



GOVERNORS STATE UNIVERSITY  
2020-2021  
STUDENT SENATE ELECTION PACKET

## OVERVIEW

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 Center for Student Engagement & Intercultural Programs (CSEIP) helps to ensure continuity of all election processes and administers the election under these guidelines as a service. Suggestions are always welcome and can be forwarded to the BEC through the CSEIP at [cseip@govst.edu](mailto:cseip@govst.edu).

## CANDIDATE ELIGIBILITY

1. Must be currently enrolled in courses for credit at Governors State University.
  - a. Undergraduate candidates: must be enrolled for at least six (6) credit hours.
  - b. Graduate candidates: must be enrolled for at least three (3) credit hours.
2. Must be enrolled in the college whose collegial representative position they're seeking.
3. Must be able to attend Student Senate Meetings held monthly on the 1<sup>st</sup> Thursday from 1pm – 3pm.
4. Must be able to attend Student Senate Monthly Leadership Team Meetings to be determined by elected senators
5. Must be able to attend the Annual Student Senate Retreat held during the summer
6. May not be graduating before May 2021.
7. May not be a full-time university employee.
8. Must be in academic good standing – not currently on academic probation, disciplinary probation or suspension.
9. Must have and maintain a minimum cumulative G.P.A. as follows:
  - a. Undergraduate student: 2.5 on a 4.0 scale.
  - b. Graduate student: 3.0 on a 4.0 scale.
10. Student's eligibility is verified by the Registrar's Office and will be processed by the Center for Student Engagement & Intercultural Programs (CSEIP). These criteria are verified each semester after add/drop registration by the Center for Student Engagement & Intercultural Programs (CSEIP).

## POSITIONS AVAILABLE

| POSITION   | NUMBER AVAILABLE | TERM LENGTH |
|--|------------------|-------------|
| President  | 1                | One Year    |
| Vice President   | 1                | One Year    |
| Secretary  | 1                | One Year    |
| Treasurer  | 1                | One Year    |
| Student Board of Trustees Member                             | 1                | One Year    |
| Illinois Board of Higher Education Representative            | 1                | One Year    |
| College of Arts and Science Representative                   | 2                | One Year    |
| College of Business and Public Administration Representative | 2                | One Year    |
| College of Education Representative                          | 2                | One Year    |
| College of Health and Human Services Representative          | 2                | One Year    |
| Senior Class Representative                                  | 1                | One Year    |
| Junior Class Representative                                  | 1                | One Year    |
| Sophomore Class Representative                               | 1                | One Year    |
| Freshmen Class Representative                                | 1                | One Year    |
| Residential Student Representative                           | 1                | One Year    |
| Transfer Student Representative                              | 1                | One Year    |
| Diversity Student Representative                             | 1                | One Year    |
| Veteran Student Representative                               | 1                | One Year    |
| International Student Representative                         | 1                | One Year    |
| Student At Large Representative                              | 1                | One Year    |
| Student Activity Council Representative                      | 1                | One Year    |
| Student-Athlete Representative                               | 1                | One Year    |

\*Please note a candidate may not concurrently hold more than one Student Senate Executive Board Member, Student Senator, Editor-in-Chief or Managing Editor of any official student publication

## POSITION DESCRIPTIONS

**President** – Serve as the chief executive officer of the Student Senate; preside at general and special meetings of the Student Senate and the Executive Committee; represent the Student Senate at administrative, i.e. BOT and PBAC meetings.

**Vice President** - Assist the President and performs such duties as the President may request; preside at general and special meetings of the Student Senate and the Executive Committee in the absence of the president; oversees special committees

**Secretary** – Keep a record of the proceedings of the meetings of the Student Senate and the Executive Committee; file and preserve committee reports; make minutes and reports available in a timely fashion to administration and students through various outlets

**Treasurer** - Keep accurate records of sums of money received and expended by the Student Senate; make a financial report at Student Senate meetings; serve as the chairperson of the Student Fees/Finance Committee and serve of PBAC committee

**Student Board of Trustees Member** – Serve as a member of the Board of Trustees and liaison to the Student Senate; provide report at the Student Senate meetings

**Illinois Board of Higher Education Representative** – Serve as a member of the Illinois Board of Higher education representing the students of Governors State University; provide report at Student Senate meetings

**College of Arts and Sciences** - This senator will represent the students that are in the programs that fall under the College of Arts and Sciences. You will have to meet with students to give updates to the students, and also gather concerns from the students, to bring back to the senate.

**College of Education Representative** – This senator will represent the students that are in the programs that fall under the College of Education and must be enrolled in the college. You will have to meet with students to give updates to the students, and also gather concerns from the students, to bring back to the senate.

**College of Business Representative** – This senator will represent the students that are in the programs that fall under the College of Business and must be enrolled in the college. You will have to meet with students to give updates to the students, and also gather concerns from the students, to bring back to the senate.

**College of Health and Human Services Representative** – This senator will represent the students that are in the programs that fall under the College of Health and Human Services and must be enrolled in the college. You will have to meet with students to give updates to the students, and also gather concerns from the students, to bring back to the senate.

**Graduate Student Representative**- This senator will represent the students that are in all Graduate programs (Masters and Doctoral). You will have to meet with students to give updates to the students, and also gather concerns from the students, to bring back to the senate.

**Senior Class Representative** - This senator will represent students that classify as Senior (91-120 credits). You will have to meet with students to give updates to the students, and also gather concerns from the students, to bring back to the senate.

**Junior Class Representative** – This senator will represent students that classify as Junior (61-90 credits). You will have to meet with students to give updates to the students, and also gather concerns from the students, to bring back to the senate.

**Sophomore Class Representative** – This senator will represent students that classify as Sophomore (31-60 credits). You will have to meet with students to give updates to the students, and also gather concerns from the students, to bring back to the senate.

**First-Year Student Representative** - This senator will represent students that classify as First-Year Students (0-30 credits). You will have to meet with students to give updates to the students, and also gather concerns from the students, to bring back to the senate.

**Transfer Student Representative** – This senator will represent the transfer student population. You will have to meet with students to give updates to the students, and also gather concerns from the students, to bring back to the senate.

**Residential Student Representative** – This senator will represent students that live in Prairie Place. Also, you would have to be a member of GSU Hall Council and resident of Prairie Place. This student will have to be the liaison between Hall Council and Student Senate. You will have to meet with students to give updates to the students, and also gather concerns from the students, to bring back to the senate.

**Diversity Student Representative** – This senator will represent the different affinity groups (such as Black Student Union, Association of Latin American Students, Muslim Student Association, etc.) and must be a member of one of these groups. The representative will have to meet with students to give updates to the students, and also gather concerns from the students, to bring back to the senate.

**Veteran Student Representative** – This senator will represent all of the Veteran students. This representative will have to work closely with the GSU Veteran Services and be a liaison between Veteran Services and Student Senate. This representative will have to meet with students to give updates to the students, and also gather concerns from the students, to bring back to the senate.

**International Student Representative** - This senator will represent all of the International Students. This representative must work with international students and be a liaison between international students and Student Senate. This representative will have to meet with students to give updates to the students, and also gather concerns from the students, to bring back to the senate.

**Student-At-Large Representative** – This senator will represent the general student population students that are in the programs that are a part of any program. You will have to meet with students to give updates to the students, and also gather concerns from the students, to bring back to the senate.

**Student Activities Council Representative** - This senator will represent Student Activities Council, to be the liaison between Senate and SAC and must serve as a member of the Student Activities Council.

**Student-Athlete Representative** – This senator will represent on behalf of all student-athletes and must be a student-athlete. This representative must work with student-athletes and be a liaison between student-athletes and Student Senate. This representative will have to meet with students to give updates to the students, and also gather concerns from the students, to bring back to the senate.

## ELECTION PROCESS & TIMELINE

1. The entire election process for the 2020 – 2021 academic year will be held online.
2. Students must **submit a completed application** form on Jaguar Connection including a 250-word essay expressing their interest in the position they are seeking and aspirations of becoming a part of the Student Senate **by Friday, April 10, 2020**.
3. Once applications have been reviewed and vetted for eligibility, qualified students will move forward to **garnering electronic signatures** from the student body **for their petition** to run for selected position from **Monday, April 13, 2020 – Friday, April 17, 2020**.
4. Students that garner the appropriate number of petitions must **submit a campaign video and digital flyer** (pdf or jpg) that must be **approved** by the Center for Student Engagement & Intercultural Programs for posting **no later than Monday, April 20, 2020**.
5. **Campaigning** will be done online **Monday, April 20, 2020 – Sunday, April 26, 2020**. Campaign videos and digital flyers will be posted by the Center for Student Engagement & Intercultural Programs. Students will also be allowed to create platforms to promote themselves but must be approved by CSEIP first.
6. **Elections** will be held online through Jaguar Connection from **Monday, April 27, 2020 – Friday, May 1, 2020**.
7. Winners will be announced the **week of May 4, 2020**.