

Sacramento City College

CANDIDATE FORUM GUIDE

DATES	DATES	DATES	DATES	DATES
Forum: Thu, Apr 18, 12:00-1:00 pm – SCC and Student Trustee Candidates				
Election Days: Tue-Wed, Apr 23-24, 5:00 am-11:30 pm, via online & eServices				
Effective dates for newly elected leaders: July 1, 2024-June 30, 2025				

Candidates report for Forum check-in at the following zoom [link](#) or in person at the Student Center, promptly 5 minutes before 12:00 noon.

- I. Forum Introduction: The moderator will share election-related information, explain the process, and facilitate the entire forum.
- II. Candidate Comment Periods:
 - a. Candidates will have up to 2 minutes for an opening statement to include:
 - i. Who you are
 - ii. Position you seek
 - iii. Your qualifications for the position
 - iv. Reasons you are the best choice for the position
 - b. Once candidates for a position have completed their opening statements, all candidates for that position will be invited to collectively field questions for no more than 10 minutes. Each candidate will have up to 1 minute to respond to each question.
 - c. Candidates will have up to 1 minute for a closing statement.
- III. Forum Conclusion: The moderator will close the forum by making final announcements regarding the election.

Important Notes:

- The moderator, in consultation with Student Leadership and Development, will have authority and final say in all forum-related concerns/questions.
- The moderator has the liberty to cut candidates off once their time has elapsed and reject inappropriate or irrelevant comments/questions.
- For contested positions, the order of speakers will be randomly determined. The same order will apply to both opening and closing statements.
- Speakers will be alerted when they have 30 seconds left and when their time has expired.
- If a candidate is not in attendance, their petition statement will be read, time permitting.