



BE A PART OF IT... The Students' Voice!

Congratulations on deciding to run in the Student Government Association (SGA) elections. We thank you for taking the initiative to make a difference here at Davidson County Community College. You are deciding to join a team that will listen, support and advocate for the DCCC student body. Student Government needs dedicated and motivated people who are interested in both the future of Davidson County Community College and the students who are currently enrolled. If you are that kind of person, SGA is definitely the place for you! The experience of a lifetime is awaiting you if you are one of the qualified and motivated individuals who will become part of the sole governing body responsible for overseeing all aspects of student engagement and satisfaction here at DCCC. The decisions made by SGA affect every student on campus, so being part of this organization is an important job and requires quite a bit of commitment.

Serving your fellow students and the college via Student Government is truly a great educational, social, and political experience. Elections for Student Government require a few simple procedures which are outlined in this packet. Please take the time to complete every step of the election process to ensure that your name appears on the ballot. We anticipate a great year filled with many issues and challenges as well as fun. I truly hope that you will join us! If you have any questions, please do not hesitate to call 249-8186 ext. 6380 or you can stop by the Student Government Office (Student Center, 1st Floor).

SGA FACTS

What is the Student Government Association (SGA)?

SGA is a body of students elected by their peers to serve as their voice on campus, by promoting campus involvement, fostering leadership development, overseeing and assisting in the development of student clubs and organizations, and by acting as a liaison between student organizations and campus administration.

Who's on this team?

The SGA Executive board is made up of five elected officers and one appointed officer. There are also five elected senator positions.

The SGA Council is comprised of student organization representatives and any registered full or part-time student at Davidson County Community College.

What do we do?

The SGA is an umbrella organization for all student clubs and organizations and we serve to provide students with cultural, social, recreational, and service oriented activities throughout the year. Some events include fall and Spring Festivals, Halloween Extravaganza, Welcome Back Bash, Spring Dance, Adopt-a-Highway, community service events and food, book and Red Cross Blood drives.

Here's how Student Government represents the student body:

1. They maintain and exercise their voice in all the student oriented issues and consistently strive to develop the student's needs, wants and ideas.
2. Serve on advisory committees that cover goals and objectives of Davidson County Community College campus-wide policies.
3. Provide a Student Forum for the student community to come and voice their opinions.
4. Actively pursue student issues and promote activities related to the increased success of the student community.

What are the benefits?

As an SGA Officer or Senator you have the opportunity to build leadership and communication skills, learn work-related responsibilities, gain skills in parliamentary procedures, attend statewide conferences, and network with other students at home and across the state. Our SGA is a member of the North Carolina Comprehensive Student Government Association (N4CSGA) which holds two conferences every year. Delegates attending the conferences have the opportunity to elevate state wide student concerns which are presented to our state legislators to help effect positive change for all community college students. The SGA officers and senators can be recognized on campus by the distinctive shirts that they are routinely seen wearing as they work to make DCCC a better place to think, learn, and interact. The leadership experience gained and friendships found in the SGA will last a lifetime.

Qualifications for Student Government Association Officers

1. A candidate must be in good academic standing, enrolled at least half-time (6 credit hours) and have and maintain a minimum GPA of 2.5 or better. GPA will be verified each semester.
2. A candidate must have at least two remaining semesters at DCCC.
3. A candidate can only serve a maximum of two terms in the SGA. A term shall consist of two consecutive semesters. SGA officers must change positions in their second term. SGA officers seeking re-election will undergo a performance evaluation to determine their readiness for re-election.
4. A candidate must be in good standing at the college with no history of any Student Code of Conduct violations during their academic career at the college.
5. No candidate shall run for more than one office at a time. Once an application has been submitted to the SGA Advisor, the candidate cannot change the title of the office in which the candidate intends to run for.
6. A candidate must agree to abide by all policies and procedures as stipulated by the Director of Student Life and Leadership/SGA Advisor.
7. Each potential candidate must complete an application (available only in the Office of Student Life and Athletics, BSC 131), which must be returned to the SGA Advisor by the posted deadline. No exceptions will be made to this policy.
8. Each candidate will undergo an interview process with the SGA Advisor and/or Dean of Student Support and Campus Life.
9. A candidate must agree to attend mandatory SGA officer and leadership training including conferences and divisional meetings.
10. Each candidate will be required to provide a photograph. Your photograph should focus on your head and shoulders. Please download a photo to me at lmwatts@davidsonccc.edu by the SGA application deadline.

Questions about the election process should be addressed to the SGA Advisor, Lynne Watts, Brooks Student Center 131, lmwatts@davidsonccc.edu,
(336) 249-8186 ext 3655

Campaign Rules & Suggestions

- Official campaigning (posting campaigning flyers, distributing literature, etc.) will take place from **March 28 to April 20**.
- You are expected to run a POSITIVE campaign promoting your own candidacy.
- Negative campaigning against other candidates is not permitted and will result in the termination of one's candidacy. This is true of "unofficial campaigning such as talking about and /or spreading rumors or coercing students to vote for you. Any of these actions will result in automatic disqualification from the election.
- The campaigning objective is to meet as many of your fellow students as possible. You will want them to be familiar with your name, face, and background.
- Get to know the Student Government Association and its strengths and weaknesses. You will want to be able to have meaningful conversations that show others you know what you are talking about.
- Wear a lapel badge announcing in bold print that you are a candidate during the official campaigning period (March 28-April 20).
- Make personal contact with as many voters as possible. Think of yourself as a product that you must "sell" to the student body. Talk to friends, casual acquaintances, classmates, and strangers. To help make the impression last, leave each voter a piece of campaign literature containing your name and a brief summary of who you are and what you ideas are.
- Request a visit with student organizations to promote your candidacy.

Election Postings/Flyers

- Campaign flyers or posters should not be offensive, derogatory or with malicious intent toward another candidate and should be posted in accordance with DCCC poster policy. Posters should not be placed on top of existing school information.
- There is to be no tampering with any candidate's flyers or poster. If you notice anyone tampering with, removing or destroying any campaign poster, please contact the SGA advisor immediately. Any candidate caught/linked to tampering or destruction of another candidate's posters will be disqualified.
- There is a maximum of three posters allowed per building.

- Students may wear campaign button, stickers, etc. anywhere on campus throughout the campaign period (**March 28-April 20**).
- All posters **MUST** be removed by 5 p.m. on the final day of the election. It is the responsibility of the candidate to see that his or her materials are removed.
- Each candidate for any office shall be responsible for campaigning expenditures.
- Each candidate is allowed to have one flier posted at the ballot box on the election days.
- All campaign material must be removed by the closing of the final Election Day.
- The Student Life Office reserves the right to remove any flyer/poster that they feel is inappropriate or violates election rules.

Voting Procedures and Election Day Results

- Students may cast their votes at one of the following times:
 - April 20 from 10-2 p.m. and 5-7 p.m. in the Courtyard /Office of Student Life**
 - April 21 from 10-2 p.m. and 5-7 p.m. in the Office of Student Life.**
- Only students with a valid DCCC ID are permitted to vote. Each voter must sign the registration sheet when receiving the paper ballot.
- Completed ballots are to be placed in the locked ballot box. The ballot box will remain sealed until all votes have been cast.
- Once a student votes, his or her name will be crossed off so the student cannot vote again.
- Voters who are absent from school on the two election days will not be permitted to vote by alternate means.
- No candidates are allowed within 25 feet of the election polls at any time while the poll is open.
- Once all votes have been cast, the votes will be tabulated by independent auditors. A general announcement regarding the outcome of the election will be made the next day after the elections.

Important Dates

Application packet available	March 1
Application packet deadline	March 21
Schedule an interview with SGA Advisor	March 22-25
Official campaigning period	March 28-April 20
Meet and Greet	April 14 (Noon, Storm Cellar)
Election Day (s)	April 20 and 21
Newly elected officers' <u>mandatory</u> meeting	May 17 (10 a.m.-12 p.m.)

SGA 2011 Election Packet Checklist

Candidate packets are due **March 21, 2011 by 5:00 pm** in the SGA Advisor Office
(Student Center 1st Floor Room 131)

- ✓ Check when finished:
 - SGA Officer Application
 - 2 Recommendation Forms
 - Typed Responses to SGA General Questions
 - Photograph (can be emailed to Director of Student Life, lmwatts@davidsonccc.edu)

**Student Government Association
Officer Application / 2011-2012**

Please fill out completely, return along with two recommendation forms from a DCCC faculty and/or staff member (see attached form) and your typed responses to the attached questions to Lynne Watts, SGA Advisor, BSC 131 or e-mail the application to lmwatts@davidsonccc.edu

Deadline: March 21, 2011 by 5:00 p.m.

Name: _____ ID#: _____

E-mail Address: _____ Expected graduation date: _____

T-shirt size (please circle): S M L XL XXL

Best Contact Telephone: _____ Alternate Telephone: _____

Program of Study: _____

Curriculum Hours Completed: _____ GPA: _____

Verified by SGA Advisor: _____

Position applying for: ___ President ___ Vice President ___ Treasurer
 ___ Secretary ___ Parliamentarian ___ Senator

** See attached description of duties for each position*

Do you have at least two semesters remaining at DCCC? _____

Are you able to attend weekly meetings on Mondays at 2 p.m.? _____

Are you able to work at least one hour a week in the SGA office? _____

Are you able to participate in mandatory SGA officer and leadership training including conferences and divisional meetings (see attached schedule)? _____

Please read carefully and sign

I certify that I am a candidate for the Office of _____ with the Student Government Association of Davidson County Community College. I certify that all application statements are true to the best of my knowledge. I have read and understand the job requirements. In signing this application, I express my willingness to accept all the responsibilities of the SGA position that I have chosen. I fully understand if elected, I am expected to work from the beginning of the inauguration of the 2011-2012 officers until the inauguration of the 2012-2013 officers. I also understand that, by signing this application, I authorize the Director of Student Life and Leadership to access my grade point average, throughout my candidacy as well as check my judicial records with the Dean, Student Support and Campus Life. I also understand that I must always maintain the integrity of the SGA. I must at all times be conscious of my status as a representative of the student body, and will avoid involvement in, or remove myself from, situations which may tend to lessen the perceived credibility of the SGA.

Signature _____ Date _____

SGA Officer Application

Please take the time to answer these questions to the best of your ability. Your responses will be considered in evaluating your application. Please attach your typewritten responses to the application.

1. Why are you interested in a Student Government Officer position?
2. What special qualifications do you bring to this position?
3. What do you feel is the role of the Student Government Association on campus?
4. As a Student Government Association Officer, what do you feel you can do for the student body to enhance their experience at DCCC?
5. What leadership experiences do you have that have prepared you for this position? (i.e., leadership roles in other student organizations, major accomplishments, etc.)
6. What qualities do you believe make a good leader?

We sincerely appreciate you taking time to complete this application. Being a part of SGA symbolizes your DCCC spirit of service and commitment. Thank you!

Recommendation Form-SGA Officer Position

Name of Applicant: _____

SGA Position Applying For: _____

Name of Reference: _____

Title of Reference: _____

How long has Reference known applicant? _____

The applicant above is interested in becoming an officer of the Student Government Association at Davidson County Community College. In this position the applicant is expected to work with a group of diverse individuals, play an active role in student advocacy, serve as a liaison between students and the administration, and be a role model for the student body. Please provide, in the space below, your thoughts on how this applicant might contribute to the SGA. Use the reverse side if more space is needed.

Signed: _____ Date: _____

Please return this form to Lynne Watts, SGA Advisor, BSC 131 by 3/21/2011.