



Miles College
**Freshmen Class President
And Miss Freshmen**
Official Candidate Packet

Schedule for Freshmen Class President and Miss Freshmen

Interest Meeting

- **ONLY Aspirants for Freshmen Class President and Miss Freshmen, Monday, August 16, 2021 in the Student Center, Kirkwood Balton Theater, 11:00 a.m.**

Applications

- **Application Due date**
 - All Candidates running for **Freshmen Class President and Miss Freshmen** are due, **Friday, August 20, 2021** in the Office of Student Activities (Room 221) **by 3 pm, NO EXCEPTIONS!!!**

Notification of Certified Candidates

- The list of certified candidates will be posted on the Student Activity Center Bulletin Board on **Friday, August 20, 2021 at 5:00 p.m.**

Campaigning Begins

- **Monday, August 23, 2021 at 10:00 a.m.** – Campaigning will end be **Thursday, August 26, 2021 at 9:00 a.m.** (Any Campaigns continuing by any persons after the end date and time, will be disqualified. This includes Social Media)

Speeches & Debates

- **Thursday, August 26, 2021** – Magic Student Center, 11:00 a.m.

Miss Freshmen Pageant

- **Thursday, August 26, 2021** – Pearson Hall Auditorium, Miles College, 7 pm – 9 pm

Election Days

- Elections will take place in the Student Activity Center, **Thursday, August 21, 2021 immediately after Pageant**

Election Results

- Election results will be posted **Monday, August 30, 2021 at 12:00 p.m..**

Elections Overview

1. Each Freshmen Class Presidential and Miss Freshmen candidate must be a fulltime student (carrying at least 12 credit hours) and in good behavioral standings with the College via the Dean of Students.
2. All candidates, and appointed Class Officers must be cleared through the Office of Student Affairs. Students shall be declared ineligible if they are under active sanction of suspension or currently on disciplinary probation for multiple minor violations of the Code of Student Conduct (Code), or aggravated violations, or completed suspension sanction, or controlled dangerous substance violations, or disruptive conduct, or weapons violations. The Office of Student Affairs shall hold each student to a high standard of behavior, both to protect the campus community, and to promote student moral development, when reviewing eligibility of candidates.
3. Attendance and proper business attire is required at all events.
4. All candidates, except those running for Freshmen Class President and Miss Freshmen, are required to give a 3-minute speech. The audience will be allowed to pose questions to the candidates following the speeches.
5. Only the candidates running for Freshmen Class President and Miss Freshmen will be able to participate in a debate.
6. Candidates for Miss Freshmen are required to have an interview and participate in the Miss Freshmen Pageant. The dates and times for the interviews and pageant are publicized in the election's timeline. More information concerning the election process for Miss Freshmen are on page 6.
7. If you have any questions, comments, or concerns, please speak with the Director of Student Activities in the Student Activities Center, Mr. Leon Moody (lmoody@miles.edu | 205.929.1400).

Rules for Campaigning

1. All potential candidates for office must be certified by the Director of Student Activities as eligible participants before campaigning begins. Potential candidates must be in good behavioral standing with the College. Good standing is defined as suspension or currently on disciplinary probation for multiple minor violations of the Code of Student Conduct (Code), or aggravated violations, or completed suspension sanction, or controlled dangerous substance violations, or disruptive conduct, or weapons violations. The Office of Student Affairs shall hold each student to a high standard of behavior, both to protect the campus community, and to promote student moral development, when reviewing eligibility of candidates.
2. Campaigning will not begin until **Monday, August 23, 2021 at 9:00 a.m.** ANYONE caught campaigning before the official start date on *Facebook, Instagram, Twitter, Snapchat* or any other Social Media/Internet sites will be automatically disqualified. Do not pass out ANY campaign materials, which include but are not limited to t-shirts, handbills, posters, etc. prior to **Monday, August 23, 2021 at 9:00 a.m.**
3. There will be no infringing on property rights (i.e. hiding signs, destroying signs, poster, fliers, etc.). In addition, disrespect displayed by any candidate will not be tolerated.
4. There will be no campaigning in or campaign propaganda on the following buildings: Library (LRC), Brown Hall, Welcome Center, Athletics Facilities and the Student Union Building. Do not place campaign propaganda on any Miles College entrances or exits.
5. Do not deface (destroy, damage, scar, disfigure) school property with campaign materials or propaganda. **Only place flyers and posters on bulletin boards.** Do not place flyers or posters on glass, light fixtures, construction fences or on the Miles campus directories. Do not place signs or posters with stakes into the ground, and **NO CHALKING AT ALL!!! DO NOT PLACE ANY CAMPAIGN MATERIALS (flyers, balloons, etc.) ON THE WELCOME CENTER. In addition, FLYERS CAN ONLY BE POSTED ON THE BILLBOARDS IN THE STUDENT ACTIVITIES CENTER AND AUTHORIZED ACADEMIC BUILDINGS.**
6. Campaigning in the Student Government Association Office and Office of Student Activities Office is prohibited.
7. All signs, posters, and flyers must be completely removed from the campus by 5:00 p.m. the day after elections.
8. Permission must be received from Resident Directors to post campaign materials in the resident halls. Candidates must receive permission from administrators in all academic buildings before posting campaign materials in that particular building.
9. Neither candidates nor any Miles students are allowed to set up voting stations in **any** academic buildings, nor the Student Center. **You are prohibited to vote on behalf of other students.**

10. The distribution of food and non-alcoholic drinks (cookies, cupcakes, pizza, ice cream, coffee, smoothies etc.) by candidates or anyone associated with them will need to complete an Activity Permit. If distributing candy only pre-wrapped candy is allowed.
11. Candidates may request a table in the Student Center between the hours of 11:00 a.m. – 2pm, Monday - Friday. Please visit Mr. Willis in the Student Center 2nd Floor to coordinate and set up a table for your event.

A candidate found violating any of the rules above will be subject to elimination from the elections process.

Voting Instructions

- Voting will begin **Thursday, August 26, 2021 starting at immediately after Pageant.** Ballots will be issued at the Voting Site located in the Multipurpose Room on the 2nd Floor of the Student Activities Center.
- You may also submit a brief profile, using Microsoft word, to appear on the Ballot:
 1. Name
 2. Classification
 3. Personal Philosophy
 4. Platform

Please note: *Your submissions will not be edited but will not be posted if any information is deemed inappropriate.*

All information must be submitted electronically to Mr. Leon Moody | lmoody@miles.edu by **Friday, August 20, 2021**. If you have any questions concerning the ballot, please visit Mr. Moody's office in the Student Center room 221.

Instructions to post flyers around Campus

- Only certified candidates and campaign managers may post flyers around campus
- Send an email to lmoody@miles.edu - Include in your email the following:
 - Your full name
 - Position you are running for
 - Phone number
 - Start date the advertisement should be posted
 - Flyers should be ATTACHED in jpeg format, 300dpi, and portrait dimensions
 - The Student Activities Center reserves the right to refuse to post images that are of poor visual quality or are deemed inappropriate or offensive.

Miss Freshmen Applicants

Criteria

1. Applicants must be a Fulltime Student with no suspension or currently on disciplinary probation for multiple minor violations of the Code of Student Conduct (Code), or aggravated violations, or completed suspension sanction, or controlled dangerous substance violations, or disruptive conduct, or weapons violations.
2. Applicants must be involved in at least one form of College extra-curricular activity.
3. Each applicant must participate in an interview and submit a letter of intent, explaining why she would like to be Miss Freshmen.
4. Applicants must be well poised, articulate, responsible, and possess leadership qualities.
5. Class Queen Candidates must be: **Single, Childless, AND NOT Pregnant**; and will remain so for the duration of her reign.
6. Class Queen Candidates must not have been in any trouble with the College that includes social probation, suspension, or expulsion.
7. If chosen as a Class Queen, stated persons are required to participate in all activities required by the institution.

Selection of Miss Freshmen

Miss Freshmen will be selected through a percentage score system that will include accumulated points from the following sectors: **professional interview, pageant and student body vote**. The candidates with the highest total percentage scores will be elected Mister and Miss Miles College. Below are details for each sector;

- a) INTERVIEW: Candidates will be judged on his/her letter of intent, public speaking skills, appearance, intellect, poise, and articulation.
- b) PAGEANT: Candidates will be judge on the following categories: Introduction, Oratory, Talent, Poise and Question/Answer segment.
- c) SECRET BALLOT: The student body will vote through a secret ballot process on the candidates **Thursday, August 26, 2021**.

Miss Freshmen Scoring Rubric

- 1) Student Body Vote: 50%
- 2) Pageant Score: 25%
- 3) Interview Score: 25%

Total Amount of Points Per Segment:

1) Student Body Vote: Registered # of students 2) Interview: 150 3) Pageant: 300

(*denotes the winner)

Sector	Percentage	Candidate #1 Sector Score	Candidate #1 Percentage Score	Candidate #2 Sector Score	Candidate #2 Percentage Score
Interview	25%	116/200	$.25 \times 116 = 29$	108/200	$.25 \times 108 = 27$
Pageant	25%	232/300	$.25 \times 232 = 58$	253/300	$.25 \times 253 = 63.25$
Student Vote	50%	533	$.50 \times 533 = 266.5$	512	$.50 \times 512 = 256$
Total Score	100%	881	*353.5	873	346.25

Description of Positions

Class President

1. The President is the chief executive officer and policy leader of his/her class.
2. The President shall preside over all class meetings and insure they are conducted in an orderly fashion.
3. The President shall be empowered to make recommendations to the Class Executive Board for their consideration of such matters that he/she judge necessary and important.
4. The President shall request and entertain all written and/or verbal opinions of class officers and members upon any matter, which may have an impact on the class as a whole.
5. The President shall propose an agenda for all class meetings.
6. The President shall have the power to call a special session of the class and/or Executive when he/she decides it is necessary.
7. The President shall have the power to deem any meeting closed to the public and all class members when he/she feels that the Executive Committee has confidential business to discuss.
8. The President shall appoint committees and chairpersons of committees.
9. The President shall meet regularly with other class officers.
10. The President shall serve as a member of the Student Government Association Executive Board and attend all weekly meetings.

Class Vice-President

1. The Vice-President shall be empowered to act for the President if he/she is unable to perform duties of his/her office.
2. The Vice-President performs all duties as directed by the President.
3. The Vice-President shall be an official non-voting member of every committee appointed unless otherwise stated.

Class Secretary

1. The Secretary shall be responsible for recording official minutes at every meeting of the class Executive Board and every class meeting.
2. The Secretary shall prepare minutes for distributing to each class officer.
3. The Secretary shall keep an accurate attendance book.
4. The Secretary shall be responsible for all facilities as needed by the class.
5. The Secretary shall requisition all facilities as needed by the class.
6. The Secretary shall perform other such duties as directed by the President.

Class Treasurer

1. The Treasurer shall receive all funds and be responsible for their safekeeping, accounting and audit.
2. The Treasurer shall be responsible for their preparation of records of all expenditures according to the class account.
3. The Treasurer shall file receipts for all purchases made by the class.
4. The Treasurer shall make monthly financial reports available to the class members.
5. The Treasurer shall be responsible for preparing a report of all class expenditures and transactions to the Comptroller of the Student Government Association.
6. The Treasurer shall perform other such duties as directed by the President.

Class Senator

1. There shall be one (1) Class Senator for the Freshmen Class, the President.
2. The Senator shall attend all Student Senate meetings called by the Student Government Association Vice-President.
3. The Senator shall give reports to the class Executive Board of the Student Senate meetings.
4. The Senator shall be responsible for presenting class concerns and programs to the Senate on behalf of the class when necessary for Senate approval.
5. The Senator shall perform all other such duties as directed by the President.

Class Queens

1. The **Class Queen** shall serve as the official host of the class.
2. The **Class Queen** shall be presented as the class representatives to the school during the Mister and Miss Miles College Coronation.
3. The **Class Queen** are official members of the College's Royal Court.
4. The **Class Queen** must attend and actively participate in all class programs and planning sessions.
5. The **Class Queen** shall serve on the Professional staff when needed.
6. The **Class Queen** shall coordinate at least one community service project each academic semester.
7. The **Class Queen** shall perform other duties as directed by the President.

Miles College
Freshmen Class President (ONLY)
Candidacy and Eligibility Application
(Please print clearly)

Full Name: _____

Classification: _____ Major: _____

Student Identification
Number: _____

Local Address: _____

Cellular Phone Number: _____

Miles Email Address: _____

Social Media Account: _____

I have read and understand the rules and regulations concerning the Freshmen Class election process. I agree to duly respect other candidates, their property, and right to campaign. Additionally, I will adhere to all College's policies and the Student Code of Conduct. I understand that if I violate any of the rules and regulations, I may be eliminated from the elections process.

Signature of Candidate

Date

For office use only: Please see Academic Records for Official reporting data.

Student is Validated:	
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Miles College
Miss Freshmen (ONLY)
Candidacy and Eligibility Application
(Please Print Clearly)

Full Name: _____

Classification: _____ Major: _____

Student Identification
Number: _____

Local Address: _____

Cellular Phone Number: _____

Miles Email Address: _____

Social Media Account: _____

I have read and understand the rules and regulations concerning the Freshmen Class election process. I agree to duly respect other candidates, their property, and right to campaign. Additionally, I will adhere to all College's policies and the Student Code of Conduct. I understand that if I violate any of the rules and regulations, I may be eliminated from the elections process.

Signature of Candidate

Date

For office use only: Please see Academic Records for Official reporting data.

Student is Validated:	
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Miles College

Freshmen Class President/Miss Freshmen (ONLY)

Petition for Candidacy

Candidates are required to complete 50 signatures for this petition. Please print all names and ID# legibly.

PETITION FOR

(Name of Candidate): _____

Student Full Name	M#	Student Full Name	M#
1.		26.	
2.		27.	
3.		28.	
4.		29.	
5.		30.	
6.		31.	
7.		32.	
8.		33.	
9.		34.	
10.		35.	
11.		36.	
12.		37.	
13.		38.	
14.		39.	
15.		40.	
16.		41.	
17.		42.	
18.		43.	
19.		44.	
20.		45.	
21.		46.	
22.		47.	
23.		48.	
24.		49.	
25.		50.	