



## Election Nomination Packet • Fall 2011

September 2011

Dear Students:

On behalf of the Student Government Association (SGA), I would like to thank you for your interest in one of the most involved organizations on campus. This is your first step towards becoming a Suffolk student leader. SGA is looking for students who show the determination and commitment that is needed to be the voice, eyes, and the ears of the student body.

As a Senator, you will have one of the most rewarding positions on campus. This semester will be unique and challenging with the addition of new projects that will better campus life, academics and the university as a whole as it expands its campus and the student body grows. I hope you will be a part of the changing atmosphere on campus and in SGA.

Regardless of the outcome of the election, I hope you stay interested in Student Government by coming to our meetings and contributing your thoughts. If you ever have a question or concern, please contact me or anyone in SGA. I look forward to a great year, and I wish you success in your journey at Suffolk University.

Sincerely,

Megan Caron  
President, Student Government Association  
Donahue Building, Suite 433  
O: 617-573-8322  
E: mjcaron@suffolk.edu



September 2011

Dear Candidate:

Please complete this packet and return it to the Office of Student Leadership and Involvement (SLI) located in the Donahue Building, room 430 by **Thursday, September 22<sup>nd</sup>, 2011 at 5:00pm**. The election committee will review your packet to ensure eligibility requirements have been met. Your candidacy will be confirmed via a phone call on Thursday, September 22<sup>nd</sup>, 2011. Read the packet carefully and gather the required number of signatures, noting that the signatures must be eligible.

When you pass in your completed packet, you will be required to sign and date it. The packets will be verified by the order in which they are handed in. Once you have passed in your packet and receive a phone call from the Elections Committee, you may begin posting and advertising. Formal campaigning signage and posting can only begin once your candidacy is confirmed.

It is **MANDATORY** that all candidates running for office attend one SGA meeting prior to the date of the election. SGA meetings are held every Thursday from 1-2:15pm in the **Donahue Building, D311**. After attending a meeting, you will be exposed to SGA procedures and current issues. This will enable you to be better prepared to take on a class senator position.

For your files, you should keep all policy and regulations papers and return all nomination documents. Thank you and best of luck in your candidacy. If you have any questions, do not hesitate to stop by the SGA office.

Best of luck,

Tommy Robaina  
Vice President, Student Government Association  
Donahue Building, Suite 433  
O: 617-573-8322  
E: tarobaina@suffolk.edu



## Goals and Statement of Purpose

**Important Note:** Due to space allowed in printing and distributing candidate profiles, your statement of purpose is limited to 25 words. For the purpose of consistency, your statement may be excluded from distribution if it exceeds 25 words.

Please count and record the number of words used in your statement:

\_\_\_\_\_

List three goals you would like to accomplish if elected:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

I, \_\_\_\_\_ fully understand the above Official Election Regulations and the content of the Nomination Petition Papers and I will adhere to them. I also understand that my actions are subject to the review of the Election Committee if any infractions of these rules are brought to light. My signature authorizes the election chair or designees to confirm information in this packet.

\_\_\_\_\_

Date

\_\_\_\_\_

Signature of Candidate



**Candidate Information Sheet**

Name: \_\_\_\_\_

Student ID No: \_\_\_\_\_

Local Address: \_\_\_\_\_  
\_\_\_\_\_

Local telephone Number: (       ) \_\_\_\_\_

Suffolk E-Mail Address: \_\_\_\_\_

- Position sought:     **Senator Class of 2015**  
                           **Senator Class of 2014**  
                           **Senator Class of 2013**  
                           **Senator Class of 2012**  
                           **Senator for Commuter Students**  
                           **Senator at Large Open Seat (2 positions available)**

If you are running for one of the three (3) Senator at Large Open Seats, please let us know from what area of the University you are involved in and what activities you partake in.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

In the case of a Senator at Large position, the candidate must receive signatures that are representative of the respective seat they are running for. For example, if you are running for a Diversity Services at Large position, you must obtain signatures from students that are active in a Diversity Service club; the same applying for a commuter student needing to receive commuter students' signatures, and a NESAD student needing to receive NESAD students' votes.



Print or type your name as you want it to appear on the ballot:

\_\_\_\_\_

List previous leadership positions held: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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**For Office Use Only**

Date of Nomination Paper Submitted: \_\_\_\_\_

Received by: \_\_\_\_\_

Number of confirmed signatures: \_\_\_\_\_

Candidacy confirmed by: \_\_\_\_\_



## ELECTION DATES

- Nomination Papers Available:** Friday, September 9<sup>th</sup>, 2011, Office of Student Leadership and Involvement and HUB Information Center and the Student Government Office, Donahue 433.
- Nomination Papers Due:** Thursday, September 22<sup>nd</sup>, no later than 5:00 pm, Office of Student Leadership and Involvement.
- Posting and Advertising:** Posting and advertising can begin once the Elections Chair or designee has confirmed your candidacy.
- SGA Elections:** Starting Monday Sept. 26<sup>th</sup> at 11 PM – Wednesday Sept. 28<sup>th</sup> at 5PM.

PLEASE NOTE: All students MUST have a valid Suffolk email account in order to vote.

## Expectations for Elected Members

- It shall be the duty of each class senator to attend all class meetings.
- All members of SGA will attend the Fall retreat, taking place Friday, September 30<sup>th</sup> through Sunday, October 2<sup>nd</sup>, 2011.
- It shall be the responsibility of the SGA members to reflect the sentiments of their constituents on all matters presented to the SGA, and attend all official SGA meetings.
- All members of the SGA shall serve as senators of the student body and are expected to compose themselves in a manner becoming of an elected student leader.
- All members of the SGA shall maintain high academic standards. A minimum of a 2.3 is required at all times during the duration of term in office.
- All members are required to participate in class and committee meetings outside of required SGA meetings.





## Nomination Sheet (cont'd)

Candidate: \_\_\_\_\_

Class of: \_\_\_\_\_ Position: \_\_\_\_\_

**Print Name**

**Signature and Suffolk ID Number**

18. \_\_\_\_\_

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19. \_\_\_\_\_

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20. \_\_\_\_\_

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21. \_\_\_\_\_

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23. \_\_\_\_\_

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41. \_\_\_\_\_

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### Nomination Sheet (cont'd)

Candidate: \_\_\_\_\_

Class of: \_\_\_\_\_ Position: \_\_\_\_\_

**Print Name**

**Signature and Suffolk ID Number**

42.	_____	_____
43.	_____	_____
44.	_____	_____
45.	_____	_____
46.	_____	_____
47.	_____	_____
48.	_____	_____
49.	_____	_____
50.	_____	_____

Twenty-five (25) signatures are required from students in your class to support your candidacy; **it is recommended that a candidate obtain 50 signatures.**

### Elections Regulations for Nomination Petition Papers

1. Any undergraduate student who is in good standing may draw nomination papers for an elective office.
2. A candidate must attend one (1) meeting of the SGA on or before **Thursday, September 22<sup>nd</sup>, 2011** in order to have their name appear on the ballot.
3. The Elections Chair shall set rules and regulations regarding political signs, posters and the distribution of such matter. These rules and regulations shall and will be enforced by the Election Committee before and during elections, and after in the event of an appeal. ALL FLYERS/POSTERS MUST CONFORM TO THE UNIVERSITY BULLETIN BOARD REGULATIONS. An updated copy of the posting policy and location of bulletin boards are included with this packet. Failure to comply with these rules and regulations may result in the disqualification of the candidate.
4. A candidate must be a confirmed member of the representative class at the beginning of the term of office. A candidate can only run for a position in the class



they are in. For example, if you are a member of the class of 2012, you are only able to run for a position in the class of 2012; only members of that class can support your candidacy and vote for you.

5. There must be a minimum of twenty-five (25) valid signatures of undergraduate students who are members of your class affixed to this form. For example, if you are running for a class of 2013 position, only members from that class can sign your nomination papers. It is strongly recommended that fifty (50) signatures be obtained in the event signatures are found to be invalid, ineligible or disqualified. Signing more than seven petitions will result in the invalidation of that signature on **all** petitions for that office. Any distortion, alteration, or forgery by the candidate will result in the disqualification of these nomination papers and the signatures that appear on them. In the case of a Senator-at-Large position, the candidate must receive signatures that are representative of the respective seat they are running for. For example, if you are running for a Diversity Services at Large position, you must obtain signatures from students that are active in a Diversity Service club; the same applying for a commuter student needing to receive commuter students' signatures, and a NESAD student needing to receive NESAD students' votes.
6. All students wishing to vote must have a current, valid Suffolk email account.
7. All candidates must submit a twenty-five-word statement as to why they are interested in becoming a member of the SGA. This statement will be included in the Election Packet, which will be available to the entire student body. This statement is due with this nomination packet.



## **Elections Rules for SGA Candidates**

1. Candidates or their supporters will not impede the progress of persons who wish to walk through the polling area. No slips of paper or novelties of any size may be handed to the potential voters passing through the polling area. This includes slips of paper attached to other items. No posters, flyers, slips of paper, may be hung at the express stations or computer labs.
2. All posters, handbills, etc. may be placed in areas the building allows under the building guidelines.
3. All social media (Facebook, Twitter, etc.) will be monitored. Your personal accounts may be used but no mention of being a candidate can be announced until you are confirmed by the Elections Committee.
4. Election results will be posted within 4 hours after the last election hour. Candidates have two academic days after posting of results to request in writing, a recount of votes or an appeal of the results. This appeal must be based upon violation of policies found within the nomination packet. Requests must be given and addressed to the elections chair.
5. Any candidate or supporter found removing, defacing, or destroying any other candidate's election material will be immediately disqualified, pending an appeal to the elections committee.
6. Candidates are responsible for informing supporters of these rules and will be held accountable for violations of these rules by supporters.
7. Advertising may not begin until the elections Chair or designee has confirmed your candidacy by a phone call.
8. There will be no door-to-door soliciting in the Residence Halls.
9. Sliding anything Election/Candidate related papers, pictures, etc. under any Residential door is forbidden.
10. Residential Halls will only allow one candidate poster placed on each floor of the building.



11. Any observation of violation(s) of the above rules, or investigations into alleged violation(s) of these rules that provide conclusive evidence of violation(s) by the Elections Chair or Committee members will result in the immediate disqualification of the candidate.

12. **The elections committee will strictly enforce these rules.**

### Student Government Committee Descriptions

Below are the standing committees within SGA and a brief description:

- **Academics:** Members deal with all of the academic concerns on campus.
- **Public Relations:** Members will be dealing with all the publicity for SGA.
- **Student Affairs:** Members will be dealing with nonacademic student concerns.
- **Housing & Facilities:** Members will be dealing with Suffolk's physical property.
- **Diversity:** Members will be working with the cultural clubs and the Suffolk community as a whole.
- **Finance:** Members will be dealing with the budgets SGA oversees.
- **SJRB:** Members will deal with constitutional issues and rule interpretation.