



SPECIAL ELECTION COMMITTEE MINUTES

- I. Call to Order, 3:00 p.m.**
- II. Approval of Minutes: No minutes to approve**
- III. Role Call:** Michael Myers (Chair), Justin Ochoa, Claudia Fierros, Aya Garawi, Maricela Vazquez Aviles, & Jesus Garcia
- IV. Open Forum**

The public may address the Board during Open Forum. Under the provisions of the Brown Act, Student Government is prohibited from taking action on requests that are not part of the agenda. Comments are limited to no more than 3 minutes per person.

V. Reports

- A. Advisor(s): Giovanni Rodriguez gave a quick introduction and overview of the Elections Committee:
 - i. The Associated Students Elections Committee, as stated in AP5410 and Elections Directive, is to oversee the elections process. This includes designing the timeline and guidelines of the student elections process. If a concern or violation occurs, the "Election Committee has the right to assess penalties against any ticket that fails to follow any guidelines established by the Elections Committee. Elections can apply penalty assessments which include "Reduction of a tickets campaigning time, restrict campaigning of tickets from specific locations, and disqualification of a ticket."
 - ii. There are 6 members of the committee, appointed and ratified on May 5, 2020 (Five voting and one advisory):
 - 1. Chair: Michael Myers, A.S. Senator (Will only vote in case of a tie)
 - 2. Member: Justin Ochoa, A.S. Senator (Voting Member)
 - 3. Member: Claudia Fierros, A.S. Senator (Voting Member)
 - 4. Member: Aya Garawi, A.S. Senator (Voting Member)
 - 5. Member: Maricela Vazquez Aviles, A.S. Senator (Voting Member)
 - 6. Advisory: Jesus Garcia, A.S. President (Non-Voting)
- B. A.S. President: Jesus Garcia, Thanked the board and wants everyone to put in the work to run a valid election.
- C. Elections Committee Chair: Overview of committee meeting procedures and guidelines.

VI. Discussion and Action Items

- A. Who can run during Special Elections:
 - i. Special Election will open up applications for ALL STUDENTS
 - ii. (Unanimous vote, Garcia Concurs)
- B. Proposed Elections Timeline:
 - i. Wednesday, May 6, 2020 - Announce Special Elections and application process
 - ii. Wednesday, May 13, 2020 – Application Deadline 11:59 p.m.
 - iii. Thursday, May 14 ,2020 – Administrative verification of candidate eligibility
 - iv. Friday, May 15, 2020 – Elections Candidate Orientation

- v. Friday, May 15, 2020 through Monday, May 25, 2020 – Campaigning
- vi. Tuesday, May 19, 2020 – Senate Meeting: Elections Committee report
- vii. Tuesday, May 26, 2020 through Friday, May 29, 2020 – Online Voting
- viii. Tuesday, May 26, 2020 – Senate Meeting: Elections Committee report
- ix. Monday, June 1, 2020 – Mt. SAC IT provides Student Life with online voting results
- x. Monday, June 1, 2020 – 12:00pm deadline to submit written elections complaint
- xi. Tuesday, June 2, 2020 – Senate Meeting: Elections Committee reports Final Results
- xii. Tuesday, June 9, 2020 – Senate Meeting: Elections Committee after elections report
- xiii. Tuesday, June 9, 2020 – E-Board Meeting: A.S. President swears in 20-21 Associated Students Executive Board
- xiv. Wednesday, June 10, 2020 – Board of Trustees Meeting: Student Trustee elect sworn in and takes seat at Board Meeting
- xv. Monday, June 15 through Tuesday, June 30 – A.S. Executive Officers and Trustee transition meetings
- xvi. (Unanimous vote, Garcia Concurs)

C. Headshot and Platform/Bio for Elections Committee and college use:

- i. Headshot submitted must be original work under sole ownership of candidate, no writing or graphic designs on submitted photo.
 - 1. NO OUTSIDE ENTITY CAN CLAIM COPYRIGHT OWNERSHIP OR CREATIVE RIGHTS OWNERSHIP.
 - 2. Must submit photo release form.
- ii. Biographies must be the written work of the candidate
 - 1. NO OUTSIDE ENTITY MAY CLAIM OWNERSHIP OF WRITTEN WORK.
- iii. (Unanimous vote, Garcia not present)

D. Ticket Volunteers for Campaigning

- i. Every candidate/ticket is responsible for the actions/performance of volunteers assisting with campaign:
 - 1. If volunteers commit campaign violation, penalty will be assigned to sponsoring ticket.
- ii. Elections Committee does not recognize positions fabricated by candidates, (i.e. Campaign Manager, PR Assistant, Personal Assistant, etc.)
- iii. (Unanimous vote, Garcia not present)

E. Campaign Violations

- i. Campaign Violations must be submitted in writing via email to:
 - 1. Giovanni Rodriguez, Elections Committee Advisor
 - 2. Grodriquez193@mtsac.edu
 - 3. Must state "Election Complaint, Election Violation, or any combination stating a violation of elections guidelines in email subject or email body
 - 4. Campaign Violations must be submitted within 24 hours of violation and must have evidentiary support (email, photos, screenshot, etc.)

5. Any text messages, DM, or other forms of communication to advisor or members of the committee not following aforementioned guidelines will NOT be considered as official elections complaint.
 - ii. Official Complaints will be reviewed by elections committee within 24 hours of submission
 1. Elections committee will first verify if the complaint is valid by a majority vote
 2. Elections committee will then assign penalty considering frequency and severity of violation:
 - a. Warning
 - b. Loss of campaign time
 - c. Disqualification of Ticket
 3. Determination will be communicated via email by Elections Advisor, with Elections Committee copied on email
 - iii. ALL complaints must be submitted by June 1, 2020 by noon, following the guidelines.
 - iv. (Unanimous vote, Garcia not present)
- F. Accessing Voting Surveys
- i. All matriculated student may vote for the Student Trustee Ticket
 - ii. Student who paid Student Activities Fee may vote for Associated Student Tickets
 - iii. All issues regarding access to voting platform are to be referred to the IT Help Desk
 1. Self-Service Portal: <https://helpdesk.mtsac.edu>
 2. Email: helpdesk@mtsac.edu
 3. Phone: (909)274-4357
 - iv. (Unanimous vote, Garcia not present)

VII. Committee Communication

At this time the committee will report on matters related to upcoming events, conferences, current projects, community involvement, news, and updates directly related to their functions and responsibilities as members of the committee.

VIII. Adjournment: 4:15 p.m.

NOTE: Associated Students reserves the right of the chair to modify the order of the agenda as it deems appropriate and necessary. Additions to the agenda are prohibited.