

REFERENDUM INSTRUCTIONS

Per UCR Policy Section 95.30, UCR students may assess themselves a voluntary fee in support of a registered student organization, student government, or other campus program. Voluntary fees must be initiated by one of the following:

- a. Majority approval by the ASUCR Senate and/or GSA Council.
- b. Petition of 20% of UCR undergraduate and/or graduate students.
- c. Directive of the Chancellor.

A referendum is the power to initiate a self-assessed fee as outlined in Article X, Section B of the ASUCR Constitution, and Article IV of the GSA Constitution.

All referendums shall stand to benefit and serve the undergraduate student population at large and not the specific interests of a particular constituency, organization, or club.

Procedures for the filing of an initiative/referendum shall be as follows-

1. The ASUCR member(s) wishing to circulate a petition must file with the Elections Director a "Declaration of Intention to Circulate a Petition of Initiative/Referendum" which shall contain:
 - a. the exact wording from the referendum with the purpose clearly spelled out;
 - b. the amount of the referendum minus 25% Return to Aid;
 - c. specifics such as start date, duration, whether or not Summer is included, etc.;
 - d. how the funds will be processed;
 - e. which populations will be affected/billed (ASUCR, GSA or both);
 - f. A budget showing how the funds will be used, as well as a justification for the funding as required by Vice Chancellor, Planning & Budget (VCP&B).
2. All of the above shall be submitted to the ASUCR Elections Director **by JANUARY 15TH (during Winter quarter PRIOR to the election)**. If the 15th of January falls on a weekend, then the submission deadline will be the Friday before.
3. Legislation will be submitted for approval to Vice Chancellor, Student Affairs (VCSA) who will circulate it to VCP&B and UCOP.
4. In the event UCR or UCOP makes edits to the proposed legislation, the referendum groups will need to review, approve and/or make counter edits if necessary, and have the document approved by all prior to the required senate vote.

5. Legislation will be added to ballot once approved by UCR and UCOP, as well as by a 2/3 vote of the ASUCR senate during a regular senate meeting when quorum is reached.
6. Posting and campaign rules can be found in Part 4 of the ASUCR Elections Code.
7. Any group or organization wishing to publicly support or not support the referendum must fill out a Pro/Con Group registration form as described in Part 3, Item 1. of the Elections Code;
8. Referendum groups must be aware of campaign violations as described in Part 4, Item 7. of the Elections Code.
9. An announcement of the referendum shall be published in the elections issue of the student newspaper after certification, along with full text of the referendum. The campus shall be notified by way of paper and/or electronic postings with announcements of the election, date, time, and location of polling places.
10. The referendum passes only when 20% of the student body affected by the referendum votes. Out of those votes, the majority vote will win.
11. If the referendum is victorious, it will be sent back to UCOP by the ASUCR Executive Director for finalization, and for approval letter from UCOP and the Chancellor.

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