ASSOCIATED STUDENTS OF COLLEGE OF THE DESERT

STUDENT TRUSTEE APPLICATION

ELIGIBILITY & ELECTION PROCEDURES

APPLICATION DEADLINE:
Return to the Office of Student Life by April 7, 2016 12:00pm

ASCOD Mission Statement: As the peer advocates for the students of College of the Desert, we strive to promote higher education, a sense of community, diversity, student involvement and act as your liaison to the faculty, administration and state, to ensure that the needs of the students both social and educational, are enhanced and met. Our purpose is to serve our fellow students, as well as making their College of the Desert Experience, a memorable one.
What skills are required to be an Effective Student Trustee?

Becoming a Student Trustee 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 Student Trustee:

- Have a global campus view and work on behalf of all students of the Desert Community College District (College of the Desert: Palm Desert Campus, East Valley Campus, Mecca Thermal Campus, West Valley Campus)
- 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
- Are able to ask for help when needed

Before committing to becoming the Student Trustee it is important that you understand the mission of the ASCOD Student Senate. It will be your responsibility to uphold the principles expressed within the Mission Statement found below.

**Mission Statement:**

As the peer advocates for the students of College of the Desert, we strive to promote higher education, a sense of community, diversity, student involvement and act as your liaison to the faculty, administration and state, to ensure that the needs of the students both social and educational, are enhanced and met. Our purpose is to serve our fellow students, as well as making their College of the Desert Experience, a memorable one.

**General Information**

- The Student Trustee shall remain in office for the entire term and throughout the following primary term unless action is taken against them for failure to comply with ASCOD Student Senate performance criteria or DCCD eligibility requirements. If elected, an A.S. Officer cannot serve as an Officer in any ICC recognized club or organization
- The Student Trustee is required to serve on three College-Wide Committees or Standing Committees each semester
- The Student Trustee is required to attend ALL College of the Desert Board of Trustees Meetings
- The Student Trustee is required to attend ALL ASCOD Student Senate meetings and report back information from the Board of Trustees meetings
- The Student Trustee must submit Progress Reports for all classes at least two (2) times per semester to the Director of Student Life for review and recommendations. Failure to comply could result in your removal from office
- Once elected as the Student Trustee, you are to comply with all rules and regulations set forth by the College. Any violation of the COD Student Code of Conduct either current or pre-existing is grounds
for removal from office
STUDENT TRUSTEE CRITERIA

Requirement Check List

☐ Eligibility for office requires a completion of a minimum of one semester with 6 (six) graded units and a 2.5 cumulative grade point average at College of the Desert.

☐ I am currently enrolled in at least 6 credit units at College of the Desert and am available every Monday from 2-4 p.m. for ASCOD Student Senate meetings. Datatel must reflect enrollment in at least 6 paid units and a 2.5 grade point average at time of verification when applicable during the year.

☐ I understand that I am eligible to hold office as long as I maintain at least 6 graded units per semester at College of the Desert and a 2.5 College of the Desert GPA.

☐ I have provided the Office of Student Life one 5”x7” photograph of myself.

☐ I have completed the required form (it must be typewritten) and obtained the signatures and student identification numbers of at least 50 currently enrolled College of the Desert students on my petition for nomination.

☐ I have submitted a Senate application to the Office of Student Life to review my eligibility. (Senate application may be submitted in parts) I understand that no interviews will be scheduled until my eligibility has been determined.

☐ I recognize that it is advised that I meet with the Executive Council and the A.S. Advisor either individually or collectively.

☐ I have scheduled an interview date and time with the Office of Student Life to go before the Executive Council or A.S. Advisor (optional).

Please Note: There will be a mandatory ASCOD transitional retreat. If elected, please make arrangements to attend.
Student Trustee Application

I am interested in running for the Student Trustee position with the Associated Students. I am aware that I must meet the eligibility requirements before being eligible for office. If elected I authorize the monitoring of my eligibility. I acknowledge the fact that I can serve the students only if I am academically eligible. (Enrolled in at least 6 units and maintain a cumulative College of the Desert 2.5 G.P.A.)

Student I.D. #

Position:

Name: ____________________________

Last Name, First Name, Middle Initial

Address: ____________________________

Home Telephone #: ( ) ___________ (e-mail) ________________

Cell #: ( ) ________________________

Shirt Size: □ S  □ M  □ L  □ XL  □ Other: ______________

I am interested in the following ASCOD Standing Committee positions: (You must list at least three committees, in order of preference):

1. ________________________________
2. ________________________________
3. ________________________________

I am interested in serving on the following College-Wide Committee positions (You must list at least three committees in order of preference):

1. ________________________________
2. ________________________________

Student Trustee Application

Revised: March 2014
Revised: March 2015
Revised: March 2016
ASCOD STANDING COMMITTEES

1. Budget and Finance Committee  
2. Constitution and Bylaws Committee  
3. Elections Committee  
4. Equity and Diversity Committee  
5. Events Committee  
6. Executive Council Committee  
7. Governmental Relations Committee  
8. Marketing and Communications Committee

COLLEGE-WIDE OPERATIONAL COMMITTEES

1. Administrative Computing Committee  
2. Bookstore Advisory Committee  
3. Budget Taskforce  
4. Citizens Bond Oversight Committee  
5. COD Green Council  
6. College Planning Council  
7. Diversity Council  
8. DSPS Advisory Committee  
9. End-Users Data Committee  
10. Enrollment Management Committee  
11. EOPS/Care Advisory Committee  
12. Facilities Advisory Committee  
13. Food Services Committee  
14. SSSP/Matriculation Advisory Committee  
15. Safety Committee

ACADEMIC SENATE COMMITTEES

1. COD AS Curriculum  
2. Educational Policies and Practices Committee  
3. Educational Technology Committee  
4. Outcomes and Assessment Committee

Student Trustee Application  
Revised: March 2014  
Revised: March 2015  
Revised: March 2016
I understand the duties and responsibilities of the position for which I am applying. If elected, I agree to uphold the A.S. Constitution and Bylaws, abide by College policies and procedures, and execute all obligations, fiscal and judiciary, in an objective and ethical manner.

I understand voting Student Senate members may not be members of recognize Associated Students of College of the Desert Chartered Clubs.

I agree to abide by the COD Student Code of Conduct, maintain enrollment in at least 6 graded units per semester and maintain a cumulative COD grade point average of no less than 2.5 throughout each semester. Failure to meet and maintain these requirements will result in me being deemed ineligible and removed from office by the Director of Student Life or designee.

I understand that my signature authorizes the release of all of my information pertaining to my student status at COD (i.e. academic, financial or disciplinary records) in order to verify my eligibility.

Failure to adhere to these requirements will result in ineligibility for election.

My signature verifies that I have read, understood and agree to the requirements to serve as the Student Trustee for the Associated Students at College of the Desert. My signature below also authorizes the checking of my academic records at any time by the Director of Student Life or designee.

______________________________  __________________________
Student Signature                     Date

______________________________  __________________________
Print                                Date

Note:
I also understand that the college has the right to use photographs of me for publicity and advertising purposes:  __________________________  __________________________
Signature                      Date

Student Trustee Application
Please respond to the following questions on a separate (typed) sheet of paper and attach it to your application.

DATE: ____________________________

NAME OF APPLICANT: ____________________________________________

PHONE #: _______________________________________________________

1. In your opinion, what role does or should Student Government play on a college campus?

2. For the position for which you are applying, describe what you believe to be your primary duties and responsibilities.

3. How will you prepare for your Senate service and the responsibilities related to this commitment?

4. What do you feel are the most important personal qualities needed to be a Senator?

5. What are some important issues/concerns on this campus that can or should be addressed by you and the Senate while holding this position?
EXECUTIVE COUNCIL PRELIMINARY MEETING

Our signatures below confirm that ___________________________ has met with the Student’s Name

Executive Council and the A.S. Advisor to discuss his/her interest in becoming a Senator for ASCOD at College of the Desert.

(Please note: You must have at least two (2) signatures for your application to be deemed complete).

A.S. President ___________________________ Date ________________

A.S. Vice President ___________________________ Date ________________

A.S. Secretary ___________________________ Date ________________

A.S. Advisor ___________________________ Date ________________

For Office Use Only

Student is eligible to hold an A.S. Office Yes _____ No _____ Date: ________________

Verified by: ___________________________ Date Elected: ________________

Director of Student Life/Designee
STUDENT TRUSTEE PETITION FOR NOMINATION

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