
SENATOR ELECTIONS PACKET

Enclosed in this packet you will find information that is vital to running for elected office. Please read it carefully as you will be held responsible for information contained within. During the entire elections process, the student government association (SGA) Advisor, Tony Williams, or his assistant, Chris Tognarelli should remain your source for clarification of questions, issues, etc. Please note all applications must be completed and submitted by 4 p.m. on Nov. 6, 2009. Applications will be accepted Monday-Friday 8 a.m. - 4 p.m. in the office of the Associate Dean of Student Services, RDMT 120, 7000 Dandini Blvd., Reno, Nevada 89512-3999. Please make copies of all paperwork submitted for your records.

Enclosed you will find the following:

- SGA General Information
- Important Dates
- Roles & Responsibilities of Senators
- Election application

SGA General Information

Student Government Association elected officials must be committed to working for all TMCC students. Obviously, you will have to devote a great deal of time to the task ahead. The hours outlined below include: office hours, committee assignments, special events and other activities that are assigned by other Student Government Association elected officials and the SGA Advisor. Along with the necessary time commitments, SGA members need to be motivated toward improving campus life for all students. The campus community looks to the SGA officials for guidance and expects the SGA elected officials to be dynamic student leaders who are willing to act with integrity, honesty and to lead by example. Once elected to office, you need to be prepared to jump right in and get started in your new role as a student leader. If elected, student government officers need to provide documents for student employment.

Eligibility for Candidacy

Candidates seeking to be elected for student government **senator** must meet the following criteria:

- Must be currently enrolled at TMCC
- Must be taking a minimum of six (6) credit hours
- Must have a minimum cumulative grade point average of at least 2.25
- Must be available on Wednesday afternoons from 3:30 - 5:30 p.m. and at least two of the following dates and times: Monday 2:30 - 3:30 p.m., Tuesday 3- 4 p.m., Wednesday 2 - 3 p.m.

Please read the SGA Constitution and Bylaws. These documents can be found at <http://sga.tmcc.edu>. A brief description of the roles and responsibilities of each office can be found at the end of this application packet or online at <http://www.tmcc.edu/sga/elections>.

Important Dates

Oct. 22 – Nov. 6 – Application Filing Period
Nov. 9 – 12 – Processing of Applications
Nov. 13 – Special Meeting for Group Interview
Nov. 18 – Official Announcement at General Assembly of New Senators / Take Oath of Office

Student Government Association Election Rules

Filing

1. In order to run for a SGA office, you must file an official application for that office. Filing states that you agree to have your name appear on the ballot. In order to file, you need to fill out the attached application and return it to the office of the Associate Dean of Student Services, RDMT 120, 7000 Dandini Blvd., Reno, Nevada 89512-3999.

No later than Nov. 6, 2009 at 4 p.m. - Late applications will not be accepted.

Roles and Responsibilities of Senators

The elected senators of the student government senate shall be accountable for participation in the following position-related responsibilities:

- Attend all regularly scheduled meetings of the student government
- Post and maintain required office hours per week
- Actively participate in the projects and proceedings of at least two (2) student government standing committees per semester
- Attend and assist in the planning, implementation and evaluation of all student government sponsored events
- Vote in all decisions presented to the student government, or abstain from the vote in the event of a conflict of interest
- Additional tasks and special assignments as requested by the board of directors
- Request agenda items for student government meetings, providing these requests are channeled through the Executive Board.

Time Commitment

A minimum of eight office hours per week (including but not limited to):

- Front receptionist desk
- Attendance and active participation in standing student government committee meetings and activities
- Post student government notices, maintain the bulletin boards, soliciting student opinions and concerns, and marketing, advertisement and endorsement of all student government activities

Compensation

\$187.50 at the end of each month, for eight (8) months (September-December) and (February-May)

Failure to satisfactorily perform all duties associated with Senator membership, as determined by the board of directors and the SGA advisor, shall result in a reduction in pay, or a complete withholding of pay until the member resumes satisfactory position performance.

CANDIDACY APPLICATION - SENATOR

Please type or write legibly

Name: _____
(Please print or type name as you want it to appear on the ballot)

TMCC Student ID Number: _____

E-mail Address: _____

Mailing Address: _____

Home Telephone: _____ Other Contact Telephone: _____

Please type your response to the following question and attach it to the application:

Why are you running for Senator of the Student Government Association? (No more than 500 words.)

I, the undersigned student at the Truckee Meadows Community College, have read the 2009 Senator Elections Packet and understand the duties and responsibilities as a candidate. Further, if there is a violation of any matter pertaining to the elections I understand the repercussion of those actions will subject me to TMCC Constitution/TMCC Student Code of Conduct regulations.

I, the undersigned student at the Truckee Meadows Community College, desiring to be a candidate for TMCC elective office named above, do hereby certify the above and foregoing information, to my knowledge to be true and correct.

I, the undersigned student at the Truckee Meadows Community College also authorize and consent to the release by the a office of my current cumulative TMCC GPA, class status and total number of TMCC credit hours for the purpose of determining my qualification for SGA office.

Signature of Student

_____/_____/_____
Signature Date

Please submit your applications by Nov 6 at 4 p.m. to the Associate Dean of Student Services, RDMT 120, 7000 Dandini Blvd., Reno, Nevada 89512-3999. Late applications will **not** be accepted.

For Official Use Only
(Candidates please do not write in this box)

Previous Semester GPA: _____ Semester Credits: _____ Cumulative GPA: _____

Candidate Approved Candidate Denied

SGA Advisor

_____/_____/_____
Signature Date