

2024-2025

DISTRICT STUDENT TRUSTEE

Election Packet

Compiled and distributed by the Student Trustee Advisory Council

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2024-2025 DISTRICT STUDENT TRUSTEE ELECTION TIMELINE

CANDIDATE APPLICATION

ACTIVITY	DATE	TIME	LOCATION
Candidate Materials Available	Friday, March 1, 2024	12:00 PM	LMCAS website 2 nd Floor of Student Union
Application Due	Friday, March 29, 2024	1:00 PM	tarchaga@losmedanos.edu
Candidate Eligibility Posted	Monday, April 1, 2024	6:00 PM	2 nd Floor of Student Union LMCAS Website
If there are more than 3 Candidates			
Primary Candidate Mandatory Orientation	Wednesday, April 3, 2024	4:00 PM	2 nd Floor Student Union
Primary Campaign Period Begins	Wednesday, April 3, 2024	5:01 PM (following orientation)	
Primary Candidate Q/A	Thursday, April 11, 2024	12:00 PM	2 nd Floor of Student Union Zoom Option
Primary Election Dates	Tuesday, April 16, 2024 at 8:00 AM-Wednesday April 17, 2024 5:00 PM		
Expense Report Due	Thursday, April 18, 2024	1:00 PM	tarchaga@losmedanos.edu
Violation Report Due	Thursday, April 18, 2024	1:00 PM	tarchaga@losmedanos.edu
All primary Campaign Materials Taken Down	Friday, April 19, 2024	5:00 PM	
Primary Election Results Announced	Monday, April 22, 2024	12:00 PM	LMCAS Website Posted On Campus
Districtwide Election NOTE: If there are 3 or fewer candidates for the District Student Trustee, there will be no primary election Campaigning for Districtwide Student Trustee may begin on Tuesday, April 23, 2024 at 5:01 PM			
Mandatory Candidate Orientation	Tuesday, April 23, 2024	4:00 PM	2 nd Floor of Student Union
Districtwide Campaign Period Begins	Tuesday, April 23, 2024	5:01 PM Following Orientation	
Candidate Q&A for LMC, DVC, and CCC that will be coordinated with the Associated Students for each Campus via Zoom Thursday April 25, 2024 12:00 PM 2 nd Floor of Student Union, ZOOM OPTION			
Districtwide Election Dates	Tuesday, April 30, 2024 at 8 AM- Wednesday, May 1, 2024 at 5:00 PM Voting will be online on the LMCAS homepage		
Expense Report Due	Thursday, May 2, 2024 by 1 PM		tarchaga@losmedanos.edu
Violation Report Due	Thursday, May 2, 2024 by 1 PM		tarchaga@losmedanos.edu
Campaign Materials Removed	Friday, May 3, 2024 by 5 PM		
Districtwide Election Results Announced and posted	Monday, May 6, 2024 LMCAS website and campus bulletin boards		
NEW STUDENT TRUSTEE New Student Trustee Introduced at Governing Board Meeting May 8, 2024 6:00 PM New Student Trustee Begin Duties..... June 1			

Contra Costa Community College District

District Student Trustee Application

Application materials are due to the Office of Student Life (tarchaga@losmedanos.edu) by
Friday, March 29, 2024 at 1:00 PM

Name: _____ Student ID #: _____

Mailing Address: _____
Address City State Zip

Phone #: _____ Email: _____

By signing below, I hereby affirm:

- I am **enrolled in and will maintain at least 5 units** at Los Medanos College
- I have and **will maintain a cumulative grade point average of at least 2.0**
- I am in **good standing with the District in terms of discipline.**
- I understand and **will uphold the role of the District Student Trustee**, as outlined in the Rules and Regulations of the Governing Board.
- I understand that failure to maintain the requirements of the District Student Trustee position will result in my removal from the position.

I understand that Student Life staff will verify the above qualifications as part of the application process. I hereby authorize release of my educational and disciplinary records to the Student Life Office as part of the verification process. In addition, I authorize the use of my responses to items 1 and 4 below for public informational purposes including, but not limited to, publication on the District Student Trustee election website.

Signature

Date

The following items must be attached in order to complete your application for the District Student Trustee position. Failure to include any of the items listed below will result in disqualification.

- (1) A letter of intent outlining your qualifications and reasons for seeking office;
- (2) A resume;
- (3) Unofficial transcripts;
- (4) Written response to two standard questions developed by the Student Trustee Advisory Committee (see page two of application).

Copies of the Election Code are available at <http://www.4cd.edu/gb/policies-procedures/student/S3029.pdf> or upon request to the Student Life Office tarchaga@losmedanos.edu

<p align="center">Contra Costa Community College District District Student Trustee Application (Continued)</p>

You may attach additional sheet(s), if necessary. If possible, please type your responses.

Please respond to both questions. You may attach additional sheet(s), if necessary.

1. How do you envision serving in the role of Student Trustee in representing three campuses but being hosted by one individual campus (in this case, Los Medanos College)? If there were a conflict of needs between individual campuses, how would you, in your role as Student Trustee, effectively address and resolve the conflict?
2. Give an example of a project or issue that was addressed by a club, committee, or group that you represented and/or led. Describe the goal, the number of people involved and affected, and the outcome.

District Student Trustee Election Endorsement of CCCCD Student Trustee Candidate Form

Please complete this form and submit it to the Student Life Office PRIOR to public endorsement announcement of candidate tarchaga@losmedanos.edu

Please note that student clubs, organizations, associations, and individuals approving endorsements of a candidate may only make a number of candidate endorsements equal to the number of positions available.

Club/Organization/Self: _____ Meeting Date: _____

If Club or Organization: Attendance of Club/Organization Members (**list first and last names** - use back of paper or attach additional sheet for more attendance. PRINT CLEARLY AND LEGIBLY):

1. Motion: _____

2. Made by: _____ Seconded by: _____

3. # of Yes Votes: # of No Votes: _____

Club Secretary's Signature

Date

Club Advisor's Signature

Date

**If no Secretary's signature then the two Designated Officers' signatures (below) are needed.
(Club Advisor's Signature is always required)**

Designated Officer's Signature

Date

Designated Officer's Signature

Date

If individual: (please print your endorsement and sign at bottom of form.)

Individual Signature: _____

Date: _____

Student Life Designee: _____

Received Date: _____

Copies of the Election Code are available at <http://www.4cd.edu/gb/policies-procedures/student/S3029.pdf> or upon request in the Student Life Office tarchaga@losmedanos.edu

District Student Trustee Election EXPENSE REPORT

For PRIMARY ELECTION: April 18, 2024 at 1:00 PM
For DISTRICTWIDE ELECTION: May 2, 2024 at 1:00 PM

** Please attach original receipts to this form.*

Candidate Information:

Name: _____

College: _____

Student ID: _____

E-mail: _____

Phone Number: _____

No.	Item	Date	Sub Total
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
Total:			

NOTE: Attach additional sheets to detail expenses, if necessary.

Signature of the Candidate

Date

Signature of the Student Life Designee

Date

Copies of the Election Code are available at <http://www.4cd.edu/gb/policies-procedures/student/S3029.pdf> or upon request in the Student Life Office to tarchaga@losmedanos.edu

For Official Use Only:
Date Rec'd: _____
Time Rec'd: _____
Rec'd by: _____

District Student Trustee Election VIOLATION REPORT

For PRIMARY ELECTION: April 18, 2024 at 1:00 PM
For DISTRICTWIDE ELECTION: May 2, 2024 at 1:00 PM

Name _____ Student ID # _____

Address _____ City _____ ZIP _____

Phone: _____ Work: _____ Cell: _____

E-mail: _____

Semester most recently enrolled: _____ Campus: _____

Only grievances submitted on this form and answering all questions will be considered.

1. What is the specific nature of the grievance and who was involved?

2. What specific CCCCED Election Code section, rule, regulation, law, or student right do you allege has been violated?

3. List all the facts that substantiate your claim.

4. Is there any other information you wish to present at this time?

5. Are there any documents you wish to have considered? If so, please attach a copy to this form and note specific sections being cited.

Signature

Signature Date

Received By

Received By Date

Completed form should be turned in to the Student Life Office within 2 days of the violation and no later than Thursday April 18, 2024 (PRIMARY) or Thursday, May 2, 2024 (General) by 1 PM

Copies of the Election Code are available at <http://www.4cd.edu/gb/policies-procedures/student/S3029.pdf> or upon request in the Student Life Office at tarchaga@losmedanos.edu