas.
 - Failure to complete the designated orientation and diversity education will result in disqualification from the 2021 elections.
- Schedule a meeting with Director of Marketing, Sanila Math smath@asuu.utah.edu and the Marketing Advisor, Jessica Ashcraft jashcraft@sa.utah.edu between January 4, 2021 and January 18, 2021.
- Schedule a meeting with the Elections Registrar on the week of December 14, 2020.

During the Voting Period:

- Campaigning may not take place within 75 feet of a voting station
 - Voting stations are considered to be any public computer
- Candidates are prohibited from approaching potential voters with a web-enabled electronic device on which voting software is open
- Elections will be held online; polling will occur from February 22nd at 7:00 am to February 25th at 5:00 pm

Grievances

- Grievances are the method through which campaign violations or infractions against student candidates and/or parties are filed and adjudicated. Any violations of the rules contained in Redbook, this packet, or rules published by the Elections Registrar subsequent to the publishing of this packet will be dealt with by filing a grievance with the Supreme Court.
- The Supreme Court is an independent judicial body. The Elections Registrar and the Deputy Elections Registrar are not members of the Supreme Court and therefore have no vote on the decisions rendered by the Supreme Court. The Elections Registrar will, however, enforce the rulings of the Court.
- Grievance meeting dates will be set by the Supreme Court. Date and times will be posted to the ASUU elections website as the meetings are needed. The grievance process will be loosely modeled after the US judicial system and will be structured to guarantee due process for all parties. This process includes the following:
 - Right to be heard (grievance hearing and possibility for appeal)
 - A fair judge (Supreme Court appointed by the ASUU President and confirmed by the Senate)
- All grievance hearings will be administered by the Supreme Court Chief Justice. Once a grievance is filed, the Elections Registrar will notify all parties involved in the grievance at least 24 hours before the hearing. Hearings are open and public meetings. Everyone must act appropriately and arrive promptly.
- All grievance rulings will be released to the Elections Registrar who will then post them on the Elections Blog. All rulings will be announced within 24 hours of the conclusion of the grievance hearing, unless the Supreme Court votes to extend deliberation time.

How to File a Grievance

- When preparing a grievance, use the form found online at <https://asuu.utah.edu/elections>. You must include a reference to the portion of Redbook's Article V or the Elections Packet that is at issue. You may also provide any additional relevant information.
 - Additional information may be submitted after the grievance has been filed, but additional evidence will be admitted solely at the discretion of the Elections Registrar.
- Grievances may be filed by any matriculated student at the University of Utah. It is recommended that parties internally coordinate the filing of grievances to ensure that the same grievance is not filed twice. Additionally, the same grievance will not be considered by the Supreme Court twice.
- Grievances must be submitted by 5:00 pm two days before the grievance hearing. If no grievance is filed by 5:00 pm two days prior to the scheduled hearing, there will not be any grievance hearing for that week. (For example, if grievance hearings are held Wednesday, grievances must be filed by 5:00pm Monday). During the last week of the campaign, this may be subject to change.
- Respondents may provide a copy of their defense or other written materials to the Elections Registrar to be distributed to the Court at the discretion of the Chief Justice.

- Witnesses may attend and testify if a party chooses to share their allotted defense time with the witness. The party and witness may also be available to answer questions during the question period.

Grievance Proceedings

- During each grievance hearing, each party will present their opening statements and evidence to the Supreme Court.
- The complainant (party who has filed the grievance) will open and summate before the respondent (the party against whom the grievance has been filed). Between the opening statement and the summation, the Supreme Court will have an opportunity to ask questions of either side.
- Individuals will only be allowed to respond if the question is directed to them. The Court will then hold a discussion period in which the candidates are not present.
- The Supreme Court will email all involved parties regarding the results of the grievance. Results will also be published on the ASUU website.

Marketing

- ASUU will provide numerous marketing services for parties to utilize, such as poster printing, headshots, videography, etc. We will provide one poster design and headshot per ticket. We also have an in-house videographer for candidates to use.
 - Additional details on marketing options and services will be explained during the Initial Executive Marketing Meeting.
 - Candidates shall refrain from using outside contractors for videography and photography services since such services will be provided.
- Sanila Math, smath@asuu.utah.edu, ASUU Director of Marketing, and Jessica Ashcraft, jashcraft@asuu.utah.edu, Associate Director of Student Leadership & Involvement, will serve as your contacts regarding marketing design and ordering of materials.
 - Corresponding order forms will be available on the Elections Canvas page.
 - It is up to the party or candidate to ensure that all marketing conforms to the Marketing Board's rules and is in the correct, file-ready format. Sanila and Jessica can help provide advice and review marketing for technical assistance and order information.
 - By ordering marketing materials for campaigning through ASUU, goods purchased will receive a tax-exempt status.
- It is up to the ticket to be aware of marketing deadlines if ordering materials through ASUU. If a deadline is not met, ASUU cannot guarantee that a ticket will receive marketing before the campaign period. Violation of deadlines are cause for grievances to be filed against a candidate.
- The Elections Registrar will notify you when your order has arrived and will allow you to pick it up on poster sorting day. **subject to change regarding COVID-19 pandemic*
- No campaign apparel may be worn before posting day.
- Each ticket will request a primary color during filing. These colors may not be: white, black, or red. All tickets may use black and white as secondary colors. Red will not be a

permitted color in any marketing for tickets.

- The use of University of Utah apparel or insignia, including the Block U and the Drum and Feather **WILL NOT** be allowed in your campaign marketing.
 - The hand symbol of the U is permissible in any marketing. The verbal phrase “Go Utah” is permissible in marketing. The use of the term “ASUU” or “the Associated Students of the University of Utah” is also permissible. Any other questions regarding impermissible marketing materials should be directed to the Elections Registrar.
- Campaign posters and handouts must be purchased through the Elections Registrar and delivered to ASUU directly. Printed items can include posters, handouts, banners, and lawn signs. Before candidates hang up posters in buildings they must ask the building administrators where they are allowed to hang their posters.
- If a campaign has any public social media groups on Facebook or any other platform, the Elections Registrar has the right to ask to serve as an administrator once the page goes live.
- Guidelines around physical marketing material are subject to change according to the COVID-19 pandemic.

Campaigning

- Campaigning includes (but is not limited to), wearing apparel, posting campaign-related content on social media sites, hosting events, and tabling. If there are any questions about what constitutes campaigning, please ask the Elections Registrar.
 - It is always better to ask for permission than to ask for forgiveness (see section on grievances).
- All actions taken publicly on social media are considered active campaigning and may not occur until posting day. Campaigning begins on posting day.
- You will be allowed to table in the Library Plaza between 10 am and 3 pm during the week of General Elections. If your ticket wishes to table, you must send desired dates, and times to the Elections Registrar. Tabling requests are due on Canvas by January 31st at 11:59pm. The Elections Registrar will organize and assign tabling locations.
- Campaigning in the Union is allowed as long as it does not occur in the Student Involvement wing. The Student Involvement wing is the hallway on the second floor where the ASUU office is located.
- All guidelines to campaigning are subject to change, following the University of Utah's event guidelines and the advice under the current COVID-19 pandemic.

Finance

- All parties are responsible for keeping track of their own budget. Expenditures must be disclosed to the Elections Board. If all expenditures are not disclosed, this will be grounds for a grievance.
- Details about the budget can be found in Redbook. If you have any questions about what is and is not considered marketing, or about what is and is not allowed according to Redbook, please contact the Elections Registrar.

Reimbursements

- Your ticket may be reimbursed up to and may not spend more than \$2,000. The Elections Registrar will provide you with an official budget after the filing deadline and no later than

December 18, 2020.

- A budget of \$8,000 will be divided evenly amongst executive tickets except in the event where there are less than three tickets, in which case each ticket will receive \$2000. The cost for photography and videography services provided by ASUU will be split evenly among the tickets. As such, each ticket should utilize these services.
- Services or items given to the ticket with no cost must be included in the budget at a fair market price.
- Please contact Jessica Ashcraft (jashcraft@sa.utah.edu) and Michelle Chan (mchan@sa.utah.edu) **prior to entering a contractor agreement** to ensure compliance with employment laws and proper university payment procedures. If your ticket enters into a contractor agreement without consulting the SLI staff listed above, we cannot guarantee reimbursement or payment for the contractor's services. Refer to these guidelines and to the ASUU 2020-2021 Funding Guidelines for restrictions on duplicative services, eligibility to work at the university, conflict of interest, restricted purchases and procurement, licensed vendors, and tax exemption.
- More information on reimbursement eligibility is available in the ASUU 2020-2021 General Funding Guidelines.
- Applicable reimbursement forms will be available on the Elections Canvas page.
- In the event that a candidate is disqualified, ASUU will not provide any reimbursements for items purchased after the disqualification date.
- In the event that a candidate makes a purchase that includes tax, ASUU will only reimburse at the tax exempt price.
- All reimbursement requests must be completed by March 7, 2021.

Inquiries

- Questions about election rules and proceedings should be directed to the Elections Registrar, who will respond to questions within 2 business days (except in the event of an extenuating circumstance).
- Inquiries can become investigations at the discretion of the Elections Registrar.

Interactions with the Elections Registrar, Supreme Court, and Advisors

- By participating in the 2021 ASUU Elections, you agree to behave in a civil, respectful manner toward the members of the Supreme Court, the Elections Registrar, and the Deputy Elections Registrar, and to abide by their judgment.
- Personal attacks and other obstructions of the elections process will not be tolerated and **may result in punitive action including disqualification from the election.**

Regarding the COVID-19 pandemic

All elections and campaigning procedures will take place in compliance with COVID-19 regulations. This may result in a fully virtual elections season. The Elections Registrar will keep candidates up to date on how elections will proceed. Such announcements will be delivered over Canvas.

Role and Responsibility of the Executive Cabinet NOTE: The binding language that the Supreme Court considers when issuing rulings is in the governing documents: namely Redbook, Article V (<http://asuu.utah.edu/documents>). What follows prior to these sections are merely useful summaries and interpretations:

Student Body President

- Serves as the chief executive officer of ASUU, and will act in the interest of the University's Student Body
- Appoints Executive Branch Directors, and other compensated members of the Executive Branch from the membership of the ASUU and presents them for confirmation or rejection by the Senate. Can rescind Executive Branch appointments if deemed necessary
- Nominates Supreme Court Justices
- Approves or vetoes any legislation presented by the Assembly or the Student Senate, using procedure outlined in the ASUU Bylaws
- Forms Ad Hoc Committees, at their discretion
- Serves as a voting member of the Board of Trustees, the Academic Senate and Academic Senate Executive Committee, and various other university committees
- Makes nominations or appointments to University Committees
- Represents the University of Utah's student body at University functions
- Represents the University of Utah at the Utah Student Association, a body comprised of the student body presidents from higher education institutions across the state of Utah
- Performs additional duties as deemed necessary by Assembly, Senate, or Board of Trustees

Vice President of University Relations

- Functions as the President in the President's absence
- Responsible for the management of the ASUU offices, facilities, and employed personnel in conjunction with the Office of the Vice President of Student Affairs
- Chairs the ASUU Scholarship Board
- Serves as a voting member of the Violence Prevention Advisory Committee
- Serves as an ex-officio member of the Senate, and provides monthly executive reports to the Student Senate
- Coordinates and is responsible for activities with the Alumni Association and the Student Alumni Association
- Serves as a representative and voting member of various committees
- Performs additional duties as deemed necessary by Assembly, Senate, or Board of Trustees

Vice President of Student Relations

- Serves as a member of the Executive Cabinet
- Responsible for calling and chairing the Campus of Student Leaders Meetings
- Serves as an ex-officio member of the Assembly, and provides monthly executive reports to the assembly
- Serves as the co-chair of Student Commission meetings
- Serves on the University Commencement Committee

- Serves as a non-voting member of the Campus Event Board Advisory Committee
- Serves on the Union Board Committee
- Responsible for the University Gift, a project or program that shall improve the campus and university experience for future students.
- Responsible for creating and gifting Senior Class Link to the Alumni Association, a metal link representing the senior class of that academic year.
- Serves as a representative and voting member of various committees
- Performs additional duties as deemed necessary by Assembly, Senate, or Board of Trustees

Candidate Expectations

All candidates are expected to read, understand, and abide by the Elections Packet and Redbook. By signing the candidate filing forms, all candidates agree to be held to the rules and regulations articulated in these ways.

- All candidates will file and pay the filing fee online through Campus Connect.
- Candidates will pay the filing fee of \$5 per candidate by the date that filing is due.
- Filed candidates will be held to the rules herein during the entire elections process including the time prior to filing.
- The rules articulated in this Elections Packet and within Article V permit ASUU to file grievances and prosecute on any alleged rule-breaking that occurs, including rule breaking that occurs before filing deadlines or the publication of this Elections Packet.
- Campaigning to any executive cabinet members of ASUU during the 2020-2021 year is prohibited. Any paid member of ASUU must remain nonpartisan towards any party or candidate while holding their position in ASUU. This rule will be strictly enforced, and any questions should be directed to the Elections Registrar before contacting current members of ASUU.
- All important dates, reminders, and updates pertinent to the elections process will be emailed to all candidates using umail.
- Filing grievances and all other elections materials, unless otherwise specified, must be done via the ASUU elections page <https://asuu.utah.edu/elections>
- Once a Ticket has filed, all correspondence with the Elections Registrar will be documented. As a part of filing, this individuals' contact information must be provided, although it can be changed via written notice to the Elections Registrar.
- Campaigning in the Union is allowed as long as it does not occur in the Student Involvement wing. The Student Involvement wing is the hallway on the second floor where the ASUU office is located.

Calendar

All dates on this calendar are final, and the only edits made to the published dates will be the removal of events. There may be additional dates provided, but these will not be mandatory if published following the filing deadline.

- **December 11th:** Filing deadline for Executive positions, 5:00 pm
- **December 14-18:** Schedule meeting with Elections Registrar
- **January:** Schedule a meeting with Director of Marketing and the Marketing Advisor within 2 weeks of the start of the Spring 2021 Semester

- **January 29th**: Filing deadline for Legislative and Attorney General positions 5:00 pm
- **January 31st**: Tabling Requests Due at 11:59 pm **subject to change*
- **February 5th**: Candidate Orientation and diversity training due on Canvas at 11:59 pm
- **February 8th**: Campaigning begins/Posting Day
- **February 22nd**: Election Voting begins at 7:00 am
- **February 25th**: Election Voting ends at 5:00 pm
- **February 26th**: Election results announced - time and place TBA
- **March 7th**: All campaign materials must be taken down
- **Friday, April 16th**: Inauguration - time and place TBA

In the event of a primary, the following dates will take effect instead of the dates listed above:

If there are more than 3 eligible tickets registered and running for the presidency, a primary election shall occur to determine the top 3 general election candidates for that seat. In case of a primary election, see the primary dates below. All primary date changes will be communicated via Canvas, if needed.

- **February 8th**: Posting Day
- **February 8th**: Primary Campaigning Begins
- **February 15th**: Primary Voting opens at 7:00 am and ends on February 18th at 5:00 pm
- **February 19th**: Election Results will be posted to the Elections Website by 5:00 pm
- **February 22nd**: General Election Voting opens at 7:00 am and end on February 25th at 5:00 pm
- **February 26th**: Elections results announced - time and place TBA

Mandatory events and expectations, if elected:

- **April 16th**: Inauguration
- **May 11th, May 12th, August 16th, and August 17th** : ASUU Training for ALL elected and appointed officers, all day, location TBD

A note on required post-election meetings: attendance at required post-election meetings is considered part of the duties of elected officers, and failure to attend these meetings may impact your ability to serve. If there are extenuating circumstances preventing you from attending these meetings, an explanation and/or appropriate documentation must be provided to the Legislative Advisor at afeenstra@sa.utah.edu.

Recommendations Prior to Inauguration

- It is suggested that you reach out to schedule and attend meetings with each current Executive Director, the Chief of Staff, the Attorney General, the two Vice Presidents, and the President

Helpful Links and Other Info:

- [Redbook](#) (ASUU Constitution & Bylaws)
- [ASUU Public Agendas & Documents](#) (contains information on current Assembly/Senate legislation, sign in with your uNID and password to access)
- [ASUU 2020-2021 Finance Guidelines](#)
- [University Student Code of Conduct](#) *Note: the Code of Conduct still applies in virtual settings.
- [University Free Speech Policy](#)
- [University Conflict of Interest Policy](#)