

Take Action Today!

Get Involved In Your Student Government

The Associated Students
Of The California Maritime Academy

FALL 2013-2014 Election Packet

FALL 2013-2014 AS ELECTIONS ELECTION PACKET CONTENT LIST

CONFIRMATION OF A FULL ELECTION PACKET

	Sign below to verifying that you have received and read all of the contents of a full Elections Packet. Thank you.
I,	, a candidate for the position of
	or the Associated Students of CMA, certify that I have received all of the listed items below.
Can	didate's Signature
X	
Stud	ent ID#
Date	
This	packet should include:
•	Elections Timeline
•	Election Committee Member List
•	Requirements to Run for Office
•	Declaration of Candidacy
•	Election Committee's Folder Checklist
•	Expense Report
•	Student Conduct Record Release

- A copy of the ASCMA Election code and ASCMA Constitution can be found online at: (<u>http://www.csum.edu/campuslife_students/AssocStudents.asp</u>). A paper copy can be picked up from the ASCMA Offices.
- <u>It is your responsibility</u> to know and abide by all current policies, procedures, and posted schedules established by the Election Committee, and the Election Code. <u>There will be no excuses for any violations.</u>
- To ensure fairness, <u>if deadlines are not met you will be cited and either penalized or disqualified. There will be no exceptions</u>.
- For everyone's convenience, please turn in all materials well in advance of all deadlines.

FALL 2013-2014 AS ELECTIONS ELECTIONS TIMELINE

Date	Item	Description	Location/Time
9/9	Packets Released	Elections Packets made available	AS Office and available online at www.csum.edu -> ASCMA
9/16	Packets Due	Packets due AT 5:00 PM in the <u>ASCMA Office</u> . NO EXCEPTIONS (No applications to any elections officer via email or paper will be accepted).	AS Office Drop Box. Confirmation/ receipt e-mail will be sent the following day.
9/16	Candidate Meeting	Requirement to attend one mandatory candidate meeting. You will be notified once a place has been selected.	Place President Conference Room (ADMIN Building)@ 4:30PM
9/17	Campaigning Starts	Candidates may begin campaigning per the rules set in the Election Code.	Campus wide @ 4:30PM
9/26	Election Day	The Quad Area	7:30AM-4:00PM
9/26	Campaigning Ends / Expense Report	Candidates must remove campaigning material / Expense Report due	Campus wide by 4:30PM / ASCMA Office by 4:30PM
9/26	Ballot Counting	Election Committee will count the ballots	The ASCMA Office will be closed while counting is in progress.
9/30	Public Announcement of New Officers	Announcements of New Officers	Formation/ www.csum.edu -> ASCMA/Bulletin Boards
9/30	Inauguration	The swearing in of the new Associated Students Officers.	The Presidents Conference Room @ 5:00PM

FALL 2013-2014 AS ELECTIONS Election Committee Staff List

The Officers of The AS Election Committee

Jonny Jordan (<u>AS.EXEC.VP@csum.edu</u>)
Executive Vice President, Election Chair

Kevin Sweeney
Executive President

Tomas Peairsion Perez Vice President of Finance

Kellen Parish Executive Chief of Staff

FALL 2013-2014 AS ELECTIONS REQUIREMENTS TO RUN FOR OFFICE

Election Code

3.05 Candidate policy

- a. All candidates must be in good academic and disciplinary standing (not on academic or disciplinary probation) with the institution by the last day of elections, as stated in Article I, Section 4 of the A.S. Constitution.
- b. All candidates for the positions of the President, Executive Vice President, and Vice President for Finance must meet the requirements of class standing as stated in Article I, sections 2, 3, and 4 of the A.S. Constitution.
- c. All candidates for A.S. Council Representative must hold required class standing during term of office for the elected or appointed position they will assume.

ASCMA Constitution

SECTION 4: ELIGIBILITY FOR ELECTED AND APPOINTED POSITIONS

In order to assume or remain in an elected, appointed, or confirmed position in the Association, a person must be a currently registered student at the California Maritime Academy, unless the position is explicitly designated as non-student. This provision does not apply to the Winter or Summer recess, provided that the person intends to be a registered student in the next semester.

In addition to regular membership in the Association, a student must also meet the following academic requirements in order to be eligible for elected office or appointed or confirmed positions in the ASCMA.

- A. Any student elected or appointed to A.S. Council or any A.S. Board or Committee shall be in good academic standing and have no less than a 2.0 grade point average.
- B. During the term of office, students elected or appointed to A.S. Council or any A.S. Board or Committee shall be enrolled in no less than seven academic credits and maintain no less than a 2.0 grade point average.
- C. Incumbents may not be on academic or disciplinary probation.

FALL 2013-2014 AS ELECTIONS Declaration of Candidacy

Fall 2013
Full Name:
Academic Class Standing:
Current Academic Cumulative GPA:
Position Running for: (check one)
Senior Class Vice President
Freshman Class President
Freshman Class Vice President
Please type a personal statement of not more than 100 words, and return it with this form to the ASCMA
office by the deadline as well as email a copy to AS.Exec.VP@csum.edu. Late submissions will not be
considered. Your statement along with those of the other candidates will accompany the ballot. The
Election Committee reserves the right to edit any statement for libel or obscenity.
I, the undersigned, hereby certify that I have read, and understand, and will be able to abide by the
Elections Code and rules established for the conduct of this election (available at the ASCMA office). I
sign this with the knowledge that my candidacy could be declared invalid if I violate Academy rules,
the ASMCA Constitution, the AS Election Code, and/or policies, procedures, and schedules
established by the AS Elections Committee. I further agree that the final authority to resolve any and all
complaints or disputes relating to my candidacy, campaign, voting or outcomes of voting shall rest
with the Elections Committee. I understand that this agreement is binding and shall constitute a waiver
of the rights to file a lawsuit or seek any other redress related to this election beyond that available
through the Elections Committee.
Signature Date

This completed form and attached essay must be received by the ASCMA office NO LATER THAN 5:00PM on MONDAY September 16th, 2013

FALL 2013-2014 AS ELECTIONS ELECTION COMMITTEE'S FOLDER CHECKLIST

The following form should be submitted along with other noted forms in this packet for the Election Committee prior to 4:30PM the day following elections. The Election Committee will begin a folder on your candidacy to keep track of your completed requirements. As you complete these requirements you will be asked to initial beside each item and then finally sign at the bottom of the page upon completion.

Candidat	e's Signature	SID#		Date	Time	
		/	/	,	/ :	
	literature (By 4	:30PM the day i	following ele	ections)		
5.	Submitted EXP	ENSE REPORT	and one cop	y of each	sheet of ca	mpaign
4.	Verification of provide a copy Students no late		official Trans	script to th		ıst
3.	Filed a DECLA ESSAY. (Also p via email.)				-	
2.	Attended Cand	lidate Meeting((s).			
1.		-	t Release Fo :/Leadershi	rm (attac	hed) turned	d into

FALL 2013-2014 AS ELECTIONS EXPENSE REPORT

CANDIDATE'S FINANCIAL STATEMENT/ ITEMIZED CAMPAIGN EXPENSE STATEMENT.

All campaign expenses must be listed, exclusive of the use of phones, staples, staple guns, tape, paint, ink, brushes and glue. Receipts for all of the above must be included within this statement. If no receipt is available, the Election Committee will make an assessment of its fair market value according to the Election Code standards.

Only those items or services used in the campaign will be assessed including that which is given away. Any material, which is destroyed by an unauthorized person, will be assessed according to the number of days it was used over the number of days it could have been used.

This financial statement must be returned to the AS Office no later than 4:30PM the day after the election. Continue on extra sheet(s) if necessary.

COST

IMPORTANT: Please see Section 5 (Campaign Finance Law) of the Election Code for information.

ITEM/SERVICE*

2

//////	////	Date
_		
racciare that the above is a rain, th	ac, and correct report or	my expenses in and election.
I declare that the above is a full, tr	ue and correct report of	my expenses in this election
*Receipts should be marked to co	orrespond with item nun	nber.
	GRAND TOTAL	=
10		\$
9.		\$
8.		\$
7.		\$
6.		\$
5.		\$
4.		\$
3.		\$



FALL 2013-2014 AS ELECTIONS Student Conduct Record Release

Student Conduct Record Release

I, Cadet	_, hereby authori	ze the Office of the Con	nmandant/
Leadership Development to indica	ate whether or no	ot I am clear of conduct j	probation in order t
run for a position on the board of t			_
Signature of Cadet		 Date	
Cleared of conduct probation			
Not cleared of conduct prob	oation.		
Printed name of Commandant Staf	îf		
Signature of Commandant Staff	Title	Date	