

STUDENT TRUSTEE

ELECTIONS APPLICATION PACKET

Monday, April 8, 2019

Student Trustee Election Packets Available

Wednesday, April 17, 2019

**Candidate Meeting and Ballot Photos 12:45* PM
in Toyon Room 2020**

Thursday, April 18, 2019

APPLICATION DUE: Room 2011



- Return to ASFC office receptionist by 12PM**
- Email 100 Word Ballot Statement to asfc.chelseyn@gmail.com**
- Complete ASFC Design Center job order (attached)**
- Ballot Photo**

Monday, April 29, 2019

Campaign Period Begins

Monday, May 6, 2019

Online Voting Period Opens @ 8 AM

Thursday, May 9, 2019

**Voting Closes Thursday @ 2 PM
Submit Expense Report by 4 PM (Room 2011)**

*If you have class or other commitments during these times, please email asfc.chelseyn@gmail.com to make alternate arrangements

Student Trustee Job Descriptions

These descriptions are for a basic reference, and are not limited to just what is said below. For better understanding attend a Board Meeting. The upcoming meeting is April 1, 2019 from 6:00-8:00pm in the Foothill College Toyon Room 2020. For other questions, email and/or set up a meeting with ASFC Advisor Daphne Small smalldaphne@fhda.edu

Student Trustee: The Student Trustee is a member of the Board of Trustees for the Foothill De Anza District. The Trustee casts an advisory vote on all issues brought to the board to speak and advocate on behalf of Foothill students.

Roles & Responsibilities:

- Cast an advisory vote during the FHDA Board of Trustees meeting
- The right to second and make motions during meetings
- Attend and participate in all public board meetings
- Prepare for meetings by studying the issues and asking questions
- Influence decisions by wisely participating in discussions
- Attend student government meetings at minimum once a month
- Shared Governance Committees as needed
- Meet at least once a month with the Chancellor
- Meet at least quarterly with the College President
- Represent the Board of Trustees at meetings and social events outside of regular board meetings (whenever possible)

Foothill-De Anza Board of Trustees:

Application for Student Trustee 2019-2020

(Application Deadline: Thursday, April 18, 2019)

Name: _____ CWID: _____

Email: _____ Phone Number: _____

To Be Eligible to Run for ASFC Office, You Must:

- be currently enrolled in at least 8 units at Foothill College, and maintain that throughout the next academic year (2019-2020).
- have a cumulative grade point average of 2.0, and must maintain that throughout the next academic year (2019-2020).
- not hold another position in the Associated Students of Foothill College.

If Elected, You Must:

- serve from June 1st, 2019 through May 31st, 2020
- be available for training throughout the rest of spring quarter 2019.
- be available starting September 4th, 2019 for planning & training before fall quarter.

Dates to Remember:

- Turn in this application by 12:00 PM Thursday, April 18, 2019 to the ASFC Secretary (Room 2011) along with:
 - 50 signatures of current students endorsing you to run (on reverse side).
 - Email your 100-word statement to appear on the election ballot to asfc.chelseyn@gmail.com.
 - Complete the Design Center elections package form for your promotional material (attached).
- Take your ballot photo on Wed. April 17, 2019 12:45 PM outside the ASFC Office (Room 2011)
- Attend the candidate info meeting Wednesday April 17, 2019 at 12:45PM in the Toyon Room (Room 2020)
- Campaign Week begins April 29, 2019.
- Online voting open through Monday, May 6 through May 9 until 12:00pm.

By signing below, you commit to the requirements and deadlines listed above. You also commit to the position description on the previous page, and acknowledge the time commitments and duties described. If elected you will be held to these standards. You also agree to work with the incumbent Student Trustee for training through the rest of May. By signing below, you further agree to uphold the elections code, agreeing not to spend more than \$300, not to vandalize opponents' flyers, and not to spread unfounded remarks. You also promise not to assist students while they vote online, and cannot campaign within 30 feet of ASFC voting stations.

Applicant Signature	Eligibility Approval	Advisor Signature	Date
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For ASFC use:

100-word ballot emailed: _____ Picture taken: _____ D.C. form submitted: _____ App submission date: _____

Signatures: I hereby endorse _____ for Student Trustee

and I certify that I am currently enrolled.

1) _____

2) _____

3) _____

4) _____

5) _____

6) _____

7) _____

8) _____

9) _____

10) _____

11) _____

12) _____

13) _____

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41) _____

42) _____

43) _____

44) _____

45) _____

46) _____

47) _____

48) _____

49) _____

50) _____



ASFC Spring 2019 Elections

ASFC Design Center job order

Submit this form w/ your application by 12 PM
on Thursday, April 18 to the ASFC Secretary

Your Name (to be used on election material): _____

Position Running For: _____

Email: _____ Cell Phone Number: _____

Will you be submitting your own design or employing the services of the ASFC Design Center? (Please check one)

- I will be submitting my own design** To submit your own design:
- Submit a print-ready PDF sized to fit 8.5"x11" letter-sized paper (not A4 or other sizes). Send print-ready design via email to design_center@foothill.edu, with the subject line "ASFC ELECTIONS 2017, [your first and last name]."
 - Attach printed copy when you turn in your application.
 - Indicate what print package you would like (packages are listed on reverse side): package # _____

I would like the Design Center to make me a design To have the ASFC Design Center create the design for your election, please do the following:

- Do you prefer to use your ballot photo taken by the ASFC for your poster? Circle: Yes No
 - If you indicated no, email a high-resolution jpeg to design_center@foothill.edu, with the subject line "ASFC ELECTIONS 2019, [your first and last name]."
- Indicate your choice of poster template (templates are listed on reverse side) Circle: A B C D
- What color would you like your poster to be (the main color on template can be customized): _____
- Indicate what print package you would like (packages are listed on reverse side) Circle: 1 2 3 4 5
- Provide your one-sentence statement or quote to appear in the quote section on the flyer:

The ASFC will provide 1 package at no cost (\$75 value). Any *additional* material must be paid for out of pocket, and will count towards your \$300 limit (including the \$75 package paid by ASFC) you may not spend more than \$300 total. You must submit an expense report by the time voting closes on May 9th.

Package number	poster (24"x36")	tabloid (11"x17")	letter-size (8.5"x11")	half-sheet (5.5"x8.5")	quarter-sheet (4.5"x5.5")
1	3	5	50	0	0
2	1	15	200	0	0
3	2	5	50	90	160
4	1	10	75	90	320
5	0	50	75	90	0

For size comparison/reference, please see the image below:

Tabloid: 11" x 17"

Letter: 8.5" x 11"

Half-sheet (1/2 of letter): 5.5" x 8.5"

Quarter-sheet (1/4 of letter): 4.5" x 5.5"

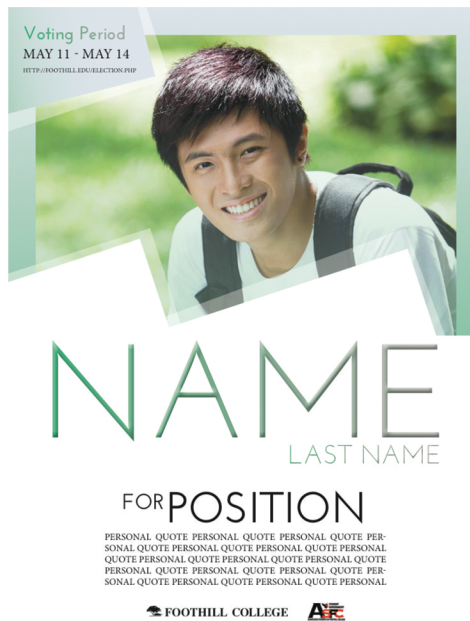
Poster: 24" x 36"

For Design Center/Smart Shop use only:

Designer: _____ Package: _____

#	sz	dt prod.	prod. by	notes

A.



B.



C.



D.

