

Student Senate for California Community Colleges
General Assembly
Electronic Voting Procedures

The intent of this policy is to ensure a clear and effective digital voting process during the General Assembly.

Section 1. Issuance of Electronic Voting Devices to Delegates

- A. Each voting delegate shall be issued (1) electronic voting device that will be assigned specifically to the delegate's college and is to be used only by the delegate throughout the weekend of General Assembly.
 - a. Devices will be checked out upon entering the resolutions voting area and checked in upon departure from the resolutions voting area.
 - i. Delegates will be required to show a college issued ID in order to receive their voting device.
- B. Once the delegates are in possession of voting devices, at no time shall the devices leave the designated voting area.
- C. If a delegate wishes to leave the voting area they must first return their electronic voting device to the Electronic Voting Control Table.
- D. If a registered delegate wishes to cede their voting rights to an alternate delegate, both the alternate and the delegate must approach the Electronic Voting Control Table where a senator will facilitate the change over.

Section 2. Liability

- A. Prior to issuance of an electronic voting device, each delegate and subsequent advisor must sign and submit a liability form that will establish financial accountability for any devices that are lost, stolen, or damaged.
- B. Failure to make the proper reparations will result in a hold on a college's ability to register for future SSCCC events.
- C. Any misuse of an assigned electronic voting device, including but not limited to: allowing an attendee who is not the delegate or alternate delegate to vote, misplacement of the device, or damaging the voting device will result in a loss of electronic voting privileges.
 - a. SSCCC Senators and conference organizers shall monitor that delegates are, in fact, voting with the electronic voting device.

Section 3. Voting Procedures

- A. The current voting topic and voting options will be displayed and read to all delegates.
- B. Delegates will cast their intended vote and each delegate's vote will be recorded.
- C. An announcement will be made when the voting period is coming to a close.

- D. At any time during the voting process a delegate may raise their hand for assistance if they are having technical issues.
- E. If technical issues prevent a delegate from casting the colleges intended vote, their vote will be given orally and recorded with the rest of the electronically collected votes.
- F. Once the voting concludes, a copy of the results will be sent to the secretary, and recorded in the General Assembly minutes.

Section 4. Seating Arrangements

- A. Because the range of the electronic voting devices is limited, the delegates will be asked to sit in areas within the effective range of the devices.

Student Senate for California Community Colleges
Electronic Voting Device Liability Agreement

I _____ understand the policies of utilizing the resources provided during the General Assembly Resolution Session, and am also aware that I am held responsible for any damages or loss of the electronic voting device provided to me. I also understand that I will be held personally responsible for any damages to equipment loaned to me by the SSCCC, and that failure to make the proper reparations may result in my college being banned from future SSCCC events until the issue has been resolved.

I further understand that the misuse of an assigned electronic voting device can result in a loss of voting privileges.

Delegate Signature

Date

Advisor Signature

Date

Delegate College: _____

Delegate Region: _____