

Special Appointment Councillor Nomination Package

2019/2020

DATE PICKED UP: _____

DATE RETURNED: _____

YOUR NOMINATION PACKAGE AND DIGITAL ESSAY
MUST BE SUBMITTED TO THE SABVC OFFICE BY 3 PM
ON
OCTOBER 24, 2019.

NO EXCEPTIONS

**READ THE PACKAGE CAREFULLY. CANDIDATES ARE
NOT ALLOWED TO CHANGE OR EDIT THEIR PACKAGE
ONCE IT IS SUBMITTED.**



Eligibility Form

To run for a position, students must meet the following criteria:

- Be an active member of the Students' Association (this means you paid your SA fees. LINC and Youth in Transition students are ineligible for nomination as they do not pay SA fees)
- **Have a minimum 2.0 cumulative GPA (if a continuing student)**
Able to maintain a 2.0 cumulative GPA upon being elected
- **Not have been on academic probation or have received an Academic Misconduct or a Learner Code of Conduct Misconduct from Bow Valley College for at least one (1) full calendar year prior to nomination. (This includes a plagiarism)**
- Eligible to register in classes for the Fall and Winter terms, must be registered in at least one credit class per semester

Name:

BVC Email:

ID#:

Other Email:

Phone:

Cumulative GPA:

Program:

Term runs from November 1, 2019 – April 30, 2020

You MUST be able to attend a MANDATORY Councillor Orientation on November 1, 2019 from 10 am – 2 pm to keep your position on council.

I have received a complete SABVC Special Appointment Councillor Nomination package and have read and understood the materials contained in this package

I authorize the Office of the Registrar of Bow Valley College to release my personal information to the Students' Association of Bow Valley College in order to confirm my eligibility to stand for election. This includes verification of qualifications outlined at the top of this page, through official Bow Valley College records.

I give my consent to the Bow Valley College Director of Learner Success Services or designate to provide information regarding my status with the Executive Director or designate of the Students' Association of Bow Valley College.

Term runs until April 30th, 2020.

Candidate Signature: _____

Date: _____



Important Information

This package, along with your electronic essay, **MUST** be submitted to the SABVC office prior to:

3:00 PM on October 24, 2019

The personal information collected on this form will be used to administer and manage Students' Association's Councillor Election. This information will be protected by the provisions of the Protection of Personal Information Act and can be reviewed during normal business hours upon request. Information may be disclosed to third parties in order to meet specific contractual and legislative requirements needed to deliver services you have requested. We treat your personal information with care and respect.

Nominations open: October 15, 2019 at 9 am

Nominations close: October 24, 2019 at 3 pm

General Council Meeting: October 31, 2019 at 4 pm (You must attend)

You will be expected to answer questions from Students' Council

Councillor Orientation: November 1, 2019 10 am – 2 pm (Mandatory)

Permission

I give my permission to the Students' Association of Bow Valley College to use my candidate essay and picture to inform members of the Association about my platform.

By submitting this package, I authorize SABVC to use:

- My personal image
- My comments and other related information for promotional marketing purposes.

Candidate Name: _____

Candidate Signature: _____

Date: _____



Please read the following carefully and thoroughly:

Nomination Package Instructions:

- 1) Read the What does it take to be a SUCCESSFUL Student Councillor section**
- 2) Complete the eligibility form. All candidates must:
 - a. Have a MINIMUM cumulative GPA of 2.0
 - b. Be an active member of the Students' Association, (this means you pay SABVC fees)
- 3) Not have been on academic probation or have received a misconduct from Bow Valley College for at least one (1) full calendar year prior to nomination. (This includes plagiarism)
- 4) Receive 15 signatures from members of SABVC willing to nominate you as a Student Executive.
Note: LINC and Youth in Transition students are unable to sign this form as they do not pay SABVC fees making them ineligible for membership
- 5) Return the Candidate Profile section of the Nomination Package to SABVC AND:
 - a. **Complete all five questions of your Candidates Profile and email them to: executivedirector@sabvc.ca by 3 pm on October 24, 2019.**

Nomination packages will be considered incomplete until answers to all five questions have been emailed to nsgaggi@sabvc.ca BEFORE September 13 at 3 pm. Print or hand-written responses will not be accepted. Nomination packages received after the October 24 at 3 pm deadline will not be considered.

You must attend the October 31st General Student Council Meeting to answer questions by Students' Council. You will be expected to give a 3 – 5 minute presentation on your platform.



What does it take to be a SUCCESSFUL Student Councillor?

As a Student Councillor, you are to provide the strategic direction given by the student membership. You are to carry out SABVC's mission, values, and strategic plans for students.

We are looking for student leaders who are:

- **Great communicators!** You need to be able to express opinions, even when there is disagreement. We want respectful debate on Council. We looking for leaders who have strong reading and writing skills.
- **Ambassadors of SABVC!** We want you to showcase our events and services to students. This means talking to students outside of your friend groups. The goal is to ensure **all** students know how great SABVC is!
- **Advocates!** SABVC is here to meet the needs of students. Whether it is tuition increases, mental health resources, or increased representation with government, SABVC needs people who are promoting the best interests of students.
- **Great listeners!** Part of being a great communicator is listening to the needs of **all** students! We want people who go out there and listen to the entire student body, not just from a program or friend group.
- **Informed!** SABVC wants student leaders who can make decisions based on lots of information. This means having leaders who read the documents provided **BEFORE** attending their meetings and who keep up-to-date on municipal, provincial, and federal issues relating to students.
- **Respectful!** SABVC is here to represent all students, even those who may be of a different age, gender, ethnicity, sexuality, or religion than you are. Our diversity is our strength.
- **Dependable!** You need to be able to commit a minimum of 10 hours per month and attend all General Student Council Meetings. If you cannot commit the time to our student body, SABVC has other ways to get involved.

General Student Council Meetings are held every second Thursday from 4 pm – 5:30 pm. You must be able to attend these meetings in order to be a student councillor. *Two missed meetings will result in removal from council.*



General Information:

Council and Executive meetings occur twice a month. Student Executives are to attend every General Council and Executive Council meeting.

Becoming a student leader offers many great benefits including:

- The opportunity to make a difference for your fellow students
- To learn valuable leadership skills
- Excellent experience for your resume
- The ability to create the strategic direction of SABVC
- An opportunity to have a voice at the College level
- Amazing SABVC swag

As an elected student leader, SABVC will provide you with:

- Training on policies and bylaws
- The Strategic Plan
- Orientation to SABVC, (mandatory)
- Eligibility to the SABVC Points Program to get great SABVC swag!

SABVC

The Students' Association of Bow Valley College, (SABVC), is an incorporated non-profit organization legislated through the Post-Secondary Learning Act of Alberta. SABVC is the official conduit of communication between the College and the student body. We have many active student volunteers and an extensive operating budget. SABVC is responsible for providing great services, amazing events, and effectively representing ALL students to the College, municipal and provincial governments. ***We want students who are passionate about making a difference in students' lives.***

Students' Council

The General Students' Council is the highest governing body of SABVC. They are to provide the strategic direction and vision for the Association. The Council delegates its operational authority to the Executives and Staff of the Students' Association and sets the expectations and direction for SABVC.



Candidate Profile – You Need to Read This

For your nomination package to be considered complete, you will have to complete the following questions and email them to: executivedirector@sabvc.ca.

NOTE: In order to be declared an eligible candidate, this form and your electronic essay must be received by SABVC prior to 3 p.m. on October 24, 2019

Your responses will be shared with all student leaders so ensure your answers are well researched.

SABVC will not edit spelling or grammatical errors. Be sure to proofread your responses.

Incomplete nomination packages will not be accepted. All questions must be answered.

- 1) Tell us about yourself (Max. 100 words)
- 2) What do you know about the Students' Association of Bow Valley College? (Max. 100 words)
- 3) How are you as a candidate, going to demonstrate ethical behaviour to members? (Max. 100 words)
- 4) SABVC needs to represent all students. If elected, how would you ensure that students outside your program or peer group are being represented? (Max. 100 words)
- 5) What is your platform? A platform is a declared policy of a candidate as to why people should vote for them. (Max. 100 words)

If the word count for each answer exceeds the maximum, SABVC will edit the response without approval. Ensure your answers do not exceed the word count by more than 15 words.

Candidates and their campaign teams must attend the General Council Meeting on October 31 at 4 pm. You will be expected to present your platform and answer questions. Failure to do so will result in disqualification.



Former Student Leader Testimonials:

Louis Ikoghode, President, 2014-2015

Qualities that make a successful student leader:

To be counted as successful, a student leader must be a servant-leader with empathy, must possess an ability to see and comprehend the "big picture" and build meaningful coalitions beyond the comfort zones engendered by ethnicity and familiarity. A successful student leader must advocate boldly, tirelessly and vociferously for students.

The "servant-leader" must not only have a heart like Caesar's for "When the poor have cried, Caesar hath wept" (Shakespeare's Julius Caesar), but also be guided by the immortal words of Frantz Fanon who said that "the future will have no pity for those 'leaders' who possessing the exceptional privilege of being able to speak words of truth to 'the powers that be' have taken refuge in an attitude of passivity, of mute indifference and sometimes of cold complicity."

Sophia Olisa, Councillor, VP Student Life, President, 2012-2014

I believe what makes a successful leader are too many to mention. But, what stood out for me was authenticity. When one is authentic and genuinely care about people (in this case students) one will want to do what is in their best interest at all times.

Also, being a Student Leader once, I realized one will be questioned and scrutinized every now and then, it is good to embrace it when it happens because it is how one handles these times that speak volumes. However, whether good or bad leadership qualities displayed will be determined by the one in question, so choose always to imbibe the good qualities so it becomes a part of you.

Nicole Neufeld, Councillor 2016-2017

My name is Nicole Neufeld, I was a councillor for the 2016-2017 academic year. To be a quality student leader you need to always be thinking of the impact of your choices. You can't just act in favour of one faction of Bow Valley, for example, you may be a PN student but you are still representing the entirety of the student population. Being a quality student leader means commitment to greater good, putting in effort at meetings, and attending events that you say you will. You should act as though all of your words and actions are being recorded for others to see, because as a representative of SABVC, you are in the public eye! It surprised me that we all had such different ideas of what was best for events and for our students. It makes total sense seeing as we all come from different backgrounds, but it was eye opening for sure. You had to really create strong ideas and be able to back up your plans while in meetings. But above all, as long as you can follow the mission statement, be respectful and have fun you will be a great student leader!



Job Descriptions

Interested in being a student leader? You will need to know what you are signing up for.

Student Councillor:

1.1 Each Councillor shall:

- (a) ensure they are making the best decisions possible on behalf of the membership and in line with the SABVC mission, values, and strategic plan;
- (b) accept additional responsibilities as delegated by Students' Council and the Executive Committee;
- (c) actively work to support the Executives in the performance of their duties;
- (d) conduct themselves with the highest level of integrity and exemplify the expectations set out in the SABVC Code of Conduct;
- (e) perform all duties outlined for Councillors in policy;
- (f) assist in the coordination and implementation of local, provincial and national campaigns relating to educational affairs;
- (g) attend the Annual General Meeting and any Special Meetings;
- (h) attend committees they have been assigned to by Council;
- (i) attend all Council meetings, never being absent without permission from more than two Council meetings per semester;
- (j) be accountable to the membership for the conduct of the affairs of the Students' Association;
- (k) receive and review the Executive Committee meeting minutes;
- (l) review the Executive Committee's policy priorities;
- (m) monitor the activities of the Executives;
- (n) ensure Council adheres to its policies by focusing Council's activities on the Students' Association's mission, values, and purposes;
- (o) foster positive working relationships between Councillors and Students' Association staff;



- (p) govern the affairs of SABVC in a manner consistent with the decisions of Council;
- (q) other external committees relevant to the interests of SABVC membership;
- (r) monitor and develop SABVC's governance;
- (s) recruit and nominate Candidates to fill vacancies on Students' Council;
- (t) submit individual reports to the Executive Committee and the Students' Council outlining the status of individual position duties, projects and official communications as requested;
- (u) serve assigned office hours; and
- (v) support and participate in SABVC fundraising events.