



**Student Representative to the
Illinois Board of Higher Education
Student Advisory Committee**

Election and Petition Packet

Spring Semester 2015



Term of Office
April 2015 – April 2016



www.govst.edu/studentlife

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A MESSAGE TO THE CANDIDATES

The Student Senate Bylaws and Election Committee (BEC) have approved these election guidelines. The BEC exercises full control and authority over procedures for the election process. The Office of Student Life, to insure continuity of all election processes, administers the election under these guidelines as a service. Suggestions are always welcome and can be forwarded to the BEC c/o the Office of Student Life.

I. Campaign Material:

All candidates are encouraged to actively campaign. Students will not vote for you if they do not know who you are. You are encouraged to submit an electronic photo and relevant material (in relation to the Student Representative to the Illinois Board of Higher Education Student Advisory Committee (IBHE-SAC) seat you seek) about yourself for posting on the web site. Campaigning may begin AFTER submission of the Nominating Petition. It is up to you to motivate students to vote for you!

THE OFFICE OF STUDENT LIFE OFFERS CANDIDATES:

20 CAMPAIGN FLYERS

II. Position Available:

Student Representative to the Illinois Board of Higher Education Student Advisory Committee (IBHE-SAC).

III. Candidate and Elected Student Eligibility:

- A. Must be currently enrolled in courses for credit at Governors State University.
 - 1. Undergraduate candidates: must be enrolled for at least six (6) credit hours.
 - 2. Graduate candidates: must be enrolled for at least three (3) credit hours.

- B. Must be in academic good standing – not currently on academic probation or suspension. Students must maintain a minimum cumulative G.P.A. as follows:
 - 1. Undergraduate student: 2.5 on a 4.0 scale.
 - 2. Graduate student: 3.25 on a 4.0 scale.

A student's eligibility, verified by the Registrar's office, will be processed by the Student Life office.

- C. Must be able to attend Student Senate meetings.
 - a. 1st Tuesday of each month at 3:00 – 4:15 p.m.
 - b. 3rd Tuesday of each month at 6:00 – 7:15 p.m.

- D. Must be able to attend IBHE-SAC meetings offsite.

- E. May not be graduating before June 2014.

- F. May not be a full-time university employee.

- G. May not concurrently hold more than one of the following student positions:
 - 1. Student Senate Executive Committee member
 - 2. Editor-in-Chief of any official student publication
 - 3. Managing Editor of any official student publication
 - 4. GSU Board of Trustees Student Representative
 - 5. Illinois Board of Higher Education/Student Advisory Committee Representative
 - 6. Chairperson of the Student Communications Coordinating Committee

These criteria are verified each semester after add/drop registration.

V. **Election Dates:**

Monday, March 30, 2015
Tuesday, March 31, 2015
Wednesday, April 1, 2015
Thursday, April 2, 2015
Friday, April 3, 2015

VI. **Polling Area:** Any computer or electronic device with internet access can be a polling area. To access the voting site, go to <https://eballot.votenet.com/GOVST>. Candidates are prohibited from interacting with an active voter.

VII. **Election Timetable:**

- A. **Tuesday, January 20** --- Packets become available for candidates from the Student Senate website at <http://www.govst.edu/studentsenate/>.
- B. **Friday, February 27** --- Completed, time-stamped candidate petitions, 250 word essay and transcript are due to Assistant Dean of Students (A2104) by 5pm.
- C. **Monday - Friday, March 23 – March 27** --- **Campaign Week** – candidates create campaign materials and are actively campaigning.
- D. **Thursday, March 26 – Campaign Fair** -- Candidates will be provided a space in Hall of Governors to give students a short synopsis of their campaign platform and engage votes.
- E. **Monday, March 30 – Friday, April 3** --- Elections will be held online at <https://eballot.votenet.com/GOVST>.
- F. --- Election Report received from Votenet Solutions with unofficial results posted on the Student Senate website.
- G. **Tuesday, April 7** --- Deadline for filing written appeals is 5pm (Assistant Dean of Students – Room A2104).
- H. **Thursday, April 9** --- Appeals reviewed and certification of results completed with official results posted on the Student Senate website.
- I. **Friday, April 17** --- Student Leadership Conference, 12noon-3pm, Student Commons (TBA).
- J. **Wednesday, April 29** --- Swearing-in ceremony new student senators held 3:30 p.m., Hall of Honors.
- K. **Wednesday, April 29** --- Election of Student Senate officers, Hall of Honors (D....).

VIII. Election Guidelines:

- A. Posting of fliers is allowed on Student Life posting boards. Candidates must turn in 11 copies of their flyer to the Student Life (A2100). Posting elsewhere is the responsibility of the candidate and shall adhere to the guidelines of the area and/or University.
- B. A candidate's position on the ballot will be determined by chronological order of return of his/her correctly submitted petition in accordance with the Student Senate candidate petition's time stamped receipt.
- C. Ballots will be electronically counted by Votenet Solutions with the final report sent to the Assistant Dean of Students.
- D. In the event of a tie, the election of a representative will be decided by the Student Senate Bylaws and Election Committee in conjunction with the Assistant of Dean of Students.

IX. Duties of the IBHE-SAC Representative:

- A. Attend the mandatory GSU Student Senate Leadership Conference.
- B. Attend all IBHE-SAC meetings held throughout the year.
- C. Attend all Student Senate meetings
- C. Prepare and present a written report to the GSU Student Senate after each IBHE-SAC meeting.
- D. Make all travel arrangements through the Assistant Dean of Students two weeks prior to the meeting date.
- E. Meet with the Assistant Dean of Students once a month.

- X. **ATTENTION CANDIDATE:** If you have any election questions, contact Sheree Sanderson (Assistant Dean of Students) at 708.534.4552, e-mail ssanderson@govst.edu, fax 708.534.8955, Room A2104.)

XI. Nominating Petition:

**Governors State University
Student Representative to the Illinois Board of Higher Education Student Advisory Committee
(IBHE-SAC)
Nominating Petition
Number of Signatures Required: 25**

GSU Student ID# _____ Email: _____

Name of Candidate: _____

Candidate's College: _____

Phone Number: _____

We the undersigned students of Governors State University support the candidacy of the above named student for the position of Student Representative to the Illinois Board of Higher Education Student Advisory Committee (IBHE-SAC).* (Student signatures may come from any Governors State University College and Interdisciplinary Studies Degree Program (IDSS).

Printed Name	Signature	GSU Student ID#	College
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____
6. _____	_____	_____	_____
7. _____	_____	_____	_____
8. _____	_____	_____	_____
9. _____	_____	_____	_____
10. _____	_____	_____	_____

- 11. _____
- 12. _____
- 13. _____
- 14. _____
- 15. _____
- 16. _____
- 17. _____
- 18. _____
- 19. _____
- 20. _____
- 21. _____
- 22. _____
- 23. _____
- 24. _____
- 25. _____

*If any of the people supporting the candidate do not fill out all four fields, that person's nomination will be declared invalid.

XII. Student Representative to the Illinois Board of Higher Education Student Advisory Committee (IBHE-SAC) Candidate's Affidavit:

I have received a copy of the Election and Petition Packet and Student Senate Bylaws. Accordingly, I have read, understood and agree to abide by all of the aforementioned.

Signature of Candidate	Date
Signature of Student Life Staff Member	Date

COMPLETE THIS SECTION UPON RECEIPT OF COMPLETED PETITION.

STUDENT LIFE'S RECEIPT

Nominating Petition Returned: Time Stamp Here

Date / Time

Signature of Candidate

(STUDENT LIFE STAFF: PLEASE DETACH AT DASHED LINE AND ATTACH TO NOMINATING PETITION.)

**COMPLETE THIS SECTION UPON RECEIPT OF COMPLETED PETITION.
RETURN THIS RECEIPT TO THE CANDIDATE.**

CANDIDATE'S RECEIPT

Nominating Petition Returned: Time Stamp Here

Date / Time

Signature of Student Life Staff Member