

SPRING 2024 ASUNM ELECTION

Dear Prospective Candidate,

Welcome to the ASUNM Election process. We would like to thank you for showing interest in your student government by picking up a Candidate's Packet for the Spring 2024 Election. There will be ten (10) Senator, one (1) Vice-President, one (1) President positions available on this ballot. We would like the election process to be as enjoyable and fair as possible. Therefore, here are a few important tips to follow:

1. Your packet contains all the forms necessary for you to be a candidate in this election. The Elections Commission ***will not accept any late forms***, so make sure to get an emailed receipt from an ASUNM Elections Commission Official when you turn in your paperwork. **BE SURE TO SUBMIT ALL PAPERWORK VIA EMAIL TO ELECTION@UNM.EDU**. The last three pages of this packet contain the first round of required forms.
2. The Candidate's Meeting is **MANDATORY** for all candidates. If for any reason you are unable to attend, you must have a legal representative attend (per the Election Code) the meeting. The legal representative **MUST BE DOCUMENTED** (see Legal Representative Form) by Thursday, February 29th, 2024, at 5:00pm (the date of the Candidate's Meeting,) via email to election@unm.edu. Candidates and Legal Representatives **MUST** be a part of the meeting for the ENTIRE duration of the meeting in order to obtain official candidacy status.

The ASUNM Constitution and Lawbook are available at <http://asunm.unm.edu/about-us/governing-documents.html>. If you have any questions or comments, feel free to contact the **Executive Director of the Elections Commission, Heidi Garcia**, at any time. She can be reached by email at election@unm.edu. The Elections Commission office is on the lower floor of the SUB in room 1063.

GOOD LUCK! If you have any further questions, please do not hesitate to contact us!

Spring 2024 Election Available Positions

Reminder: Only one position can be chosen.

Position: ASUNM President

Number of Positions Available: 1

Requirements: Candidates for the office of ASUNM President must be an undergraduate student carrying at least six credit hours not on any type of university probation with at least a 3.0 cumulative GPA at the time of their candidacy and have earned a minimum of thirty credit hours at UNM main campus.

The President is responsible for appointing students to the various positions throughout the government during his/her term. These include but are not limited to: Directors and Chairs to the eight Student Service Agencies and appointments to university agencies, boards, committees, and commissions. The President supervises and oversees the general operation of the eight Student Service Agencies.

The President serves in an advisory capacity to the Board of Regents. The President will represent the student voice on various university-wide committees and boards. The President will serve on the Student Fee Review Board and chair this board in alternating years. The President attends and makes reports at Senate meetings.

Position: ASUNM Vice-President

Number of Positions Available: 1

Requirements: Candidates for the office of ASUNM President must be an undergraduate student carrying at least six credit hours not on any type of university probation with at least a 3.0 cumulative GPA at the time of their candidacy and have earned a minimum of thirty credit hours at UNM main campus.

The Vice President serves as the President of the Senate. The Vice President will appoint Senators to the standing committees and to various university-wide boards. The Vice President will coordinate a Senate Retreat each semester to provide a training workshop and a forum for establishing the goals of the Senate. The Vice President will appoint two assistants to aid in the execution of his/her duties. The Vice President is responsible for the handling of the bills, appropriations, resolutions, and other legislation produced by the Senate. The Vice President updates and distributes the Constitution and Lawbook.

Position: ASUNM Senator

Number of Positions Available: 10

Requirements: Candidates for the office of Senator must be an undergraduate student carrying at least six credit hours not on any type of university probation with at least a 2.5 cumulative GPA. The only exception to having a 2.5 cumulative GPA is if the student does not have a GPA due to newly entering the University.

Senators are required to attend all Standing Committee meetings and full Senate meetings. Senators will serve on one of three standing committees; Finance, Steering and Rules, or Outreach and Appointments. Each Senator is required to hold office hours for at least two (2) hours per week. Each Senator will serve as a representative to one of the eight Student Service Agencies. Senators are also assigned as representatives to approximately ten student organizations. The Senate as a whole will participate in a minimum of four (4) hours of community service per semester.

Spring 2024 Election Calendar

KEY

(*) Mandatory Form or Attendance

(+) Optional Form or Attendance

(~) Mandatory if someone is attending the candidate's meeting for you

Tuesday February 27 th	Last day to submit a Candidate's Packet Due 5:00 pm to election@unm.edu . (*) Affidavit of Candidacy Form Due (*) Grade Release Form Due (+) Autobiographical Form Due
Tuesday, February 29 th	(*) Candidate's Meeting - 5:30 pm - Fiesta A & B (~) Legal Representative Form Due before Roll Call at Candidate's Meeting **A roll call will be taken of all candidates or their designated legal representative at the beginning of the meeting; all candidates or their designated legal representative must be present for the entire meeting in order to be eligible for official candidacy status.
Tuesday, March 05 th	(+) Candidate's Forum – 11:00 am – SUB Atrium (+) Withdrawal of Candidacy Form Due 5:00 p.m., to election@unm.edu
Wednesday, March 20 th	Voting Period starts with online voting opening at 9:00 am at my.unm.edu Polling Stations will open at 9:00 am at announced locations
Thursday, March 21 st	Online voting closes at 5:00 pm at my.unm.edu Polling Stations will close at 5:00 pm at announced locations (+) Results Announcement 7:00 pm, at http://election.unm.edu
Friday, March 22 nd	(*) Financial Statement Due 5:00 pm to election@unm.edu
Tuesday, March 26 th	(+) Contest of Election Form Due 5:00 pm to election@unm.edu

Changes to this calendar and event locations will be made at the discretion of the Elections Commission. Any changes will be discussed at the Mandatory Candidate's Meeting or will be communicated to candidates via email.

Questions may be directed to Heidi Garcia, ASUNM Executive Director of Elections at election@unm.edu

The following packet will be filled out and sent to election@unm.edu by previously set deadlines.

ASUNM Elections Commission, Spring 2024

AFFIDAVIT OF CANDIDACY FORM

DUE BY 5:00 PM ON Tuesday, February 27th, 2024

TO THE ELECTIONS COMMISSION, election@unm.edu

I, _____, (Print your name) declare my candidacy for the office of _____ . (Pick Only One (1) Office to Run For)

I am a member of ASUNM in good standing*, and am qualified as prescribed by the ASUNM Election Code to run for the listed position. I will obey all laws, policies, regulations, and decisions of the ASUNM Constitution, Law Book, and Election Commission. If elected, I will accept and assume the duties and responsibilities of the listed position.

Signature

Date

Personal Information

Name: _____

UNM ID #: _____

Name as you wish it to appear on the ballot: _____

Local Address: _____

Local Phone #: _____

UNM Email: _____

***Article VIII. Section 1 of the ASUNM Constitution**

President/ Vice President Good Standing: In order to be an eligible candidate for the office of President or Vice President they shall have earned a minimum of thirty credit hours at the University of New Mexico Main Campus and earned a cumulative grade point average of at least a 3.0 at the time of their candidacy. In order to be an eligible candidate for the office of Senator, one must be a student in good standing (as defined in the ASUNM Constitution Article I. Sections G & K) and register as a candidate for only one (1) of these offices.

***Article I. Section , G of the ASUNM Constitution**

Senators Good Standing: Any student carrying at least six credit hours not on any type of university probation with at least a 2.5 cumulative grade point average. The only exception to having the 2.5 cumulative GPA is if the student does not have a GPA due to newly entering the University.

ASUNM Elections Commission, Spring 2024

ASUNM GRADE RELEASE FORM

DUE BY 5:00 PM ON Tuesday, February 27th, 2024

TO THE ELECTIONS COMMISSION, election@unm.edu

I, _____, do hereby authorize the University of New Mexico Dean of Students, its
(Print Your Name)

Deans and its staff, to examine my records in order to confirm my eligibility for _____ (office).
Furthermore, I realize I must remain in good standing throughout the entire term of office and my grade point
average will be checked at the end of each academic semester.

Signature

Date

*Article VIII. Section 1 of the ASUNM Constitution

President/ Vice President Good Standing: In order to be an eligible candidate for the office of President or Vice President they shall have earned a minimum of thirty credit hours at the University of New Mexico Main Campus and earned a cumulative grade point average of at least a 3.0 at the time of their candidacy. In order to be an eligible candidate for the office of Senator, one must be a student in good standing (as defined in the ASUNM Constitution Article I. Sections G & K) and register as a candidate for only one (1) of these offices.

*Article I. Section , G of the ASUNM Constitution

Senators Good Standing: Any student carrying at least six credit hours not on any type of university probation with at least a 2.5 cumulative grade point average. The only exception to having the 2.5 cumulative GPA is if the student does not have a GPA due to newly entering the University.

UNM ID #: _____

Local Address: _____

Local Telephone: _____ Email: _____

DO NOT WRITE BELOW THIS LINE

I verify that the above named student is _____ eligible _____ not eligible.

Signature of Representative of Student Activities Center

Date

I verify that the above named student is _____ eligible _____ not eligible.

Signature of Representative of Dean of Students Office

Date

ASUNM Elections Commission, Spring 2024

AUTOBIOGRAPHICAL FORM

DUE BY 5:00 PM ON Tuesday, February 27th, 2024

TO THE ELECTIONS COMMISSION, election@unm.edu

The Elections Commission may choose to publish in the Daily Lobo or other media all of the Candidates' names, their declared office, ballot number, student group endorsements, (and if possible) their picture and autobiography.

We have set the following format for the autobiography:

Candidates will be allowed **30 words**. *Please do not exceed your limit!*

The following is considered one word: 4/8/22

The following is considered two words: John Doe

Please do not run words together: IamaUNMstudentforeightyears.

Hashtags will count as one word, as long as the hashtag (pound sign) is included, and there would not be more than four words without it; the following is considered one word:

#VoteforASUNM; #VoteforASUNMforawesomestuff is considered six words.

Please Note: The Elections Commission reserves the right to cut off any words over the limit. If there is not enough room to print all of these statements, then none will be printed. Also, the way you spell it, is how it is printed, so print clearly and proof-read your work.

Candidate's Name: _____

Candidate's Office: _____

Candidate's 30-word biography: _____

ASUNM Elections Commission, Spring 2024

LEGAL REPRESENTATIVE FORM

DUE to election@unm.edu PRIOR to the START of the MANDATORY Candidate's Meeting

Thursday, February 29th, 2024 at 5:30 pm, Fiesta A & B

TO THE ELECTIONS COMMISSION, election@unm.edu

IMPORTANT!!! USE THIS FORM ONLY IN THE EVENT THAT YOU CANNOT ATTEND THE MANDATORY CANDIDATE'S MEETING.

In order for a candidate's name to appear on the ballot, the candidate must attend the Candidate's Meeting that will be called by the Elections Commission Executive Director.

***The Legal Representative MUST stay for the ENTIRE duration of the Candidate's Meeting for the candidate's name to appear on the ballot.

If a candidate is unable to attend, their legal representative may represent the candidate, provided that the legal representative form was presented to the Elections Commission **prior to the start of the candidate's meeting.**

I, _____, (Print Candidate's Name) hereby appoint

_____ (Print Representative's Name)

to act as my legal representative during the Mandatory Candidate's Meeting.

Candidate's Signature

Date

Representative's Signature

Date

ASUNM Elections Commission, Spring 2024

WITHDRAWAL OF CANDIDACY FORM

DUE BY 5:00 PM ON Tuesday, March 5th, 2024

TO THE ELECTIONS COMMISSION, election@unm.edu

NOTE: This form must be signed, by the Withdrawing Candidate, in the presence of two witnesses.

I, _____, do hereby withdraw my name as a candidate for
(Print Name)
the ASUNM position of _____.
(Office)

Signature of Candidate

Date

Signature of Witness

Date

Signature of Witness

Date

IMPORTANT: If the Elections Commission does not receive this form by the above-stated deadline, the Commission will assume the Candidate is still running for office and their name will remain on the ballot. If the Candidate is subsequently elected to office, the Candidate must officially resign from the position.

ASUNM Elections Commission, Spring 2024

FINANCIAL STATEMENT FORM

***DUE BY 5:00 PM ON Friday, March 22nd, 2024
TO THE ELECTIONS COMMISSION, election@unm.edu***

NOTE: This form must include all expenditures including tangible items and services rendered in the production of said items.

- All receipts must be attached. If receipts cannot be attached, fill out the attached Financial Memorandum Form stating what was purchased, where it was purchased, and how much the item cost.
- Donations of services or items shall be recorded at fair market value and submitted on the attached Financial Memorandum Form.
- Upon request, the candidate may be required to provide a sample of the campaign material used in the campaign.
- This form must be submitted by **each** candidate.
- If you did not spend any money on your campaign and received no donations, put zero for your grand total, and sign and submit this form.

Please read Article IX in the Election Code carefully for detailed campaign regulations. Each candidate has a spending limit of **\$250.00**.

I, _____, (Print Candidates Name) certify that the following figures are correct to the best of my knowledge.

Candidate's Signature

Date

ITEM/SERVICE	VENDOR	DATE	VALUE	TOTAL
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_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

GRAND TOTAL: _____

ASUNM Elections Commission, Spring 2024

FINANCIAL MEMORANDUM FORM

*DUE BY 5:00 PM ON Friday, March 22nd, 2024
TO THE ELECTIONS COMMISSION, election@unm.edu*

Note: This form is to be used to record donations or other items that candidates cannot obtain a receipt for. The vendor or person donating the item must sign this sheet. The final decision on what constitutes the fair market value of an item is at the discretion of the Elections Commission.

Vendor: _____

Name: _____ Title: _____

Phone #: _____ Email: _____

Item donated / purchased: _____ Value of item: _____

Signature: _____ Date: _____

Vendor: _____

Name: _____ Title: _____

Phone #: _____ Email: _____

Item donated / purchased: _____ Value of item: _____

Signature: _____ Date: _____

Vendor: _____

Name: _____ Title: _____

Phone #: _____ Email: _____

Item donated / purchased: _____ Value of item: _____

Signature: _____ Date: _____

ASUNM Elections Commission, Spring 2024

CONTEST OF ELECTION FORM

DUE BY 5:00 PM ON Tuesday, March 26th, 2024

TO THE ELECTIONS COMMISSION, election@unm.edu

NOTE: Questions regarding this form should be referred to the Attorney General (asunmag@unm.edu). All contests regarding the election must encompass the jurisdiction of the Elections Commission, as outlined by the Election Code of the ASUNM Law Book.

Name of Complainant: _____

Address: _____

Telephone Number: _____

E-Mail: _____

Race being contested: _____

Grounds on which the contest is based (citations of violations according to the ASUNM Law Book):

Signature _____ Date _____