



Elections 2015

Petition for Office Information Sheet

Dear Candidate,

Congratulations on your interest in becoming an officer or senator of the Associated Students, Inc. Completing and submitting the attached *Petition for Office* is your first step towards being elected to serve the more than 23,000 students at California State University, Fresno. Details about this petition and the other steps involved in the upcoming election are listed here and in the Election Code.

1. **Petition for Office and Election Code Available**

The Election Code will be available with the *Petition for Office* on Thursday, January 17 in the ASI Business Office (USU 317) or available to print online. All candidates are required to have read the Election Code and can have any questions regarding the code answered at the All-Candidates' Meeting. The Election Code is also available online at the Associated Students, Inc. website: www.asi.csufresno.edu

2. **Submit completed *Petition for Office***

The petition must be submitted to the ASI Business Office (USU 317) no later than Friday, February 13 by 5 p.m. Be sure to submit the entire petition including the *Candidate Form*, the *Candidate Information Sheet*, the *Candidate Verification Form* and the *Signature Sheet(s)*. Information from the *Personal Statement* will be made available on the official voting site as well as to *The Collegian*, so be sure to tell the voters your experiences and your interests.

3. **Candidate's Verification Form**

This form must be signed and submitted to the ASI Business Office (USU 317) when submitting the *Petition for Office* forms.

****Note****

It is highly recommended that candidates submit completed *Petition for Office* forms prior to the last day to submit petitions (Friday, February 13) to check for completeness. Early submission of petitions may (not guaranteed) allow for changes to petitions with errors, incomplete information, lack of proper number of signatures, etc.

4. **Attend the All-Candidates Meeting**

All candidates must attend this mandatory orientation on ASI elections and the Election Code (see section 9.3 (a) of Election Code for information regarding a proxy). The meeting is scheduled for Wednesday, February 18 from 6 p.m. to 7 p.m. in the University Student Union, Room 314. Candidates that do not attend will be dropped from the ballot. Please note that individual pictures of candidates will be taken at this meeting for ballot use and marketing materials.

5. **Campaign**

Candidates may begin to "formally" campaign (post flyers, signs, etc.) beginning Wednesday, February 18, following the All-Candidates Meeting. Please be sure that you and your campaign staff follow the Election Code.

6. **Vote**

Every candidate for a public office should support their own campaign by voting. You are highly encouraged to ask the students in your college or program to participate in the elections to support your campaign. Election dates will begin Tuesday, March 24 at 9 a.m. and will end Thursday, March 26 at noon.

For more information, contact the Associated Students, Inc. Business Office
or e-mail Tara Powers-Mead at tpowers@csufresno.edu

**5280 N. Jackson Avenue, University Student Union 317
Fresno, California 93740-8023
(559) 278-2656**



Elections 2015

Petition for Office Eligibility Requirements

As the recognized student body government and a non-profit 501(C)(3) auxiliary enterprise, Associated Students, Inc. at California State University, Fresno provides a means for effective student participation in the governance of the University, fosters awareness of student opinions on campus issues, assists in the protection of student rights, and provides programs and services to meet the needs of the students and the campus community.

What are the elected positions?

ASI is comprised of four (4) executive officers: President, Executive Vice President, Vice President of Finance, Vice President of External Affairs and fifteen (15) senators. Senators are elected either as representatives of their academic college/school or in an at-large position. There are eight (8) Senate positions representing the colleges of Arts & Humanities, Health & Human Services, Science & Mathematics and Social Sciences, as well as the Jordan College of Agricultural Sciences & Technology, Craig School of Business, Lyles College of Engineering and the Kremen School of Education & Human Development.

The remaining senator positions, entitled “at-large” positions on the ballot, are more commonly referenced by the “area of responsibility” taken on by the respective senators after being elected (Undergraduate and Graduate Academic Affairs; Resident Affairs; Athletic and Recreational Affairs; Parking and Safety; Student Clubs and Organizations; Student Affairs; Greek Affairs). Senators make up the voting board for the organization.

Note: The Executive Vice President is elected by the Senate from the eight (8) at-large senators elected by the student body.

When does the Senate Meet?

ASI Senate meetings are held on Wednesdays at 4 p.m. For more information regarding Officer and Senator expectations, please refer to the ASI bylaws and policies.

Parking Passes / Priority Enrollment: ASI Senators and Executives receive a complimentary green parking passes and a designated parking stall. Elected representatives also receive priority registration. The purpose of these benefits is to ensure each representatives ability to attend Senate and other important meetings.

Requirements to Run for Office

Grades – All candidates must be enrolled and in good standing at the university. Candidates must have received at least a 2.0 grade point average (GPA) in fall 2014, and have earned a cumulative GPA of at least 2.0 for all college work. Graduate students must have a cumulative 3.0 GPA in all graduate work. Candidates may not be on academic, disciplinary or administrative probation.

Unit Load – Undergraduate candidates must maintain 6 units per semester while running for office. Graduate and credential students must maintain 3 units per semester while running for office. Undergraduate students are allowed to earn a maximum of 150 semester units or 125 percent of the units required for a specific baccalaureate degree objective, whichever is greater. Graduate and credential students are allowed to earn a maximum of 50 semester units or 167 percent of the units required for a graduate or credential objective, whichever is greater.

Residency – Undergraduate candidates for office must have been enrolled on the campus and have completed at least one semester prior to the election, earning a total of 6 semester units during that year. Graduate and credential student candidates for office must earn 6 units per semester of continuous attendance as a new graduate or credential student to be eligible. Graduate and credential students who received a bachelor’s degree or credential within the past three years from the same campus must have earned a total of 12 semester units during their last year as an undergraduate to be eligible.

Requirements to Stay in Office

Incumbent Grades – Undergraduate incumbents must be enrolled and in good standing at the university, maintain a 2.0 GPA each semester while in office (graduate students must maintain a 3.0 GPA each semester while in office) and not be on academic, disciplinary or administrative probation.

Incumbent Unit Load – Undergraduate incumbents must earn 6 units per semester while holding office. Graduate and credential students must earn 3 units per semester while holding office. Undergraduate students are allowed to earn a maximum of 150 semester units or 125 percent of the units required for a specific baccalaureate degree objective, whichever is greater. Graduate and credential students are allowed to earn a maximum of 50 semester units or 167 percent of the units required for the graduate or credential objective, whichever is greater.

Special Notes:

Under extraordinary circumstances the campus president or designee may make an exception to the requirements for unit load, maximum allowable units, residency, and GPA.

All elected student representatives will have their grades and units earned during the spring semester 2015 verified to ensure all have met the California State University standards for grades (2.0 GPA each semester, 3.0 GPA for graduate students), units earned (6 per semester for undergraduates, 3 per semester for graduate and credential students), and maximum allowable units required for a degree or credential (150 for undergraduates, 50 for graduate and credential students). Student representatives failing to meet any of the requirements will no longer be eligible to serve on the senate.



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Petition for Office Signature Sheet

The students named below support the candidacy of:

Candidate: _____ for the position of _____

All signers must be currently **enrolled** students and must list their student identification number. Petitions of candidates for a college/school Senate position must be signed by students of that college/school. It is recommended that additional signatures beyond the requirement be collected to replace those that may be deemed ineligible. NOTE: Fifty (50) signatures are required for President, Vice President of Finance and Vice President of External Affairs. Twenty-Five (25) signatures are required for senator positions.

Print Name	Signature	Student Identification No.
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Print Name	Signature	Student Identification No.
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Petition for Office Candidate Personal Statement

Please provide a personal statement and submit it via e-mail to Tara Powers-Mead at tpowers@csufresno.edu prior to the deadline date Friday, February 13 at 5 p.m. Your personal statement may not exceed one hundred and fifty (150) words (any statement longer will be cut at one hundred and fifty words).

When turning in your petition packet, also include an original printed copy of your personal statement with an original signature at the end. Your personal statement will be made available on the official voting site used during elections.

Personal statement (background, major, interests, previous experience, etc.)

Possible ideas to cover include:

What would you hope to accomplish during your term?

What are the three biggest concerns facing Associated Students, Inc. and/or the students, and what would you do to address them?



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Petition for Office Candidate Form

Name (as it should appear on ballot) _____
First M.I. Last

PeopleSoft/Student ID#: _____ Phone: _____

E-Mail: _____

Indicate the position for which you are petitioning (one per candidate):

- President
- Vice President of Finance
- Vice President of External Affairs
- Senator, Jordan College of Agricultural Sciences & Technology
- Senator, Arts & Humanities
- Senator, Craig School of Business
- Senator, Kremen School of Education & Human Development
- Senator, Lyles College of Engineering
- Senator, Health & Human Services
- Senator, Science & Mathematics
- Senator, Social Sciences
- Senator, At-Large (8 positions elected)

Submit the completed petition (this form, the *Candidate Information Sheet*, the *Candidate Verification Form*, and the required *Signature Sheets*) to ASI Business Office (USU 317). After reviewing the petition, candidates will be notified if there are any issues regarding their eligibility.

Signature of Candidate _____ Date: _____

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For Official Use Only

Received By (signature) _____ Date Received: _____

Meets Requirements: Good Standing GPA Units School

Confirmed By (name) _____ (Signature) _____



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Petition for Office Candidate's Verification Form

I, _____, have submitted a *Petition for Office* which includes the *Candidate Form*, *Signature Sheet(s)*, and the *Candidate Information Sheet*. I understand the information from the *Candidate Information Sheet* will be made available to interested voters and the media. I further understand that the information on the *Candidate Form* regarding name, phone number, and e-mail may be released to the media enabling the media to contact me, and that my student ID# will not be released. I allow ASI staff to confirm my eligibility for office.

Note: No information or verification of candidacy will be released until after the deadline to submit petitions.

I acknowledge that I have received a copy of the Election Code, that I accept responsibility for understanding and following the code, and that I will adhere to all policies and procedures pertinent to the election.

I, _____, am a candidate for the position of _____.

I understand that by signing below I have officially submitted my candidacy for the position listed above, that I understand, acknowledge, accept, and agree with all statements written above.

Candidate's Name (Print)

Candidate's Signature

Date