**GRADUATE COUNCIL**

University of Chicago

February 20, 2017 7:30 p.m.

Booth School, Harper Center C-10

**AGENDA**

1. Call to order
2. Sharing Funding Stories Int’l Policy Practicum
3. Election Code Votes (see exhibit I) Open to Reps
4. Revised Funding Code Max
5. GC President Selection Process Carlos/Jake
6. Community Building & GL2BoT process Megan
7. Budget Process Carlos/Jake
8. New Website Calendar Nick
9. Committee Updates VPs
10. Updates from schools, divisions, or community Anyone
11. Adjourn (to the Pub!)

**Exhibit I – Proposed IME Election Code**

Institute for Molecular Engineering Election Code

FOR DIRECT ELECTIONS

Article I: Candidacy Requirements:

1. In order to appear on the ballot, candidates will be nominated by the student body of the Institute for Molecular Engineering and these nominations will be sent to the Dean of Students. If they accept the nominations, candidates will appear on the ballot.
2. Candidates must been enrolled in the Institute for Molecular Engineering Graduate Program.
3. Candidates must not be graduating during the academic year during which they are running.
4. All candidates for office shall be given a copy of the SG governing documents, including this Institute for Molecular Engineering Election Code, and shall be informed of all material rules and regulations, upon receiving petitions for candidacy. Such information shall be posted to the Student Government and Graduate Council website(s).

Article II: Campaign Expenditures:

1. Candidates for Graduate Council shall limit campaign expenditures to $150.
2. Expenses shall be measured by their fair market value, not their actual cost. Where an item or service is donated to a candidate or given at a markedly reduced price that is not available to the general public, fair market value shall be defined as the average or usual cost to obtain the item or service in the area in which it was obtained. Otherwise, the actual price of the item or service may be considered its fair market value, at the discretion of the Dean of Students.
3. Candidates shall keep original receipts of all campaign-related expenditures, and shall submit them to the Dean of Students in a manner specified by the Dean of Students.
4. Candidates may not spend beyond their respective limit. Refusal to cooperate with a request by the Dean of Students for production of any documents or records related to campaign expenditures, or actions to purposefully mislead the Dean of Students on this matter, may be punishable as specified in this the Institute for Molecular Engineering Election Code.
5. Recognized Student Organizations (RSOs) may not use money allocated to them by Student Government to support the campaign of any candidate or candidate team. Campaigns are prohibited from accepting this support.

Article III: Candidate Conduct:

1. Campaigning before the availability of petitions is prohibited. Such early campaigning is defined as attempts to gain votes prior to the announcement of the availability of the petitions. This includes flyering, mass emailing and public declarations of candidacy on social media, in a publication, or at a mass assembly of students. Reaching out to individuals to learn about issues, attempting to find running mates, and having exploratory conversations and email exchanges are not considered to be early campaigning. When identified, early campaigning should result in a warning for the offending candidate. If multiple warnings are issued, the Dean of Students may choose to bar the candidate from the election.
2. Promises of personal favors by candidates or slates attempting to gain votes may be punishable by vote penalties. ‘Personal favors’ should not be confused with exploratory conversations regarding leadership positions, platform plans, or proposed initiatives.
3. Unwarranted personal attacks are prohibited. Personal attacks are defined as attacks on a personal characteristic of a candidate that are calculated to create a negative impression of that candidate beyond the scope of the candidate’s platform or suitability for office and either
   1. are not used to support a conclusion that a candidate is unsuitable for office or has a deficient platform; or
   2. weakly support such a conclusion and there exists an obvious alternative way to support that conclusion at least as well without resorting to the personal attack.
4. Defamation, defined as the alleging of provably false facts about candidates in a manner calculated to undermine their campaigns, is prohibited.
5. Behavior at the Dean of Students sponsored events, such as a formal debate, incongruent with the letter or spirit of the Institute for Molecular Engineering Election Code to engage in a civil and respectful manner may result in removal from that event and further penalties.
6. Candidates shall adhere to the University's Student Organization Posting Policy, and any relevant interpretations as set out in the Student Government Elections and Rules Committee's Candidates Packet. Violations of this policy are infractions under this Code. For the purposes of this rule, candidates are subject to the same restrictions as RSOs except as specified in the Candidates Packet, and the relevant event is the election. The posting policy may be found here: <https://leadership.uchicago.edu/posting-policy>. The most current version of the Candidates Packet will be available at <https://sg.uchicago.edu/elections>.
7. Campaigns are expected to be conducted in accordance with all University regulations and local, state, and federal law. However, with the exception of the Student Organization Posting Policy, these laws and regulations are not incorporated into the Institute for Molecular Engineering Election Code and an action that violates them is not also an Institute for Molecular Engineering Election Code violation that can be adjudicated by the Dean of Students, unless:
   1. Performing the action may benefit one's campaign or harm another campaign but candidates generally refrain from doing so because it is prohibited by law or university regulation;
   2. The action is conducted with intent or effect to benefit the violator’s campaign at the expense of another’s or to harm another’s campaign; and
   3. The Dean of Students can conclude that the action violates the law or regulation on its face with minimal legal analysis.
8. Campaigning cannot take place within 50 feet of a polling station
   1. Since computers are used to vote, no campaigning can take place within 50 feet of any public computer
   2. Candidates are prohibited from approaching potential voters with a web-enabled electronic device to solicit votes

Article IV: Infractions

1. The Dean of Students shall level an infraction against any candidate or slate found to have taken actions that violated a rule that would have led to winning votes at the expense of other candidates. Such actions include, but are not limited to, early campaigning, spending beyond a candidate’s imposed limit, removing the posters of another candidate, or violations committed under this Code.
2. Infractions shall be classified as minor, major, or disqualifying, each corresponding to a particular penalty.
   1. Minor infractions, such as limited overspending or unallowed postering, may result in a 5% deduction in overall vote total for candidates.
   2. Major infractions, such as repeated minor infractions, extreme early campaigning, or unwarranted personal attacks, may result in a 10% deduction in overall vote total for candidates.
   3. Disqualifying infractions, such as repeated major infractions or gross violations of the letter or spirit of the Institute for Molecular Engineering Election Code in a manner that undermines the integrity of the election, may result in immediate disqualification from the election. If the disqualification occurs prior to the actual administration of the election, the disqualified candidate's name shall not appear on the ballot. Disqualifications shall require either a motion by the chairperson that is supported by a majority of the Dean of Students or a motion supported by all voting members of the committee.
3. Infraction level for a given offense is determined by the discretion of the committee.
4. For improper actions by candidates or slates that do not officially break rules, the Dean of Students shall issue warnings towards the goal of good sportsmanship and a clean election.
5. Candidates may be held responsible for campaign-related Constitution, By-Laws, Institute for Molecular Engineering Elections Code, or Candidates Packet violations committed by members of their campaign teams. A campaign team is defined as a candidate or candidates for office and those people and groups actively and/or publicly working towards the election of the candidates.
6. Write-in candidates are subject to the SG Constitution, By-Laws, Institute for Molecular Engineering Elections Code, and Candidates Packet, with the exception of rules regarding petitions. Violations of these documents by write-in candidates are subject to the same penalties as rule violations by official candidates.

Article V: Dean of Students Election Procedure

1. Once candidates have confirmed to the Dean of Students their nomination, they will appear on the ballot.
2. Only graduate students enrolled in the Institute for Molecular Engineering will be able to vote for the representative.
3. Graduate students will select their candidate of choice on an online ballot. The candidate with the most votes cast will be selected as the Graduate Council representative.
4. The Dean of Students shall establish a timeline for conducting its elections in accordance with this Code. Such a timeline must be made publicly available on through an institute-wide email.
5. Allegations must be brought to the Dean of Students within one week of the end of the relevant elections. These allegations may be brought by any student, by any student group, the Dean of Students, or the Dean’s Council. Complaints will be received by the Dean of Students (who will post an email address to the SG and GC websites at which he or she may be reached) who will present the complaint, in its entirety, to the rest of the committee; otherwise, complainants should not contact individual members of the Dean of Students regarding their complaint.
6. Once an official complaint has been made, the Dean of Students will issue a formal decision pursuant to this Code.
   1. The Dean of Students shall respond to a complainant's request for a hearing with a scheduled time and location for such a hearing within forty-eight hours of the complaint being properly filed
   2. The Dean of Students shall notify the defendant of the complaint against him or her and the time and location of the hearing by twenty four hours prior to the start of the hearing.
   3. For a complaint to be properly formatted it must:
      1. Allege a violation committed under this Code and list pertinent sections of this Code
      2. Provide a statement of the events that transpired and why those actions are a violation of the pertinent sections of this Code.
      3. The Chair may, after consultation with the Dean of Students, notify the complainant that the complaint is improperly filed and instruct the complainant to file again properly. No hearing will be held in the event of an improperly filed complaint.
7. An appeal will only be considered if significant additional information is provided with the appeal. Per the SG Constitution, the Elections and Rules Committee is the final arbiter of all elections disputes, so any appeal must be directed to that Committee. New information shall be submitted with an appeal along with a copy of the original decision to the SG Executive Committee and to E&R.
8. While the complainant(s) and the defendant(s) will lodge the complaint and defend their conduct in an open meeting, the Dean of Students will deliberate and make a decision in private.
   1. If under extraordinary circumstances, and in consultation with Grad Council's staff advisor at UChicagoGRAD, the Dean of Students finds that the nature of a particular case is such that a public complaint process would be injurious to the safety or wellbeing of either the complainant(s) or the defendant(s) or both, then the Dean of Students may hear such complaints in a special private session called after the conclusion of its public meetings and prior to its deliberation. At such a session, the Chair of Student Government's Elections and Rules Committee must be present as an ex-officio member.
9. If after one hour of deliberation there has not been a vote, the Chair will call for a vote unless a motion is presented to extend deliberation, and that motion passes by a majority. If there is a tie, the Chair will vote and break the tie. Deliberation need not take one hour and the Dean of Students may vote at any point before the time limit is reached.

Article VI: Ballot presentation and voting

1. The names of all candidates will be listed on the ballot.
2. Instructions regarding how to mark the ballot shall appear on the ballot.