



Elected Council Member Candidate Packet 2023-2024

Election Process

One Council member will be elected by the student body before the end of the spring term. The Appointment Committee will then appoint the additional Council members (See Article VI, Section 5 of ASCOCC Constitution).

Elections for Council members are held during spring term. Voting shall be done electronically using the College's online survey system and made available to students for a minimum of three days.

Elections are administered and regulated by the Office of Student Life. Grievances regarding the election process may be submitted to the Director of Student Life who shall be responsible for facilitating resolution. Decisions may be appealed to the ASCOCC Advisory Committee's Hearings Board.

Available Positions

*Individual candidates must choose one (1) position.

President – 15 hour/week commitment:

\$840 per month

Term begins July 1, 2023

- Chief executive officer & chair of council meetings
- Acts as official spokesperson for COCC students on campus and in the community
- Responsible for working with the council on the administration of programs

- Initiates the annual budget planning process
- Develops a yearly plan for council initiatives and student needs within 60 days of being elected
- Establish expectations and goals for the council and evaluate the council's performance twice yearly
- Represents student interest for COCC Board of Directors and for other administrative spaces
- Works with the council to establish standards and goals for each individual position

Am I eligible to apply?

Applicants must maintain a minimum of six (6) COCC credits throughout each term in which they serve as a Council member. Council members serving during *summer* term must be enrolled in at least one COCC course of three credits (3) or more.

Applicants must have a minimum COCC cumulative 2.0 grade point average to run for or be appointed to office.

Criminal background checks will be conducted on all (elected and appointed) eligible candidates in accordance with COCC policy. Candidates will receive criminal background check procedures upon submission of application packet. Final candidacy will be contingent upon passing criminal background check.

All applicant requirements will be verified by the Director of Student Life prior to elections.

Failure to meet any of these position requirements will result in disqualification of the application for election.

How do I apply?

This information will be used on the ASCOCC website and Qualtrics for students to review your qualifications for the election. Personal information will be redacted.

1. **Apply Online:**
Applications for elected positions must be submitted through PeopleAdmin (<https://jobs.cocc.edu>), click 'Temporary P/T positions and search 'ASCOCC'
Applications are due by 5:00pm on May 17th

2. Reference Letters:

Each candidate must submit at least one (1) reference letter. The required letter must come from a COCC faculty or staff member. A second letter is optional and may be completed by anyone. These must be attached and submitted with your online application (step 1).

Election Schedule

Schedule is subject to change.

April 10	Applications Available Online
May 1	Applications Due by 5:00pm (https://jobs.cocc.edu)
May 2-27	Candidate Campaigning (all campaign information will be online)
May 16	Candidate Forum Campus Center Dining Hall, noon to 1 p.m.
May 22-27	Elections Facilitated through Qualtrics email link
May 31	Candidates Notified of Results
June	2023-2024 ASCOCC Council Confirmed by COCC President
Sept. 11-15	Required fall training for all council members

Campaign Information

Campaign regulations:

1. Any active or passive campaigning through the use of unsolicited e-mailings or phone calls is prohibited.
2. Candidates or agents representing candidates may not provide voting stations or assist voters in casting their vote.
3. All campaign materials must comply with current COCC campus posting policies, with the additional stipulations:
 - a. May not use the COCC or ASCOCC logo in any form.
 - b. May not slander any person running for office or involved in the election process or current members of ASCOCC.

Violations of election policies may result in a warning and up to immediate disqualification from the election. Response to violations is the sole discretion of the Director of Student Life. Appeals of Director of Student Life decisions will be heard through the ASCOCC Advisory Committee.

For more information about ASCOCC, visit www.cocc.edu/ascocc, or contact Lindsay Buccafurni at lbuccafurni@cocc.edu