



Student Government Association Executive Board Application

Dear Candidate:

Thank you for your interest in the Columbia State Community College Student Government Association. The following Executive Board positions are available:

President, Vice President, SGA Secretary/Treasurer

These positions are scholarship eligible positions and are available to students on any Columbia State campus. These non-voting, executive positions will be selected via an **application and interview** process by the SGA Election Commission, outgoing Executive Board members, the SGA Advisor, the Director of Student Engagement & Student Services, and the College President.

The SGA is the voice of all students and is inclusive of all five Columbia State campuses. Selected candidates will be instrumental in leading the charge for student advocacy and meaningful programming at Columbia State. It is recommended that you review the current SGA Constitution & Bylaws, located at www.columbiastate.edu/sga for complete descriptions of positions and more information.

All Executive Board candidates must meet the following criteria:

- All students of Columbia State Community College who are enrolled in a minimum of twelve (12) hours each semester of the term of office or are enrolled up to the total hours required for their degree plan if they are in their final semester and who have a minimum cumulative 2.5 GPA are eligible to seek nomination for any office of the SGA subject to all rules and regulations as may be herein and hereafter enacted by the SGA, the college, or the Tennessee Board of Regents.
- Applications, and letters of recommendation (2) must be submitted by the deadline; no late applications will be accepted.
- A person who has been impeached from an SGA office is ineligible to run for an SGA office.
- *All applicants will be required to sign up for an interview time via e-mail upon review of their submitted application. **Interviews will be held virtually on May 25th, 8:30am-11:00am***
- ***Elected officers will need to be prepared to attend a Leadership Conference tentatively scheduled for September 25th, the TBR SGA Conference, and SGA Retreats in Summer, Fall and Spring. The format for all of these events as in person or virtual is TBA given our current environment.***
- ***Elected officers will need to be prepared to attend weekly SGA Senate and Executive Board Meetings and to Host Events and Programs throughout the Academic Year. The President and Vice-President are also required to represent Columbia State at all TBR Student Meetings.***

Applications and Recommendations Forms are due either in-person or electronically by, May 17th at 4:15pm to the SGA Advisor, Tia Lammert Miller via e-mail, SGA@ColumbiaState.edu. The SGA advisor will verify candidate eligibility.

Thank you for taking an interest becoming engaged in your college. We look forward to an exciting year!

Sincerely,
SGA Election Commission

Candidate Application

Name _____ Student ID # _____

Address _____ City _____ State _____

Email _____@ColumbiaState.edu Cell Phone _____

Major _____

Number of credit hours completed _____ Number of hours currently enrolled _____

Anticipated Graduation Semester/Year _____

Primary campus of attendance: Columbia Williamson Lawrence Lewisburg Clifton

Position/s you are applying For (Circle all that apply): President Vice President Secretary/Treasurer

1) Short Answer

Attach a separate sheet. (No more than 250 words per section).

- Please list past service/leadership experiences
- Please list any clubs/organizations (not mentioned above) you are currently involved in and current roles/positions you anticipate holding for the upcoming academic year.
- Please tell us why you think you should be chosen to serve on the SGA Executive Board.

2) You must also submit a photo to sga@columbiastate.edu that will be used during the process.

- I have read and understand the information in this packet. If selected, I will perform the duties of my office as described by the SGA Constitution to the best of my ability.
- If chosen as an Executive Board member, I will maintain a minimum of twelve (12) hours each semester of the term of office or be enrolled up to the total hours required for my degree plan if I am in my final semester and at least a 2.5 overall GPA.
- I understand that the Student Government Association may require a minimum of 5-10 hours per week of my time.
- I agree to uphold the constitution of the Student Government Association as well as the Columbia State Code of Conduct at all times as an official representative of the SGA and of the college.
- If selected, I hereby authorize Columbia State to use my image and e-mail address on the Columbia State SGA website.

Signature _____ Date _____ / _____ /2021

Executive Board Application
Student Government Association
1665 Hampshire Pike, Columbia, TN 38401
931-540-2836 Fax 931-560-4115



Faculty/Staff Recommendation Form

Two (2) recommendation forms along with a personalized letter of support is required for Executive Board Officer applications.

The recommendation forms **MUST BE** completed by a Columbia State faculty/staff member.

This recommendation form can either be submitted by the student as part of the application packet or directly from the person providing the recommendation. Applications without a recommendation form and letter of support on file will not be considered complete.

Completed recommendation forms are due by **May 17th at 4:15pm.**

Forms can be scanned and emailed to SGA@ColumbiaState.edu.

As outlined in the SGA constitution, elected or appointed executive board officers are required to maintain a minimum of twelve (12) hours each semester of the term of office or be enrolled up to the total hours required for their degree plan if they are in their final semester and maintain a cumulative GPA of 2.5. The personal behavior of the member is to remain above reproach and in compliance with all rules and regulations governing student conduct published in the current student handbook. The executive board members are also required to dedicate a minimum of five (5) hours per week to SGA working hours and business in exchange for a scholarship/grant.

I, the undersigned, hereby acknowledge that _____ is, in my opinion, a qualified candidate to run for the office of Student Government Executive Board Member.

_____ Printed Name	_____ Contact (email/phone number)
_____ Signature	_____ Relationship to Applicant
_____ Title	_____ Date