APPOINTED POSITIONS APPLICATION
For 2015-2016

Appointed Positions Candidate Intent Packet

Open Positions (circle one):

<table>
<thead>
<tr>
<th>Representative of Academics Affairs</th>
<th>Representative of Legislative Affairs</th>
<th>Representative of Arts</th>
<th>Representative of Athletics</th>
</tr>
</thead>
<tbody>
<tr>
<td>Representative of Publicity</td>
<td>Representative of Sustainability</td>
<td>Representative of Student Services</td>
<td>Representative of Volunteer Services</td>
</tr>
</tbody>
</table>

Please fill out application and turn in ASAP.

Applications Due May 18th @ 12:00 pm to Pam at EE 102 or to E118 at LAC.

Be ready to interview on Friday, May 22nd, 2015 during the ASB Cabinet Meeting at 8:00 AM.

PLEASE BE AWARE THAT DUE TO ASB CONSTITUTIONAL CHANGES, ALL APPOINTED POSITIONS SERVE A ONE-YEAR TERM TO INCLUDE FALL AND SPRING. ALSO, POSITION DUTIES HAVE CHANGED.

Application Contains:

1. Candidate Intent Application
2. Tentative Class Schedule
3. Appointment Schedule
4. Description of Appointed Positions
5. ASB Constitution Assessment
6. Election Preview Coverage

Questions? Contact the Associated Student Body at asb@lbcc.edu or mcardenas@lbcc.edu
Name: ____________________________

CANDIDATE INTENT FOR 2015-2016 Appointed Positions

CANDIDATE INFORMATION:
(1) Print your full name: ____________________________ Date: __________
(2) Title of the position you are seeking: ____________________________
(3) Major: ____________________________
(4) Local Address: ____________________________
(5) Cell Phone: ____________________________
(6) E-mail Address: ____________________________
(7) Student ID: ___________________ CSC# (on the back of ID): __________

This is to verify my intent to run for the office of ______________________ on the: (please check one)

ASB Cabinet ______ LAC Club Senate ______ LAC Cultural Affairs Committee ______ PCC Club Senate ______

PCC Cultural Affairs Committee ______ PCC Student Council ______

I agree to abide by the campaign rules. Failure to do so will result in action by the Election Committee and may result in my ineligibility to run.

ASB LEADERSHIP is defined as holding an elected or appointed position in any of the following organizations: ASB Cabinet, LAC and PCC Club Senate, LAC and PCC Cultural Affairs Councils, and/or the PCC Student Council.

Please check one:

_____ I have never held a position on any of the above-listed leadership boards.

_____ The first office I ever held in the above leadership positions, elected or appointed, was on the

____________________ Serving as____________________ in the ________ semester of ________

A - I realize that I cannot run for or hold office beyond the fifth (5th) semester of ASB Leadership participation at Long Beach City College, and that I must hold a cumulative GPA of 2.5 for ASB Cabinet positions, and a cumulative GPA of 2.0 for all other positions. ______ (initial)

B - I understand these positions require a completion ratio of .670 or higher. I must have completed a minimum of 6 units the semester prior to holding office at Long Beach City College. I understand that I must provide an unofficial copy of my transcript with this application. ______ (initial)

C - I understand that I must submit a current photo of myself with a campaign statement of 150 words or less (brief bio) on a CD or flash drive with this application. ______ (initial)

D - I understand that I must arrange my class schedule to be able to participate in ASB Cabinet meetings each Friday from 8:00 am to 10 am (mandatory). ______ (initial)
E - I understand that I must schedule an appointment with the ASB Advisor or designee to review the responsibilities, duties, and time commitments of the office I am seeking. Please refer to the information below to determine which advisor to whom you should speak. The advisor will verify the meeting by signing and dating this form. An Advisor will need to approve your application before submission. _______(initial)

*Please schedule an appointment with the ASB Advisor. The appointment must be completed by the application deadline of May 18th, 2015 at 12:00 p.m. Please contact ASB Advisor, Maya Cardenas by email: mcardenas@lbcc.edu

I hereby certify that I meet the requirements. These minimums must be met and NO exceptions will be granted based on academic minimum requirements. Eligibility will be checked for students seeking Associated Student Body Leadership positions.

NOTE** Individuals seeking Associated Student Body leadership positions will be required to take an assessment on the ASB Constitution and Bylaws attached to this packet.

All candidates must attend the MANDATORY Candidate Campaign Event.

I have read and understand the campaign rules as stated in this packet, and I agree to abide by them. Failure to do so will result in action by the election committee and possibly affect my eligibility. I hereby certify that all the information I have given is factual and correct.

Candidate Requirement Checklist

1. _____ Currently enrolled at LBCC and possesses a valid College Services Card.
2. _____ Enrolled in a minimum of six (6) units while holding office.
3. _____ Completed six (6) units the semester preceding the assumption of office and have provided an unofficial copy of my transcript.
4. _____ Has served no more than five (5) semesters in ASB Leadership positions.
5. _____ Cumulative G.P.A. of 2.5 for ASB Cabinet positions or 2.0 for all other leadership positions.
6. _____ Completion ratio of .670.
7. _____ Meet the LBCC attendance requirement.
8. _____ Student shall not serve as President of any other organization at LBCC while holding an ASB leadership position.
9. _____ Candidate is not seeking more than one ASB leadership position at the same time.
11. _____ I have read and understand the eligibility requirements for holding office as stated in the ASB Operating Bylaws.
12. _____ I have completed the ASB Cabinet Assessment (attached)

Signature: _______________________________ Print Name: ________________________________
MY Tentative CLASS SCHEDULE for Fall 2015

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Units</th>
<th>Desired Day &amp; Time</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please print your name

Please sign your name

__________________________  __________________________
Today's Date               Student Number

CSC Number
## 2015-2016 APPOINTMENT SCHEDULE

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday, March 30&lt;sup&gt;th&lt;/sup&gt;, 2015</td>
<td>ASB Appointed Position Applications available via the online website</td>
</tr>
<tr>
<td>Monday, May 18&lt;sup&gt;th&lt;/sup&gt;, 2015</td>
<td>ASB Appointed Position Applications are <strong>DUE by 12:00 pm</strong> to the Office of Student Life – LAC – E119; PCC – EE102F</td>
</tr>
<tr>
<td>Friday, May 22&lt;sup&gt;nd&lt;/sup&gt;, 2015</td>
<td>Appointed positions interviews <strong>START at 8:00 AM</strong> sharp at the PCC in LL-102</td>
</tr>
<tr>
<td>Friday, May 29&lt;sup&gt;th&lt;/sup&gt;, 2015</td>
<td>2&lt;sup&gt;nd&lt;/sup&gt; Round Interviews <strong>START at 8:00 AM</strong> at the LAC in T-1100</td>
</tr>
<tr>
<td>Friday, June 5&lt;sup&gt;th&lt;/sup&gt;, 2015</td>
<td>Installation of Fall 2015 Appointed Officers at 8:00 AM at the Grand Events Center</td>
</tr>
</tbody>
</table>

**APPOINTED POSITIONS OPEN UNTIL FILLED**
1. Please indicate the ASB advisor(s) & the Student Life Administrative Assistant’s name and email address below:

2. The ASB Cabinet serves what campus(es)?

3. What is the name of the Mascot for Long Beach City College? What is the Alma Mater known as?

4. List the Elected positions on the ASB Cabinet

5. List the Appointed positions on the ASB Cabinet

6. List three (3) duties, you feel are most important, of the position you are seeking

7. What GPA is required to hold office? What completion ratio?
8. What is the procedure for making an agenda request to appear on the ASB Cabinet Agenda?

9. What item of the ASB Standing Code of Ethics defines you as a representative of Long Beach City College? Why?

10. Who has the power to propose amendment(s) to Chapter Two: Operating Bylaws?

11. According to the Ralph M. Brown Act (Gov. Code §54950 - §54963), What is the requirement to post an agenda for the public?

12. [Fill in the blank] According to the Ralph M. Brown Act (Gov. Code §54950 - §54963), all meetings must be __________________ and ____________. If a member is not present, the member may ______________________ into the meeting, as long as the member’s location is: accessible to the public, posted on the agenda, and in compliance with the Brown Act.

13. What is quorum? And what constitutes quorum?

14. How many absences are allowed per the ASB Constitution?

15. How many tardies constitute an absence?

16. Who can make motions in meetings?

17. What form of Parliamentary procedures does the ASB Cabinet use in all meetings?
18. When are you available to schedule office hours on both the LAC and the PCC.

PCC: ________________________________
LAC: ________________________________

19. What day and time does the ASB Cabinet meet?

20. When should you use the secondary motion, “Point of Personal Privilege”?

21. How long does an elected/appointed official serve on the ASB cabinet?

22. True or False: Does the ASB allow excused absences?

**BONUS QUESTION:** Can you serve on the ASB Cabinet and be a club president at the same time?

...End of assessment

**APPOINTED PREVIEW COVERAGE**

Please address the following questions in 100 words or less. Please use complete sentences where appropriate.

What brought you to student government and why do you want to apply? (This may be typed on a separate sheet of paper)

Name: ____________________________________  Office: ____________________________

8
LONG BEACH CITY COLLEGE ASSOCIATED STUDENT BODY

Affiliations: _____________________________________________
(Special interest clubs, social service clubs, organizations, etc.)

Return this form along with your application.