Student Government Association

2012-13 Student Senator Application

All candidates interested in serving in the Student Senate must submit a completed application to the Office of Student Services located in WB 322 H. To request an electronic copy of this form, please email: sga@roosevelt.edu. **All Student Government applications should be received by e-mail or in person before 5:00 PM on Tuesday, September 4, 2012.**

Student Government Association general meetings are held on *Tuesdays* from **5:00PM-6:00PM**. These meetings will conclude in time for students that attend night classes. The first meeting will be held the second/third week of classes. Student Government Association retreats are going to be held every second Friday of every month from 11:00 AM to 1:00 PM. Please, make sure to be available during these times and days because these meetings are **mandatory**.

Basic Information

Name: _____

Phone Number: _____

RU E-mail Address: _____

Year in School: _____

Years at Roosevelt University: _____

Major/Minor: _____

On-Campus/Commuter:_____

Student Government Expectations

1) Attendance at every SGA general meeting is expected.

    a. Senators are allowed 2 excused absences per semester.
        i. An absence is only counted as excused if the Senator notifies the SGA Executive Board at least 24 hours in advance by emailing sga@roosevelt.edu

2) All SGA representatives are expected to notify an Executive Board member at least 48 hours in advance before meeting with any party on behalf of the Student Government Association (including: faculty, staff, media outlets, etc.).

3) Senators are required to work at least one hour per week in the Student Government Association office located in WB 322 H. This hour will be a standing semester long commitment.

    a. In addition, Senators are required to table once every three weeks for SGA.
        i. Tabling refers to sitting at a table in the AUD building, Michigan lobby or Fainman Lounge, and interacting with students to find out what their needs, wants, and concerns are about RU.

4) SGA representatives are expected to prepare a report for each general meeting.

5) Senators are required to sit on one External Committee
    a. External Committees are university committees that have positions available for student members
    b. A list of said committees will be distributed
    c. If a Senator's External Committee does not meet, it is the duty of the Senator to tell the Executive Board so they can be placed on another committee
    d. Senators will be required to update the SGA at every weekly meeting of what their External Committee is working on

<u>"AND"</u>

6) Senators are required to sit on one Internal SGA Committee
    a. This will be determined within SGA

Position Desired

Please see “Position Descriptions” and “SGA Expectations” in this packet before applying. If you are selected, your term of service is for the entire 2012-13 academic year.

YOU MAY APPLY FOR MORE THAN ONE POSITION.
Please check your preference. You will only be selected for one position.

How to Apply for Committee Chair:
If you would like run for a committee chair, please check up to two chairs. Write one paragraph explaining why you would be suitable for this position. The general senate will vote on committee chair positions. Please take into consideration your availability and time commitment as all chairs will need to hold committee meetings and attend executive council meetings.

If you do not select any of the positions below, it shall be assumed that you are applying to become a general senator. For more information about general senators turn to page 5.

Senate Leadership: Committee Chairs

_____ Academics Chair

_____ Campus Life Chair

_____ Communications Chair

_____ Political Affairs Chair

Senator Position Descriptions

Senators are voting members of the Student Government Association and compose the Student Senate. There are twenty positions in the Student Senate. Senators must be active and willing to reach out to all students at Roosevelt University. Committee Chairs are expected to report to the Student Senate at each Tuesday Senate Session. Please see "SGA Expectations" to learn more about what is required to serve on the Student Senate.

Committee Chairs Duties and Powers of Standing Committees

Academic Affairs

i. Shall be charged with the responsibility of advocating on behalf of student body regarding academic issues.
ii. Shall be composed of a Chairperson and Senators selected to represent their respective colleges within the University.
iii. Shall bring resolutions to the Senate upon approval of the committee by majority vote of the Senators.
iv. The Chairperson is allowed to maintain his/ her Student Senate position as this position does not carry its own right to a seat within the Student Senate.

Campus Life

v. Shall be charged with the responsibility of advocating on behalf of the student body regarding issues related to the overall quality the Roosevelt University Chicago Campus
vi. Shall be composed of a Chairperson, all Special Representatives, and other interested Senators to represent the student body; a minimum of four Senators must participate in the Campus Life Committee.
vii. Shall bring resolutions to the Senate upon approval of the committee by majority vote of Senators.
viii. The Chairperson is allowed to maintain his/ her Student Senate position as this position does not carry its own right to a seat within the Student Senate.

Political Affairs/ Community Outreach

ix. Shall be charged with the responsibility of advocating on behalf of the student body regarding political issues directly related to the interest of Roosevelt University students.
x. Shall be charged with the responsibility to coordinate community outreach events for Senators and the student body to participate in.
xi. Shall be composed of a Chairperson and open to Senators and general members to represent the student body; a minimum of four Senators must participate in the Political Affairs/ Community Outreach Committee.

xii. Shall bring resolutions to the Senate upon approval of the committee by majority of Senators.

xiii. The Chairperson is allowed to maintain his/ her Student Senate position as this position does not carry its own right to a seat within the Student Senate.

Communications

xiv. Shall be charged with the responsibility to advertise all Student Government Association meetings and events to the student body.

xv. Shall be composed of a Chairperson and open to Senators and general members to represent the student body; a minimum of four Senators must participate in the Communications Committee.

xvi. Shall bring resolutions to the Senate upon approval of the committee by majority of Senators.

xvii. The Chairperson is allowed to maintain his/ her Student Senate position as this position does not carry its own right to a seat within the Student Senate.

At Large Student Delegate

Fifteen students will be chosen to serve as General Senators. These senators can be classified under any department, can be full-time or part-time, and reside either on or off campus. At-Large Student Delegates represent the entire student body interests. These fifteen Senators will be required to fulfill a broad range of duties as is required by the Executive Board and/or the General Senate. General Senates may choose to concentrate in one area if they so choose.

Personal Statement

Provide a brief description of leadership positions you have held, including past involvement with the Student Government Association if applicable (not required). Explain why you are interested in serving on SGA and briefly discuss what you hope to establish as an organization. Please list any special skills or interests that will assist you in the position(s) you desire.