What are the responsibilities of each office?

- Each officer is required to attend all biweekly All-Staff meetings which are held the weeks in which Senate is not in session; Senate attendance is also required.
- Each officer is required to work one office hour per week in the SGA office.

**Class President**

The President of each class shall be the executive officer of that class, shall be in charge of all class activities and shall preside at all class meetings.

**Class Vice President**

The Vice-president of each class shall preside at class meetings in the absence of the President. He/she shall track class attendance and representation in the Student Senate and assume any other duties assigned by the president.

**Class Treasurer**

The Treasurer of each class shall keep accurate records of any monetary transactions made by the class and shall report such transactions at each class meeting. No transactions may be made without prior approval from the Class President, the SGA Advisor and the Vice President for Student Affairs.

**Class Secretary**

The Secretary of each class shall keep accurate records of class meetings and shall be responsible for all class communication and publicity pertaining to class activities.

**Reminders**

- Petitions available from March 22-April 12
- Design dates: April 13-21
- Campaigning begins April 22
- Elections are April 26-30 through the student portal

**Questions?**

For more information, please contact:

- James Matthew Wyatt, SGA Attorney General, 731-363-5409, jamesmatthew.wyatt@my.uu.edu
- Bo Mantooth, SGA Advisor, 731-661-5094, bmantooth@uu.edu
GUIDELINES

Students interested in running for class office must meet the following guidelines:

- Turn in a completed petition. Twenty-five people from your class must sign your petition, agreeing that you are a suitable candidate. Completed petitions must be turned in to Bo Mantooth, SGA Advisor, by the date indicated on the form.
- Students must have a minimum 2.5 Cumulative GPA at the time of the election. If elected, this minimum GPA must be maintained throughout the class office term.
- Students currently on University, residence life, or chapel probation may not serve in any student leadership position.
- Class Officers are encouraged to live on campus but are NOT required to live on campus.

Please note that students not meeting these guidelines will not be allowed to run for class office.

INTEREST MEETING

A meeting will be held after Senate on April 11 in Harvey Auditorium for students interested in running for class office. Students who have previously served in class office positions will be able to offer advice and answer any questions that you may have.

CAMPAIGNING

Proper campaigning is essential to being elected to class office. During the week before elections, it is important to convince your peers that you are the best candidate for the job. You must focus on your individual qualities and uncover how you will represent your classmates with excellence.

Campaigning officially begins on Sunday, April 22.

To help you with the campaigning process, every student who runs for a class office will be paired with a Graphic Design student who will assist in creating proper marketing for the campaign. This may include posters, flyers, banners, etc. It is important to sign up early to run for class office so that you will have plenty of time to create material for your campaign. You will work hand-in-hand with the Graphic Design student to ensure you are satisfied with your campaign materials. Be creative in campaigning, but please remember that disrespect to the other candidates will NOT be tolerated.

Please adhere to the following guidelines when posting posters and signs around campus:

- All signs must be approved and stamped by the Dean of Students Office.
- Signs may NOT be placed on wooden or painted surfaces, or on glass doors if they in any way obstruct visibility.
- Campaign materials may be posted on designated boards throughout campus.
- Signs in hallways (not on walls) must be 7’ off the ground. Signs also must be 2’ away from sprinklers and smoke detectors and 3’ away from heaters.
- You may NOT paint, draw or write on walls or other permanent surfaces. Sidewalk chalk is NOT permitted on the sidewalks.
- All signs and campaign paraphernalia must be removed at the conclusion of the campaign.
- Failure to abide by these rules may result in the disqualification of the candidate.

Disrespect to other candidates is not tolerated. Please contact the Attorney General or Advisor of the SGA if you have further questions about the content of your election speech.

ELECTIONS

Students will vote online through the student portal (April 26-30). Be sure to encourage everyone to vote!

RESULTS

The results of the election will be posted on the door of the SGA Office after the Attorney General’s committee has finalized all of the votes.