

**STUDENT TRUSTEE  
ANTELOPE VALLEY COLLEGE  
Spring 2021  
Election Procedures**

**I. Authority**

The rules and procedures for the Student Trustee election are established by the Dean of Student Life and Services as per Board Policy 2105 and Administrative Procedures 2105. **Additionally, all prospective candidates must complete the Declaration Letter of Intent and meet with the Dean of Student Life and Services no later than Thursday March 25, 2021.**

**II. Criteria for Service**

As per Board Policy 2015, the qualifications for obtaining and holding office are:

The Student Trustee shall be enrolled in and maintain a minimum of five (5) semester units in the District, shall be in good standing in the District at the time of nomination and throughout the term of service. The student member is not required to give up student employment with the District. No student shall hold the office of Student Trustee for more than two terms.

**III. Campaigning**

A. Campaigning will begin as soon as the candidate meets with the Dean of Student Life and Services and is certified to run for the position. The filing deadline for Student Trustee is **Thursday, March 25, 2021.**

B. All campaign material must be removed by **Friday, April 16, 2021**. No campaign material shall be within 25 feet of an open computer lab or an official voting location.

C. The following procedures have been established for campaign material if posting on campus.

1. Stamped approved posters, signs, flyers, etc. (by the Dean of Student Life and Services) (maximum size 20" x 14") are **not** permitted to be attached to glass surfaces (**on the outside or on the inside**), glass doorways, or the glass dome on the south end of the Student Services Building. Posters, signs, flyers, etc. are **not** permitted in the classrooms, on painted or varnished surfaces, trees or on any light poles. Thumbtacks are acceptable for bulletin boards. No transparent tape or staples are allowed. The use of clear tape, nails, tacks and other damaging objects are prohibited in the posting of campaigning material. Masking tape is required for use to attach flyers to approved surfaces.

2. **Flyers are not permitted on car windows or in faculty mailboxes.** They may be placed on tables in the cafeteria, but they may not be taped to the tables and not exceed the size of 20" x 14".

3. Each candidate is limited to four (4) posters posted on campus.

4. **Stamped approved banners** (by the Dean of Student Life and Services) are limited in size to 48 inches by 10 feet long and are permitted to be posted in the cafeteria and are limited to two (2) per candidate.

**E. Speaking Sessions**

1. Arrangements may be made by each candidate to speak to the individual clubs on campus by obtaining **permission** from the club and **approval** by the club advisor.

2. Candidates may speak to groups of students assembled in classrooms prior to and immediately after instruction **with instructor's approval.**

F. Handouts

**Stamped approved handouts** (by the Dean of Student Life and Services) are permissible, but you cannot force people to take them.

IV. Election Dates and Procedures

A. Elections will be held from **April 7, 2021 through April 8, 2021**. Voting will be online through myAVC. The polls will close at midnight on **April 8, 2021**.

B. All currently enrolled credit students are eligible to vote.

C. The ballot order will be determined by the date the candidates submit their Letter of Intent.

D. Election results will be posted online and outside of T700E.

F. All candidates including write-in candidates must receive a majority vote to win and they must receive at least a minimum of ten (10) votes and meet the eligibility requirements to be declared the winner of the election.

G. All protests concerning the election must be submitted in writing no later than 9 a.m., Friday, April 9, 2021 to the Dean of Student Life and Services and/or designee.

V. Special Campaign Arrangements

Any special campaign activities not mentioned in the above campaign procedures must be submitted in writing in advance for approval by the Dean of Student Life and Services.

VI. The Executive Council and Dean of Student Life and Services and/or designee reserve the right to extend the filing deadline for any position where there are no declarations filed or no candidate meets the qualifications for obtaining office.