

**ASSOCIATED STUDENTS, MT. SAN ANTONIO COLLEGE
SENATE APPLICATION**

DEADLINE FOR SPRING 2016 IS NOVEMBER 18, 2016 BY 4:30PM

What Skills are Required to be an Effective Senator?

Becoming a Senator requires representing student concerns objectively, acting with integrity and performing all duties and responsibilities in an honest and tactful manner. It involves a commitment of time directed toward serving a diverse student population. It means wanting to take an active leadership role, which may require making tough decisions.

Effective Senators:

- Have a global campus view and work on behalf of all students at Mt. SAC
- Are able to put their personal needs/interests aside for the common good
- Have strong ethical and moral values
- Understand and respect other cultures and diverse experiences
- Are honest, have integrity and trust others
- Have an open mind and are able to welcome new ideas
- Are confident to share ideas
- Are leaders doing what is right for others without being influenced or intimidated

Before committing to become a Senator it is important that you understand the vision of the Associated Students Senate. It will be your responsibility to uphold the principles expressed within the Vision Statement found below.

Vision Statement:

We passionately serve the personal growth of every student, as well as the enrichment of our Mt. SAC community. We fulfill this responsibility with an informed voice, mutual respect and partnership in our college's shared governance, in other venues and celebrations. We wholeheartedly pledge to conduct ourselves in all endeavors, with utmost humanity, stewardship and integrity. We strive to nurture and preserve our A.S. spirit, traditions and legacy for students yet to come.

General Information

- Senate appointments will occur during the first five weeks of the semester.
- Each Senator shall remain in office for the entire Semester and throughout the following Semester, unless action is taken against them for failure to comply with Senate performance criteria. If elected or appointed, an A.S. officer cannot serve as an officer in any ICC recognized club or organization.
- Every Senator is required to serve on one college or A.S. committee or standing committee each semester and to attend one Mt. San Antonio College Board of Trustees meeting each semester. Also, senators must attend 2 Executive board meetings per semester.
- Every Senator must participate in all A.S. hosted events, as specified in the Organizational Directive.
- All A.S. officers must submit progress reports for a minimum of 5 units during the 8th week of the semester to the A.S. Advisor for review and recommendations. Failure to comply could result in removal from office.
- An A.S. officer must comply with all rules and regulations set forth by the College. Any violation of the Student Standards of Conduct Policy is grounds for removal from office **or ineligibility to apply.**

SENATOR CRITERIA

Requirement Check List

- ☐ Students must **not** have any disciplinary record with the college.
- ☐ Have completed at least minimum of one semester with six (6) graded units and have a 2.5 Mt. SAC cumulative grade point average by the end of Fall 2016.
- ☐ I am currently enrolled in five (5) credit units at Mt. SAC and am available every Tuesday and Thursday from 3 - 4:30 p.m. for Senate meetings (and Fridays from 11-12pm for positions that sit on the Activities Committee) once appointed.
- ☐ I understand that I am eligible to hold office as long as I maintain five (5) graded units at Mt. SAC and a 2.0 Mt. SAC grade point average per semester in addition to having a 2.5 Mt. SAC cumulative grade point average.
- ☐ Pay current and future \$11 Student Activities fee so long as I am in Senate.
- ☐ I have submitted a completed Senate application to the A.S. Secretary to review my eligibility. I understand that I will not be interviewed until my eligibility has been determined.
- ☐ I understand prior to meeting with the Senate, I must attend four (4) meetings to be considered for a Senate position. Meetings include 1 Senate interview, Senate, Executive Board, Activities or Inter Club Council Meetings.
- ☐ Prior to my Senate interview, I must verify on the attached Volunteer Form my involvement in four (4) hours of Associated Students related activities. **Verification of these hours must be submitted with my application.**
- ☐ Attend interview on Tuesday, November 29 or Thursday, December 1
- ☐ Attend officer training retreat February 2 & 3, 2017. Time to be scheduled.

**ASSOCIATED STUDENTS, MT. SAN ANTONIO COLLEGE
SENATE APPLICATION**

Part 1 of 3

Name: _____
Last First Middle

Student I.D. # _____

Phone #: () _____ (e-mail) _____
Print Clearly

I am interested in the following Senate positions: (You must list four positions, in order of preference):

1. _____
2. _____
3. _____
4. _____

How did you learn about Associated Students: ☐ A.S. Website ☐ Social Media

☐ Word of Mouth ☐ A flyer

☐ email ☐ The Student Portal ☐ At a campus event ☐ Classroom Presentation

☐ Other _____

For Office Use Only

Currently enrolled in 5+ units _____ **Mt. SAC Cumulative GPA** _____

Senate Application

Revised October 25, 2016 - afs

Completed 6+ Graded Units_____ Paid Student Activities fee_____

Senate meetings attended (4) _____

Disciplinary File_____ Student is eligible to run for office Yes____ No____

A.S. Secretary

Director, Student Life

My signature below authorizes the checking of my academic records at any time.

I understand the duties and responsibilities of the position for which I am applying. If appointed, I agree to uphold the A.S. Constitution and Directives, abide by College policies and procedures, and execute all obligations, fiscal and judiciary, in an objective and ethical manner.

I have no discipline record with the college. I agree to abide by the Standards of Conduct Policy, maintain enrollment in five (5) graded units per semester and maintain a Mt. SAC grade point average of no less than **2.0 each semester and a minimum Mt. SAC cumulative grade point average of 2.5.** Failure to meet and maintain these requirements will result in me being deemed ineligible **and removed from office by the A.S. Advisor or designee.**

I understand that my signature authorizes the release of all of my information pertaining to my student status at Mt. San Antonio College. (i.e. academic, financial or disciplinary records) in order to verify my eligibility. I also understand that I must pay the Student Activities fee for the semester, prior to submitting this application and each semester throughout my term of office.

Failure to adhere to these requirements will result in me being ineligible.

I also understand that the College has the right to use photographs of me for publicity and advertising purposes.

My signature verifies that I have read, understood and agree to the requirements of appointment for Senate for the Associated Students at Mt. San Antonio College.

Student Signature

Date

Print

ASSOCIATED STUDENTS, MT. SAN ANTONIO COLLEGE
SENATE APPLICATION
Part 2 of 3

Please respond to the following questions on a separate (*typed*) sheet of paper and attach it to your application. 12 point font, double spaced, 1 page maximum

1. What are some important issues/concerns on this campus that should be addressed by Senate?
2. What are your strengths and weaknesses as a leader?

**ASSOCIATED STUDENTS, MT. SAN ANTONIO COLLEGE
VOLUNTEER FORM
Part 3 of 3**

Name: _____

Activity (Event Name)	Date	Time In	Time Out	Responsibility (what did you do?)	Advisor initial	A.S. Officer Initial	# of hours
TOTAL HOURS COMPLETED (Minimum four (4) hours required)							

This form MUST be completed before the appointment process.