2021 BCSGA Elections Candidate Packet

*Last Updated February 1, 2021*

Enclosed in this packet you will find information that is vital to running for an elected office. Please read this packet, the [BCSGA Constitution](https://www.bakersfieldcollege.edu/download/10036), and the [Codes of the Bakersfield Renegade Association](https://www.bakersfieldcollege.edu/download/12892) (COBRA) carefully. You will be held responsible for the information contained within all of these documents. Also, remember that as a candidate you are responsible for the actions of anyone campaigning on your behalf, so make sure that all of your campaign staff is familiar with this information. Please note that this packet does not discuss all aspects of the Elections Code. You are responsible for obtaining and understanding the BCSGA Elections Code.

Should you have questions regarding this material or the elections process, ask before the campaigning begins. During the entire election process, the BCSGA Elections Chair (BCSGA Advisor) should remain your only source for clarification of questions, issues, concerns, etc. The Bakersfield College Director of Student Life is deemed as the BCSGA Advisor.

For more information on the BCSGA Elections process and timeline, visit [www.bakersfieldcollege.edu/bcsgaelections](http://www.bakersfieldcollege.edu/bcsgaelections).

# Requirements for an Elected Officer

According to California Ed Code 76061, a student who is elected to serve as an officer in the student government of a community college shall meet both of the following requirements:

* The student shall be enrolled in the community college at the time of election, and throughout his or her term, with a minimum of five semester units, or its equivalent.
* The student shall meet and maintain the minimum standards of scholarship prescribed for community college students by the community college district.

# Filing Eligibility

1. Each candidate must have a cumulative Bakersfield College GPA of at least (2.0).
2. All candidates declared ineligible to run shall be notified by the BCSGA Advisor.
3. Any candidate on disciplinary, academic, or social probation will not be eligible for candidacy, unless otherwise permitted by the Director of Student Life.
4. All candidates may hold office for a maximum of four semesters (fall and spring).
5. No candidate shall serve on the Elections Committee.
6. Candidates may only file for one office at a time.

All application materials must be turned emailed electronically to the Office of Student Life at studentlife@bakersfieldcollege.edu. Once the Office of Student Life has received your information, you will receive a confirmation email time and date upon receipt.

The BCSGA Elections Commission and the Director of Student Life reserve the right to alter the 2021 BCSGA Elections Candidate Packet as necessary. For any questions, contact the Director of Student Life at *studentlife@bakersfieldcollege.edu*.

# What does it mean to be in a Public Servant Leadership Role?

Servant Leadership is a term coined by Robert Greenleaf (2002). Calling for leaders to be more pragmatic in their roles of leading others by being a servant first, the servant leader must work with flexibility in order to be responsive to the needs of those who benefit from their service (Pollard, 2006). They must also provide a fresh outlook based on their past experiences and contribute to their organization by meeting its demands in an earnest effort. Exhibiting such behavior definitely may have a positive impact on others; thus, inspiring them to do more to help others.

The servant leader is "one who is a servant first" (Greenleaf, 2002). A servant leader not only serves as he or she leads, but also is supported by a mass of constituents who work equally as hard to carry out major themes. To that end, they create a field of influence that stimulates the following (Simonaitiene, Leonaviiene, & Zvirdauskas, 2004):

* Perspective thinking
* Exchange thoughts on future plans
* A strive for improvement
* Initiating new projects
* Openness for innovations and experiments
* Suggesting new and good ideas
* Noticing more possibilities than problems, as well as a fast take to decisions
* Exercising flexibility

Not only do Servant leaders act in the capacity of a leader, they are also learners, mentors, motivators, and educators. They help foster relationships between organizations, especially in the public sector, and the community at large. These relationships, in return, become the foundation for building strong relationships both in governmental agencies and constituent services.

# Mandatory Meeting for all Candidates

Choose one of the 12 available meeting options

**This meeting is mandatory for ALL potential candidates in order to commence campaigning.** The Elections Commission may consider your disqualification from the elections for failure to attend. If you are unable to attend, contact the BCSGA Advisor immediately. While it is not required, it is strongly recommended that your campaign manager and other campaign members attend this meeting. Remember that this meeting will clarify any changes to this packet, the elections schedule, and the Elections Code.

Register for one of the meetings below by clicking on the date:

1. [Monday, February 1st, 3pm](https://cccconfer.zoom.us/meeting/register/tJUkf-GhqDsoHtG5Rky0n7eSSK67-Nu_UPW7)
2. [Wednesday, February 3rd, 10am](https://cccconfer.zoom.us/meeting/register/tJcqd-qqrz0iG9Q60WrISgUj3HPegyXSxODw)
3. [Tuesday, February 9th, 2pm](https://cccconfer.zoom.us/meeting/register/tJYlcOmgrDgpHtH-3D1_YN7taD74Uu86UgIy)
4. [Thursday, February 11th, 9am](https://cccconfer.zoom.us/meeting/register/tJEpceqqpj8jH9xybu_TIWXD_HcVp1hdJPdJ)
5. [Wednesday, February 17th, 3pm](https://cccconfer.zoom.us/meeting/register/tJEodO6uqTsoG9X27K8f-8ikOqfZConHJSXt)
6. [Thursday, February 18th, Noon](https://cccconfer.zoom.us/meeting/register/tJwtceypqz8rGdMGnKdlk7jyLnrP6rIGtZQ5)
7. [Monday, February 22nd, 10am](https://cccconfer.zoom.us/meeting/register/tJwudumqrDstHd3Rwp6oXB4FCV2wwT0up7ZI)
8. [Wednesday, February 24th, 11am](https://cccconfer.zoom.us/meeting/register/tJAvdeygrzkrE9KOqPfN9cgfYwjj0VvKalP5)
9. [Wednesday, March 3rd, 3pm](https://cccconfer.zoom.us/meeting/register/tJwrf--vqTgiGNIJWCZWLnq-4Bd6K4oHAi8C)
10. [Thursday, March 4th, 1pm](https://cccconfer.zoom.us/meeting/register/tJAudO6srDgrGtBX50hafLtFK7eaBoWACiQy)
11. [Wednesday, March 10th, 4pm](https://cccconfer.zoom.us/meeting/register/tJApcu6rrj0oH9HNaCc7qhk2jEzSsHVeQqRg)
12. [Friday, March 12th, 10am](https://cccconfer.zoom.us/meeting/register/tJcocO2vrTgoGt37K4QT_lzI0mhNw2HoqdlX)

# Campaigning Commencement

No campaigning is allowed until notice is received by the BCSGA Advisor to ensure that the candidate is eligible to run for office and has attended the mandatory candidate meeting. This includes verbal campaigning, list serves, posters, signs, flyers, websites, etc. This means candidates cannot speak formally at any group, class, or organization meeting before the candidate eligibility has been received. No campaign material including social media threads may be distributed prior to this time. Campaigning prior to notification may result in possible removal from the elections process.

# Elections and Campaign Schedule 2021

Filing Opens

Monday, February 1, 2021

8:00 a.m. | BCSGA Elections Website [www.bakersfieldcollege.edu/bcsgaelections/file](http://www.bakersfieldcollege.edu/bcsgaelections/file)

Mandatory Candidate Meeting

Choose one of the 12 available meeting options Online via Zoom – Pre-registration Required
Failure: Removal from Elections

Filing Closes

Friday, March 12, 2021

Noon | BCSGA Elections Website [www.bakersfieldcollege.edu/bcsgaelections/file](http://www.bakersfieldcollege.edu/bcsgaelections/file)

Campaigning Commences

Monday, March 15, 2021

8:00 a.m.

Candidates must receive a notification from the BCSGA Advisor ***before*** commencing campaigning

Senator Office Debates

Tuesday, March 16, 2021

11:30 a.m.

Attendance: All Senator Candidates.

For any academic obligations, please notify the BCSGA Advisor for alternatives.

Executive Office Debates

Thursday, March 18, 2021

11:30 a.m.

Attendance: Candidates for Director of Student Organizations, Vice President, and President

For any academic obligations, please notify the BCSGA Advisor for alternatives.

Candidate Withdrawal Deadline

Wednesday, March 17, 2021

5:00 p.m.

Email to studentlife@bakersfieldcollege.edu

Elections Budget Forms Due

Monday, March 22, 2021

5:00 p.m.

Via email to studentlife@bakersfieldcollege.edu

General Election Opens

Monday, March 22, 2021

8:00 a.m. | Online via InsideBC

General Election Closes

Thursday, March 25, 2021

4:00 p.m. | Online via InsideBC

Removal of Campaign Materials

Friday, March 26, 2021

12:00 p.m. | Campus

# Mandatory Elected Officer’s Training Sessions

Thursday, March 25, 2021

Elections Results Reception

5 p.m. | [https://cccconfer.zoom.us/j/98965806344](file:///C%3A%5CUsers%5C00583810%5CDesktop%5Ccccconfer.zoom.us%5Cj%5C98965806344)

Friday, April 16, 2021

[The Rules and Foundations Training Workshop](https://cccconfer.zoom.us/meeting/register/tJMldOCtpj0oHdDqRFqtwUxGkAzkkE1qrmqK)
1-4 p.m. | Pre-registration Required

Wednesday, April 21, 2021

Executive Officer Training #1

2:30 to 4 p.m. | Zoom Meeting

Wednesday, April 21, 2021

BCSGA Senate/Executive Meeting

Certification of Elections Read into Senate Minutes

4 p.m. | Zoom Meeting

Thursday, April 29, 2021

[BCSGA Student Recognition Awards](https://cccconfer.zoom.us/meeting/register/tJctde-hqDIiG9wpHUWnbg5kkUU1YTS2n_gR)

6 to 8 p.m. | Pre-registration Required

Wednesday, May 5, 2021

Executive Officer Training #2

2:30 to 4 p.m. | Zoom Meeting

Wednesday, May 5, 2021

BCSGA Senate/Executive Meeting

4 p.m. | Zoom Meeting

Thursday, May 6, 2021

Technology and Resources Workshop

5 to 7 p.m. | Zoom Meeting

Friday, May 7, 2021

[BCSGA Transition Meeting and Ceremonies](https://cccconfer.zoom.us/meeting/register/tJwrf-CpqzMrGNCNpox5zV5TFzoIAoO1BMDg)

9 a.m. | Pre-registration Required

Wednesday, May 19, 2021

BCSGA Senate/Executive Meeting

4 p.m. | Zoom Meeting

## BCSGA Summer Senate Schedule

The BCSGA Senate will meet on alternative weeks during the Summer Instructional Semester. Attendance is mandatory. All meetings are Wednesday nights from 4 to 6 p.m. via a Zoom Meeting.

1. Wednesday, May 19, 2021
	1. First Business Meeting
	2. Appointments of BCSGA Officers
	3. First reading of the BCSGA Annual budget
2. Wednesday, June 2, 2021
	1. Appointments of BCSGA Officers
	2. Second reading of the BCSGA Annual budget
	3. Establishments of Committees and Departments
3. Wednesday, June 16, 2021
4. Wednesday, June 30, 2021
5. Wednesday, July 14, 2021
6. Wednesday, July 28, 2021
7. Wednesday, August 11, 2021

## BCSGA Fall Schedule

Monday, August 16, 2021

KCCD SGA Leadership Summit

All Day | Zoom Meeting

Wednesday, August 25, 2021

BCSGA Senate Meeting

4:00 p.m. | Zoom Meeting

Wednesday, September 8, 2021

BCSGA Executive Meeting

4:00 p.m. | Zoom Meeting

And so on…

Monday, January 10, 2022

KCCD SGA Leadership Summit

All Day | Zoom Meeting

\*all dates and times are subject to change

# General Election Budget Form

Due Monday, March 22, 2021 by 5:00 p.m. to the Office of Student Life via email at studentlife@bakersfieldcollege.edu.

Candidate Name:

Office Campaigning for:

Instructions:

1. Itemize materials used in your campaign on the numbered lines below. Please mark receipts according to the line used. For example, all expenses listed in line 1, will be accounted for on a receipt marked with a “1”.
2. Itemize materials donated to your campaign in the lettered spaces provided. Please make sure each attached donation form is marked with the letter of the corresponding donation. For example, all donated items listed in line A, will be accounted for on a donation form marked with an “A”.
3. Candidates running for elections are limited to spending as follows: (1) $200 for Executive Candidates and (2) $150 for Legislative Candidates.

**Description of Purchased item Cost**

1. $

2. $

3. $

4. $

5. $

6. $

7. $

8. $

**Description of Items Donated Cost (x $0.50)**

A. $

B. $

C. $

D. $

E. $

F. $

G. $

H. $

Total Expenses for Campaign: $

# BCSGA Candidate Donation Form

This form is used when any item or service is donated to a candidate. Please note that any item(s) or service(s) granted to the candidate must be recorded as half of the going rate for said item(s) or service(s) on the budget, but actual cost should be recorded on this form. Please use only one form per donated item or service. Donator must sign the form and include the listed contact information. **Monetary donations are not considered donations under BCSGA Elections Code and any items purchased with donated funds may not be counted at half the actual costs.** Any items donated must be counted as having some cost. For example, if someone donates 50 sheets of paper they own, the actual cost would be calculated as whatever the cost is worth in the community. In the case where donator cannot confirm current worth of materials or services, the candidate may obtain a bid for said materials or services and use that amount as the actual cost. Bids must be attached to each donation form.

Name of Donor:

Name of Donor’s Organization:

Position Title:

Address:

Phone Number:

Website:

Email:

The above Donor is donating the following items for an in-kind donation. Please check the category of the item(s) that you would like to donate and completely fill out the form below.

|  |  |  |
| --- | --- | --- |
| [ ]  AccommodationsHotels, Motels, Resort, Bed & Breakfast, etc.  | [ ]  Art/CollectiblesFine Arts, Antiques,Autographed items, Sculptures/Figurines, etc. | [ ]  Entertainment Electronics, Event Tickets, Recreational Events, Videos, CD’s, Books, etc. |
| [ ]  Foods/Dining Breakfast, Brunch, Snacks Lunch, Dinner, Catering, etc. | [ ]  Miscellaneous Copies, Office Supplies, Baskets, Floral, Parties, etc. | [ ]  FurnishingHome/Wall Décor, Signage,Furniture, etc. |
| [ ]  Accessories Earrings, Necklace, Ring, Watch, etc. | [ ]  ServicesHair/Nail Care,Photography, etc. | [ ]  Travel Airline, Trips, Vacations, Vehicles, etc. |

**Description of item or service:**

Donor’s Estimated Value:

Expiration Date: [ ]  N/A

Tax-deductible receipt needed: [ ]  No [ ]  Yes

Any Limitations: [ ]  N/A

Special Instructions: [ ]  N/A

**Donor’s Signature: Date:**

\*Return this completed form back to the Office of Student Life via email at studentlife@bakersfieldcollege.edu.