

LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM
Policy # 2.012

Title: STUDENT REFERENDA

Authority: Board Action

Original Adoption: 10/13/2010

Effective Date: 02/12/2020

Last Revision: 02/12/2020

The Louisiana Community and Technical College System Board of Supervisors may authorize colleges to collect fees for various purposes. Once such fees are approved and collected, those funds become property of the State of Louisiana, subject to all the rules that govern funds in the State, and the responsibility of the Board to oversee. Therefore, prior to a referendum vote of the student body or a vote of the Student Government Association that may have financial implications, the college must obtain approval from the Board to hold the formal vote. To gain approval of the Board, the following process shall be followed:

- (1) The student organization wishing to seek the referendum must complete the Request for Student Referenda form (attached)
- (2) The Request for Student Referenda must be reviewed and acknowledged by the Vice Chancellor of Student Affairs/Chief Students Affairs Officer of the college
- (3) The Request for Student Referenda must then be reviewed and acknowledged by the Chancellor
- (4) The Chancellor must submit the form to the System Office with a request to be placed on the next LCTCS Board agenda
- (5) If placed on the LCTCS Board agenda, the college should ensure that representatives of the student organization seeking the referenda are present to address the Board

The request for approval should include at a minimum the following elements:

- 1) Explanation of the reason for the referendum;
- 2) Exact language of the referendum as it will appear on a ballot;
- 3) Explanation of efforts to educate students on the referendum issue;
- 4) Anticipated voter turnout;
- 5) Fiscal impact of the referendum;
- 6) Explanation of the appeal process for appealing the referendum result;
- 7) Certification by the Vice Chancellor of Student Affairs/Chief Student Affairs Officer indicating support of the item; and
- 8) Certification by the Chancellor/Technical College Director indicating support of the item.

LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM
Request for Student Referendum

FORM

Attach additional pages if necessary

Name of Student Organization Seeking Referendum: _____

Student Organization Faculty Advisor: _____

Explanation of the reason for the referendum:

Exact language of the referendum as it will appear on a ballot:

Explanation of efforts to educate students on the referendum issue:

The logo for the Louisiana Community & Technical College System (LCTCS) is displayed in a large, light purple font. It features a stylized graphic of a sunburst or rays emanating from the top left corner, positioned above the acronym "LCTCS".

Anticipated voter turnout:

Fiscal impact of the referendum:

Explanation of the appeal process for appealing the referendum result:

Certification by the Vice Chancellor of Student Affairs/Chief Student Affairs Officer and Chancellor/Technical College Director indicating acknowledgement of the item:

Vice Chancellor of Student Affairs/CSAO

Date

Chancellor/Director

Date

