



University of South Florida Sarasota-Manatee

# EXECUTIVE BOARD ELECTION PACKET

What it Means to be an Officer of Student Government.....	1
How to Become an Officer.....	2
General Campaigning .....	2
Student Government Positions .....	3
Description of Officer Responsibilities .....	3
Eligibility of Officers.....	8
Rules and Regulations for Candidates .....	9
Violations and Disqualifications .....	12
Counting the Votes .....	12
Recounts and Runoffs.....	13
Appendix A Election Worker Certification	
Appendix B Poll Tender Certification	
Affidavit Know What it Means to be a Member of Student Government	

## ***SUBMIT THE FOLLOWING***

- Intent to Run Application
- Candidate Profile (including recent copy of transcript)
- Petition to Run Form
- Candidate Expense Contribution Statement
- Affidavit (*Know What It Means. . .*)

**Application and appropriate documentation due  
on or before 5:00 p.m., 7 March 2008. NO EXCEPTIONS**

to the  
Office of Student Affairs  
8350 North Tamiami Trail, SMC-A114 (Enter at A110)  
Sarasota, Florida 34243-2025

**ELECTIONS: March 25, 26, 27, and 28, 2008  
SGA Recreation Room/1<sup>st</sup> Floor Mini Rotunda/Online**

**RESULTS WILL BE ANNOUNCED MONDAY 31 MARCH 2008**

**University of South Florida  
Sarasota-Manatee Campus**

**Student Government  
APPLICATION ELECTION PACKET**

**What it Means to be an Officer**

---

Leadership. Commitment. Community.

It is important to understand that being a member of the Student Government Executive Board is not something to be entered into lightly or with the idea that it is a “sometime thing” that you can fit into your life. You will find that it becomes a big part of your life, both on and off campus, and, what is more, it is a great *responsibility* to the students of the University of South Florida Sarasota-Manatee and to our surrounding communities.

As expressed by Donald H. McGannon (former CEO Westinghouse Broadcasting Corporation):

“Leadership *IS ACTION*, not position.”

The fact that you are working towards your degree at the University of South Florida Sarasota-Manatee speaks to your commitment to yourself.

The fact that you are preparing to run for elected office speaks to your commitment to yourself, your fellow students, and your wider community.

Lance Secretan, Industry Week, 10/12/98

---

Leadership is not so much about technique and methods as it is about opening the heart. Leadership is about inspiration—of oneself and of others. Great leadership is about human experiences, not processes. Leadership is not a formula or a program, it is a human activity that comes from the heart and considers the hearts of others. It is an attitude, not a routine.

More than anything else today, followers believe they are part of a system, a process that lacks heart. If there is one thing a leader can do to connect with followers at a human, or better still a spiritual level, it is to become engaged with them fully, to share experiences and emotions, and to set aside the processes of leadership we have learned by rote.

---

**University of South Florida  
Sarasota-Manatee Campus**

**Student Government  
APPLICATION ELECTION PACKET**

**How to Become an Officer**

---

1. Complete, and submit by the announced deadline, all paperwork within the Student Government Packet, including petition requirement. Executive Board Candidates (President, Vice President, Treasurer, Secretary, and Senate Chair) are required to have thirty-five [35] signatures on the petition. *These signatures must be those of currently enrolled students. Any signatures found not to be currently enrolled students will automatically invalidate the candidate's application.*
2. Read and attest to the information on "What it Means to be a Student Government Association Executive Board Member." This form *must* be submitted with the Election Packet or the application to run for office will be null and void.
3. Run for the Officer position during elections.
4. Upon election to office, complete salary incentive paperwork or volunteer time to office hours.
5. Attend appropriate Student Government meetings and/or events.

**Campaigning**

---

*Note: See page 5 for additional rules and regulations for campaigning.*

1. Plan your strategies for campaigning.
2. *Application and Campaign materials must be approved by the Student Affairs Coordinator (located in A114 of the USF Campus Center).*
3. *On the day of elections campaigning will not be permitted and, furthermore, candidates may not congregate in any polling location. No campaign materials will be allowed at any polling location. Any violation of this rule will cause a formal complaint to be filed against the offending party and may result in that person's dismissal from the ballot.*

**University of South Florida  
Sarasota-Manatee Campus**

**Student Government  
APPLICATION ELECTION PACKET**

4. Individuals campaigning are encouraged to cast their vote. Remember that as part of your office it is up to you to set an example for your fellow students.
5. **Individuals campaigning must remove all election materials from around the campus when the election polls close.**
6. Results of elections will be posted in the SGA Recreation Room, in the student e-newsletter, and via e-mail to the faculty, staff, and students.

Individuals who would like to dispute the results have twenty-four hours after results are posted to voice concerns to the Student Affairs Coordinator, *in writing (note that e-mail is not considered a valid form of written notice).*

**Available Student Government Positions**

---

Position Title	Number of Positions	Term of Office <sup>1</sup>
Executive Board		
President	1	12:01 a.m. May 5, 2008 to 12:00 a.m. May 5, 2009
Vice President	1	12:01 a.m. May 5, 2008 to 12:00 a.m. May 5, 2009
Secretary	1	12:01 a.m. May 5, 2008 to 12:00 a.m. May 5, 2009
Treasurer	1	12:01 a.m. May 5, 2008 to 12:00 a.m. May 5, 2009
Senate Chair	1	12:01 a.m. May 5, 2008 to 12:00 a.m. May 5, 2009r

---

<sup>1</sup> The term of office begins the day after spring commencement (Monday, 7 May 2007) and runs to the day of spring commencement 2008.

**University of South Florida  
Sarasota-Manatee Campus**

**Student Government  
APPLICATION ELECTION PACKET**

**Description and Responsibilities**

---

Note should be made that the responsibilities of each office are not all inclusive. There may be, and in fact will be, those times when you will be required to perform “other duties as assigned/assumed” in order to fulfill the functions of your office. It is traditional that all members of Student Government, but especially the President, are called upon to give more than 100% to Student Government Association. Understand that this is not meant to be a harsh interpretation of one or more individual’s job description, but is a usual offshoot of the willing assumption of responsibility that is assumed to be understood by the individual seeking that office. Always keep in mind that you are willingly assuming the responsibility of being a representative for your entire student body, your University, and your wider community.

**Special Note**

---

No one member of the Student Government Executive Board is more important or more senior than another. At no time does any one person have the right to act on behalf of all members of the Executive Board, nor does any one member have the right to make a binding decision for and on behalf of the Executive Board. Communication is key to a successfully operating Executive Board. This includes communication to and among the Executive Board, the Coordinator of Student Affairs, and the SGA Business Manager.

---

***President***

The President shall be the principle executive officer of the Student Government Association and shall preside and perform such duties incidental to the office, including all Student Government Association meetings and attendance at all Student Government-sponsored and University-sponsored events. The President is the primary representative for the USF Sarasota-Manatee student body within the University structure. The President additionally acts as a liaison to the community, representing not only the University, but also its students.

The role of President is a demanding one and requires that the individual recognize that he or she has the stamina of spirit to perform the necessary duties of President, possesses the poise and maturity necessary to deal with the Management Committee, the CEO, the Board of Trustees, Faculty, Staff, and Students of the University of South Florida Sarasota-Manatee. Additionally, as the President of a regional campus of a major Research 1 University, the President is a liaison and representative between the Sarasota-Manatee campus and the other campuses. This means taking

**University of South Florida  
Sarasota-Manatee Campus**

**Student Government  
APPLICATION ELECTION PACKET**

the time to develop relationships within and without the Sarasota-Manatee Campus and to meet obligations concerning non-Student Government Association sponsored events.

The President will be called upon for his or her opinion and to express the opinion, orally and in writing, of the students of the University. To that end the President must possess a willingness to speak in public and a command of the written and spoken word.

The President is responsible for the Student Government Budget and for monitoring compliance by the recognized Campus Student Organizations.

The President is required to spend *at least* twenty-five hours per week *working* for Student Government, for which he or she is entitled to remuneration at the current hourly rate as determined by the Student Government Executive Board. The President has no vote except in order to break a tie.

***Vice-President***

The Vice-President shall perform the duties of the President *in the President's absence*. Such responsibility mandates that the Vice President has the stamina of spirit to perform the necessary duties of President, possesses the poise and maturity necessary to deal with the Management Committee, the CEO, the Board of Trustees, Faculty, Staff, and Students of the University of South Florida Sarasota-Manatee. Additionally, as the Vice President of a regional campus of a major Research 1 University, the Vice President is a liaison and representative between the Sarasota-Manatee campus and the other campuses.

The Vice President will be called upon for his or her opinion and to express that opinion, as well as the opinion of the student body of the University of South Florida Sarasota-Manatee, orally and in writing. To that end the Vice President must possess a willingness to speak in public and a command of the written and spoken word.

The Vice President shall be the ex-officio chairperson to all Sarasota-Manatee Campus Clubs and Organizations, and shall, whenever possible, attend meetings of the Clubs and Organizations and monitor each entity's compliance with the rules, regulations, and policies of the University and of the Student Government.

**University of South Florida  
Sarasota-Manatee Campus**

**Student Government  
APPLICATION ELECTION PACKET**

The Vice President shall be responsible for attending all senate meetings as an observer and as a non-voting member to ensure that the rules, regulations, and policies of the University and Student Government are maintained.

The Vice President is responsible for reviewing and monitoring the budget of Student Government and, with the other members of the Executive Board, ensuring that the funds provided to the recognized Campus Clubs and Organizations are spent in accordance with the policies and procedures of the University, state of Florida statutes, and Student Government.

The Vice President is required to spend *at least* twenty-five hours per week working for Student Government, for which he or she is entitled to remuneration at the current hourly rate as determined by the Student Government Executive Board.

The description of the Vice-President's job notwithstanding, the Vice-President is not to be considered a "stand-in" or "easy substitute" for the office of President. In all matters, the officeholder of President shall be responsible for meeting the duties and responsibilities of that office.

***Treasurer***

The Treasurer shall be responsible for maintaining accurate expenditure records, as well as maintain surveillance over the usage of the Activity and Service Fee money as indicated by Florida State Statutes.

The Treasurer is an ex-officio member of the Budget Committee, and shall prepare each new fiscal budget to the Student Government, as well as working with Clubs and Organizations, when necessary, to define their individual budgets.

The Treasurer will be responsible for monitoring compliance by the Campus Clubs and Organizations insofar as requirements to be met for allocation and expenditure of allotted Activity and Service Fees.

The Treasurer must possess the poise and maturity necessary to deal with the Management Committee, the CEO, the Board of Trustees, Faculty, Staff, and Students of the University of South Florida Sarasota-Manatee. Additionally, as the Treasurer of a regional campus of a major

**University of South Florida  
Sarasota-Manatee Campus**

**Student Government  
APPLICATION ELECTION PACKET**

Research 1 University, the Treasurer is a liaison and representative between the Sarasota-Manatee campus and the other campuses.

The Treasurer will be called upon for his or her opinion and to express that opinion, as well as the opinion of the student body of the University of South Florida Sarasota-Manatee, orally and in writing. To that end the Treasurer must possess a willingness to speak in public and a command of the written and spoken word.

The Treasurer is required to spend at least fifteen hours per week working for Student Government, for which he or she is entitled to remuneration at the current hourly rate as determined by the Student Government Executive Board.

***Secretary***

The Secretary shall keep and maintain Student Government records, including minutes from the Executive Board and the Senate Board Meetings, and shall ensure that all members of the Executive Board and Senate Board receive copies of the Minutes and that any amendments to those Minutes are made in a timely manner.

The Secretary shall be responsible for maintaining and ensuring that accurate records are presented to the Executive Board of the Campus Club and Organization meetings, as well as records of special events sponsored, in whole or in part, by the Student Government.

The Secretary must possess the poise and maturity necessary to deal with the Management Committee, the CEO, the Board of Trustees, Faculty, Staff, and Students of the University of South Florida Sarasota-Manatee. Additionally, as the Secretary of a regional campus of a major Research 1 University, the Secretary is a liaison and representative between the Sarasota-Manatee campus and the other campuses.

The Secretary will be called upon for his or her opinion and to express that opinion, as well as the opinion of the student body of the University of South Florida Sarasota-Manatee, orally and in writing. To that end the Secretary must possess a willingness to speak in public and a command of the written and spoken word.



**University of South Florida  
Sarasota-Manatee Campus**

**Student Government  
APPLICATION ELECTION PACKET**

The Secretary is required to spend at least fifteen hours per week working for Student Government, for which he or she is entitled to remuneration at the current hourly rate as determined by the Student Government Executive Board.

*Senate Chair*

In the past there has often been some confusion about the office of Senate Chair. In fact, the Senate Chair is a Senator representing his or her College. The Senate Chair shall preside over (supervise) all the Senators, leading them in carrying out the legislative duties of the Senate and the Student Government. The Senate Chair shall propose all legislative changes, resolutions, and amendments to the Executive Board. The Senate Chair shall attend all Executive Board meetings and bring information back to the Senators. Additionally, the Senate Chair will have a vote in the Executive Board (which vote shall, in many instances, represent the opinion of the Senate), but shall not have a vote in the Senate. In this instance the office of Senate Chair is much like the office of President within the Executive Board).

The Senate Chair is responsible for spearheading recruitment of Senators, seeking nominations from the Faculty and from the Student Body, and performing the initial review of applications and interviews of Senator Applicants. Once the Senate Chair is satisfied that the application has been completed correctly, he or she will then present the Senate Applicant at the next scheduled meeting of the Senate Board, but not to be less than within ten working days, and the Senate Board shall review the Applicant and materials. Once the Senate Applicant has been through the Senate interview, the Senate Applicant will either be affirmed or denied. If confirmed, the Senate Appointee will be presented to the Executive Board for ratification at the earliest possible time, but within ten business days of confirmation by the Senate.

The Senate Chair must possess the poise and maturity necessary to deal with the Management Committee, the CEO, the Board of Trustees, Faculty, Staff, and Students of the University of South Florida Sarasota-Manatee. Additionally, as the Senate Chair of a regional campus of a major Research 1 University, the Senate Chair is a liaison and representative between the Sarasota-Manatee campus and the other campuses.

The Senate Chair will be called upon for his or her opinion and to express that opinion, as well as the opinion of the student body of the University of South Florida Sarasota-Manatee, orally and in writing. To that end the Senate Chair must possess a willingness to speak in public and a command of the written and spoken word.

**University of South Florida  
Sarasota-Manatee Campus**

**Student Government  
APPLICATION ELECTION PACKET**

The Senate Chair is required to spend at least ten hours per week working for Student Government, for which he or she is entitled to remuneration at the current hourly rate as determined by the Student Government Executive Board.

**University of South Florida  
Sarasota-Manatee Campus**

**Student Government  
APPLICATION ELECTION PACKET**

**Eligibility for Officers**

---

- ∞ Must be enrolled in a minimum of one (1) class on the Sarasota-Manatee Campus.
- ∞ May not be a New College of Florida Curricula Student.
- ∞ Must complete the “What it Means To Be in Student Government” affidavit.
- ∞ Must have a minimum GPA of 2.2, overall (include a copy of your most current transcript with your election package).
- ∞ Must complete and submit the Election Packet on or before the due date (7 March 2008, 5:00 p.m.).

**University of South Florida  
Sarasota-Manatee Campus**

**Student Government  
APPLICATION ELECTION PACKET**

**Rules and Regulations for Candidates of Student Government**

---

1. Complete, and submit on or before the announced deadline, all paperwork within the Student Government Packet, including the petition requirement. Executive Board candidates are required to have thirty-five [35] signatures of *currently enrolled students*.
2. Attest to the “What it Means To Be A Member of Student Government” affidavit
3. Run for the officer position during elections.
5. Upon election, complete salary incentive paperwork, or volunteer time to office hours.
6. Attend Student Government meetings and events.

***Campaigning for the Student Elections***

1. Plan your strategies for campaigning
2. The Office of Student Affairs (located in A114) must approve the Application and all campaign materials. ***Once these materials have been approved, NO new campaign materials may be used.***
  - a. Posters, flyers, and banners may be hung on bulletin boards designated by specific use of the University of South Florida. These include the bulletin boards in classrooms and the hallways. Postings must be neat and may not obscure any other posting (whether or not it is for a candidate). ***ALL POSTINGS MUST BE REMOVED BY 6:00 P.M. ON THE LAST DAY OF THE ELECTIONS.***
  - b. Campaign materials for the individual candidates ***MAY NOT*** exceed twenty (20) inches in dimension.
  - c. Posters and flyers may be used but all candidates must adhere to the Posting Guidelines (below). Any posting not authorized will be removed and the candidate will be warned. After three warnings the candidate will face being withdrawn from the ballot. All candidates are responsible for removing postings by 6:00 p.m. on the last day of elections. ***No Exceptions!***

**University of South Florida  
Sarasota-Manatee Campus**

**Student Government  
APPLICATION ELECTION PACKET**

**Posting Guidelines**

- ✍ All postings are to be on cork bulletin boards, or bulletin board surfaces (SGA Recreation Room) only. No flyer, poster, or campaign material is to be taped to any wall (inside or out), door, window, or other structure, temporary or permanent. This includes, but is not limited to, waste receptacles, chairs, tables, cigarette/cigar ash cans, sidewalks, roads, street signs, emergency telephone signs, telephone poles, computer monitors, restroom stalls, restroom mirrors, stairs, or stairwell walls.
- ✍ All postings shall be done neatly and with proper implements (for example, nothing is to be stapled to a cork posting board or put up using tape of any kind).
- ✍ No posting shall cover the posting/campaign materials of another candidate.
- ✍ No posting shall be larger than that of another candidate's that is posted next to it.
- ✍ All postings must be removed by 6:00 p.m. on the last day of the elections.

- d. Speeches may be conducted, but not on Election Day. *There can be no campaigning, other than posting on prescribed cork posting boards, in the classrooms.*
- e. Candidates **MAYNOT** use sound mechanisms for the purpose of advancing their campaign. This includes, but is not limited to, microphones, bull horns, public address systems, karaoke equipment, and any other voice or image amplification or projection equipment.
- f. **Candidates are prohibited from using imaging on computers or telephones on the day of elections to transmit their image to students for purposes of campaigning.**
- g. **Candidates are prohibited from campaigning within a classroom either before, during, or immediately after class time, with the exception of properly posted items on the cork posting boards within the classroom area.**

**University of South Florida  
Sarasota-Manatee Campus**

**Student Government  
APPLICATION ELECTION PACKET**

3. Campaign Literature
  - a. Campaign materials must be equal in number to the materials of the opponent in one given area. Candidates are encouraged to be creative in campaign literature.
  - b. All campaign literature must be approved by the Office of Student Affairs. *Any campaign literature observed posted without approval will be removed.*
  - c. Defacing or destroying campaign literature of another candidate is prohibited. Such action, if performed by or at the instruction of a candidate, will result in that candidate being removed from the ballot and prohibited from serving as an officer in Student Government (either elected or as a Senator) for a period of one school year.
4. *On the day(s) of election*, individuals campaigning may not campaign and may not loiter near polling places. This includes the SGA Recreation Room, the Cyber Café, and the Computer Lab.
5. Individuals campaigning are encouraged to cast their vote for the candidate of their choice. It is good to set an example to the entire student body.
6. *Individuals campaigning must remove all election materials when the election polls close.*
7. Results of elections will be posted in the SGA Recreation Room, in an e-mail to all students, and in the student newsletter.
8. Individuals who would like to register a dispute on the results of the election may do so, in writing, to the Student Affairs Coordinator, within twenty-four [24] hours of the results being posted. *Note that an e-mail is not considered to be a valid written notice.*

**University of South Florida  
Sarasota-Manatee Campus**

**Student Government  
APPLICATION ELECTION PACKET**

*Day of Elections*

1. Ballot Boxes
  - a. Ballot boxes shall be located in the SGA Recreation Room and any other officially sanctioned polling place on the days of elections. Additionally, on-line voting is available (and encouraged).
  - b. Ballot boxes shall be locked and sealed for the term of the elections.
  - c. No campaign literature of any kind may be affixed to a ballot box.
  
2. Poll Tenders
  - a. Any student who is not a candidate or a campaign worker may be a poll tender, subject to the approval of the Elections Committee Chairperson.
  - b. Poll tenders shall be required to certify, in writing, at the beginning and end of the voting day, the integrity for the ballot box in his or her respective precinct.
  - c. Poll Tender Responsibilities include, but are not limited to:
    - (ii) Following the Election Rules
    - (iii) Reporting any violation to the Elections Committee in a timely manner, and requesting appropriate action/response.
    - (iv) Removing partisan literature posted within twenty-five [25] feet of the polling location.
    - (v) Maintaining an accurate count of all ballots distributed from each polling place.

**University of South Florida  
Sarasota-Manatee Campus**

**Student Government  
APPLICATION ELECTION PACKET**

**Violations and Disqualifications**

---

1. No slanderous or libelous information may be posted about another candidate. *Any violation will constitute immediate disqualification.*
2. No defamation of another candidate's campaign materials will be allowed. *Any violation will constitute immediate disqualification.*
3. In the event a violation does occur, the charging party has twenty-four (24) hours from witnessing the occurrence to file a charge with the Office of Student Affairs. This charge must be made in writing (note that e-mail notification is not considered valid written notice). The Elections Committee will convene and investigate all evidence. The decision of the Elections Committee, to uphold or deny the accused violator(s) shall be final and binding (which can include, but not be limited to, removal of the candidate from the elections).

**Counting Votes**

---

1. All votes shall be counted within a secured location. The following individuals are allowed in the room when the votes are being counted, but it is not necessary that each individual so identified be in the room to validate the election results:
  - ∞ Elections Committee Members
  - ∞ Student Government Advisor
  - ∞ One (1) representative of each candidate *but not the candidate him/herself.*
  - ∞ Minimum of one (1) staff or faculty person, in addition to the Student Government Advisor.
  - ∞ A representative of those running if each person running has a representative present.
  - ∞ Other individuals deemed necessary by the Elections Committee.
2. Only members of the Elections Committee, the Student Government Advisor and the Staff or Faculty representative may actually count the ballots.



**University of South Florida  
Sarasota-Manatee Campus**

**Student Government  
APPLICATION ELECTION PACKET**

3. All results of elections will be official upon certification by the Elections Committee Chairperson.

**Recounts and Run-Offs**

---

1. A recount shall be automatic if the election result for that office is within three percent [3%] of the total votes cast for the top two candidates.
2. Any candidate entitled to, and desiring, a recount must contact the Elections Chairperson no later than twenty-four [24] hours after the final tally is posted. The requesting candidate must contact the Office of Student Affairs.
3. A run-off election, involving the top two candidates, will occur two weeks following the original election.
4. If two candidates are eligible and only one decides to run, there will be no run-off election. "The remaining candidate shall be declared he winner.
5. A write-in candidate shall take part in a run-off election only if he or she receives the highest or second-highest vote totals in the original election. In such event, the name of the write-in candidate shall be entered on the ballot.
6. A candidate who receives a majority of all votes cast shall be declared the winner.

**University of South Florida  
Sarasota-Manatee Campus**

**Student Government  
APPLICATION ELECTION PACKET**

**APPENDIX A  
ELECTION WORKER CERTIFICATION**

I, \_\_\_\_\_, do solemnly attest and affirm that I am not related by blood or marriage or any other relationship to any candidate in the Election to be held on \_\_\_\_\_, that I am not a candidate for any Student Government office, and that I have not served as a campaign manager or worker in any candidate's campaign in this election. Further, I am unaware of any event, circumstance, or situation which would threaten the integrity of the ballot totals.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

Witnessed by:

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

**University of South Florida  
Sarasota-Manatee Campus**

**Student Government  
APPLICATION ELECTION PACKET**

**APPENDIX B  
POLL TENDER CERTIFICATION**

I, \_\_\_\_\_, do solemnly attest and affirm that I am not related by blood or marriage or any other relationship to any candidate in the Election to be held on \_\_\_\_\_, that I am not a candidate for any Student Government office, and that I have not served as a campaign manager or worker in any candidate's campaign in this election. Further, I am unaware of any event, circumstance, or situation which would threaten the integrity of the ballot totals.

I further certify that I have accepted the Ballot Box (marked Ballot Box \_\_\_\_\_) on the \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_, from \_\_\_\_\_ at \_\_\_\_\_ (time). The Ballot Box was presented to me and received by me in sealed condition, and I have not tampered with or threatened the integrity of the Ballot Box by any action.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Poll Tender

Affirmed by:

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Elections Committee Member

\_\_\_\_\_  
Print Name

University of South Florida  
Sarasota-Manatee Campus

Student Government  
INTENT TO RUN APPLICATION FORM

**This form must be submitted to the Office of Student Affairs  
on or before 7 March 2008.**

*Please Type or Print All Information*

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Student Identification Number (*not* Social Security Number): **U** \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Cell: \_\_\_\_\_

Current E-mail Address (*one you actually check*): \_\_\_\_\_

Anticipated Graduation Date: \_\_\_\_\_ Major: \_\_\_\_\_

College: \_\_\_\_\_ Anticipated Degree: \_\_\_\_\_

I, \_\_\_\_\_, certify that I have read the Election Packet and Rules. I also certify that I am taking at least one course at the University of South Florida, Sarasota-Manatee Campus, and meet the criteria for candidacy. If elected I will serve my term to the best of my ability.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**FOR OFFICE USE ONLY - DO NOT WRITE BELOW THIS LINE**

---

Approved    Denied    Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

If Denied, Explain: \_\_\_\_\_

Office of Student Affairs: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Election Committee Chair: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

University of South Florida  
Sarasota-Manatee Campus

Student Government  
CANDIDATE PROFILE

*Please Type or Print Information*

Name: \_\_\_\_\_

Candidate for: \_\_\_\_\_ Major: \_\_\_\_\_

If a Candidate for Senate Chair, indicate College: \_\_\_\_\_

Anticipated Date of Graduation: \_\_\_\_\_ Anticipated Degree: \_\_\_\_\_

Past Experience in Student Government (if 'none,' so indicate):

Position	Period of Service	Comments

*Please answer the following questions as completely as possible.  
Additional paper may be used, if necessary.*

1. If elected / appointed, what would you seek to accomplish or change during your tenure with the Student Government?

2. If you are not elected to your position will you still be a vital part of student government and contribute in all ways possible? Please explain why or why not.
  
3. Detail the advantages or disadvantages associated with the position you are seeking.
  
4. What do you believe to be the fundamental role(s) of Student Government?
  
5. What areas of Student Government could be improved and why?
  
6. If it were in your power, what one service should Student Government offer? Why is this important?
  
7. Student Government is responsible for programming activities on campus. How do you feel you could enhance this aspect of the Student Government?



**University of South Florida  
Sarasota-Manatee Campus**

**Student Government  
PETITION**

*Please Type or Print Information*

Name: \_\_\_\_\_ Candidate for: \_\_\_\_\_

I, \_\_\_\_\_ (print name of Faculty or Staff member nominating student)  
nominate the above-named student for the above-named position.

Signature

Date

	Print Name	Signature	Major	Student ID Number
1				U
2				U
3				U
4				U
5				U
6				U
7				U
8				U
9				U
10				U
11				U
12				U
13				U
14				U
15				U
16				U
17				U
18				U
19				U
20				U
21				U
22				U
23				U
24				U
25				U
26				U
27				U
28				U
29				U
30				U
31				U
32				U
33				U
34				U
35				U



**University of South Florida  
Sarasota-Manatee Campus**

**Student Government**

**CANDIDATE EXPENSE CONTRIBUTION STATEMENT AND FINANCIAL INFORMATION**

**THIS FORM IS DUE NO LATER THAN 9:00AM  
ON THE NEXT BUSINESS DAY AFTER THE ELECTION**

All candidates running for an office shall not spend more than Three Hundred Fifty [\$350.00] Dollars on their campaign. Items which are donated to the campaign shall not exceed *a total of* One Hundred [\$100.00] Dollars, and should be given fair market value estimates. The aggregate total, therefore, allowable as campaign funds is Four Hundred Fifty [\$450.00] Dollars. *Special Note: Under no circumstances can Activity and Service Fee Funds be used to fund any candidate's election campaign.*

All receipts are to be submitted with this form.

*Please Type or Print Information*

Candidate: \_\_\_\_\_ Position: \_\_\_\_\_

Quantity	Description of Item(s) Purchased or Item(s) Donated	Place(s) of Purchase or Name(s) of Donating Party(ies)	Unit Price Fair Market Value	Total Price (Quantity x Unit)
<b>TOTAL EXPENDITURES</b>				

I hereby certify that this Expense Contribution Statement is true and correct.

\_\_\_\_\_  
Candidate's Signature

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date

University of South Florida  
Sarasota-Manatee Campus

Student Government  
“KNOW WHAT IT MEANS TO BE A MEMBER OF STUDENT GOVERNMENT”

**AFFIDAVIT**

**This form (completed and signed by all parties) must be submitted on or before the announced deadline for submission of materials, and is to be considered an integral part of the complete Election Packet. No candidate will be considered to be a valid candidate without submitting this form.**

*Please Type or Print Information*

Name: \_\_\_\_\_ Candidate for: \_\_\_\_\_

This certifies that \_\_\_\_\_, the above-named candidate for the USF Sarasota-Manatee Executive Board position named above attests to the statement that he or she “Knows What it Means to be a Member of Student Government” as such duties are described, in part, within the SGA Election Packet. By signing this form the named candidate acknowledges that he or she understands the responsibilities, duties, and obligations of the office he or she is seeking and, if elected, accepts those responsibilities, duties, and obligations. Furthermore, the candidate has read, understands, and agrees to follow all rules and regulations with regard to campaigning for the office for which the candidate is running, as well as the penalties involved for not following those rules and regulations.

USF Sarasota-Manatee Student Government

Office of Student Affairs

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Print: Name Title

\_\_\_\_\_  
Print: Name Title

ACCEPTED AND AGREED TO:

\_\_\_\_\_  
Signature of Candidate Date