



Dear Students:

The current Student Senate E-Board is proud to announce the elections for a new class of Senators for the fall 2008 semester. It is our pleasure to help in the growth of Senate and those who serve in it. Therefore, we encourage you to fill out the attached petition so that you may run for a Senate position and serve Hartwick like those before you. We are very excited to see Senate grow and with your help we can fill it with people who bring new ideas and a loyalty and dedication unmatched in previous years.

This petition was created to make running for a position as simple and easy to complete as possible. Please make sure you read this packet through carefully and completely. Pay special attention to dates, requirements, and the format in which supplemental information must be submitted. No incomplete or late submissions will be accepted. Petitions for this semester are due **Wednesday, September 10, no later than 5 p.m.** Petitions should be submitted to the Student Senate Office on the 3rd floor of Dewar just past the Campus Safety Office.

Elections will take place outside the Commons and online Thursday, September 11 through Saturday, September 13. You will be notified on Sunday, September 14 if you have been elected. Moreover, our first meeting will be **Tuesday, September 16, at 8 p.m. in 103 Golisano.**

We encourage you to run, as Senate is a great way to become extremely involved in the goings-on of Hartwick College; it also is a great chance to meet new people. If you have any questions about the election process or you need assistance with your petition please e-mail senate@hartwick.edu or AOL Instant Message "WickSenate." You also may contact Senate President Nick Forst '09 at Forstn@hartwick.edu or 518-265-1223. Thank you so much for taking an interest in Senate and we look forward to reviewing your petition.

Sincerely,

Student Senate E-Board

What Makes a Good Senator?

- Someone who cares about fellow students, Hartwick College, and Oneonta.
- Someone with the time and initiative to work hard on Student Senate.
- A person who can best represent the feelings, ideas, concerns of the students of Hartwick College, thereby voicing them in an appropriate manner during meetings.

Why Run For Senate?

- To help the students of Hartwick College.
- To be an active member of the Hartwick Community.
- To be a leader on campus.
- To actively participate in change for the betterment of Hartwick College.
- To help students gain a voice on campus.
- To make Hartwick College a better place for all who come here.

Mandatory Senator Requirements

- Elected Senators will attend mandatory meetings held every Tuesday at 8 p.m. in 103 Golisano.
- Senators also will be subject to the Senate's attendance policies, which cover Senate meetings, extracurricular events, managing events on campus, and participating in or running various committees.
- Meetings are mandatory as well as these extra events when they do arise. Failure to uphold the Senate's attendance policy may result in the loss of your Senate position.
- Senators also are responsible for surveying the opinions of the student body and the various constituencies that they represent. This goes beyond simply asking your friends opinions and it is the duty of all Senators to faithfully and truthfully represent the concerns and ideas of the student body.

Petition Requirements

- Please make sure everything is filled out in a complete and legible manner on your petition.
- As a reminder petitions are due Wednesday, September 10 by 5 p.m. in the Senate Office, 3rd floor Dewar.
- Candidate statements are required to run for Senate.
- Candidate pictures are required to run for Senate.
- Your complete petition must include the signatures of no less than 50 current Hartwick College students. Each student should print and sign her/his names on the designated pages.

Candidate Statement and Photo Requirements

- Candidate statements must be in a (.txt) format. No word processor documents will be accepted. **For directions please see **Directions for Candidate Statement**.*
- Your statement must list the necessary information in the following order.
 - Line 1 – Full Name
 - Line 2 – Class Year (Freshman, Sophomore, Junior, Senior)
 - Line 3 – Major(s), Minor(s)
 - Line 4 – Position you're running for (Senator)
 - Line 5 – Blank
 - Line 6 and Following – Candidate Statement

For example:

John Smith
Junior
Art
Senator

I am running for Student Senate as a Senator, because . . . I believe I can effectively . . . Furthermore, a vote for me is a vote for . . .

- Please send your statement as an attachment in an e-mail to Senate@hartwick.edu by **Wednesday, September 10, no later than 5 p.m.**
- The filename of your document should be your Hartwick username (e.g. Smithj.txt)

Directions for Candidate Statement

- Create your statement using Microsoft Word and then save the document as a text (txt) file.
- For the text format, click File, then Save As . . . in the Filename dialogue box, enter your Hartwick Username (e.g. SmithJ)
- In the Save As dialogue box, scroll down and select Plain Text (*.txt) from the drop-down box and then click Save.
- You also may opt to use Notepad, which automatically saves documents in a (.txt) format.

Directions for your Candidate Photos

- Along with your Candidate Statement you need to attach a 100 x 150 pixel head-shot photograph.
- You may use a photo of your choice or you may opt to have a photo taken in the Senate Office.

- Photos that need to be taken in the Senate Office will be taken Monday, September 8 from noon to 2 p.m., and from 5 to 6 p.m. These are the only times to receive a photo.
- Remember, photos are a necessary part of your petition; please send the photo along with your statement to Senate@hartwick.edu.

Petition Checklist:

- Names and signatures filled out?
- Did you check your statement for mistakes?
- Are your photo and statement formatted properly?
- Did you attach your documents to your e-mail?
- Did you submit your signatures to the Senate Office?
- Can you make the Senate meeting times?

The Petition

Name: _____ E-mail: _____

Phone: _____ Mailbox #: _____ T-shirt Size: _____

I, the undersigned, do hereby support _____ as a Senator for the 2008-09
academic year. (Candidate Name)

Printed Name:

Signature:

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