

STUDENT ELECTION STANDARD OPERATING PRACTICES
FOR
ASSOCIATED STUDENTS' POSITIONS
AND
STUDENT TRUSTEE POSITION



Ventura County Community College District
Moorpark College · Oxnard College · Ventura College

February 2011

Questions/Comments?

Contact Director of Administrative Relations, Chancellor's Office
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TABLE OF CONTENTS

VCCCD VISION, MISSION, VALUES	1
SECTION I – CANDIDATE REQUIREMENTS	2
SECTION II – CANDIDACY	3
SECTION III – CANDIDATE ELECTION PACKET	4
SECTION IV – WRITE-IN CANDIDATES.....	4
SECTION V – CAMPAIGNING	5
SECTION VI – ELECTION COMMITTEES	6
SECTION VII – CAMPAIGN EXPENDITURES	8
SECTION VIII – CAMPAIGN ENDORSEMENTS.....	8
SECTION IX – CANDIDATE FORUMS.....	9
SECTION X – COMPOSITION OF BALLOTS	9
SECTION XI – VOTING	9
SECTION XII – VOTE TABULATIONS	10
SECTION XIII – APPEAL PROCESS.....	11
SECTION XIV -- AUTHORITY	13
CONTACT INFORMATION.....	14
APPENDIX A – ELECTION APPLICATIONS	
• Associated Students Election Applications	
• Student Trustee Election Application	
APPENDIX B – ELECTION PACKET	
• Candidate Platform Statement	
• Designated Campaign Assistants	
• Campaign Expenditure Report	
• Election Calendars	
• Campus Posting Requirements	
• Acceptance of Candidate Election Packet and Acknowledgement of Responsibility	
• Contact Information	
• Candidate Checklist	
• Student Trustee Position Description	
• Board Policy Regarding Student Trustee Position	

VISION, MISSION, VALUES

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

The Board of Trustees adopted the following Vision and Values on March 13, 2007. An updated Mission Statement was adopted by the Board on July 14, 2009.

Vision

The Ventura County Community College District will become the leader in development of high quality, innovative educational programs and services. Keeping in mind that students come first, we will model best practice in instructional and service delivery, student access, community involvement, and accountability.

Mission

The Ventura County Community College District (VCCCD) is committed to assisting students in the attainment of its primary mission as a system of state supported two-year colleges. The primary mission of the District is to produce student learning in lower division level academic transfer and career/vocational degree and certificate programs. Effective, efficient student support services are offered to assist in the accomplishment of the District's primary mission based on need and available resources. Ventura County Community College District works to enhance state, regional, and local economic growth and global competitiveness within the pursuit of its primary mission. Additionally, workforce and economic development activities and services are offered based on need and available resources. English as a Second Language instruction, remedial, adult education, and supplemental learning services that contribute to student success are offered and operated based on need and available resources. Ventura County Community College District improves the quality of community life by offering non-credit, recreational, vocational, cultural, and civic programming based on community demand and available resources. All District programs, services, and activities operate within a framework of integrated planning and budgeting. Ongoing, student learning outcome assessment and systematic program review are used to ensure District-wide excellence through sustainable, continuous quality improvement in compliance with its mission.

Values

- We base our actions on what will best serve students and the community.
- We maintain high standards in our constant pursuit of excellence.
- We recognize and celebrate creativity, innovation, and entrepreneurship.
- We demonstrate integrity and honesty in action and word.
- We communicate openly and respectfully to students, colleagues, and members of the public.
- We hire and retain personnel who reflect the diversity of the communities we serve.
- We promote inclusiveness and openness to differing viewpoints.
- We use data, research, and open discussion to drive our plans and decisions.
- We demonstrate responsible stewardship for our human, financial, physical, and environmental resources.
- We seek and maintain long-term partnerships with the communities we serve.

Ventura County Community College District

Student Election Standard Operating Practices for Associated Students' Positions and Student Trustee Position

The following student election standard operating practices are to be applied uniformly throughout Ventura County Community College District (VCCCD). Except where noted, the standard operating practices will apply to the Associated Students' positions at Moorpark College, Oxnard College, and Ventura College, including Ventura College East Campus in Santa Paula, and to the Student Trustee seated with the Board of Trustees. (Reference Education Code §72023.5, §76060 and §76061).

Any student interested in running for an Associated Students' position must complete and submit to an Associated Students Election Committee Chairperson an **Associated Students Election Application**, which may be obtained from the Associated Students Office at each campus immediately following the "Call for Candidates" each election year. Associated Students Election Applications must include a section notifying students of the option to run for the Student Trustee position and direct any interested student to contact the Associated Students Advisor or the Chancellor's Office for a separate **Student Trustee Election Application**.

Students advancing to candidacy may run for only one position on all ballots for one election period. A candidate's "primary campus" is defined as the college campus where the student is enrolled in the majority of his or her units. All successful Associated Students candidates will assume office and serve for a period of one year determined by the Associated Students at each college. The successful Student Trustee candidate will assume office on June 1 and serve through the following May 31.

SECTION I – CANDIDATE REQUIREMENTS

- A. Candidates for Student Trustee and Associated Students' positions must:
1. Be a resident of California;
 2. Be at least 18 years of age prior to assuming office;
 3. Be currently registered at Moorpark College, Oxnard College, or Ventura College (including Ventura College East Campus in Santa Paula);
 4. Be continuously enrolled in 5 or more units when declaring candidacy and during term in office (excluding summer and winter intersessions);
 5. Hold and maintain during term of office a cumulative Grade Point Average (GPA) of 2.0 or higher; and

6. Be in good standing academically, not currently on academic or disciplinary probation, or have been expelled from a college-based associated students' position.
- B. Additional requirement for candidates for Student Trustee and Associated Students' positions of President and Vice President:
 1. Must have completed a minimum of 12 units taken at the candidate's primary campus by the end of the current spring semester, and
 2. Shall not hold the position of Student Trustee concurrently with that of an Associated Students' position at any of the colleges within the Ventura County Community College District.
 - C. The Associated Students Advisor at each college will verify each candidate's unit requirements and GPA standing with the Records and Admissions office before approval of candidacy. The Associated Students Advisor at each college will then forward Student Trustee candidates' verifications to the Chancellor's Office.
 - D. Verification of the elected Student Trustee's and elected Associated Students' continuing unit requirements and academic standing will occur at the end of each semester by the Chancellor's Office for the Student Trustee and by the Associated Students Advisors for Associated Students. Failure to maintain academic standards and unit requirements, or if placed on academic probation, will result in automatic removal from a position.

SECTION II – CANDIDACY

A. Election Calendars

No later than the first week of February each year, the Chancellor's Office will call together the Associated Students Advisor at each college and the Chancellor's Designee to determine the Student Trustee Election Calendar. The Associated Students Election Committee at each college will determine the Associated Students Election Calendar for each campus. The Election Calendars will then be provided at the Candidates Meetings in the Election Packet.

B. Candidates Meetings

All accepted potential candidates for Student Trustee and Associated Students' positions must attend one Candidates Meeting at the college where they will run for election. Candidates Meetings will be facilitated by the Associated Students Election Committee at each college and the Chancellor's Designee. Election Calendars for the Student Trustee election and the Associated Students' elections will specify the dates and locations of Candidates Meetings. Student Election Standard Operating Practices will be reviewed at the Candidates Meetings, and all candidates will be responsible for knowing and adhering to Student Election Standard Operating Practices.

- C. Each candidate will receive a Candidate Election Packet at a required Candidates Meeting. No Candidate Election Packets will be available prior to the date of the Candidates Meetings at each campus. Upon receipt, each candidate will sign an Acceptance of Candidate Election Packet and Acknowledgement of Responsibility form.

SECTION III – CANDIDATE ELECTION PACKET

- A. The following documents for Student Trustee and Associated Students' elections are contained in the Candidate Election Packet. Candidates must meet the specific requirements contained in the Student Election Standard Operating Practices and complete and submit all required documents in the Candidate Election Packet ***before initiating any campaign activities***.

Candidate Election Packet (See Appendix B)

Documents applicable to both Associated Students' positions and Student Trustee position:

- Candidate Platform Statement
- Designated Campaign Assistants
- Campaign Expenditure Report
- Election Calendars
- Campus Posting Requirements
- Acceptance of Candidate Election Packet and Acknowledgement of Responsibility
- Contact Information
- Candidate Checklist

Additional documents specific to Student Trustee position:

- Student Trustee Position Description
- Board Policy

Proper completion of an application and verification of eligibility must occur before receiving approval for candidacy. Candidates may contact the Associated Students Advisor at his or her primary college of attendance or the Chancellor's Designee with questions related to completion of applications and related forms. Contact information is provided at the end of the Student Election Standard Operating Practices and in the Candidate Election Packet.

SECTION IV – WRITE-IN CANDIDATES

- A. ALL active write-in candidates must:
1. Meet the Candidate Requirements as stated in the Student Election Standard Operating Practices;
 2. Obtain, read, and review Student Election Standard Operating Practices with an Associated Students Advisor; and

3. Complete and submit all required forms in the Candidate Election Packet provided with the Student Election Standard Operating Practices (referenced in Section III above and provided in Appendix B) for the specified position to the Associated Students Advisor at the primary college of attendance no later than 4 p.m. on the Friday following the election.

SECTION V – CAMPAIGNING

- A. Each college will post a “Call for Candidates” in a public place on campus and at Ventura College East Campus in Santa Paula. The District Administrative Center will place a similar Call for Candidates through a paid advertisement in the district-wide student newspaper, *Student Voice*, issued during the 30-day period prior to student elections.
- B. A candidate may begin campaigning *after*:
 1. Completing the requirements set out in the Candidate Election Packet and Student Election Standard Operating Practices;
 2. Receiving official approval for candidacy in writing by the Chancellor for the Student Trustee position or an Associated Students Election Committee for Associated Students positions; and
 3. Attending a Candidates Meeting at the campus of primary attendance.
- C. Candidates are responsible for all information distributed and reviewed at the Candidates Meetings.
- D. Campaigning is defined as talking with students about the candidate, issues, or campaign platforms; giving speeches; presenting recorded messages; making and distributing/posting signs, posters, flyers, buttons, cards, or other campaign materials; and utilizing publicity, including paid advertisements in the district-wide student newspaper.
- E. A “slate” is a list of candidates running together for election to the various offices. Candidates may not combine their campaigning activities to create “slates” of candidates, and campaign materials may contain only information on one candidate. The election ballot may not align or designate candidates as belonging to a specific “slate.” However, candidates may support one another for various races and may designate each other as campaign assistants in order to enable each to campaign for the other.
- F. Campaign literature posted at the colleges is subject to the posting requirements at each respective college. Posting of campaign materials is permitted ONLY on designated bulletin boards or other areas specified by campus posting requirements.

1. Candidates shall not “paper” any bulletin board, kiosk, or other specified campaigning area (no more than two materials posted adjacent to the other or on any one side of a bulletin board, kiosk, or other specified campaigning area).
2. Posted or displayed campaign materials may be no larger than 11” x 17”. In a series of duplicate posters, the Associated Students Election Committee, Associated Students Advisor, or designee must approve the original poster. Unapproved materials will be removed by the Election Committee.
3. Candidates must gain the approval of the instructor to campaign in a classroom.
4. Destruction and/or removal of a candidate’s publicity by another student, candidate, or campaign assistant are considered to be in violation of the Student Election Standard Operating Practices and subject to disqualification or disciplinary action.
5. No campaigning may take place within a 100-foot radius of a designated polling site at all times.
6. Candidate Platform Statements will be the only allowed campaign material at the polling site(s) at all times.
7. Candidates are responsible for removing all posted materials within 24 hours following the last day of student elections. Candidates failing to remove posted materials within the 24-hour time period may be charged with reasonable removal and clean-up costs.

SECTION VI – ELECTION COMMITTEES

(Applicable Only to Associated Students’ Positions at Each Campus)

- A. Each campus Associated Students shall establish an Associated Students Election Committee of no less than three students, chaired by the student designated by their campus Associated Students Constitution/Bylaws.
 1. No candidate may serve as a member of the Associated Students Election Committee.
 2. No member of the Associated Students Election Committee may endorse a candidate or participate in campaign activities of any kind.
 3. No individual member of the Associated Students Election Committee speaks for the entire committee. Decisions on election issues must be made by a quorum of the committee in a scheduled committee meeting.
 4. Only the Election Committees and the Associated Students Advisors have the right to view the personal information of candidates provided within a candidate’s records.

- B. The Associated Students Election Committee at each college will:
1. Prepare the Associated Students Election Calendar.
 2. Prepare the Call for Candidates to be posted at their campus, including East Campus in Santa Paula for Ventura College.
 3. Host a minimum of one Candidates Meeting at each campus to distribute Associated Students Election Packets and assist with the explanation of materials in the packets.
 4. Assist candidates, if requested, in completing the required forms in the Candidate Election Packet.
 5. Advise candidates of their rights and responsibilities during the campaign and election.
 6. Administer the general election and any special or runoff elections needed in compliance with Student Election Standard Operating Practices.
 7. Review content and oversee the posting of and distribution of any campaign materials in compliance with the colleges' posting requirements.
 8. Be responsible for all publicity regarding elections on campus, with the exception of ads paid for by the District Administrative Office. Notification of the results of the election should be posted within 24 hours of the closing of the polls on the final day of each election whether regular, general, special or runoff.
 9. Staff the polls or recruit and assist a third party, with the approval of an Associated Students Advisor. Two or more poll workers must staff each polling place at all times. Poll workers may not be running for any office or be designated campaign assistants or campaign managers for any candidate.
 10. Maintain order at the polls at all times. A candidate may designate a campaign assistant to *observe* the polling process, but no campaigning may occur within the polling area at all times. No campaigning is allowed within a 100-foot radius of the polls at all times, and the radius must be clearly defined. Campus police may be used if security at the polls is considered an issue by the Associated Students Election Committee.
 11. Oversee the ballot tabulation for the Associated Students' election and if requested by the Chancellor or Chancellor's Designee, the Student Trustee election.
 12. Confirm the information contained in the "Statement of Accuracy" regarding the tabulation of the ballots for the election.

13. Oversee the removal of all campaign materials from the campus, and cite any candidate whose materials are not removed within 24 hours from the end of the polling period, unless a runoff or special election has been declared with a specific candidate still competing for the position.

SECTION VII – CAMPAIGN EXPENDITURES

- A. Each candidate, whether successful or unsuccessful in his or her campaign, must complete and submit a Campaign Expenditure Report listing all campaign expenditures. Student Trustee candidates submit the completed Campaign Expenditure Report to the Chancellor's Office, and Associated Students' candidates submit the completed Campaign Expenditure Report to the Associated Students Election Committee at their primary college of attendance. The deadline for submitting Campaign Expenditure Reports is no later than the close of polls on the final day of elections and also applies to any runoff elections.
- B. Campaign expenditures for Student Trustee candidates shall not exceed \$300, including any runoff election. Campaign expenditures for Associated Students candidates shall not exceed \$100, including any runoff election. Candidates may not combine funds with or receive any monetary or in-kind donation (goods or services) from another candidate.
- C. Candidates may not utilize supplies or equipment belonging to VCCCD or the colleges to prepare campaign materials.
- D. Candidates may not use Associated Students' funds, college funds, or VCCCD funds for campaign purposes.
- E. With the exception of using college computer labs, all preparation of campaign materials will occur off campus, and all material preparation costs will be included on the Campaign Expenditure Report.
- F. Candidates are responsible for the actions of their campaign assistants during the preparation of campaign materials.
- G. Candidates may use a translator in the preparation of campaign materials, which is not considered a campaign expenditure and need not be listed on the Campaign Expenditure Report.

SECTION VIII – CAMPAIGN ENDORSEMENTS

- A. Candidates may solicit endorsements from students and members of student organizations at Moorpark College, Oxnard College, Ventura College, and Ventura College East Campus in Santa Paula. Candidates may use valid endorsements in their campaign materials at the discretion of the Election Committees.

- B. Soliciting, receiving, and/or utilizing an endorsement from faculty, staff, administrators, outside groups, or members of the Board of Trustees are a violation of the Student Election Standard Operating Practices. No member of the Election Committees may endorse a candidate or participate in campaign activities of any kind. No current or previous Student Trustee may endorse any candidate.

SECTION IX – CANDIDATE FORUMS

- A. A Candidate Forum is an event hosted by a student organization that permits candidates to address or debate student issues relevant to the office they are seeking. Should an Election Committee decide to host a Candidate Forum, all candidates will be notified by the Election Committee to allow all candidates the opportunity to be heard.
- B. A candidate may choose to utilize a translator for all or part of a Candidate Forum or while campaigning. The cost of utilizing a translator is not considered campaign expenditure and need not be listed on the Campaign Expenditure Report.

SECTION X – COMPOSITION OF BALLOTS

- A. Candidates for the Student Trustee position and the Associated Students positions will be placed on separate ballots using a lottery process determined by the Election Committees.
- B. All ballots used for student elections will be scantron or typed/computer-generated ballots, marked by hand. Space will be provided on ballots for write-in votes.

SECTION XI – VOTING

- A. The Election Committees will oversee elections at the campuses and Ventura College East Campus in Santa Paula. The Associated Students Election Committees may appoint a third party for assistance, upon approval by an Associated Students Advisor, to assist during all hours the campus polling site is open.
- B. All voting students must present a valid photo ID to the poll worker who will verify the photo ID matches the likeness of the student.
- C. Each voting student must record his or her college ID number and signature on the campus Voter Registration List.
- D. A student must be currently enrolled at VCCCD and can vote only one time. If a student is enrolled at more than one college, he or she must vote at their primary campus, which is defined as the college campus where the student is enrolled in the majority of his or her units.

- E. The Ventura College Election Committee must determine a system to prevent duplicate voting at Ventura College East Campus in Santa Paula.
- F. Each authorized voter will receive a ballot packet consisting of a ballot for the Student Trustee position and a ballot for Associated Students' positions.
- G. Voting shall be by secret ballot.
- H. Voters must vote in a booth at the polling location. Leaving the polling area with a ballot is a violation of Student Election Standard Operating Practices, making the ballot(s) invalid.
- I. A member of the Election Committees must receive a written, signed notification of any Student Elections Standard Operating Practices' violation(s) no later than 24 hours after the close of the polls on the last day of voting.
- J. Only members of the Election Committees, the Associated Students Advisor or the Chancellor's Designee shall move the ballot boxes at the end of balloting.

SECTION XII – VOTE TABULATIONS

- A. Tabulating the ballots for Associated Students' positions:
 - 1. The Associated Students Election Committee at each college or an appointed third party (*i.e.*, League of Women Voters) is responsible for tabulating the ballots and posting results for Associated Students' positions. Associated Students Advisors will oversee the process.
 - 2. Ballot counting for Associated Students positions shall be completed by the Associated Students Election Committee no later than 5:00 p.m. on the day following the final day of the election.
 - 3. Only members of the Election Committees or appointed third party (*i.e.*, League of Women Voters), Associated Student Advisors, and College Presidents or Presidents' Designees may be present during tabulation of ballots.
 - 4. The candidate receiving the majority of votes (plurality) for each position will be the winner.
 - 5. The Associated Students Election Committee Chairperson or appointed third party (*i.e.*, League of Women Voters) and the Associated Students Advisor will prepare and sign a "Statement of Accuracy" regarding the results of tabulated ballots for the Associated Students' positions.
 - 6. If a tie vote occurs, a one-day runoff election will occur during the following week, as set forth in the Election Calendar, and the Associated Students Election Committee, shall establish campaign standard operating practices for the runoff election. Associated Student Advisors will oversee the process.

- B. Tabulating the ballots for the Student Trustee position:
1. The Associated Student Advisor at each college shall hand deliver the election ballots for the Student Trustee position to the Chancellor by noon on the day following the final day of the election, or arrange to have the Chancellor's Designee pick up the ballots.
 2. Ballots for the Student Trustee position will be tabulated by the Chancellor's Office.
 3. The candidate receiving the majority of votes (plurality) will be the winner.
 4. The Chancellor's Designee shall notify the Associated Students Advisors of the results, and the Associated Students Advisors will oversee the posting of results.
 5. If a tie vote occurs, a one-day runoff election will occur during the following week, as set forth in the Election Calendar, and the Chancellor shall establish campaign standard operating practices for the runoff election.

SECTION XIII – APPEAL PROCESS

- A. Violations of the Student Election Standard Operating Practices may result in the disqualification of a candidate.
- B. If an alleged violation of Student Election Standard Operating Practices occurs:
1. The Chair of the Associated Students Election Committee (for Associated Students) or Chair of the Student Trustee Election Committee (for Student Trustee) must receive written, signed notification of any alleged violation of Student Election Standard Operating Practices within 24 hours of the final day of the election, excluding holidays and weekends, regardless of the need for any runoff election. The complainant must submit a copy of same to the Associated Students Advisor on the campus where the alleged violation occurred or to the Chancellor's Office at the District Administrative Center.
 2. The Associated Students Advisor or Chair of the Election Committee, if so designated, will notify any candidate charged with a violation within 24 hours of receiving notification from the complainant.
 3. The Election Committees are authorized to enforce Student Election Standard Operating Practices as the standard operating practices relate to Associated Students' and Student Trustee elections.

- a. Each charge of an alleged violation shall be decided by a majority vote of a quorum of the Election Committee members with an Associated Students Advisor present. A candidate charged with a violation shall have an opportunity to refute the violation prior to final decision by the Election Committee. The complainant has the burden of proof. The Election Committee will provide its final decision in writing within two days of making its decision, excluding holidays and weekends.
- b. The candidate charged with a violation of Student Election Standard Operating Practices may appeal a final decision determined by the Election Committee within 48 hours to the Associated Students Executive Board, or in the case of a Student Trustee violation, to the Chancellor. The appeal must be in writing, setting forth the alleged violation by the candidate, the section of the Student Election Standard Operating Practices alleged to have been violated, and the final decision being appealed, with a copy of same provided to the Associated Students Advisor during the same time period. The candidate appealing a final decision of the Election Committee shall have an opportunity to participate in the appeal process. The Associated Students Executive Board of the Associated Students will provide its final decision in writing within two days of making its decision, excluding holidays and weekends. The Associated Students Advisor will be present for all discussions related to the appeal, including the final decision on the appeal. The candidate may appeal the Associated Students Executive Board's final decision.
- c. A candidate appealing a final decision determined by the Associated Students Executive Board must do so within 48 hours to the College President. The appeal must be in writing, setting forth the alleged violation by the candidate, the section of the Student Election Standard Operating Practices alleged to have been violated, and both final decisions being appealed, with a copy of same provided to the Associated Students Advisor during the same time period. The candidate appealing a final decision of the Associated Students Executive Board shall have an opportunity to participate in the appeal process. The College President will be the final authority for appealing decisions related to Associated Students' elections.
- d. At any level of reviewing a Student Election Standard Operating Practices' violation, the hearing body (*i.e.*, Election Committees, Associated Students Executive Board, College President, or Chancellor) may determine:
 - i. The violation is considered minimal and does not require the disqualification of the candidate, or

- ii. The violation is significant and requires disqualification of the candidate.
 4. If a candidate abandons an appeal at any time during the process, the candidate will be considered disqualified.
 5. A candidate may be referred to the appropriate Dean, if necessary, for violations of the college Student Conduct Code.
- C. Challenged Candidates:
1. If a challenged candidate has not exhausted the appeal process prior to the start of voting, the challenged candidate's name will appear on the ballot and voting will proceed as set forth on the Election Calendars.
 2. If a candidate is challenged, or if a challenged candidate's appeal is completed after the voting, resulting in both a final decision against the challenged candidate and disqualification of the challenged candidate, all votes cast for the disqualified candidate will be voided. If the disqualified candidate would have won the election, the candidate with the next highest vote total shall be declared the winner.
 3. If all candidates for a position are successfully challenged for violations of the Student Election Standard Operating Practices, a new election will be held.
- D. If a complaint is received alleging a violation of Student Election Standard Operating Practices by the Election Committees or other students or parties attempting to disrupt the election, the complaint must be made in writing, signed by the complainant, and delivered to the appropriate College President or Chancellor for review and resolution.
- E. Any candidate may request one recount of the position sought by that candidate in the election if such request is made in writing, signed by the candidate within 24 hours of the last day of the election, and delivered to the Associated Students Election Committee Chairperson or Chancellor's Office. College Presidents or the Chancellor may request recounts of positions.

SECTION XIV – AUTHORITY

All candidates are bound by the contents of the Student Election Standard Operating Practices and Election Packet. Any language or items not addressed in the Student Election Standard Operating Practices or Election Packet will be interpreted or addressed by the Chancellor in the case of a Student Trustee election, or by the Election Committee of each college, with the approval of the Associated Students Advisor in the case of Associated Students' elections.

CONTACT INFORMATION

Questions? Please contact the following regarding student elections:

Dennis Marletti, Associated Students Advisor
Oxnard College
4000 South Rose Avenue, Oxnard, CA 93033
Tel. 805.986.5978 Email: dmarletti@vcccd.edu

Sharon Miller, Associated Students Advisor
Moorpark College
7075 Campus Road, Moorpark, CA 93012-1695
Tel. 805.378.1434 Email: smiller@vcccd.edu

Rick Trevino, Associated Students Advisor
Ventura College
4667 Telegraph Road, Ventura, CA 93003
Tel. 805.654.6487 Email: rtrevino@vcccd.edu

Chancellor's Designee (Questions related to Student Trustee Position)

Clare Geisen, Director of Administrative Relations
Ventura County Community College District
255 W. Stanley Avenue, Suite 150, Ventura, CA 93001
Tel. 805.652.5504 Email: cgeisen@vcccd.edu

APPENDIX A

ASSOCIATED STUDENTS ELECTION APPLICATIONS

Any student interested in running for an Associated Students' position must complete and submit to an Associated Students Election Committee Chairperson an **Associated Students Election Application**, which may be obtained from the Associated Students Office at each campus immediately following the "Call for Candidates" each election year. Associated Students Election Applications must include a section on the application notifying students of the option to run for the Student Trustee position and directing any interested student to contact the Associated Students Advisor or the Chancellor's Designee for a separate **Student Trustee Election Application**.

Election Applications for Moorpark College, Oxnard College, Ventura College, and District Administrative Center are attached as follows:

- Associated Students Election Application (Moorpark College)
- Associated Students Election Application (Oxnard College)
- Associated Students Election Application (Ventura College)
- Student Trustee Election Application (District Administrative Center)

**Associated Students Election Application
(Moorpark College)**



ELECTION APPLICATION

Moorpark College Associated Students Board of Directors

Name: _____ Student I.D. No.: _____
Print *Student 900 Number*

Address: _____ City: _____ Zip: _____

Home Phone #: (_____) _____ Cell Phone #: (_____) _____

Email: _____

For which office are you seeking election? Please mark only one position:

<input type="checkbox"/> President	<input type="checkbox"/> Director of Academic Affairs
<input type="checkbox"/> Vice President	<input type="checkbox"/> Director of Student Organizations
<input type="checkbox"/> Director of External Affairs	<input type="checkbox"/> Director of Constitution & Rules
<input type="checkbox"/> Director of Campus Events	<input type="checkbox"/> Director of Public Relations
<input type="checkbox"/> Director of Budget & Finance	<input type="checkbox"/> Director of Student Services

Students interested in Student Trustee Position on Board of Trustees for Ventura County Community College District (check box on right):

Student Trustee (Please request separate Student Trustee Election Application from Associated Students Advisor.)

Qualifications for Candidacy:

1. Must be a resident of California.
2. Shall be 18 years of age prior to assuming office.
3. Shall be considered in good standing at Moorpark College. (Non-probationary)
4. Shall be enrolled in a minimum of 5 units at the time this application is filed and throughout the term of office if elected (excluding summer and winter intersessions).
5. Shall have and maintain a 2.0 minimum cumulative GPA at the time this application is filed and throughout the term of office if elected.
6. Presidential and Vice Presidential candidates shall have completed at least 12 VCCCD semester units acquired at Moorpark College by the end of the current spring semester.

I have completed this application in its entirety and to the best of my knowledge. I hereby acknowledge the criteria for candidacy, and I meet the stated qualifications. I understand that any means of falsification on this application is grounds for disqualification and may be construed as a violation of the election standard operating practices. I also understand that completing this application does not guarantee that I will qualify as a candidate for this election.

Applicant's Signature: _____ Date: _____

Submit original completed application to the elections chairperson in the Associated Students office, Campus Center Room 152 by 12 p.m. Noon on Monday, April 11, 2011.

For A.S. Use Only:

Unit Load: _____ Units Comp.: _____ G.P.A.: _____

 Associated Students Advisor Elections Chairperson

**Associated Students Election Application
(Oxnard College)**



ELECTION APPLICATION

Oxnard College Associated Students Board of Directors

Name: _____ Student I.D. No.: _____
Print *Student 900 Number*

Address: _____ City: _____ Zip: _____

Home Phone #: (_____) _____ Cell Phone #: (_____) _____

Email: _____

For which office are you seeking election? Please mark only one position:

- | | |
|---|--|
| <input type="checkbox"/> President | <input type="checkbox"/> Director of Academic Affairs |
| <input type="checkbox"/> Vice President | <input type="checkbox"/> Director of Student Organizations |
| <input type="checkbox"/> Director of External Affairs | <input type="checkbox"/> Director of Constitution & Rules |
| <input type="checkbox"/> Director of Campus Events | <input type="checkbox"/> Director of Public Relations |
| <input type="checkbox"/> Director of Budget & Finance | <input type="checkbox"/> Director of Student Services |

Students interested in Student Trustee Position on Board of Trustees for Ventura County Community College District (check box on right):

- Student Trustee (Please request separate Student Trustee Election Application from Associated Students Advisor.)

Qualifications for Candidacy:

1. Must be a resident of California.
2. Shall be 18 years of age prior to assuming office.
3. Shall be considered in good standing at Oxnard College. (Non-probationary)
4. Shall be enrolled in a minimum of 5 units at the time this application is filed and throughout the term of office if elected (excluding summer and winter intersessions).
5. Shall have and maintain a 2.0 minimum cumulative GPA at the time this application is filed and throughout the term of office if elected.
6. Presidential and Vice Presidential candidates shall have completed at least 12 VCCCD semester units acquired at Oxnard College by the end of the current spring semester.

I have completed this application in its entirety and to the best of my knowledge. I hereby acknowledge the criteria for candidacy, and I meet the stated qualifications. I understand that any means of falsification on this application is grounds for disqualification and may be construed as a violation of the election standard operating practices. I also understand that completing this application does not guarantee that I will qualify as a candidate for this election.

Applicant's Signature: _____ Date: _____

Submit original completed application to the Election Committee Chairperson in the Associated Students Office by 12 p.m. Noon on Monday, April 11, 2011.

For A.S. Use Only:

Unit Load: _____ Units Comp.: _____ G.P.A.: _____

 Associated Students Advisor Election Committee Chairperson

**Associated Students Election Application
(Ventura College)**



ELECTION APPLICATION

VENTURA COLLEGE ASSOCIATED STUDENTS BOARD

Name: _____ Student I.D. No.: _____
 Address: _____ City: _____ Zip: _____
 Home Phone: (____) _____ Cell Phone: (____) _____
 Email: _____

PLEASE CHECK BOX FOR THE OFFICE YOU ARE SEEKING ELECTION (one only):

- | | |
|--|---|
| <input type="checkbox"/> President | <input type="checkbox"/> Director of External Affairs (formerly Cal SACC) |
| <input type="checkbox"/> Vice-President | <input type="checkbox"/> Senator (two positions available; awarded to top two candidates) |
| <input type="checkbox"/> Treasurer | |
| <input type="checkbox"/> Executive Secretary | |

Students interested in the STUDENT TRUSTEE POSITION ON THE BOARD OF TRUSTEES for Ventura County Community College District, please check box below:

- Student Trustee (Please request separate Student Trustee Election Application from the Associated Students Advisor)

Qualifications for Candidacy:

1. Must be a resident of California
2. Shall be 18 years of age prior to assuming office.
3. Shall be considered in good standing at Ventura College. (Non-probationary)
4. Shall be enrolled in a minimum of 5 units at the time this application is filed and throughout the term of office, if elected (excluding summer and winter intersessions).
5. Shall have and maintain a 2.0 minimum cumulative GPA at the time this application is filed and throughout the term of office, if elected.
6. Presidential and Vice Presidential candidates shall have completed at least 12 VCCCD semester units acquired at Ventura College by the end of the current spring semester.

I have completed this application in its entirety and to the best of my knowledge. I hereby acknowledge the criteria for candidacy, and I meet the stated qualifications. I understand that any means of falsification on this application is grounds for disqualification and may be construed as a violation of the election standard operating practices. I also understand that completing this application does not guarantee that I will qualify as a candidate for this election.

Applicant's Signature: _____ Date: _____

NOTE TO APPLICANT: Submit original completed applications to the elections chairperson in the Associated Students Office by 12 NOON on Monday, April 11, 2011.

-----Do NOT Write Below This Line-----

For A. S. Office Use Only

Unit Load: _____ Units Comp.: _____ G.P.A.: _____

 Associated Students Advisor

**Student Trustee Election Application
(District Administrative Center)**



**VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
Board of Trustees**

**STUDENT TRUSTEE ELECTION APPLICATION
2011-2012**

Candidate's Name: Last: _____ First: _____ M.I.: _____

Address: Street: _____ City: _____ State: _____ Zip Code: _____

Telephone: Work: _____ Home: _____ Cell: _____

Student ID #: _____

Email Address: _____

Primary College: *Moorpark College* *Oxnard College* *Ventura College*

STUDENT TRUSTEE CANDIDATE QUALIFICATIONS: Students applying for the Student Trustee position are required to meet all of the following qualification criteria as stated in the Student Election Standard Operating Practices in order to be declared an eligible candidate:

- Shall be a resident of the State of California;
- Shall be at least 18 years of age prior to assuming office.
- Shall be currently registered at Moorpark College, Oxnard College, or Ventura College (including Ventura College East Campus in Santa Paula);
- Shall have completed a minimum of 12 units taken within Ventura County Community College District prior to assuming office;
- Shall be continuously enrolled in 5 or more units when declaring candidacy and during term in office (excluding summer and winter intersessions);
- Shall be in good standing academically, maintain a 2.0 cumulative grade point average (GPA), not be on academic or disciplinary probation, and not have been expelled from a college-based Associated Students' position; and
- Shall not hold the position of Student Trustee concurrently with that of an Associated Students' position at any of the colleges within Ventura County Community College District.

**Completed application must be returned to the Associated Students
Election Committee Chairperson at student's primary campus
(college where student is enrolled in the majority of units taken)
or the Chancellor's Office no later than NOON on APRIL 11, 2011.**

1. Student Election Standard Operating Practices

The Student Election Standard Operating Practices of Ventura County Community College District govern all aspects of the campaign and election for the Student Trustee position.

2. Verification

Once all potential candidate qualifications and applications have been checked, verified, and approved, the Chancellor’s Office will notify eligible candidates by telephone or email and notify, in writing, each Associated Students Advisor verifying the list of successful candidates for the Student Trustee position.

3. Campaigning

Candidates who have been notified of their eligibility may begin campaigning **after** attending a minimum of one mandatory Candidates Meeting provided at his or her primary college campus.

4. Campaign Costs

The entire cost of the campaign (Student Trustee candidates - \$300 maximum), not including statements provided by Ventura County Community College District, will be the responsibility of the candidate, including such things as printing, postage, phone calls, mailings, etc. The use of a translator will not be charged to a candidate’s campaign.

5. Newspaper Publicity and Statements

Candidates must check with each campus Election Committee for publicity guidelines. It is the responsibility of each candidate to contact the district-wide student newspaper, *Student Voice*, regarding the possible publishing of publicity and statements. There are no assurances statements will be published as the choice resides with *Student Voice*.

I have completed this Election Application in its entirety and to the best of my knowledge. I hereby acknowledge the criteria for candidacy, and I meet the stated qualifications. I understand that any falsification on this application is grounds for disqualification and may be construed as a violation of the Student Election Standard Operating Practices. I also understand that completing this Election Application does not guarantee that I will qualify as a candidate for this election. As a candidate, I understand I waive my rights of privacy as they relate to media coverage and photographs during my candidacy.

Signature: _____

Printed Name: _____

Date: _____

APPENDIX B

CANDIDATE ELECTION PACKET

Documents applicable to both Associated Students' positions and Student Trustee position:

- Candidate Platform Statement
- Designated Campaign Assistants
- Campaign Expenditure Report
- Election Calendars
- Campus Posting Requirements
- Acceptance of Candidate Election Packet and Acknowledgement of Responsibility
- Contact Information
- Candidate Checklist

Additional documents specific to Student Trustee position:

- Student Trustee Position Description
- Board Policy

Proper completion of applications and verification of eligibility must occur before receiving approval for candidacy. Candidates may contact the Associated Students Advisor at his or her primary college of attendance or the Chancellor's Designee with questions related to completion of applications and related forms.

CANDIDATE PLATFORM STATEMENT



Printed Name: _____

Candidate For: _____

Major: _____

Primary College: *Moorpark College*

Oxnard College

Ventura College

Note: Providing a photo is optional.

Questions:

What education, skills, or experience would you bring to this position?

Describe specific goals, ideas, or programs you would strive to implement if elected to this position.

Signature: _____ Date: _____

Note: Candidates needing additional space for Platform Statement responses may submit information on additional sheets of paper.

DESIGNATED CAMPAIGN ASSISTANTS



Note: Only currently enrolled VCCCD students may be campaign assistants.

I have designated the following student campaign assistants to serve during my campaign for the position of _____:

NAME	CAMPUS OF PRIMARY ATTENDANCE			STUDENT ID#
Please Print:	<input type="checkbox"/> Moorpark College	<input type="checkbox"/> Oxnard College	<input type="checkbox"/> Ventura College	Student ID#:
Please Print:	<input type="checkbox"/> Moorpark College	<input type="checkbox"/> Oxnard College	<input type="checkbox"/> Ventura College	Student ID#:
Please Print:	<input type="checkbox"/> Moorpark College	<input type="checkbox"/> Oxnard College	<input type="checkbox"/> Ventura College	Student ID#:
Please Print:	<input type="checkbox"/> Moorpark College	<input type="checkbox"/> Oxnard College	<input type="checkbox"/> Ventura College	Student ID#:
Please Print:	<input type="checkbox"/> Moorpark College	<input type="checkbox"/> Oxnard College	<input type="checkbox"/> Ventura College	Student ID#:
Please Print:	<input type="checkbox"/> Moorpark College	<input type="checkbox"/> Oxnard College	<input type="checkbox"/> Ventura College	Student ID#:
Please Print:	<input type="checkbox"/> Moorpark College	<input type="checkbox"/> Oxnard College	<input type="checkbox"/> Ventura College	Student ID#:
Please Print:	<input type="checkbox"/> Moorpark College	<input type="checkbox"/> Oxnard College	<input type="checkbox"/> Ventura College	Student ID#:
Please Print:	<input type="checkbox"/> Moorpark College	<input type="checkbox"/> Oxnard College	<input type="checkbox"/> Ventura College	Student ID#:
Please Print:	<input type="checkbox"/> Moorpark College	<input type="checkbox"/> Oxnard College	<input type="checkbox"/> Ventura College	Student ID#:

I understand and agree that:

- Designated Campaign Assistants must comply with Student Election Standard Operating Practices and campus posting requirements, and
- Candidates are responsible for the actions of campaign assistants and campaign managers and are accountable for any violations by their assistants or managers of the Student Election Standard Operating Practices.

Signature: _____ **Date:** _____

Printed Name: _____

CAMPAIGN EXPENDITURE REPORT



Student Trustee candidates = \$300 maximum
 Associated Students candidates = \$100 maximum

All candidates must submit Campaign Expenditure Report no later than the close of polls on the final day of elections.

Printed Name: _____ Student ID#: _____

Candidate for: _____

Primary College of Attendance: Moorpark College Oxnard College Ventura College

Item #	Description	Itemized Costs
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
Total Expenditures		\$

(Attach additional sheets, if necessary.)

All campaign expenditures must be listed, except costs related to use of a translator for Candidates Forums or use of a translator in the preparation of campaign materials.

Attach to the Campaign Expenditure Report original, detailed receipts for all expenditures.

Fair market value applies to all in-kind donations (goods or services) and must be listed

Candidates are responsible for the activities of their campaign assistants and campaign managers during the preparation of campaign materials.

Submit the completed Campaign Expenditure Report to the Chancellor's Office (for Student Trustee campaigns) or to the Associated Students Election Committee at your primary campus of attendance (for Associated Students' campaigns).

I understand that failure to provide a complete and accurate report with original receipts, or if I exceed the campaign expenditure limit, may result in disqualification for the elected position.

Signature: _____ Date: _____

STUDENT TRUSTEE ELECTION CALENDAR



The Student Trustee Election Calendar is prepared by the Student Trustee Election Committee and will be provided in the Election Packets distributed at Candidates Meetings.

ASSOCIATED STUDENTS ELECTION CALENDAR



The Associated Students Election Calendar is prepared by the Associated Students Election Committees at Moorpark College, Oxnard College, and Ventura College and will be provided in the Election Packets distributed at Candidates Meetings.

CAMPAIGN POSTING REQUIREMENTS



Posting Requirements are prepared by each campus. Candidates must follow the posting requirements of their primary campus. Posting Requirements are attached for Moorpark College and Ventura College. Oxnard College Candidates must obtain posting requirements from the Oxnard College Associated Students Advisor or the Oxnard College Maintenance and Operations Department.

Moorpark College Posting Requirements

The Student Business Office must approve all non-campus-sponsored flyers, posters, banners and advertisements posted on the Moorpark College campus.

You must provide your own tacks, tape (blue painter's tape only) or staplers and staples.

Flyers, posters and advertisements containing information written in any language other than English must include full translation in English.

Flyers, posters and advertisements may not be larger than 8.5x11 in size.

A maximum of 20 flyers, posters and advertisements from the same organization or advertising the same event will be approved for posting.

Flyers, posters, banners and advertisements for local restaurants or bookstores may not be posted on campus. Food and book vendors must go through the Civic Center process to reserve a table in the Quad if they wish to distribute information about their business.

Approved advertisements MAY only be posted in the following areas on campus:

- On all general-use bulletin boards located on or inside campus buildings
- Along the sides of the concrete walkway bridges on Raider Walk
- Along the walkway between the Physical Science bldg. (PS) and the LMC bldg. (facing in or out)
- Advertisements will be taken down on the last working day of the month

No advertisements may be posted on wood, glass or painted surfaces. Advertisements posted in these areas, on any non-approved surface, or with non-approved tape will be removed.

Please print this form and bring it, along with the item you wish to post, to the Moorpark College Business Office

Moorpark College reserves the right to approve or not approve all posted material on the college campus.

Name of organization _____

Type of Goods/Services

Being advertised _____

Contact Name _____ Phone # _____

I have read the Moorpark College Posting Requirements. I understand that my failure to follow these requirements will result in my organization's advertisements being removed. In addition, I understand that my failure to follow these requirements will also result in my organization not being allowed to post advertisements on campus for a minimum of one semester.

Approved for posting from Approval Date: _____ Initials: _____

Not approved for posting. Denial Date: _____ Initials: _____

Ventura College Posting Requirements

POSTING & INFORMATION **DISTRIBUTION NOTICE**

The Student Activities and Services Office (S.A.S.O.) is authorized to approve the place, time, and manner of posting, the distribution or disbursement of any information or materials on campus.

Advanced scheduling is required for all such activities.

1. All flyers/posters must be **Stamped-Approved** in the Student Activities and Services Office (S.A.S.O.). Room 154 (located inside the Campus Center) prior to posting.
2. Flyers may be posted only on campus kiosks and bulletin boards for a 2 week period.
3. Do not post over approved postings.
4. Tack the corners of each flyer, place only 1 flyer on each side. All violations will be removed.

Thank You for Your Cooperation

Ventura College Posting Requirements

Ventura College Catalog '04-'05

APPENDIX VI

Publicity Code and Information Dissemination

Students wishing to post, display, distribute, or otherwise make known an activity, event or other piece of information should seek advance approval from the Student Activities Office. This policy applies to all printed material distributed by students on the Ventura College campus, including but not limited to all petitions, circulars, leaflets, newspapers, and all materials displayed on bulletin boards, kiosks, signboards, or other such display areas. In no case should printed materials be placed on lamp poles, buildings, windows, doors, retaining walls, painted surfaces, sidewalks, plans, and other such places. All printed materials should be clearly designed to meet the needs of students, staff, and faculty; and the event, activity or program should be of obvious benefit to members of the campus community. All posted materials must display the Ventura College approval stamp. Persons posting materials will be responsible for their prompt removal when the activity or event is concluded. Failure to remove the posted material may result in a withdrawal of future posting privileges. Requests by off-campus individuals or agencies to disseminate materials on the Ventura College campus should be referred to the Student Activities Office. Such material must be of a high campus value and pre-approval is required. Posting of materials on bulletin boards and dissemination of information or petitions will be governed by time, place, and manner requirements. Coercion is not to be used to induce students to accept the printed material or to sign petitions. The Student Activities Specialist will limit the number of students and the number of distribution days for any issue. Individuals or groups are expected to use good taste in their manner of expressing ideas according to current law. Logs shall be maintained at each campus of persons, agencies, or organizations requesting or receiving information from a student record in compliance with section 76222 of the California Ed. Code. The log shall be open to inspection only by the student and the community college official or his/her designee responsible for the maintenance of student records, and to the Controller General of the United States, the Secretary of Education, an administrative head of an education agency as defined in public law 93-380 and state educational authorities as a means of auditing the operation of the system. Contact the Registrar's Office for additional information. Pursuant to section 76222(j) of the California Education Code, students have the right to file a complaint with the United States Department of Education concerning an alleged failure by an institution to comply with section 438 of the General Education Provisions Act (20 U.S.C.A. 1232g). Students may request and receive copies of their records for a fee determined by the District Board of Trustees and published under the "transcripts" section of this Catalog.

ACCEPTANCE OF CANDIDATE ELECTION PACKET AND ACKNOWLEDGEMENT OF RESPONSIBILITY



I, _____,
(print full name)

herewith declare my intention to be a candidate for the position of _____

_____.

By signing below, I state that:

- I have received the complete Candidate Election Packet and Student Election Standard Operating Practices for the position I am seeking.
- I have attended one mandatory Candidates Meeting and participated in the review and discussion of the contents of the Candidate Election Packet and Student Election Standard Operating Practices.
- I understand I am expected to read the materials contained in the Candidate Election Packet and information in the Student Election Standard Operating Practices.
- I understand I will be held responsible for knowing and understanding the materials contained in the Candidate Election Packet and information in the Student Election Standard Operating Practices.
- I understand I will be held to deadlines set forth in the Candidate Election Packet and Student Election Standard Operating Practices.

Signature: _____ Date: _____

Student ID#: _____

Primary College: Moorpark College Oxnard College Ventura College

CONTACT INFORMATION

Questions? Please contact the following regarding student elections:

Dennis Marletti, Associated Students Advisor
Oxnard College
4000 South Rose Avenue, Oxnard, CA 93033
Tel. 805.986.5978 Email: dmarletti@vcccd.edu

Sharon Miller, Associated Students Advisor
Moorpark College
7075 Campus Road, Moorpark, CA 93012-1695
Tel. 805.378.1434 Email: smiller@vcccd.edu

Rick Trevino, Associated Students Advisor
Ventura College
4667 Telegraph Road, Ventura, CA 93003
Tel. 805.654.6487 Email: rtrevino@vcccd.edu

Chancellor's Designee (Questions related to Student Trustee Position)

Clare Geisen, Director of Administrative Relations
Ventura County Community College District
255 W. Stanley Avenue, Suite 150, Ventura, CA 93001
Tel. 805.652.5504 Email: cgeisen@vcccd.edu

CANDIDATE CHECKLIST

ITEM	ACTION	ITEM COMPLETED
Candidacy	Candidate must receive official approval for candidacy in writing by the Chancellor for the Student Trustee position or an Associated Students Election Committee Chairperson for an Associated Students' position.	<input type="checkbox"/>
Candidates Meeting	All candidates must attend one Candidates Meeting at primary college of attendance before campaigning. Candidates will be notified of dates/locations of Candidates Meetings.	<input type="checkbox"/>
Candidate Platform Statement	Complete/submit to an Associated Students Election Committee Chairperson (for Associated Students' candidates) or Chancellor's Office (for Student Trustee candidates) before campaigning.	<input type="checkbox"/>
Designated Campaign Assistants	Complete/submit to an Associated Students Election Committee Chairperson (for Associated Students' candidates) or Chancellor's Office (for Student Trustee candidates) before campaigning.	<input type="checkbox"/>
Campaign Expenditure Report	All candidates must submit this report no later than close of polls on the final day of election to an Associated Students Election Committee Chairperson (for Associated Students' candidates) or Chancellor's Office (for Student Trustee candidates).	<input type="checkbox"/>
Election Calendars	Refer to Election Calendar in Election Packet for Associated Students' positions or Student Trustee position throughout campaign for election timeline and information.	<input type="checkbox"/>
Campus Posting Requirements	Obtain, read, and follow posting requirements of your primary campus.	<input type="checkbox"/>
Acceptance of Candidate Election Packet and Acknowledgement of Responsibility	Complete and submit at mandatory Candidates Meeting upon receipt of Candidate Election Packet and Student Election Standard Operating Practices.	<input type="checkbox"/>

STUDENT TRUSTEE POSITION DESCRIPTION

California state law (Education Code 72023.5) requires the board of trustees of each community college district to have at least one non-voting student member recognized as student trustee. A student trustee has the same general responsibilities as all trustees to represent the interests of the entire community; however, they also provide a student perspective on issues facing the board. Student trustees are not necessarily advocates for specific student issues, just as other trustees are not advocates for single interests. Student trustees provide a student perspective to ensure that students will be served well.

Student trustee responsibilities include, but are not limited to, preparing for and attending board meetings (generally one meeting per month at Ventura County Community College District, unless otherwise scheduled), becoming educated about board and district-wide issues, and participating as a contributing member of the board. A student trustee will receive orientation through the Chancellor's Office.

Additional information related to the Student Trustee position will be provided at Candidates Meetings. Student Trustee candidates are required to attend one Candidates Meeting.

BOARD POLICY REGARDING STUDENT TRUSTEE POSITION VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

BP 2015 STUDENT MEMBER

Reference: Education Code Section 72023.5

The Board shall include one non-voting student member. The term of office shall be one year commencing June 1 – May 31.

The student member shall be a resident of California at the time of nomination, and during the term of service, and shall be enrolled in and maintain a minimum of five (5) semester units in the District at the time of nomination and throughout the term of service. The student member is not required to give up employment with the District.

The student shall be in good standing academically; shall maintain a 2.0 cumulative grade point average (GPA); not currently be on academic or disciplinary probation; or have been expelled from a college-based associated student government position; shall be eighteen years of age prior to assuming office; and shall have completed twelve (12) units as a student in this district prior to taking office as student trustee.

The student member shall be seated with the Board and shall be recognized as a full member of the Board at meetings. The student member is entitled to participate in discussion of issues and receive all materials presented to members of the Board (except for closed session). The student member shall be entitled to any mileage allowance necessary to attend Board meetings and district events to the same extent as publicly elected trustees.

On or before May 15 of each year, the Board shall consider whether to afford the student member any of the following privileges:

- The privilege to make and second motions;
- The privilege to attend closed sessions, other than closed sessions on personnel or collective bargaining matters;
- The privilege to receive compensation for meeting;
- The privilege to serve a term commencing on June 1 – May 31.