Yale College Council
Spring 2018
Representative Candidate Guidelines

Council Elections Commission

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**Election Timeline:**

Wednesday, March 28, 8:00pm: **Mandatory campaign information session in LC 102.** Any student who cannot attend should email nicholas.girard@yale.edu and cc ycc.elections@yale.edu.

Thursday, March 29, 9:00am: Pre-campaign period begins.

Thursday, April 5, 5:00pm: Deadline to register for elections via YaleConnect.

Thursday, April 5, 8:00pm: Campaigning begins.

Thursday, April 12, 9:00am: Polls open on YaleConnect.

Friday, April 14, 9:00pm: Polls close on YaleConnect. Results will be announced following the close of voting in an email to the student body.

Tuesday, April 17, 9:00am: Run-off polls open (if necessary).
Wednesday, April 18, 9:00pm: Run-off polls close (if necessary).

**Locations subject to change. Any location change will be sent to candidates via email.**

**Section I: Council Elections Commission (CEC):**

1. **Role**

   a. **Purpose:** The purpose of the Council Elections Commission (CEC) is to determine specific election rules, monitor campaigns, and facilitate voting. The CEC is also responsible for coordinating the publicity of all election activities with the help of the YCC.

   b. **Guidelines:** The CEC has complete authority over interpreting and enforcing the regulations found in this document.

      i. **Clarification:** It is the sole responsibility of the candidates to seek clarification on any issue not explicitly addressed in these guidelines. The chair of the CEC will answer any requests for clarification. Email ycc.elections@yale.edu with any questions. Candidates who do not adhere to these regulations may be penalized at the discretion of the CEC.
ii. Amendments: The CEC may amend these guidelines at any time. Candidates who have registered for an election will be notified of said changes via email, which will be binding as soon as the notification is sent.

2. Commission Regulations

   a. Membership: The YCC Vice President shall chair the CEC unless running for a position in the election, in which case a new chair will be appointed by the President and Council of Representatives, and four members-at-large comprise the remainder of the CEC. The chair of the CEC shall facilitate the appointment of the at-large members of the CEC through outreach to student group leaders, residential college council presidents, and other campus leaders.

   i. Removal: The CEC has the authority to dismiss any of its members who campaigns for, publicly supports, derogates, or demonstrably aids any candidates. The CEC can also dismiss any member who is frequently unavailable for meetings or is otherwise delinquent in his/her/their duties.

   ii. Replacement: In the event that a member-at-large is dismissed, the chair of the CEC will choose a replacement.

   b. Voting: A quorum of at least 3 members-at-large is required for votes. All CEC decisions will be decided by a majority vote of the members-at-large. In the event of a tie, the chair of the CEC must vote to break the tie. Abstentions are not permitted.

   c. Addressing Complaints: Any student may report a violation or complaint to the CEC by emailing ycc.elections@yale.edu. The complaint/violation will be investigated by the chair of the CEC and referred to the members of the CEC. The CEC will vote to determine if a violation has occurred and, if so, what penalty shall be imposed.

Section II: Guidelines:

1. Candidates

   a. Guideline Limitations: These guidelines apply to candidates running for YCC Council of Representatives positions. These guidelines DO NOT apply to officer candidates.

   b. Eligibility: Any undergraduate who will be enrolled at Yale College and in New Haven for the next two semesters and free of disciplinary action by a university disciplinary body that would otherwise preclude them from holding
a student leadership position is eligible to run for office. The candidate must be a member of the residential college for which they are running to serve as representative during the year of their term.

c. Multiple Candidacies: A student may run for two elected positions but cannot serve in said offices concurrently.

d. Registration: Each prospective candidate must register online via YaleConnect by submitting a non-amenable candidacy statement and agreeing to follow the Representative Candidates Guidelines. The form can be found in the YCC portal on YaleConnect. The YCC will not publish a list of candidates until the campaign period begins.

   i. Statements: Candidacy statements must be no more than 300 words (text only) and will be available to voters during polling. Candidates cannot change their statement once it is submitted.

e. Availability: Candidates must make themselves available to the CEC at all times and must respond honestly, thoroughly, and promptly when asked for information.

2. Pre-Campaign Period

   a. Start: Candidates may begin organizing their campaigns and campaign team on Thursday, March 29 at 9:00am.

   b. Campaign Teams: Candidates may contact close personal friends to ask for help in executing their campaign. A candidate should have no more than thirty such individuals.

      i. Solicitation: Any email that solicits aid during the pre-campaign period must CC ycc.elections@yale.edu. All recipients of the email must be visible. No recipients of the email can be BCC’d. All email correspondence during the pre-campaign period must include the following disclaimer:

         This is a disclaimer. No unsolicited e-mail may be sent during this period. This email may only petition for your aid during the campaign period, and may not ask for your vote. If you have received this email from someone who you would not consider a close personal friend or it is asking for anything other than your help and you would like to file a complaint, please email ycc.elections@yale.edu.

      ii. Communication: Each prospective candidate may have one and only one mailing list for their campaign to use throughout the pre-campaign and campaign periods in order to facilitate organization and planning. This list must be an EliList set up through the Yale servers. If you need
assistance with this process, please contact the chair of the CEC. It shall contain no more than 30 persons (excluding the candidate and the CEC) and must also include the CEC (ycc.elections@yale.edu) to monitor its proper use. This mailing list is EXCLUDED from the CC, disclaimer, and “mass email” requirements for email. If you have questions about this regulation, please consult the chair of the CEC.

c. Campaigning: Active, public campaigning before Thursday, April 5 at 8:00pm is strictly prohibited. Candidates and supporters are not allowed to discuss a student’s decision to seek YCC office in public. No communications that can be construed as asking for votes can be made. Candidates may not discuss platforms or strategy outside those students that form the individual’s campaign team.

3. Campaign Period
   a. Start: Public campaigning (which does not include organizing during the pre-campaign period) may begin on Thursday, April 5 at 8:00pm. No public campaigning is allowed before this time. Any question of what determines public campaigning should be directed to the CEC.
   b. University Oversight: All campaigning and publicity must be in accordance with the Undergraduate Regulations (http://catalog.yale.edu/undergraduate-regulations/).
   c. Spending:
      i. Each candidate for the Council of Representatives is allowed to spend $50 on their campaign. This $50 encompasses both traditional and innovative (i.e. anything other than posters, table tents, business cards, etc.) publicity techniques. Candidates should retain receipts for proof of purchase should there be allegations of exceeding the spending limit. Candidates in need of financial assistance may contact the chair of the CEC, who will make decisions on a case-by-case basis.
      ii. Rule of Access: In general, a “rule of access” determining whether other candidates have access to the same form of publicity will be applied.
      iii. Non-Purchased Items: Items used in campaigning that are not purchased because they are previously owned by candidates or are given or loaned from another individual will be counted toward the $50 spending limit. The approximate value of all non-purchased campaign items must be reported to the chair of the CEC.
iv. Donated Funds and Goods: Individuals may donate funds to or spend money on behalf of any candidate or candidates, up to, but not in addition to, the $50 spending limit. Undergraduate organizations are strictly prohibited from benefiting a candidate through donated funds or goods.

v. Multiple Candidates: Any materials with multiple candidates’ names on them count separately toward the spending limit for each of the named candidates.

d. Postering:
   i. When possible, all posters and publicity must be on recyclable paper.
   ii. Size: No posters may exceed a size of 8.5 by 11 inches or be adjoined together to make a poster larger than the aforementioned size.
   iii. Only one of each poster may be placed on the same bulletin board.
   iv. All posters must be hung in a way that is consistent with the postering regulations of Yale College and of the specific residential college in which they are hung. Any posters in violation of regulations will be removed and may not be replaced. You can find the regulations in the Undergraduate Regulations, Student Activities, Section K. See: http://catalog.yale.edu/undergraduate-regulations/rules-governing-student-activities/student-extracurricular-activities/#k.postersandpublicity

e. Emailing:
   i. Candidates and individuals working on the candidate’s behalf may not email panlists to which they do not belong.
   ii. Emails to the whole campus, an entire residential college, an entire class, or class years within a college are strictly prohibited.
   iii. Mass emails (emails sent to more than 20 recipients at a time) are strictly prohibited.
   iv. All campaign emails (from the candidate or otherwise) sent during the campaign period must include the following disclaimer:

   This is a disclaimer. No emails sent by a candidate or on a candidate's behalf may be sent to any panlist that the sender is not on. No emails may be sent to the entire campus, entire class years, entire residential colleges, or entire class years within residential colleges. Candidates are urged to act with restraint in the use of all electronic messaging systems. If you feel that this or any candidate is abusing the email system, please
v. All emails on behalf of a candidate must CC ycc.elections@yale.edu. All recipients of the email must be visible. No recipients of the email may be BCC’ed.

vi. The CEC will not tolerate abuses of the Yale College email system for the purposes of campaigning. Candidates are urged to act with restraint in the use of all electronic messaging systems and are advised that the CEC will address complaints about abusive email practices on an ad hoc basis. It will exercise discretion in individual cases to define unethical emailing practices, issuing one preliminary warning to offending candidates before taking disciplinary action, including the possible disqualification of any candidate who repeatedly abuses the email systems of Yale College.

f. Social Media
   i. While there are no specific regulations governing social media use, candidates are asked to use social media with care and restraint.

g. Unacceptable Publicity:
   i. Neither a candidate nor a member of the candidate’s campaign team may inappropriately harass or detain a student, either for purposes of campaigning or to get them to vote directly.
   
   ii. No notice of candidacy may be written with chalk.
   
   iii. Any publicity that is deemed fraudulent, or deemed primarily to intimidate or derogate another candidate, is not permitted.
   
   iv. Candidates are not allowed to enter suites and bedrooms while residents are not present. Even when residents are present, candidates may not enter those spaces without residents’ verbal permission.
   
   v. No administrators, faculty, staff, or pets may be included in campaign publicity materials.
   
   vi. Candidates may not actively campaign at or in the vicinity of any Yale College Council event.

h. Supporters: Individuals aiding candidates must follow these guidelines. Any violation committed by an individual aiding a candidate may be considered as committed under the auspices of the candidate. Candidates will be held accountable for any infractions of these guidelines by friends campaigning for them.

i. The Yale College Council Executive Board is not permitted to publicly endorse or serve on the campaign team of any individual candidates. Each
board member should answer questions from any candidate for the position that the board member currently holds.

j. Tampering: Damaging, removing, or defacing another candidates’ publicity is strictly prohibited.

4. Voting Period

a. Voters may choose two candidates to represent their college on the YCC Council of Representatives. Although candidates can conduct a joint publicity effort, they may not be voted on together.

b. Voter Access: Voting will take place online from **9:00am on Thursday, April 12 until 9:00pm on Friday, April 13**. Students will receive an email with a link to vote on the morning of April 12. Ballots are housed in the YC Voting Booth on YaleConnect.

   i. Absentee Ballots: No absentee ballots will be accepted.
   
   ii. Students not enrolled in Yale College are unable to vote.

   c. Voting System: Voting will take place through Yale University’s YaleConnect Account in the YC Voting Booth portal.

      i. Layout: The electronic ballots will present each candidate’s full name as it appeared in registration along with the candidate’s college and year. The order in which the candidates’ names appear on the ballot is chosen at random by the vote program.

      ii. Statements: The candidacy statement referred to in Section II, Part 1di of these regulations will be available online as students vote.

   d. Access: The chair of the CEC will have sole access to the voting system.

   e. Candidates and their supporters may ask students to vote during this period and provide them with a device on which to vote. However, they are prohibited from coercing students to vote for a certain candidate.

5. Determination of Winners

a. Tabulation: All ballots will be collected and tabulated via YaleConnect. Results will not be announced until all voting is completed.

b. A candidate shall be declared the winner of their election if they are one of the top two vote-earners in his/her/their residential college. A majority of the vote is not required.

   c. The chair of the CEC and an additional CEC member shall certify the election results and send results via email to the student body. The YDN will be notified prior to the release of the email, with results under embargo.
d. **Run-Off**: In the case of a tie, a run-off election between the relevant candidates for that office will occur on **Tuesday, April 17 and Wednesday, April 18**. All regulations from the campaign period carry over to the run-off period, though an additional $25 in spending is permitted for a run-off.

6. **Penalties**

   a. It is the sole responsibility of the candidate to seek clarification on any issue not explicitly addressed in these guidelines. Candidates who do not adhere to these regulations may be penalized at the discretion of the CEC.

   b. Any student may report a violation or complaint to the CEC by emailing [ycc.elections@yale.edu](mailto:ycc.elections@yale.edu). The complaint/violation will be investigated by the chair of the CEC and referred to the members of the CEC.

   c. Upon receiving any complaint beyond the scope of the CEC, such as a complaint of sexual misconduct, the chair of the CEC will report the complaint to the proper university committee or administrator best suited to address such complaint.

   d. The CEC shall have the power to review infringements on these guidelines and the discretion to penalize candidates, depending on the severity of the infringement. Potential penalties include (but are not limited to) decreasing the $50 spending limit, revoking campaign emailing privileges, confiscating a campaign’s posters, publicizing a candidate’s infractions, and/or removing a candidate from the ballot. Any infractions that violate the Undergraduate Regulations will be referred to the Yale College Executive Committee for disciplinary action.

Please direct any questions about the guidelines or the elections to the Council Elections Commission at [ycc.elections@yale.edu](mailto:ycc.elections@yale.edu).