

Sterling College Student Government Association Hall and Class Elections Policy (Proposal)

1. With the exception of the freshman class, all class and Hall Elections shall be held in April. Freshman class elections shall be held during Orientation.
2. Classes and Halls have freedom to decide their class officer structure. For example, class officers may have an Executive council (of no more than 7) with an Executive Chair (to call meetings) or a traditional hierarchy with a President, Vice-President, Secretary, Treasurer, Secretary/Treasurer, and optional class Chaplain.
3. Of the Officers elected, one shall be designated to serve as the representative to the Student Government Association General Assembly. This officer shall attend the May meeting of the General Assembly.
4. The SC Student Government Association Vice-President of Community Development shall be present at all class meetings. If this person is unable to attend, another officer of the Association Executive Cabinet (preferably the President) shall preside over the meeting and run the elections.
5. The Resident Director of the Residence Hall shall be in attendance at the elections of hall officers. If the Resident Director is unable to attend, the Vice-President of Community Development of the Student Government Association shall preside over the meeting and elections.
6. After class elections are held, the SGA officer in attendance shall communicate the names of the class officers to the members of the Executive Cabinet and the Student Government Association Sponsor. After hall elections, the Resident Director shall inform the Student Government Association Vice-President of Community Development of the officers and those names shall be communicated to the members of the executive cabinet and the Student Government Association Sponsor.
7. Election Procedure
 - A. Determine class officer structure by presenting the class members with their leadership structure options as outlined in #2.
 - B. Offices shall be elected by descending hierarchy, beginning with the President, Vice-President, Secretary, Treasurer, and Chaplain.
 - C. Nominations for officers shall be taken from the floor. A nomination shall be made by saying, "I nominate...". A nomination must be seconded. Someone from the floor must move that the nominations cease. That motion shall be seconded. After the nominations cease, the nominees shall leave the room. The nominee gaining a plurality of the votes (the most) will win that position. The nominees shall be invited back into the room and the winner announced.
 - D. If a person is nominated for a position and not elected to it, they may be nominated for another position.
8. The President of a class or hall shall be responsible for calling regular meetings of the class or hall officers and the entire class or hall.
9. Typically, classes have been responsible for the following projects for the Sterling College community:
 - Freshman Class – Valentine’s Banquet
 - Sophomore Class – Garden Party
 - Junior Class – Christmas Banquet

Senior Class – Donating a Gift to the College

10. The following is an outline of typical officer duties. (These are up to the discretion of the class and halls depending on structure decided)

President: Calls, set agendas, and presides over all meetings of the class/halls; communicate with the Resident Director of Residence Hall (note: senior class president shall deliver remarks at commencement exercises, freshman class president may also be asked to speak at the freshman prayer breakfast with the Sterling College Board of Trustees)

Vice-President: Represent class concerns to the Student Government Association General Assembly by acting as SGA rep.; preside in the absence of the President, reserve campus spaces for events and meetings

Secretary: Record business of all meetings; take care of publicity and communications for the hall and class (hint: work with the SGA Publicist)

Treasurer: Track class monies; communicate with the SGA Executive Treasurer to learn proper financial procedure, submit class budget and funding request, sign all requisitions and vouchers (note: Senior class gift should be given and taken care of – in the form of an agency voucher before baccalaureate and commencement)

Class Chaplain: Open and close meetings in Christian prayer, offer spiritual guidance in times of class conflict and crisis