

ADMINISTRATIVE REGULATION 2105

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

ELECTION OF STUDENT MEMBER

District Student Trustee election packets are made available on the Student Development website for Saddleback College or Student Life Offices' website for Irvine Valley College no later than the third week of February. The Student Trustee election will be conducted by April 1 each academic year.

I. CAMPAIGN REGULATIONS

- A. Definition of "campaigning": An operation undertaken, as by means of propaganda, to attain some political, social, or commercial goal.
- B. Definition of "campaign material": Any material, literature, and advertisement distributed, worn, or posted, both online and in material form, for the purpose of campaigning.
- C. Definition of "campaign assistant/supporter": A campaign assistant is a student who is designated by the candidate to aid the candidate's campaign. A campaign supporter is one who promotes, approves, favors, and/or advocates any candidate.
- D. Candidates are responsible for their campaign assistant's actions, as well as their own.
- E. Candidate campaign material shall not include free "give-away" items of any kind, such as, pens, food, and drink.
- F. Candidates must refer to the offices of Student Life or Student Development for college designated posting locations and number of postings permitted per location. All campaign materials posting shall adhere to Administrative Regulation (AR) 3900 – *Speech & Advocacy*.
- G. Campaign flyers may be handed out in classrooms with the approval of faculty. No campaign material may be left in classrooms or buildings, and no campaign messages or candidate names may be left written on white boards in classrooms. Campaign flyers may not be posted in classrooms. Flyers may be posted with prior approval from the Student Life or Student Development staff, inside any building or on any building structures.
- H. No candidate or any candidate affiliates will be allowed to use District/college equipment or materials. Exception: Use of tables and chairs will be permitted through the Offices of Student Life or Student Development.

- I. Candidates or any candidate affiliates may not deface, damage, or remove any campaign material other than their own.
- J. Candidates may campaign in all places that do not disrupt instruction or scheduled events. Candidates may not campaign in the IVC Library or SC Learning Resource Center.
- K. Candidates are encouraged to ask to speak in front of classes, clubs, and student organizations, including the Associated Student Government at each college. Prior approval, in writing, must be obtained from the instructor or individual running a meeting.
- L. Candidates or any candidate affiliates must abide by AR 5500 – *Standards of Student Conduct and Discipline Procedures*.
- M. Voting: Students will use personal and college-owned electronic devices to vote via a campus survey system; therefore, there will be no official polling place on any campus.
- N. Prior to the initial application period, an ad hoc Election Process Committee comprised of the Dean of Students at Irvine Valley College and the Director of Student Life at Saddleback College will meet with the marketing department of the college in which the election is taking place to discuss publicity.
- O. The Dean of Students at Irvine Valley College and the Director of Student Life at Saddleback College will review minor campaign violations, and a verbal warning may be issued. Complaints and/or appeals of severe campaign violations must be submitted in writing within 24 hours to the Dean of Students at Irvine Valley College and the Director of Student Life at Saddleback College.
- P. The complaint and/or appeal will be forwarded to the Student Trustee Election Committee. This committee is comprised of the following members:
 - Dean of Students at Irvine Valley College and the Director of Student Life at Saddleback College
 - Students from IVC and SC Associated Student Government (each). The process of student selection is determined by the Dean of Students at Irvine Valley College and the Director of Student Life at Saddleback College.
- Q. Irvine Valley College and Saddleback College will promote the District Student Trustee application process and election by using the following media:
 - Marquees
 - Banners in Student Services
 - Posting Areas
 - College Website

II. ELECTION BALLOTS

- A. The election ballot shall be prepared and administered by each college using a method determined by the college and consistent with District policies and procedures.
- B. Voting by proxy will not be allowed.
- C. Voters shall demonstrate proof of their student identity, i.e., current Student I.D. Number and student (e.g. Banner ID) login within the survey (ballot) program.
- D. There will be a space provided for write-in candidates.
- E. Improperly completed ballots or ballots completed by non-students will be voided and not tallied into the final count.

III. CERTIFICATION OF ELECTION

- A. Research officials at Irvine Valley College and Saddleback College will tabulate ballots electronically. Results will be posted in the college offices of Student Life or Student Development. In the event of a tie, irregularities, and/or anomalies, the following will apply:
 - 1. A run-off election will be held within 30 days.
 - 2. In the absence of an elected student trustee, the Student Trustee Election Committee shall recommend to the Chancellor a student from the college charged with the student nomination process for the election year to serve the term or remainder of the term.
- B. The elected Student Trustee begins their term of service in May at the regularly scheduled Board meeting. The Student Trustee should refer to Board Policy and Administrative Regulation 2015 – *Student Member of the Board of Trustees*, for all Student Trustee eligibility requirements for running for the position and while in office.

Reference:

California Education Code Section 72023.5

Adopted:	02-10-03	Revised:	09-13-18
Revised	06-14-07	Revised:	09-08-22
Revised	09-26-11	Revised:	09-17-26