

**National Student Nurses' Association, Inc.®**  
**CANDIDATES AND CAMPAIGNING**

**Important:** All Candidates and Campaign Managers are required to date and sign Candidate's 2014 Application for National Office to verify that they have read, understand and will abide by all regulations addressed in the most current Campaign Regulations: Campaign Ethics and Professionalism.

**CAMPAIGN REGULATIONS**  
**CAMPAIGN ETHICS AND PROFESSIONALISM**

***(Amended by the AANS Board of Directors, November 2013)***

**IMPORTANT:** Please note the process for Impromptu Questions from Delegates and NSNA student members for 2014 Candidates' Forums. Question cards will be available in Campaign Headquarters for delegates and student members to complete and submit as suggested impromptu questions (see Section 9.4 for a description of processing and submission deadline).

**It is expected that all candidates will conduct their campaigns in an honest and ethical manner (following the NSNA Code of Ethics and Campaign Regulations, Campaign Ethics and Professionalism), with particular consideration for the rights and privileges of fellow candidates.**

As NSNA is a student organization one goal is to provide, for all eligible members from every school chapter and state organization, an equal opportunity to run for a national office.

The purpose of NSNA's Campaign Regulations is to assist members running for national office and attending the NSNA convention to conduct their campaign in a way that will provide equal opportunity for candidates to inform members of their qualifications. Campaign rules and regulations are established to minimize possible conflicts of interest. It is the NSNA member's sole responsibility to know and abide by these rules.

All questions and interpretation of the campaign regulations and procedures are to be presented to the NEC for clarification and resolution.

**1. APPLICATION AND BALLOT**

1.1 All candidates must complete the entire application for national office before their name can be placed on the ballot.

- 1.2 Candidates who are transferring schools, and graduates of associate degree and diploma schools who are planning to enter baccalaureate programs, must have written proof of application status to the new school.
- 1.3 It is the sole responsibility of the NEC to verify the credentials of candidates following the criteria set forth in NSNA Bylaws and policies. Prior to being slated or nominated, all candidate applications for national office are to be held in utmost confidentiality.
- 1.4 In an International Council of Nurses Congress year (May 2013) Candidates pre-slating for the position of president and vice president must include with their application for office, a copy of their valid passport or passport application. Those running from the floor of the House of Delegates in an ICN Congress year for the position of president and vice president must have a valid passport to complete the credential process.
- 1.5 Pre-slated candidates shall be listed on the ballot before other candidates.

## **2. CAMPAIGNING**

- 2.1 Campaigning may not occur until potential candidates are officially placed on the slate and become candidates.
- 2.2 Campaigning is defined as the use of verbal or written materials for the purpose of:
  - 2.2.1 Informing the membership of intent to run for an office **after** being placed on the slate;
  - 2.2.2 Presenting the personal qualifications and accomplishments of the candidates;
  - 2.2.3 Discussing a candidate's stands on issues;
  - 2.2.4 Discussing a candidate's goals and objectives.
- 2.3 Campaigning does not prohibit a candidate from addressing an issue other than their candidacy at appropriate hearings, forums, caucuses or meetings.

## **3. PRE-CONVENTION CAMPAIGNING**

- 3.1 Prior to the selection of the slate of candidates, no potential candidate is permitted to campaign, as that term is defined herein, nor shall any potential candidate inform the membership of intent to run for office.
- 3.2 Prior to the selection of the slate of candidates, potential candidates are permitted to solicit support only at their own state and school meetings. Soliciting is not equivalent to campaigning. Soliciting is defined as:
  - 3.2.1 Raising financial support for the campaign;
  - 3.2.2 Securing recommendation letters;
  - 3.2.3 Securing faculty support.
- 3.3 After a slate is selected and officially announced, only those candidates on the slate may campaign via, but not limited to" mail, phone, and computer.

- 3.4 The NSNA Board neither encourages nor prohibits pre-convention campaigning by candidates on the slate.
- 3.5 NSNA and the NEC strongly discourage campaign donations in general.
- 3.6 Candidates who distribute materials do so at their own risk and at their own expense.
- 3.7 NSNA takes no responsibility for publicity materials distributed by a candidate.
- 3.8 NSNA will not endorse any candidate through NSNA publications and/or a direct link from the web site ([www.nsna.org](http://www.nsna.org))

#### **4. CANDIDATES AND CAMPAIGN MANAGERS**

- 4.1 Candidates may choose to have one campaign manager and one alternate to handle his/her campaign. It is important to note that you can only have one campaign manager officially representing on behalf of the candidate at any time and in any capacity. An alternate campaign manager (i.e. a substitute campaign manager) is defined as a person authorized to fill the position of and exercise the duties of the primary campaign manager in the event that they are temporarily absent.
- 4.2 All campaign managers must be NSNA active, associate, or individual members. The penalty for violation: removal of campaign materials and campaign managers from Campaign Headquarters.
- 4.3 No campaign manager may work for more than one candidate.
- 4.4 All candidates, campaign managers, and alternate campaign managers must sign Section 11 of the application and complete Section 13.
- 4.5 Slated candidates, or their representatives, must sign in with the Nominating and Elections Committee (NEC) at Campaign Headquarters by 9:00 am on Thursday. Candidates failing to do so will be dropped from the slate.
- 4.6 Only one campaign manager at a time is permitted to assist the candidate in the Campaign Headquarters during, "Meet the Candidate Sessions."
- 4.7 Within Campaign Headquarters, all candidates, campaign managers, and alternate campaign managers may campaign only in their designated area.
- 4.8** All candidates and campaign managers (including alternate campaign managers) must attend one candidate's briefing session. At this briefing session, all candidates and campaign managers (including alternate campaign managers) are required to sign the Candidate's Ethical Pledge.

#### **5. CAMPAIGN HEADQUARTERS AND CAMPAIGNING AT CONVENTION**

- 5.1 A room at the convention hall or hotel is designated as Campaign Headquarters.
- 5.2 All candidates, whether placed on the slate by the NEC or nominated from the floor, will be assigned a table in the Campaign Headquarters.
- 5.3 Only NSNA student members, and NSNA staff on official business, will be allowed in Campaign Headquarters.

- 5.4 Candidates and campaign managers may not use electronic devices for communication in Campaign Headquarters.
- 5.5 Boundaries where campaigning is permitted will be set by the NEC prior to the first candidates meeting.
- 5.6 During the convention, campaigning is prohibited at the Registration Area, program sessions, and in the House of Delegates. No campaign materials may be distributed at any time in the House of Delegates or in the Candidates' Forums.
- 5.7 Verbal campaigning may not be done at mandatory delegate meetings or program sessions, with the exception of official meetings scheduled for the purpose of campaigning.
- 5.8 Campaigning at a caucus meeting is permitted.
- 5.9 Campaign material is subject to NEC approval and the NEC reserves the right to reject any campaign material deemed inappropriate. Candidates are encouraged to request clarification from the NEC.
- 5.10 Each candidate may have one poster, no larger than 36" x 48", which is placed in the Campaign Headquarters. Candidates may only use the space on the table that is provided in Campaign Headquarters (i.e. nothing is permitted on the floor). A table for poster or display will be provided.
- 5.11 Inappropriate use of proprietary materials, intellectual property, trademarked or copyrighted materials is not permitted without written permission.
- 5.12 Candidate information taken from each candidate's application will be available in binders at the Campaign Headquarters registration desk.  
Outside of the polling location, the NEC will provide a display to include candidate photographs and the position for which they are running. Only 5" x 7" headshots are accepted. Candidate's photos are subject to approval by the NEC.
- 5.12 The use of balloons for campaign purposes is prohibited.
- 5.13 No food/candies and/or beverages shall be distributed on behalf of candidates.
- 5.14 Candidates may bring their own electronic visual aids, but no audio will be permitted unless headphones are provided by the candidate. The use of electrical outlets will not be permitted.
- 5.15 NSNA and the convention properties will not be responsible for materials left in Campaign Headquarters.
- 5.16 Candidates will be responsible for all incidental charges incurred during campaigning, such as, but not limited to, removal of campaign materials.
- 5.17 Please contact the NEC representative for further clarification.

## **6 CANDIDATES NOMINATED FROM THE FLOOR**

- 6.1 Persons anticipating nomination from the floor are not permitted to campaign prior to being nominated, and are not permitted to release any campaign materials prior to eligibility verification and being given their official table

assignment in Campaign Headquarters. Table assignments must be given prior to the next scheduled Meet the Candidates or Candidates and Delegates Session.

- 6.2 A candidate nominated from the floor must give their application for national office and supporting credentials for eligibility to a member of the NEC at the times specified in the candidate's schedule. Eligibility must be verified prior to being nominated.
- 6.3 Candidates may be nominated from the floor at the first business meeting of the House of Delegates for any elected office. Nominations will be closed at this meeting with the exception of positions with fewer than two candidates.
- 6.4 Candidates running from the floor must have met the conditions stated above.

## **7. WRITE-IN CANDIDATES**

- 7.1 A write-in candidate is defined as a member whose name does not appear on the ballot, but for whom voters may vote by writing the person's name on the ballot.
- 7.2 Although not permitted to campaign, write-in candidates must obey the *Campaign Regulations, Campaign Ethics and Professionalism*.
- 7.3 Write-in candidates must meet all eligibility requirements as specified in the NSNA bylaws.

## **8. CANDIDATES AS DELEGATES**

The NSNA Board places no restriction on the dual role of candidate-delegate: however, be aware both roles have significant participation requirements.

## **9. CANDIDATES' FORUM**

- 9.1 Following the close of nominations, the candidates are presented to the House of Delegates. This includes pre-slated candidates and those nominated from the floor. This meeting is mandatory for all delegates.
- 9.2 The NEC will provide a list of sample questions for candidates which are published in the *Business Book*.
- 9.3 During the Candidates' Forum, candidates for all offices, except president, will have a total of three minutes to present their personal statement, and up to five minutes for impromptu questioning.
- 9.4 The NEC will accept suggested candidate questions for each of the individual positions in the Campaign Headquarters by student members until 9:30 am on Friday. The NEC reserves the right to deem a question inappropriate and/or suggest that the question be reworded.
- 9.5 During impromptu questioning, the NEC will randomly select up to two (2) questions per candidate from pre-submitted questions as time allows. All questions will be related to NSNA and/or current issues facing students. The candidate has the right to refuse to answer any question.

- 9.6 Candidate may use notes for their personal statement, but not to answer prepared questions. Immediately following the personal statement and before the prepared question is asked, the candidate must remove all notes.
- 9.7 Candidates may not bring electronic communication devices onto the stage during the Candidates' Forum. Should the candidate bring such a device onto the stage at that time, the candidate will be asked to leave the stage immediately, and will forfeit the opportunity to participate in the Candidates' Forum.
- 9.8 Only the candidates may speak on their own behalf, unless there is illness or an equally good reason for their absence. The NEC will decide if the absence is justified and, if so, will present the candidate's remarks. If possible, a response to an impromptu question will be recorded and played.

## **10. PRESIDENTIAL PRESENTATION AND DEBATE**

- 10.1 In preparation for the Presidential Presentation and Debate, Presidential Candidates are required to attend the information session during the first fifteen (15) minutes of the Practice Speaking Session on Friday.
- 10.2 The chairperson of the NEC shall serve as moderator of the presidential presentation and debate.
- 10.3 The purpose of this debate session is to show the candidate's ability to critically analyze the pros and cons of an issue and to demonstrate their ability to articulate positions on different issues.
- 10.4 Candidates for President shall present a three-minute statement of introduction.
- 10.5 Two different debate topics will be developed by the NEC, the exact content will be published and made available to the public.
  - 10.5.1 Debate topic(s) will be selected by the NEC. The topic(s) will be distributed to the candidates on the slate in advance of the convention, and will be published in the *Convention Business Book*.
  - 10.5.2 Each Presidential candidate will address the same topic.
  - 10.5.3 Each Presidential candidate will be allowed two (2) minutes to present own response to the topic.
  - 10.5.4 Each presidential candidate will be allowed two minutes to address opposing presidential candidate(s) response and/or make a closing statement on the topic.
  - 10.5.5 Steps 10.5.1 – 10.5.4 will be repeated with the second topic, time permitting.
- 10.6 Following the debate session, each presidential candidate will have five minutes to answer up to four impromptu questions. Presidential candidate impromptu questions will be submitted in the same fashion as described in 9.4
- 10.7 Each candidate will be allowed a two-minute summation at the conclusion of the presidential presentation.
- 10.8 Candidates may not bring communication devices onto stage during the Presidential Presentation and Debate. Should the candidate bring such a device onto the stage at that time, the candidate will be asked to leave the stage

immediately and will forfeit the opportunity to participate in the Presidential Presentation and Debate.

## **11. VIOLATION OF CAMPAIGN REGULATIONS**

- 11.1 Reports of campaign regulation or ethical violations must be submitted in writing to a member of the NEC. Reporters of violations will be kept confidential except as outlined in 11.2.
- 11.2 If the NEC believes that a campaign violation or ethical violation has occurred, the NEC shall conduct such investigation as it may deem advisable including, if appropriate, a meeting with the candidate (or potential candidate), the campaign manager(s), and all persons involved. In the event that the NEC is unable to resolve the issue, a confidential written report with recommendations shall be delivered to the Board of Directors for due process in accordance with procedures set forth in *Robert's Rules of Order*.
- 11.3 For campaign violations occurring prior to the official placement of the potential candidate's name on the slate, the penalty may include, but shall not be limited to, loss of the privilege to be included on the slate prior to convention, and in such event the potential candidate will be allowed only to run from the floor.
- 11.4 For violations occurring prior to the presentation of the slate to the House of Delegates, the Board of Directors shall decide the issue following the penalties set forth in *Campaign Regulations, Campaign Ethics and Professionalism*. If the violation occurs after the presentation of the slate to the House of Delegates, the House of Delegates will decide the issue based on the recommendation of the Board of Directors.
- 11.5 For campaign violations occurring after the official placement of a candidate on the slate, the penalty may include, but shall not be limited to: (i) removal of campaign material and campaign managers from the Campaign Headquarters; and or (ii) removal of candidate from the ballot by the House of Delegates on recommendation of the Board of Directors.

## **12. TELLERS**

At least twelve tellers are needed for the election. They cannot be from schools with candidates. They cannot be delegates, candidates or campaign managers. The tellers monitor the elections and count the ballots under the direction of a notary, who will verify the election results. Announcements regarding tellers shall be made in the Council of State Presidents, Delegates Briefing and House of Delegates.

## **13. ELECTION RESULTS**

Election results will be announced during the House of Delegates meeting on the day of election.

#### **14. STATEMENT OF APPROPRIATENESS**

- 14.1 It is expected that all NEC members and members of the Board of Directors will conduct themselves in an honest and ethical manner with particular consideration for the rights and privileges of all candidates.
- 14.2 It is suggested that the NEC and the Board of Directors refrain from verbal and non-verbal endorsement of any one candidate for national office.
- 14.3 NSNA elected and appointed officials and candidates should be aware of the very public nature of running for and serving in national office. As NSNA representatives, candidates are expected to carefully consider how their interactions with the public will impact the NSNA, even when not at an NSNA function. At any activities attended as an NSNA representative, candidates and elected officials are expected to act as a reasonable and prudent student leader. As a representative of the NSNA, candidates and elected officials must hold themselves to a higher standard.