

East Los Angeles College

Associated Student Union

Application for Candidacy

IN ACCORDANCE WITH S-9, QUALIFICATIONS FOR ELECTED OFFICE ARE:

- Be enrolled in 5 units or more. Verified _____
- Not completed more than 80 units. (see advisor for exemption) Verified _____
- Maintain a current and cumulative GPA of at least 2.0. Verified _____
- All other requirements outlined in the Administrative Regulations of S-9. Verified _____
- Paid ASU member. Verified _____

CANDIDATE / PLEASE PRINT

Name: _____ Email _____

Address: _____
Street City Zip Code

Telephone #: _____
Home Cell

Birth Date: _____ Student ID# _____

ASU Sticker #: _____ (required)

Which position are you interested in? Check only one option.

- | | |
|---|---|
| <input type="checkbox"/> President | <input type="checkbox"/> Vice President of South Gate |
| <input type="checkbox"/> Executive Vice President | <input type="checkbox"/> Treasurer |
| <input type="checkbox"/> Vice President of Finance | <input type="checkbox"/> Secretary |
| <input type="checkbox"/> Vice President of Advocacy | <input type="checkbox"/> Chief Delegate |
| <input type="checkbox"/> Vice President of Public Relations | |

ASU/ASO/ASG offices served at this or other campuses in the LACCD: _____

Number of units completed: _____ Number of units currently enrolled: _____

Current GPA: _____ Cumulative GPA: _____

Other colleges attended: _____

APPLICATION DUE BY MARCH 30TH AT 4:00PM

Other colleges where you are presently enrolled: _____

Please attach a typed statement of interest for the position you are applying for encompassing the following questions: Why are you interested in this position? What are your goals with ASU for this term of office? **Statement of interest should not exceed 200 words.** (12 point font, Times New Roman)

For Student

I GIVE PERMISSION TO THE DEAN OF STUDENT SERVICES AND/OR THE A.S.U. ADVISOR OR DESIGNEE TO REVIEW MY TRANSCRIPIT IN ORDER TO CHECK MY ELIGIBILITY FOR CANDIDACY.

I UNDERSTAND I AM NOT ALLOWED TO CAMPAIGN UNTIL AFTER I HAVE ATTENDED AN ORIENTATION.

FURTHERMORE, I UNDERSTAND THAT SUBMISSION OF THIS APPLICATION DOES NOT CONSTITUTE OFFICIAL APPOINTED TO SAID POSITION UNTIL I HAVE RECEIVED THE REQUIRED SIMPLE MAJORITY VOTE AS STATED IN THE ASU CONSTITUTION.

Candidate Signature

Date

Updated 2/11/2021

***PLEASE EMAIL A COPY OF YOUR STATEMENT IN A WORD DOCUMENT FILE AND A FORWARD-FACING HEAD SHOT PHOTO TO THE STUDENT ACTIVITIES OFFICE AT STUDENTACT@ELAC.EDU**

***PLEASE CHECK APPLICATION FOR ANY ERRORS BEFORE TURNING IN.**

**Note: Once application is submitted, candidates
CANNOT change position!**

APPLICATION DUE DATE:

**Turn in by TUESDAY, MARCH 30, 2021 BY 4:00 PM to the Student
Activities Office at STUDENTACT@ELAC.EDU**

**If you have any question please contact the Student Activities Office at
STUDENTACT@ELAC.EDU**

APPLICATION DUE BY MARCH 30TH AT 4:00PM

EAST LOS ANGELES COLLEGE ASSOCIATED STUDENT UNION

1301 AVENIDA CESAR CHAVEZ
MONTEREY PARK, CA, 91754
Studentact@elac.edu

Spring 2021 ASU ELECTION TIMELINE

<p>Tuesday, February 16, 2021</p>	<p>Application filing period begins. Applications are available at ASU website or email studentact@elac.edu to get application materials. For more information, please feel free to contact any of the following:</p> <p>Yuxuan Bai, ASU President Email: baiy2437@student.laccd.edu</p> <p>Carlos Guerrero, Student Services Assistant Email: guerreci@laccd.edu</p> <p>Student Activities Office Email: studentact@elac.edu</p>
<p>Deadline: Tuesday, March 30, 2021 By 4:00 PM</p>	<p>Completed applications for executive board positions are to be emailed to studentact@elac.edu for the candidate's name to be shown on the ballot.</p>
<p>Write-in Deadline: Friday, April 2, 2021 By 4:00 PM</p>	<p>Completed applications for executive board positions are to be emailed to studentact@elac.edu for the write-in ballot.</p>
<p><u>Location: Online</u></p> <p>Monday, April 12, 2021 11:00am - 12:00pm.</p> <p>Tuesday, April 13, 2021 5:00pm - 6:00pm.</p> <p>Wednesday, April 14, 2021 11:00am - 12:00pm.</p>	<p>Register and attend one orientation online hosted by the ASU Election Committee. Failure to attend an orientation will result in forfeiture of candidacy. Mandatory candidate orientations are done by appointment only. To make an appointment you will need to do one of the following:</p> <p>Use the provided link to make an appointment and walk-ins are welcomed</p> <p>https://forms.office.com/Pages/ResponsePage.aspx?</p>

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- Friday, April 16, 2021 1:30pm – 3:00 pm. Student Trustee and ASU Executive Board candidate forum.
- Opens Monday, April 26, 2021 at 8:00 a.m. to Friday, April 30, 2021 at 11:59 p.m. PST. ASU Executive Board elections will be held online.
- Friday, May 7, 2021 by 4:00 pm Last day to file a complaint against another candidate. Only written complaints will be accepted. Email complaints to Dean Sonia Lopez at lopezms@elac.edu
- Friday, May 7, 2021 by 4:00 pm Candidate campaign receipts are due by 4:00 PM to verify campaign materials did not exceed spending limit of \$300. Send the receipt to studentact@elac.edu. Failure to turn in receipts by this deadline will result in disqualification of the candidate.
- Friday, May 21, 2021 by 4:00 pm Last day to file a written complaint specific to the ballot count. No other complaints will be accepted.
- Friday, May 28, 2021 by 12:00 pm Election results will be certified by the Dean of Student Activities. Results will be posted on the ASU Webpage and social media platforms.
- STUDENTS WHO DO NOT ATTEND
ORIENTATION CANNOT START
CAMPAIGNING**

East Los Angeles College

Associated Student Union

ELECTION CODES

In accordance with LACCD Administrative Regulation S-10 Section 1, a, the Associated Student Union of East Los Angeles College set these codes to govern the Associated Student Union Elections. The intent of this code is to provide a framework for fair and democratic elections. It is set forth on the premise that the students of East Los Angeles College are capable of conducting the affairs of their government with integrity, fairness and prudence in exercising their powers of self-government with responsibility.

GENERAL ELECTIONS PROCEDURES & QUALIFICATIONS

1. The election committee will conduct student elections at East Los Angeles College with the advisement/guidance of the Dean of Student Activities.
2. All elections shall be conducted through electronic ballot.
3. Candidates shall be listed on the ballot in alphabetical order by their last name.
4. All candidates shall meet requirements set forth in LACCD Administrative Regulation S-9, the Associated Student Union Constitution, and its Bylaws.
5. All candidates must submit a completed application to the Student Activities Office via email for ASU 2021 Executive Board Elections.
6. The candidates for office will be elected by the majority of votes casted by the Student Body. In the event of a tie, a runoff election shall be held within one week or soon thereafter, to determine the winner.
7. Candidates who fail to abide by these elections shall forfeit their candidacy. Disqualification as a result of a violation(s) of this code will be determined by the Election Committee.
8. No campaign giveaways permitted during the week of elections, including club fundraisers/giveaways.

PROCEDURES FOR CANDIDATES

Candidates Must Observe the Following Procedures:

1. All candidates will attend a mandatory orientation or their candidacy will be forfeited. The orientation will provide all necessary information pertaining to elections. Orientations will be held online by the elections committee and Dean of Student Activities or designee.
2. All applications must be completed in their entirety and submitted by the specified date and time to the Student Activities Office via email for ASU 2021~2022 Executive Board Elections.
3. All candidates must be familiar with and abide by the regulations of this Election Code. Candidates must sign a statement provided by the Election Committee, which stipulates that each candidate has read and understood these election codes. Candidates who fail to abide by these election codes shall forfeit their candidacy. Disqualification as a result of a violation(s) of this code will be determined by the Election Committee.
4. No candidate may run for more than one (1) office on the same ballot nor can they change their candidacy from one office to another once their application has been submitted. (LACCD Administrative Regulation S-9)
5. Candidates must be familiar with the provisions set forth in the Associated Student Union Constitution and its Bylaws.

CAMPAIGN BUDGETS

1. All campaign expenses shall not exceed \$300.00 per candidate. This limit ensures that the campaigning will be equal among the candidates.
2. All campaigning materials used and that were not provided by Student Activities must be documented and submitted to studentact@elac.edu, via email for the

ASU E-board 2021~2022 Elections, verification that candidates stayed within the \$300 amount. Verification must be submitted by the date specified in the Election Timeline. This includes all materials purchased and donated. Acceptable forms of verifications are receipts and official invoices. Failure to submit receipts upon date specified in Elections Timeline will forfeit their candidacy. Only physical copies of receipts will be accepted.

3. All materials used must first be approved by Election Committee before they are posted or used (this includes social media). Please send a copy of the campaign flyer before posting to studentact@elac.edu ***CAMPAIGNING WILL BE DONE ONLINE***
4. If a candidate did not spend money to campaign, a letter must be submitted to the Student Activities Office via email for the ASU E-board 2021~2022 Elections.

****CAMPAIGN EXPENSES WILL NOT BE REIMBURSED****

VOTING PROCEDURES

CAMPAIGNING WILL BE DONE ONLINE

1. Emails will be sent to actively enrolled credit and noncredit students at East Los Angeles College notifying them of the Election dates and procedures.
2. Students will be required to log in to SIS or Student Portal vote using their ELAC login information. The link to the voting webpage will be on the students ELAC SIS Homepage.
3. Students can vote during the period specified by the election timeline Monday, April 26, 2021 at 8:00 am to Friday, April 30, 2021 at 11:59 pm PST.
4. Voting will be closed after Saturday, May 1, 2021 12:00 a.m.
5. Election results will be publicly disseminated by the Dean of Student Activities on Friday, May 21, 2021 by 12:00 pm.

CAMPAIGN GUIDELINES

1. There shall be **NO** defacing, removing, or destroying of campaign materials that belong to another candidate, this includes social media.

2. It is strongly encouraged that candidates not discuss opposing candidacies during their campaigns and elections, this includes social media.
3. Campaigning online (this includes social media) must have approval of Elections committee. Any sharing, posting, uploading, etc. online must be summarized, screenshot, and/or copied and sent to Student Activities Office at studentact@elac.edu
4. Posters, banners, and flyers will not be allowed on the ELAC shuttle and bus waiting areas is prohibited. (See general ASU posting contract) *IS NOT RELEVANT FOR E-BOARD ELECTIONS 2021 DUE TO COVID-19*
5. The ASU/Student Activities Office, this includes the ASU Cubicle, is a neutral zone. There shall be no campaign conversations or materials in the office/cubicle. *IS NOT RELEVANT FOR E-BOARD ELECTIONS 2021 DUE TO COVID-19*
6. Candidates and their designated campaign members are responsible for posting, uploading, sharing, etc. and removing/archiving all approved materials/posts before and after the election. Campaign posts must be removed/archived three school days after elections are closed.
7. Election Committee reserves the right to determine any campaign materials or tactics as inappropriate, whether expressed in writing or voted upon by the committee. The Vice President of Student Services or designee will have the Ultimate Authority.

POSTING POLICIES

1. Blue Painter's Tape is the only acceptable tape allowed for the posting of materials. *IS NOT RELEVANT FOR E-BOARD ELECTIONS 2021 DUE TO COVID-19*
2. Current ASU members who are not running for re-elections as well as Student Activities Staff has the right to request removal of materials that does not follow the posting policies.
3. There shall be no derogatory commenting on other candidates' social media flyers.
4. Campaigning material/posting may be written in any language but must have the English translation on the same page.
5. No banners larger than four feet long and three feet wide (4 x 3) may be posted. *IS NOT RELEVANT FOR E-BOARD ELECTIONS 2021 DUE TO COVID-19*
6. There shall be no posting of campaigning material on any glass surfaces, offices, classroom doors, trees, light poles, telephone poles/booths or windows. *IS NOT RELEVANT FOR E-BOARD ELECTIONS 2021 DUE TO COVID-19*

7. Posters or banners on stakes embedded into the ground are permitted, as are signs posted on bulletin boards and other free common posting areas. ***IS NOT RELEVANT FOR E-BOARD ELECTIONS 2021 DUE TO COVID-19***
8. No campaign materials are allowed outside the campus boundaries. Monterey Park Campus boundaries are Floral Drive to the North, Collegian Avenue to the East, Avenida Cesar Chavez to the South, and Bleakwood Avenue to the West. South Gate Campus boundaries are Firestone Boulevard to the North, Calden Avenue to the East, Southern Avenue to the South, and Alameda Street to the west. ***IS NOT RELEVANT FOR E-BOARD ELECTIONS 2021 DUE TO COVID-19***
9. Candidates may express their opinions in the Free Speech Area. Visit the Student Activities Office (F5-212) for designated area and forms. ***IS NOT RELEVANT FOR E-BOARD ELECTIONS 2021 DUE TO COVID-19***
10. If the candidate's materials are lost, or stolen or damaged, ASU and Student Activities Office are not responsible.

VIOLATION(S) OF ELECTION CODES

1. Alleged violations of these election codes must be reported to the Chief Student Services Officer or designee via email within one (1) working day of the alleged violation.
2. Allegation must include the following information:
 - a. Specific facts constituting the violation.
 - b. Evidence supporting the allegation.
 - c. Evidence from supporting witnesses, if appropriate.
 - d. Remedy requested.
3. The Chief Student Services Officer or designee will investigate the allegations with the ASU Elections Committee and make a decision regarding the appropriate remedy or sanction within two (2) working days of the filing time of the allegation.

APPEALS

1. Any appeals relating to remedies or sanctions imposed by the Chief Student Services Office or designee under the provision of LACCD Administration Regulation S-10 Section 8, shall be made to the College President within five (5) working days of the Chief Student Services Officer or designee's decision.
2. All appeals must be presented in writing, be sent via email, and must include the following information:
 - a. Specific facts constituting the violation.
 - b. Evidence supporting the allegation.
 - c. Evidence from supporting witnesses, if appropriate.
 - d. Remedy requested.

3. The College President shall review the facts and make a decision and provide a written response regarding any action to be taken within five (5) days of the appeal. Copies of the response will be provided to the Chief Student Services Officer and the person filing the appeal. After their review, the College President's decision shall be final.

DISQUALIFICATIONS

1. The Chief Student Services Officer or designee shall issue a letter of disqualification to a candidate if they are found violating any part of these election codes.
2. Candidates may refer to the section "Appeals" if they believe that the disqualification was a mistake.
3. If the appeal is not granted by the College President, the disqualification is final.
4. In the event that there is a disqualification of ASU Presidential position, the Executive Vice President will serve as acting President until there is a special election. (ASU Bylaws, Article III, Section 3, B)
5. Should any Executive Board position not be filled during the General Election, that position shall be deemed vacant (excluding the ASU Presidential position). Such office shall be filled by appointment of the ASU President with a simple majority vote of the ASU Board. (ASU Bylaws, Article III, Section 3, C)

Updated:

02/24/2015

04/23/2018

01/30/2019

01/30/2020

04/06/2020

02/11/2021