

**SOUTH ORANGE COUNTY
COMMUNITY COLLEGE
DISTRICT STUDENT TRUSTEE**

**ELECTIONS
2010-2011**

**INFORMATION/APPLICATION
PACKET**

(Application deadline: **APRIL 1, 2010 – 12:00 p.m.**)

**SUBMIT TO:
ASSOCIATED STUDENTS OF IRVINE VALLEY COLLEGE
STUDENT AFFAIRS OFFICE --- SC260**

STUDENT MEMBER OF THE BOARD OF TRUSTEES

A. There shall be one nonvoting (advisory) student member of the Board of Trustees (California Education Code, Section 72023.5).

B. Qualifications

Candidates for Student Trustee must:

1. At the time of nomination and during the term of service the student shall be a resident of California as determined pursuant to California Education Code, Section 68000 et. seq., including but not limited to Section 68062 (a-i).
2. Be currently enrolled in the South Orange County Community College District (SOCCCD) for at least five units and is in good standing (i.e., not on academic or social probation). The student member is not required to give up employment with the District.
3. Have completed no less than 12 units in the SOCCCD.
4. Have a minimum cumulative 2.0 G.P.A.

C. Requirements of Office

While in office the Student Trustee must:

1. Maintain eligibility as defined in Section B, 1., 2., 3., and 4 (above), during his/her term of office.
2. Hold no other elected or appointed Associated Student Government (ASG) positions within the SOCCCD.

D. Term of Office

1. The term of the Student Trustee is one year (May through the following April).
2. A Student Trustee term of office terminates upon a determination of disqualification under the provisions of Section E.

E. Disqualification from Office

1. Automatic and immediate forfeiture of office, including all rights and privileges thereof, will be required if the Student Trustee:
 - a. Does not maintain the requirements of office contained in Sections B, C, and K; or
 - b. Is suspended for more than 10 days pursuant to student conduct policies or regulations.
2. A student disqualified from office under the provisions above, shall be liable for any compensation received after he or she became ineligible for office.
3. Upon disqualification from office, the student must immediately return all District property provided to him or her while in office.

F. Election

There shall be a general election during the spring semester at each campus. All eligible Districtwide candidates shall be placed on one ballot at each campus. The Student Member of the Board of Trustees will be elected by students enrolled within the SOCCCD.

G. Recall

The Student Trustee is subject to recall procedures established for recalling officers of the Associated Student Governments at each campus. If the recall vote fails at any campus, the recall fails. No recall election will be held if the petition to recall is received within 90 days prior to the scheduled student elections, which are held in April.

H. Selection of a Replacement

If a Student Trustee position becomes vacant due to qualification, recall, resignation, or other reasons, the board shall:

1. Order a special election, or
2. Make an appointment to fill the vacancy within 60 days. All rules of eligibility shall apply and the replacement Student Trustee shall serve out the remainder of the one-year term.

No special election will be called if the vacancy occurs within 90 days prior to the scheduled April student elections. The student member position on the board will remain vacant for that time.

Adopted: 7-14-80	Revised: 5-11-92	Revised: 11-29-03
Revised: 4-23-82	Revised: 4-25-94	Revised: 11-14-05
Revised: 3-07-88	Revised: 4-26-99	Revised: 8-27-07
Revised: 1-17-89	Revised: 8-26-02	Revised: 8-26-08

I. Installation in Office

1. The person elected or appointed student trustee will be sworn into office at the first board meeting following his or her election, or at the meeting at which he or she is appointed by the board.
2. The President of the Board of Trustees may appoint a Trustee to serve as his or her mentor.

J. Rights and Privileges

On or before the regular meeting in April of each year, the Board shall consider whether to afford the student member any of the following privileges:

1. The Student Trustee shall be seated with the board and be recognized as a full member of the Board at public meetings, and shall receive all materials presented to board members for open session, and to participate in discussion at board meetings.
2. The Student Trustee shall have the right to make and second motions.
3. The Student Trustee shall be compensated in the amount of \$200 per month paid by the District.
4. The Student Trustee shall receive mileage reimbursement (BP-4051, Reimbursement) paid by the District.
5. The Student Trustee shall receive the same college health services available to all college students, and said services shall be paid for by the District.
6. With prior Board of Trustee approval, the Student Trustee may attend State of California conferences which relate to their duties as a student member of the Board of Trustees. Reimbursement will be paid by the District.
7. The Student Trustee shall receive college parking fee reimbursement paid by the District.

K. Duties and Responsibilities

The Student Trustee shall agree to perform to the best of his/her ability the following duties and responsibilities:

1. Attend all regular and special meetings of the board, except closed sessions. In addition to any of the disqualifying event set forth above, the office of Student

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Trustee will become vacant upon the occurrence of any of the events set forth in Government Code, Section 1770.

2. Review the agenda of the board prior to each meeting.
3. Confer with leaders of the Associated Students at each campus prior to each meeting of the board.
4. When appropriate, confer with students, student groups and organizations, and/or college and District administrators in relation to District policies and board actions and/or agenda items.
5. Participate in the discussion of agenda items presented.
6. Cast an advisory vote on public agenda items; however, the Student Trustees vote will not be included in determining the vote required to carry any measure before the board.
7. When appropriate, provide feedback to all students, student groups, and leaders of the associated student governments at each campus concerning District and board policies and actions.

See J. (above), Rights & Privileges

Reference:

Education Code Section 72023.5

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SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
STUDENT TRUSTEE ELECTION
INFORMATION PACKET AND APPLICATION

TO: INTERESTED STUDENTS

FROM: ELECTIONS COMMITTEE

DATE: February 22, 2010

Congratulations on your interest in seeking the South Orange County Community College District (SOCCCD) Student Trustee position for the 2010-2011 school year. Please read all the enclosed materials to evaluate your interest and eligibility for this district-wide position. If you pursue your candidacy, be aware of and pay close attention to the Student Trustee Election Timeline (following page).

Note that running for office requires time and energy during the election process, and perhaps most significantly, asks a major time commitment from you that begins this Summer 2010 and runs through Spring 2011. Ensure that your own personal schedule is compatible with the SOCCCD Board of Trustees meeting times, currently for Monday evening, typically once a month and convenes at 6:00 p.m. at Saddleback College.

As you move into the election process, check to ensure that this election packet includes the following:

1. This cover memo
2. Timeline/Deadline Schedule
3. The Student Trustee Application
4. The Student Trustee Candidate Agreement Form
5. South Orange County Community College District Student Trustee BP 104

Note: South Orange County Community College District Board Policy 104 requires the Student Trustee be currently enrolled in and maintain no less than 5 units, have completed no less than 12 units of credit, and have a 2.0 cumulative grade point average at the time of election and throughout the term of office.

If you have any questions or comments regarding this election and/or corresponding procedures, feel free to contact the Directors of Student Development at Saddleback or Irvine Valley College.

We wish you the best of luck in the upcoming election. Thank you for your interest in student leadership.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
STUDENT TRUSTEE ELECTION
TERM OF OFFICE SUMMER 2009-SPRING 2010

DATE	TIME	TASKS, TOPIC, MEETING
IVC / SC February 22, 2010	1:00 p.m.	Applications Available
IVC April 1, 2010 SC April 1, 2010	12:00 p.m.	Applications DEADLINE - BALLOT Candidates ➤ Irvine Valley College SSC 260 ➤ Saddleback College SSC 210
<u>IVC & SC at SC</u> April 2, 2010	1:00 p.m.	<u>MANDATORY MEETING:</u> <i>All SOCCCD Trustee Candidates must attend meeting.</i> Saddleback College SSC 211C
IVC / SC Start April 5, 2010 End April 12, 2010	Start: 8:00 a.m. End: 5:00pm	Campaigning begins for all eligible candidates. Review the BP 104 and Candidate Agreement Form for compliance (attached).
IVC April 9, 2010 SC April 9, 2010	12:00 Noon	Applications DEADLINE for WRITE-IN Candidates ➤ Saddleback College SSC 210 ➤ Irvine Valley College SSC 260 <i>Mandatory meeting TBA (To be arranged) with Director of Student Development.</i>
IVC April 12, 2010 SC April 12, 2010	11:30 a.m. – 12:30 p.m. 1:00 p.m. – 2:00 pm.	Candidates Forum: ➤ Irvine Valley College SSC Quad ➤ Saddleback College SSC Quad
IVC/SC April 13-14, 2010	On-line Voting www.ivc.edu www.saddleback.edu	Elections ➤ VOTING starts: April 13 at 12:00 a.m. ➤ VOTING ends: April 14 at 11:59 p.m. ➤ <i>REMINDER: NO Campaigning is allowed at the time of voting. All signs, campaign materials, etc. must be removed from campus no later than 5:00pm on April 12th. Please see the Candidate Agreement Form for details.</i>
IVC / SC April 15, 2010		Election results posted – after ballots are counted by 5:00 p.m.

Candidates must conform to all dates and there shall be no exceptions except as authorized in writing by the Director of Student Development or the Vice President of Student Services. **MAKE THIS CONTACT PRIOR TO DEADLINES. DO NOT WAIT UNTIL AFTER THE DEADLINES HAVE PASSED.**

** Lariat Photo/Interviews are the candidates' responsibility. It is up to YOU, the candidate, to make sure the newspaper has the opportunity to interview you, to survey your opinions and photograph you. **

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

STUDENT TRUSTEE

Election Application: Term of Office May 24, 2010 through May 20, 2011

TYPE or PRINT/INK

Today's Date _____

Name _____ Student # _____
(Your name exactly as you want it to appear on the ballot)

Address _____
Street City Zip

Phones: Home:() _____ Cell:() _____

Units completed _____ (through Fall '09) Units currently enrolled in _____ (Spring '10)

EMAIL ADDRESS _____ College of Record _____

Please write a brief statement (30 words or less) indicating your intent to run for office. This statement may be printed below your name on the ballot, subject to review and consultation with the election committee.

I have read the Board Policy and certify that I meet all the requirements for the SOCCCD Student Trustee position. I understand that I must maintain academic eligibility for this position from the time of application through the completion of my term of office. I authorize SOCCCD officials to review my academic records in order to confirm my eligibility to seek this position. Furthermore, I understand that my academic records will be reviewed periodically by SOCCCD officials and that I am subject to removal from office should I fail to maintain these requirements.

Applicant Signature

Date

DEADLINE: Completed Ballot Application DEADLINE @ 12:00 p.m.

Saddleback College: April 1, 2010 Irvine Valley College: April 1, 2010

Submit to the Student Development Office:

Saddleback College SSC 210 or Irvine Valley College SC 260

Write in Candidates Petition DEADLINE April 9, 2010

South Orange County Community College District
STUDENT TRUSTEE ELECTION, Spring 2010
Candidate Agreement Form
Acknowledgement of Election Standards, Provisions, Rules, and Regulations

I _____ hereby acknowledge that I've read and understand Board Policy 104, *Student Member of the Board of Trustees* as well as all related information provided in the Student Trustee Election Packet. In addition, I acknowledge that I understand the following rules and regulations, listed below.

Please check the following in acknowledgement, and sign below:

- I understand that South Orange County Community College District Board Policy 104 requires the Student Trustee be currently enrolled in and maintain no less than 5 units, have completed no less than 12 units of credit, and have a 2.0 cumulative grade point average at the time of election and throughout the term of office.
- I understand:
 - The definition of “campaigning”: An operation undertaken, as by means of propaganda, to attain some political, social, or commercial goal.
 - The definition of “campaign material”: Any material, literature, and advertisement distributed, worn, or posted for the purpose of campaigning.
 - The definition of campaign assistant/supporter”: A campaign assistant is a student who is designated by the candidate to aid the candidate’s campaign. A campaign supporter is one who promotes, approves, favors, and/or advocates any candidate.
- I understand where I’m allowed to post flyers and campaign materials:
 - No flyers or campaign materials are to be placed inside of buildings on either campus.
 - Flyers may only be posted on outdoor bulletin boards marked as open posting locations.
 - Flyers may be handed out in classrooms with faculty permission. Please note:
 - No campaign materials may be left in classrooms or buildings.
 - No candidate messages may be written on chalk or wipe boards in classrooms.
 - No campaign materials may be posted in buildings or classrooms, including windows.
 - Posters may be placed on stakes, adhering to the following conditions:
 - No passageways may be obstructed.
 - No more than 10 stakes may be placed on each campus.
 - Stakes, like all campaign materials, must be removed from both campuses no later than 5:00pm the evening before voting commences, which is April 12, 2010.
 - The candidate must inform the Student Development Offices of intended stake locations.
- I understand that campaigning will not take place during voting (April 13 & 14).** All soliciting (electronic or otherwise) must cease and all campaign materials must be removed from both Irvine Valley and Saddleback College campuses no later than 5:00pm on April 12, 2010.
- I understand that candidates are responsible for their actions, as well as the actions of their campaign team and assistants.

- I understand that no candidate/affiliates will be allowed to use District/College equipment or materials with the exception of tables and chairs ordered through the Student Development Office. This means no publicity requests or marquee advertisements!

- I understand that during campaign week (April 5-12) there will be tables set up on the SSC Quad from 8:00am-7:00pm for candidate use on a first-come, first-served basis.

- I understand that it is my responsibility, as a candidate for office, to submit all pictures and biographical/platform information to the Lariat for publication.

- I understand that I cannot offer money, services, or goods in exchange for votes.

- I understand that campaign material cannot include free “give-away” items of any kind, such as, pens, food, and drink.

- I understand that candidates/affiliates may not deface, damage, or remove any posted or staked materials other than their own.

And, finally:

- I understand that all complaints about the campaign process must be submitted in writing to the Directors of Student Development at both colleges.
 - The Directors of Student Development will review minor violations and a verbal warning may be issued.
 - Complaints of severe violations will only be considered if submitted in writing within 24 hours to the Directors of Student Development.
 - The complaint or appeal will be forwarded to the Student Trustee Election Committee.

- I agree to follow all associated rules and regulations, and to campaign in a collegial manner.

- I understand that violating any of the campaign rules presents grounds for disqualification.

Signature
Date

Printed Name