

*Georgia College & State University  
Student Government Association*



**Senatorial Application Packet  
2009 - 2010**

August 11, 2009

Dear Senator Candidate,

As the Student Government Association of Georgia College & State University, our job is to serve the student body. I am excited that you are interested in becoming a Senator for Student Government Association. The time and energy required of an SGA Senator is considerable but the experience is great and worth your time. As a Senator, it is your job to listen and bring forth issues that concern the students of GCSU. The role of Senator requires a minimum of three (3) hours a week, but may require further time. These hours consist of general assembly/senate meetings, committee meetings, various tasks/meetings in the Senatorial office, and various on-campus events.

The Student Government Association is the primary policy-making body for the students of Georgia College & State University. Our mission statement confirms that all students of GCSU are members of the Student Government Association; however, we are the *elected* few who represent all students. As a Senator, it will be your job to speak with students and listen to their ideas on how to improve our campus.

This year, everyone in SGA will be working on a number of important issues. One of our primary goals for this year is to better inform the student body through increased communication between faculty and administration. We want students to know that they can come to their Student Government if they have concerns for our campus or want questions answered.

All Senatorial applications are due back to the SGA Executive Office (first floor of the Student Activity Center) no later than Friday, September 4<sup>th</sup> at five o'clock. Campaigning will begin September 7<sup>th</sup> at midnight. The elections are scheduled to take place on September 10<sup>th</sup> via the MyCats portal. Check your email on Friday morning for the Senatorial Election results!

Good Luck and Best Wishes!

Kayla V. McCollam  
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Student Government Association  
Georgia College & State University  
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Senatorial Application

If elected as a Student Government Senator, I agree to do the following:

- 1) Attend all general Senate meetings which will occur on Wednesdays at 12:30pm as well as all previously announced committee meetings.
- 2) Act as liaison between SGA and students as well as student groups, faculty, staff, and administration.
- 3) Prepare and introduce legislation before the Senate after performing adequate document research.
- 4) **Attend the Senate retreat scheduled to be held on Saturday, September 12, 2009 in its entirety from 9:30am until 4pm.**

**Name (print):** \_\_\_\_\_

**Name to be displayed on Ballot:** \_\_\_\_\_

**Classification of Year** (what class you are running under): \_\_\_\_\_

**GPA:** \_\_\_\_\_ (not applicable for Freshman Candidates)

**GCID #** (Found on MyCats homepage): \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Most Checked Email:** \_\_\_\_\_

**Birthday:** \_\_\_\_\_

**Polo Shirt Size:** \_\_\_\_\_ (lady size available – please note)

**Check here if you are you interested in running for President Pro-Tempore** \_\_\_\_\_  
(Must have completed 24 Credit Hours and have been a Senator for at least one semester)

I agree to the above responsibilities and affirm that all information I have provided is true and accurate to the best of my knowledge, realizing that falsification of such data will result in my disqualifications from the office for which I am running. I also understand that the election results will be sent out to the email address I have listed by Friday, September 11, 2009.

**Signature :** \_\_\_\_\_

## Georgia College & State University Posting Guidelines

**ANY RSO POSTING ILLEGALLY WILL BE SUBJECT TO A \$25.00 FINE PER INCIDENT**

The following guidelines were developed to assist individuals posting flyers, banners and other type of materials on the campus of GCSU. In order to make sure your items are posted in the correct location, please adhere to the information listed below. Items found in the wrong location will be removed; therefore it is imperative that you follow these guidelines carefully. Remember, all signs and flyers must be stamped and approved by the Department of Campus Life. Please see the Advertising Policy on the GCSU website for more detail.

### **Maxwell Student Union:**

- Flyers, banners and posters must be given to the Department of Campus Life. In most cases, flyers and posters will be posted on the bulletin board next to the elevators.
- Flyers and posters cannot be posted on boards belonging to any organization. Organization's boards should only have that organization's information posted.
- Special request for posting Items in MSU must be approved by the Director of Campus Life.

### **Sodexo Dining Room:**

- Items should be posted on the two large bulletin boards in the east and west entrances, or any other board in Sodexo dining room.
- Special requests to post items on dining room tables must be approved by the Director of Food Service.

### **Atkinson Hall:**

- Signs can only be posted on the bulletin boards located in the building. No other locations are permissible.
- No literature, table tents, etc. will be allowed in the building.
- Signs posted in locations other than the bulletin board will be removed.

### **Lanier Hall & Arts and Science Building:**

- Signs, posters and other items are not permitted on doors, walls, windows or any other location.
- Signs and posters should only be hung on bulletin boards.

### **University Housing:**

- All signs should be taken to the University Housing office in Sanford Hall for posting in Resident Halls. (Flyers for apartment rentals cannot be posted in residence halls)

### **Front campus and the grounds:**

- Do not staple/tape or post items on tree, light poles, telephone poles, trash cans, bus shelters, bike racks, and exterior walls of buildings.
- Signs and flyers that exceed the listed deadline will be removed.

### **Library:**

- No signs or posters should be hung on any glass surfaces or walls. Use bulletin boards in Atrium, computer labs and board near circulation desk ONLY.

## Georgia College & State University Adverting Guidelines

All advertising must be approved and stamped by the Department of Campus Life Prior to distribution on campus. Advertising which has not been approved will be Removed and the individual(s) or organization will be liable for Disciplinary Action.

Please note the following:

1. The steps in receiving approval for signs or posters are as follows:
  - a. Construct sign or poster to the proper specifications (See “3A”)
  - b. Have the poster approved at the Department of Campus Life on the third floor of the Student Activities Center.
  - c. Place the posters in approved areas only.
2. Stipulations regarding the placement of posters and signs are as follows:
  - a. All signs or posters used by approved student organizations shall be approved by the Department of Campus Life.
  - b. All signs or posters may be placed on bulletin boards located in specific areas on Campus.
  - c. Sodexo services approve all signs or posters for the dining hall after initial approval by the Department of Campus Life.
  - d. Bulletin boards in academic areas should not be used unless approved by the academic dean or department chairpersons.
  - e. **No signs or posters are to be placed on glass doors or glass areas. No signs or posters are to be placed on painted walls.** Specific permission is needed to put signs on any brick-walled building.
  - f. Signs or posters shall be placed on bulletin boards by thumb tacks only, and not by staples, tapes or adhesives.
  - g. Only approved student organizations can advertise on Georgia College& State University campus. Exceptions involving events of community interest shall be approved specifically by the vice president of Student Affairs.
3. Limitations on the size, content, and length of time poster may be displayed are as follows:
  - a. Signs or posters are not to exceed 22” by 28” (poster size) unless approved by the building manager.
  - b. “Refreshments” shall be used in place of words denoting alcoholic beverages on all organization social function signs.
  - c. No signs or posters encouraging excessive use of alcohol or containing obscene material will be approved.
  - d. All signs or posters may be advertised a maximum of 10 days prior to an event.
  - e. Signs or posters must refer to a specific event and have the name of the organization sponsoring the event.
  - f. Outdated signs or posters shall be removed by the advertising organization Within 48 hours after an event. Any organization not adhering to this guideline may face advertising restrictions.
  - g. A maximum of 25 signs or posters will be approved for placement under this policy.