

Center for Civic & Global Engagement Council of Student Leaders

Academic Year 2020-2021



TO APPLY FOR
Council of Student Leaders,
PLEASE MAKE SURE TO

- Complete and submit this application to SC-185, 480.423.6590 **by Friday, September 4 or earlier;**
- Have a GPA of 2.0 for a Student-at-Large or 2.5 for an Executive Officer, when you take office;
- Be available to attend weekly virtual meeting, every Thursday, 12-1 PM;
- Participate in an interview; and,
- HAVE FUN!

Your Name _____

Student ID Number _____ E-mail _____

Local Address _____, AZ 85_____

Phone Number 1) _____ 2) _____

How long have you been at SCC? _____ Credits Completed _____ GPA _____/4.0

Why did you choose to attend SCC?

What are your educational goals?

What leadership positions in what organizations (volunteer and/or paid) have you held?

Organization	Position	Organization	Position

What skills or experiences do you have that are transferable to the Council of Student Leaders?

What outside obligations do you have besides school? How many hours per week?

_____	Hours per week:
_____	Hours per week:
_____	Hours per week:

What position are you applying for?

(Please see opposite side for responsibilities. Rank your preference if you are interested in more than one; executive officer positions in *italics*.)

Student-at-Large (senator)
 Chair
 Vice Chair
 Secretary
 Special Events Co-manager
 Public Relations Co-Manager
 Artie (the mascot)

Please note: As a Student-at-Large, your regular weekly time commitment is two hours.
 As an *executive officer*, your regular weekly time commitment is five hours.

Council of Student Leaders Position Summaries

The Council of Student Leaders is SCC's form of a student government. We are a council because we officially do not "govern," but rather exist to preserve student rights, serve student needs, provide student funding for student activities, and serve as the official voice of the student body. CSL meets virtually every Thursday from 12 - 1 PM and so it is required that you are available at that time. In addition to CSLers being required to attend the official Thursday CSL Planning and General Meetings, they also must attend all CSL-sponsored events and programs, and at least one MCCCCD Governing Board meeting each academic year (typically scheduled in September). All members are expected to serve in a capacity that gives back to the college, either in CCGE office hours or other projects as assigned.

The following is a list that summarizes the responsibilities of each position within SCC's Council of Student Leaders.

Executive Officers

Chair

Acts as the official spokesperson of the students of SCC and CSL; Presides over the CSL Planning and General Meetings; Serves as the Chair of the Civic Engagement Committee, which will include planning and facilitating CSL-sponsored civic engagement activities in conjunction with the Director of the CCGE; Coordinates Student Executive Officers and Students-At-Large attendance at all active Club/Organization meetings; Coordinates and integrates all activities and duties of officers, members and volunteers of CSL; Maintains communication among CSL Executive Officers, Students-At-Large and General Membership; SCC Administration, Faculty and Professional Support Staff; and, Community Agencies and Representatives.

Vice Chair

Presides and performs the duties of the Chair, in the absence of the Chair; Serves as the Chair of the Global Awareness Committee, which will include planning and facilitating CSL-sponsored global awareness activities in conjunction with the Assistant Director of the CCGE, including but not limited to: International Education Week and Week of World Languages; May serve on SCC's Sustainability Action Council as the student representative.

Secretary

Maintains an updated list of SCC active Clubs/Organizations, their advisors, and information on their meeting times and events; Records, publishes, distributes and makes available the minutes of all Planning, General and Special Meetings; Copies and presents minutes at all CSL meetings for approval; Tracks all Student Executive Officers, Students-At-Large and Club/Organization Representatives attendance at CSL meetings; Prepares and mails all official outgoing CSL correspondence; Copies and shares incoming and outgoing correspondence with CSL at all General Meetings; Organizes and maintains all CSL archives and CSL files; May serve as Co-chair of the Fundraising Committee.

Special Events Co-manager

Serves as Co-chair of the Special Events Committee; Coordinates, in conjunction with the CCGE Office, all special projects and community service projects, including but not limited to: Homecoming Kickoff and Spring Fling; Completes any related event paperwork, in conjunction with the CCGE staff, including but not limited to: Facility Reservation Request Forms and requests for written quotes; Assigns Student Executive Officers and Students-At-Large with their duties and times to be present at any and all events; Assists with the planning and facilitating of at least one SCC-sponsored community service project per semester.

Public Relations Co-manager

Serve as Co-chair to the Public Relations Committee; Coordinates, publishes and disseminates the publication of a quarterly newsletter; Plans and coordinates the implementation of all CSL marketing and publicity including oversight of CSL's Facebook Group and taking photos at all CSL-sponsored events; Coordinates the decoration of the CSL bulletin boards in the Student Center Foyer at least once a term; Updates the CSL Marquee weekly, if necessary, with CSL-sponsored events; Updates the CSL Cafeteria Calendar monthly; Plans, facilitates and evaluates one Lunch with Dr. G & the VPs each term; Works closely with SCC Campus News Staff and the Marketing & Public Relations Department to advertise CSL events and accomplishments.

Artie (mascot)

Appropriately and proudly represents SCC as its mascot on and off campus; Attends all CSL Planning and General Meetings, and available leadership retreats, as scheduled each term; Serves on at least one CSL committee; Participates in the events and services sponsored by CSL; May serve as Co-chair to the Fundraising Committee.

Student-at-Large

Serving in the capacity of student senator, represents SCC and the student body with dignity; Works to ensure students have a voice on campus; Collaborates with members, the campus and the greater community to create and achieve group goals; Assists in the planning, facilitation and evaluation of programs and activities supported by CSL; Follows through on assignments and responsibilities related to the Center for Civic and Global Engagement and CSL; Offers constructive ideas, suggestion and comments; Participates in meetings, events and services sponsored by CSL; Serves on at least one CSL committee.