

2018

DISTRICT STUDENT TRUSTEE

Election

Packet

Compiled and distributed by the Student Trustee Advisory Council

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Election Timeline

DST Application

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Candidate Expense Report

Violation Report

2018 DISTRICT STUDENT TRUSTEE ELECTION TIMELINE

CANDIDATE APPLICATION

Candidate Materials Available	March 7
Candidate Information Meeting (Office of Student Life, 4:00 – 5:00 PM).....	March 14
Candidate Information Meeting #2 (Office of Student Life, 11:00 AM – 12:00 PM)	March 15
Applications Due (Office of Student Life, 12:30 PM)	March 20
Candidate Eligibility Posted (Office of Student Life, 12:00 PM)	March 23

PRIMARY ELECTION (If **More than 3 Candidates**)

Primary Candidate Mandatory Orientation 4:00 – 5:00 PM (Office of Student Life).....	April 3
Primary Campaign Period Begins (immediately following mandatory orientation)	April 3
Primary Candidates Debate (Office of Student Life, 1:00 – 2:30 PM)	April 12
LMC PRIMARY ELECTION DATES:	April 17 & 18
<i>* Polls are open on April 17th and 18th. If on-line voting is used, open and close dates/times will be determined.</i>	
Expense Report Due (Office of Student Life, 12:30 PM)	April 19
Violation Report Deadline (Office of Student Life, 12:30 PM)	April 19
All Primary Campaign Publicity Removed (3:00 PM)	April 20
Primary Election results announced and posted (Office of Student Life, 12:00 PM)	April 24

DISTRICT-WIDE ELECTION

*NOTE: If there are **3 or fewer candidates** for the District Student Trustee, there will be no Primary Election, and Campaigning for the District-Wide Election may begin on April 24, 2018 at 5:01 PM.*

Mandatory Candidate Orientation 12:00 – 1:00 PM Office of Student Life).....	April 24
District-wide Campaign Period Begins (5:00 PM)	April 24
<i>Candidate Debates at CCC, DVC and LMC will be coordinated in conjunction with Associated Students at each campus</i>	
DISTRICT-WIDE ELECTION DATES:	May 8-10
<i>* Voting occurs on-line. Polls open on May 8 at 9:00 AM and close on May 10 at 5:00 PM.</i>	
Expense Report Due (Office of Student Life, 4:00 PM)	May 11
Violation Report Deadline (Office of Student Life, 4:00 PM)	May 11
All Campaign Publicity Removed (3:00 PM)	May 12
District-Wide Election results announced and posted (Office of Student Life, 2:00 PM)	May 16

NEW STUDENT TRUSTEE

New Student Trustee Introduced at Governing Board Meeting (6:00 PM).....	May 24
New Student Trustee Begin Duties	June 1

Contra Costa Community College District District Student Trustee Application

Application materials are due in the Los Medanos College Office of Student Life by
Tuesday, March 20, 2018 at 12:30 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 the 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 Office of Student Life 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 in the Office of Student Life.

District Student Trustee Election
Endorsement of CCCC Student Trustee Candidate Form

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

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: _____

District Student Trustee Election EXPENSE REPORT

For PRIMARY ELECTION: Due by 12:30 PM, Thursday, April 19, 2018
For DISTRICT-WIDE ELECTION: Due by 4:00 PM, Friday, May 11, 2018

* Please attach 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

Return to Student Life Office by 12:30 PM, Thursday, April 19, 2018 for
PRIMARY ELECTION
and 12:30 PM, Friday, May 11, 2018 for **DISTRICT-WIDE ELECTION**

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

District Student Trustee Election VIOLATION REPORT

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 CCCC 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 Office of Student Life within 2 days of the violation and no later than April 19, 2018, 12:30 PM (PRIMARY ELECTION) and May 11, 2018, 4:00 PM (DISTRICT-WIDE ELECTION).

Copies of the Election Code are available at http://www.4cd.edu/gb/policies_procedures/student/S3029.pdf or upon request in the Office of Student Life.