University of Houston Homecoming Court
Homecoming 2016
November 7-12

Questions? Please contact hccourt@central.uh.edu
Homecoming Court

The Homecoming Court will consist of ten students who serve as role models for the entire University. They must exhibit qualities such as leadership, diversity, character, communication skills, and creativity. The two candidates elected as the 2016 Homecoming Royalty are a positive representation of the University of Houston.

Homecoming Court Qualifications

- Nominated by a Registered Student Organization or Self-Nomination
- Must be a Junior or Senior
- Must have a 2.50 cumulative GPA or higher
- Must be enrolled as a full-time student
- Must be in good standing with the University
- Must not have been on the Homecoming Court, in previous years

Application and Nomination

Applications will be available on the Homecoming Board’s Get Involved page. To complete the application, you must be logged in to Get Involved. The Homecoming Court application must be fully completed by **12:00 pm on September 29th**. No late applications will be accepted. Incomplete applications will not be considered. A panel of preliminary judges will review each application. The panel will consist of University faculty, staff, and students. Applications will be scored on written essays and resume.

Applications will also include sections for a 4-5 sentence biography. If you are selected to the court, your photo (to be taken after selection) and biography will be put on the UH Homecoming website and Homecoming Gazette. You should include things such as your name, classification, major, campus involvement, hobbies, interests, etc. On the application, you must indicate whether you are running as a male or female candidate, so please select the gender with which you identify.
Homecoming Candidates seeking to represent a Registered Student Organization must upload the verification form included in this document in your Get Involved Application.

Interview

Candidates will be selected for an interview by a panel of reviewers and will be notified by Monday, October 3, 2016 regarding an interview. Interviews will be held October 8th and 9th.

Candidates will be judged on the following:

- University involvement in activities and organizations
- Academic pursuits, interests, and achievements
- Demonstration of leadership skills and abilities
- Personal presentation
- Enthusiasm and sincerity

Student Vote

The student vote will take place online via Get Involved from October 24 - Oct 31.

Homecoming Event Participation

Candidates are expected to participate in Homecoming events throughout the week (November 7 - 12, 2016). Please see schedule of events on the last page. Candidates will sign in and out with the Director of Court Activities at each event. If a candidate has class or an emergency, the Homecoming Director of Court Activities must be notified at hccourt@central.uh.edu.

Homecoming Court Campaigning

Candidates may campaign October 17 - 31. Any candidates campaigning prior to October 17 will be disqualified. Candidates are limited to spending $500 on his/her campaigning efforts, and must turn in financial disclosure forms on Friday, October 21, and Friday, October 28 via email (hccourt@central.uh.edu) or to the Homecoming Office in the Student Center North. Candidates are expected to abide by university policy and by the Student Code of Conduct. Any vulgar, inappropriate material or campaign smearing will not be tolerated. Any candidates found in violation of university policy or of the Student Code of Conduct will be
referred to the Dean of Students. The Homecoming Board also reserves the right to disqualify any candidates found in violation of campaign rules.

**King and Queen Selection**

1. **Homecoming Court selection score (up to 75 points)**
   The points earned from the Homecoming Court selection process will be used in the scoring for the King and Queen.

2. **Student Vote (5-25 points)**
   The King and Queen candidates will be ranked and scored based on the number of votes they receive in the student votes.

   - 1st place - 25pts
   - 2nd place - 20pts
   - 3rd place - 15pts
   - 4th place - 10pts
   - 5th place - 5pts

**Candidate Scoring will be as follows:**

<table>
<thead>
<tr>
<th>Category</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application</td>
<td>30 pts</td>
</tr>
<tr>
<td>Essay</td>
<td>20 pts</td>
</tr>
<tr>
<td>Campus &amp; Community Service</td>
<td>10 pts</td>
</tr>
<tr>
<td>Academic Success</td>
<td>20 pts</td>
</tr>
</tbody>
</table>

   *Each nominee's GPA will be translated into points, out of 20, by multiplying the GPA by 5.*

   *Example: A GPA of 3.10 would translate into 15.50 points out of the 20 available*

<table>
<thead>
<tr>
<th>Category</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interviews</td>
<td>20 pts</td>
</tr>
<tr>
<td>Homecoming Week Engagement</td>
<td>5 pts</td>
</tr>
</tbody>
</table>

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Student Vote  
25 pts  

**The Homecoming King and Queen will consist of the top scorers from the application, interview, and student vote combined. The total amount of points available will be 100.**

King and Queen

In addition to being recognized as a representative of the University of Houston for an entire year, the King and Queen will also receive their class ring from the University of Houston Alumni Association. The King and Queen also get the opportunity to watch the Homecoming football game in the private viewing box of President Renu Khator.

They will also may be invited to represent the University of Houston in several parades throughout the year including, but not limited to,

- The Thanksgiving Day Parade - November 24, 2016
- MLK Grande Parade - January 16, 2017
- The Houston Livestock Show and Rodeo Parade - March 4, 2017
- The Mardi Gras Parade - TBA
- Juneteenth Parade - TBA
- Fort Bend County Parade - TBA
2016 Timeline for Homecoming King and Queen Selection

Sep 16       Homecoming Court applications open on Get Involved at 12:00 AM
Sep 22       Homecoming Court Info session SC North Impact Rm. 113 5-6 PM
Sep 29       Court applications are close 12:00 PM
Oct 6-10     Candidate interviews for court
Oct 14       Homecoming Court Info session and Court Headshots Student Center
              North Rm.116 5-6pm
Oct 17 -31   Campaigning
Oct 24 - 31  Online Voting
Nov 7        Homecoming Court revealed at Kick off Pep Rally at 5:15 PM
Nov 7        Homecoming Court informational meeting and dinner with last year’s
              King and Queen
Nov 11       President Meet and Greet at 11 AM
Nov 11       Half-time walkthrough at TDECU Stadium - TBA
Nov 12       Homecoming King and Queen announced at the Homecoming football
              game.
2016 Homecoming Schedule of Events

Monday, November 7th
- Kick-Off Pep Rally/Block Party with the Residence Hall Association
  - Location: Student Center Plaza
  - Time: 4:30pm-7:30pm

Tuesday, November 8th
- Spirit Day CAN-struction with the Metropolitan Volunteer Program
  - Location: Cullen Family Plaza
  - Time: 5 PM
- Color Me Houston
  - Location: Lynn Eusan Park
  - Time: 7:30pm-8:30pm

Wednesday, November 9th
- COOG-LYMPICS
  - Location: Campus Recreation Center
  - Time: 4pm-8pm
- Homecoming Roll Bounce
  - Location: Student Center Houston Room
  - Time 7pm-10pm

Thursday, November 10th
- Strut Your Stuff
  - Location: Student Center Houston Room
  - Time: 5-7pm

Friday, November 11th
- Rock the Campus sponsored by the Metropolitan Volunteer Program
  - Location: Butler Plaza
  - Time: 9am-3pm
- Homecoming Fiesta with Frontier Fiesta
  - Location: TDECU Stadium Tailgating Area
  - Time: 5pm-7pm
- Cougar Men’s Basketball
  - Location: Hofheinz Pavilion
Homecoming Concert sponsored by the Student Program Board
  • Location: Cullen Performance Hall
  • Time: 8pm-11pm
  • Doors: 7pm

Saturday, November 12th
  • Homecoming Game
    • Location: TDECU Stadium
    • Time: TBA

*Game Day: As a member of the Homecoming Court you will need to arrive at TDECU stadium approximately 3 hours before the start of the football game. You will be required to attend the UH alumni tailgate. All members of the court will be expected to watch the game on Club Level until the halftime announcement of King and Queen. You should expect a fun filled day with lots of memories.
Registered Student Organization Name:_______________________________________________
Primary Officer’s Name:_______________________ Primary Officer’s Phone:_______________
Primary Officer’s Email:____________________________________________________________
----------------------------------------------------------------------------
Homecoming Court Candidate Name:_________________________________________________

I _________________________________ (Primary Officer’s Name) affirm that the above mentioned candidate will represent our organization in the 2016 Homecoming Court Selection process.

___________________________________    ______________________
Primary Officer’s Signature      Date

* Please have your sponsoring registered student organization’s primary officer complete this form. Additionally, ensure you scan and upload into your Homecoming Court Application on Get Involved.
Election Rules and Regulations

Table of Contents

I. CAMPAIGNING PRACTICES
   A. Definition of Campaigning
   B. Campaigning Rules and Regulations
   C. Approved Campaign Materials
   D. Endorsements
   E. Campaign Ethics

II. VOTING
   A. Voter eligibility
   B. Election Dates
   C. Ballots
   D. Popular Vote
   E. General Election Results

III. CAMPAIGN FINANCE
   A. Expenditures
   B. Financial Disclosure

IV. VIOLATIONS
   A. Complaints and Reporting
   B. Classification of Violations and Penalties
   C. Election Fraud

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CAMPAIGNING PRACTICES

A. Definition of Campaigning
   1. Campaigning is defined as “any activity by a candidate that is intended or likely to encourage or discourage a voter to cast a vote or to affect how he/she votes.”
   2. Campaigning includes but is not limited to verbal and/or electronic solicitation of votes and the following:
      i. Distributing campaign materials other than private distribution to immediate campaign staff and candidates;
      ii. Announcing or discussing potential candidacy for court;
      iii. Seeking endorsement (including financial contributions) or voter support for a campaign at an official meeting of a registered student organization;
      iv. Posting any campaign materials; and wearing apparel, buttons, stickers, and/or similar items explicitly reflecting an affiliation with a candidate;
      v. All campaign material including social media websites are subject to registration and approval by the Director of Court Activities.

B. Campaigning Rules and Regulations
   1. The campaigning period shall begin as designated by the Homecoming Board.
   2. Campaigning is not permitted in the residence halls. Personal posting of written material such as flyer, and posters.
   3. All campaign activities that shall occur during classroom instruction hours with the consent of the professor must be pre-approved by the Director of Court Activities.
4. Candidates may contact the leader of any student organization registered with the University for the purpose of requesting to speak at that organization’s meeting or to seek its endorsement.

5. Candidates are prohibited from disparaging another candidate in their campaign materials.

6. The following methods of campaigning are strictly prohibited:
   i. Aircraft
   ii. Loudspeakers, sirens, or noisemakers,
   iii. Decorating any car without the expressed consent of the owner,
   iv. Any method that violates university or state policy concerning mass e-mail, sending potential voters unsolicited electronic messages at any time,
   v. Any method that interferes with a person using a voting apparatus, or setting up any polling station,
   vi. Door to door campaigning in residence halls,
   vii. And campaigning during scheduled classroom hours without express permission from the presiding professor.

C. Approved Campaign Materials

1. Campaign materials shall be defined as “any supplies used by a candidate or candidate’s staff, which have the primary purpose of furthering the candidate’s likelihood of being elected.”

2. All literature posters, advertisements, websites (including social media groups), or other election materials that will be used or distributed during the campaign must receive certification by the Director of Court Activities prior to distribution. A sample of each piece of election material must be provided to the Homecoming Board prior to use at the candidates expense.
   i. The criteria for certification are as follows:
      • The material must be accompanied by the name of the individual responsible for its production and distribution
The material shall not be in violation or posted in violation of the Homecoming Board Constitution, Election Rules and Regulations, Student Life Policies, Student Handbook, Student Code of Conduct, Student Housing and Residential Life policies, or any other University of Houston Outdoor or Freedom of Expression policy.

3. Handbills or other campaign literature distributed or posted in classrooms must receive pre-approval by the Director of Court Activities and applicable faculty/staff.

4. All campaign material must be submitted for approval at least twenty-four (24) hours before posting to be considered for certification.

5. All campaign material must contain the Homecoming Theme logo on it.

6. All campaign materials must be removed within five (5) class days after elections or sooner depending on university outdoor signage policies.

D. Endorsements

1. Candidates must register all endorsements with the Director of Court Activities prior to any public announcements of the endorsement.

2. Any student organization that is registered with the University may publicly endorse any candidate providing that the organization is not on any type of probationary or provisionary status with the University and has prior approval of the candidate being endorsed.

3. Individual organization or business outside of the University may be allowed to endorse a candidate.

E. Campaign Ethics

1. Members of the Homecoming Board, may not campaign nor publicly verbalize their support for a particular candidate(s).

2. Candidates are expected to conduct themselves in an appropriate manner in accordance with the Homecoming Board Constitution and Bylaws, Homecoming Election Code and the Student Code of Conduct.
3. A candidate or volunteer may under no circumstances intentionally interfere with the campaign of another candidate in any way, including but not limited to the destruction of campaign materials.

4. No person shall offer anything tangible of value or make any physical, emotional, or verbal threats to any voter to affect the student’s vote. The term anything tangible of value is up to the discretion of the Homecoming Board.

VOTING

A. Voter Eligibility
1. Each currently enrolled student shall be entitled to vote in each race (king and queen).
2. An eligible voter must agree to the UH computer use policy and Student Code of Conduct in order to access the voting application upon login.

B. Popular Vote
1. Final selection of the Homecoming King and Queen will be calculated using the top scorers from the application, academic success, interview, Homecoming week engagement, and popular vote combined. The total amount of points available will be 100.
2. Homecoming King and Queen Selection Formula (Equal Value)
   i. A+I+P+AS+HCE = S
   • A= Application
   • P= Popular vote
   • I= Interview score
   • AS= Academic Success
   • HCE= Homecoming Week Engagement
   • S= Total score

C. Election Dates
1. The Director of Court Activities shall be responsible for determining the time of elections.

D. Election Results
1. If a candidate is disqualified after the ballots are finalized, any vote cast for that candidate will still be tallied in the total votes used to determine the percentage majority.
2. If no complaints or appeals are registered within (2) class days of the announcement of election results, all election results shall be deemed final.

CAMPAIGN FINANCE

A. Expenditures
1. Candidates shall not make expenditures totaling more than five hundred ($500.00) dollars.

B. Financial Disclosure
1. Each candidate is required to keep accurate and up-to-date records of all campaign receipts and expenditures.
2. Each candidate’s financial records shall display the name and monetary amount of each expenditure. Donated items shall be reported at market value and included in total campaign expenditures.
3. The Director of Court Activities shall require each candidate to file a Financial Disclosure Statement weekly from the beginning of the campaigning period up until two (2) class days after the validation of the election results. The candidates may file their financial records after their purchased service or items to ensure records are filed the week after the purchased services are completed.
4. No candidate or authorized agent shall knowingly falsify any entry on a Financial Disclosure Statement or in his or her financial records associated with the campaign.

5. Candidates sharing benefits of joint receipts or expenditures shall declare them in the appropriate portions of the Financial Disclosure Statement. Each candidate jointly benefiting from receipts or expenditures shall claim an equal share.

VIOLATIONS

A. Complaints and Reporting

1. Complaints must be filed to report violations of the Homecoming Constitution, Bylaws, Election Rules and Regulations, and any other University policies. Such complaints must be filed based on violations that were by performed the person who is being accused and the burden of proving mens rea shall always rest with the accuser. Complaints must always be filed via a candidate or third party unassociated with the Homecoming Board.

2. Any University of Houston student or faculty/staff member may file a complaint subject to the restrictions enumerated above.

3. An official complaint must be first filed with the Homecoming Board Chair. The Homecoming Chair and Homecoming Vice Chair will investigate said complaint and decide its merit. The Homecoming Chair and Homecoming Vice Chair must review the complaint carefully to determine validity before proceeding.

4. The Homecoming Board shall make a decision pertaining to the merit of the complaint, and provide substantive reasoning based on the Election Rules & Regulations, Homecoming Constitution, Bylaws, Student Code of Conduct, and/or any other University policies.
5. The Homecoming Chair shall decide within one (1) class day whether a complaint has merit. If the complaint is deemed legitimate he/she shall instruct the Homecoming Board Vice-Chair to pursue penalties against the alleged violator before the Homecoming Board. The Homecoming Chair shall promptly notify the candidate(s)/individuals against whom the complaint has been filed.

B. Classification of Violations and Penalties

1. Violations are classified as follows: list shall never be constructed to be an exhaustive list of all violations,

<table>
<thead>
<tr>
<th>Class A Violations (Major Offense)</th>
<th>Class A Penalties</th>
</tr>
</thead>
<tbody>
<tr>
<td>Any violation of the Student Code of Conduct and/or local, state, and/or federal laws; Election fraud; falsified campaign documents; identify theft.</td>
<td>Disqualification and automatic referral to the Dean of Student’s Office</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Class B Violations</th>
<th>Class B Penalties</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deliberately defacing, altering, or destroying the campaign material of another candidate without that candidate’s explicit written permission (each poster or sign counts as a separate violation); the obstruction of the Homecoming Board in the discharge of their official duties; exceeding campaign spending limits; failure to appear before the Homecoming Board for trials and/or hearings.</td>
<td>Temporary suspension of campaigning (time period at the discretion of the Homecoming Board) Two Class B violations shall constitute a Class A violation is subject to Class A penalties.</td>
</tr>
</tbody>
</table>
### Class C Violations (Minor Offense)
Pre-campaigning, failure to submit required campaign documents to the Director of Court Activities, failure to attend mandatory meetings.

### Class C Penalties
- Written warning.
- 24-Hour suspension

Three Class C Violations shall constitute a Class B violation and is subject to Class B penalties.

The Homecoming Board shall have jurisdiction to decide whether or not it is necessary to penalize the candidate for a violation of their volunteer member.

### C. Election Fraud
1. Candidates shall refrain from knowingly participating in deceptive campaign activities, hereinafter referred to as “election fraud”, defined as the unauthorized tampering, altering, or abuse of the voting process.