

PROPOSED TIMELINE FOR SRC & INTERNATIONAL STUDENT EXCO TERM 2021/2022 ELECTION

NO	TIMELINE	ACTIVITIES
1.	24 November 2021	<p>Nomination form for SRC & International Student Exco Election available for download from SharePoint (via QR code in election posters or link provided)</p> <p>Candidates to complete the nomination form and produce a 3-minute campaign video following the guidelines provided</p>
2.	01 December 2021	Dissolution of SRC & UKISA
3.	24 November 2021 – 05 December 2021	<p>SUBMISSION PERIOD: Candidates to submit the completed form and campaign video via UniKL email to the dedicated Campus Election Committee as listed in the nomination form</p>
4.	06 - 08 December 2021	<p>Campus Election Committee to process and filter the nomination criteria :</p> <ul style="list-style-type: none"> • Campus to provide the final list of qualified candidates (in standard Excel and Poster format) to Chancellery Election Committee and upload the tagged videos onto SharePoint. • Chancellery Election Committee will start migrating the candidate's material onto Student Portal
5.	09 December 2021	Campus to announce the official candidates of SRC & International Student Exco Election
6.	09-13 December 2021	<p>CAMPAIGN PERIOD :</p> <ul style="list-style-type: none"> • Submitted campaign videos will appear online on Student Portal as the official platform. • Campus may also publish the campaign videos on campus/SRC social media
7.	14 December 2021	UniKL SRC & International Student Exco Election Day (online voting via Student Portal)

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| 8. | 15 December 2021 | Announcement of SRC & International Student Exco Election 2021/2022 results |
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| 9. | 07-09 January 2021 | SRC Induction 2022 : <ul style="list-style-type: none"> • SRC Teambuilding (All Excocs & Sub-Excocs) • USRC Election 2022 |
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REMARKS :

1. CAMPUS ACADEMIC CALENDAR

NO.	ACADEMIC CALENDAR	DATE RANGE	ACTIVITIES
1.	MIAT	20 December 2021 – 04 January 2022	Final Exam
2.	MAIN	19 – 21 January 2022	Final Exam
3.	UBIS	07 – 11 February 2022	Final Exam
4.	RCMP (BACHELOR OF NURSING SCIENCE ONLY)	14 - 18 February 2022	Final Exam
5.	RCMP (BACHELOR OF PHARMACY ONLY)	24 January 2021 – 04 February 2022	Final Exam

2. CAMPUS ELECTION COMMITTEE

Campus to nominate one (1) staff to be the election committee. The name should be submitted to Central Election Committee by 18 November 2021 (Wednesday)

3. ELECTION INFO PACK

Will be provided through the poster and in election portal

CRITERIA FOR CANDIDATE FOR SRC & INTERNATIONAL STUDENTS EXCO ELECTION

the requirement

2 nd SEMESTER STUDENTS OR ABOVE
REMAINING 1 YEAR PERIOD OF STUDY
MINIMUM OF 2.5 CGPA
NO DISCIPLINARY RECORDS
ACTIVELY PARTICIPATE IN UNIKLs PROGRAM
ACTIVE MEMBER STUDENT CLUBS / ASSOCIATION

OPEN TO ALL UNDERGRADUATE & POSTGRADUATE STUDENT



ELECTION / APPOINTMENT

INTERNATIONAL STUDENT EXCO OR SUB-EXCO FOR SRC

- UKISA MEMBER WILL BE REPRESENTED BY ONE REPRESENTATIVE FROM EACH CAMPUS
- EACH OF SELECTED REPRESENTATIVE WILL BE SEATED IN THE SRC STRUCTURE BASED ON THE CRITERIA THAT APPROVED BY USC :
 - a) CAMPUS THAT HAS MORE THAN HUNDRED (100) INTERNATIONAL STUDENT, ONE (1) EXCO OF INTERNATIONAL STUDENT WILL BE ELECTED AND PLACED UNDER THE STRUCTURE OF CAMPUS'S SRC.
 - b) CAMPUS THAT HAS LESS THAN HUNDRED (100) BUT MORE THAN TEN (10) INTERNATIONAL STUDENT, SUB-EXCO WILL BE APPOINTED AS THE REPRESENTATIVE FOR INTERNATIONAL STUDENT IN THE SRC STRUCTURE. THE APPOINTMENT WILL MADE BY DD SDCL.
 - c) CAMPUS THAT HAS LESS THAN TEN (10) INTERNATIONAL STUDENT, THE WELFARE FOR THE STUDENT WILL BE FALL UNDER THE RESPONSIBILITY OF DEPUTY DEAN SDCL.

NO.	CAMPUS	NO. OF INTERNATIONAL STUDENT	ELECTION / APPOINTMENT
1	UniKL UBIS	271	EXCO
2	UniKL MIAT	135	EXCO
3	UniKL MIIT	114	EXCO
4	UniKL BMI	31	SUB-EXCO
5	UniKL MFI	29	SUB-EXCO
6	UniKL MIDI	25	SUB-EXCO
7	UniKL MICET	13	SUB-EXCO
8	UniKL MIMET	13	SUB-EXCO
9	UniKL MITEC	9	-
10	UniKL RCMP	4	-
11	UniKL MSI	2	-
12	UniKL MESTECH	0	-
GRAND TOTAL		646	

CAMPAIGN VIDEO GUIDELINE



Video duration: 3 minutes max



Contain student details & manifesto




- ✓ PROPER ATTIRE (TO REFLECT UNIKL DNA)
- ✓ PROPER LANGUAGE
- ✓ VIDEO WITH HIGH RESOLUTION
- ✓ CREATIVE EDITING
- ✓ ABIDE WITH THE MKN SOP ON COVID-19



- ✗ FOUL LANGUAGE
- ✗ ATTACKING THE GOVERNMENT, UNIKL AND INDIVIDUALS
- ✗ SENSITIVE CONTENT THAT MAY REFLECT OWN POLITICAL, SEXUAL AND RELIGIOUS VIEWS

TEMPLATE OF CANDIDATE'S E-VOTING POSTER

SRC E-VOTING 2021/2022



**UNDILAH SAYA
VOTE FOR ME**

X

**CANDIDATE
NUMBER
CAMPUS001**


NAME
[INSERT NAME]

ID & PROGRAM
[Insert ID]
[Insert Program Name]

“MOTTO”

UNIVERSITI KUALA LUMPUR

**INTERNATIONAL STUDENT EXCO
E-VOTING 2021/2022**



VOTE FOR ME

X

**CANDIDATE
NUMBER
CAMPUS001**

NAME
[INSERT NAME]

ID & PROGRAM
[Insert ID]
[Insert Program Name]

“MOTTO”

UNIVERSITI KUALA LUMPUR

CENTRAL COMMITTEE MEMBER (CHANCELLERY)

DEPT	PIC	SCOPE OF WORK
ICTD	Wan Taquddin Noorhayati	Preparation of the following : <ul style="list-style-type: none"> • Election Share Point Portal • Voting Platform
CLD	Dr. Izuddin Shafik Shahrul Nizam Azam	Issuance of the following : <ul style="list-style-type: none"> • Election Internal Memo • Nomination Form • Poster Material • Election Guideline
	Azam Fatihah Rafidah Arozi Jawariah Huda Nuratiqah Nadhirah Zaharull Shahfuan	Constructing & Updating Election Share Point Portal includes : <ul style="list-style-type: none"> • Upload Material • Editing Material • Updating Material
BRANDING	Afiq Kamal	Promotion of the Election includes : <ul style="list-style-type: none"> • Election Promotion Poster • Social Media Posting

CAMPUS ELECTION COMMITTEE MEMBER

STUDENT REPRESENTATIVE COMMITTEE (SRC) 2021/2022 ELECTION

CAMPUS	PERSON IN CHARGE (PIC)	EMAIL
UniKL MESTECH	Mr. Norzaidin Mazalan	norzaidin@unikl.edu.my
UniKL MFI	1. Madam Maziana Zainy 2. Mr. Azrul Firdaus Mohd Aini	maziana@unikl.edu.my azrulfirdaus@unikl.edu.my
UniKL BiS	1. Mr. Masznm Yahaya 2. Mr. Hazmi Jamaludin	masznm@unikl.edu.my hazmi@unikl.edu.my
UniKL MIDI	1. Ts. Salman Farisi Samsudin 2. Mr. Muhammad Shahrin Kamaruddin	salman@unikl.edu.my mshahrin.kamaruddin@unikl.edu.my
UniKL MIAT	1. Mr. Mohd Nor Azmin Md Hashim 2. Madam Rodzyta Md Nor	mnazmin@unikl.edu.my rodzyta@unikl.edu.my
UniKL RCMP	Mr. Nor Azizul Addhar Abd Latip	azizuladdhar@unikl.edu.my
UniKL MIMET	1. Madam Nor Zettiaiza Yahaya 2. Mr. Mohd Saiful Yusri Bin Yusof 3. Mr. Mohammad Azam B. Rusli	norzettiaiza@unikl.edu.my msaifuly@unikl.edu.my mohammadazam@unikl.edu.my
UniKL MIIT	1. Mr. Mohd Zaharudin Mohd Hanafiah 2. Mr. Muhammad Matin Aziz Rahim	mzaharudin@unikl.edu.my matin@unikl.edu.my
UniKL MSI	Mr. Mohd Azlan Ismail	azlan@unikl.edu.my
UniKL BMI	1. Mr. Zainin Osman 2. Ms. Norfazidah Deheri	zainin@unikl.edu.my norfazidah@unikl.edu.my
UniKL MITEC	1. Mr. Mohamed Shalehudin Mohamad Nodin 2. Mr. Mohamad Safiq Suhaimi	mshalehudin@unikl.edu.my msafiq@unikl.edu.my
UniKL MICET	1. Mr. Mohammad Akashah Ahmad Tajuddin 2. Mr. Taufiq Abdul Gani	akashah@unikl.edu.my taufiq@unikl.edu.my

CAMPUS ELECTION COMMITTEE MEMBER
INTERNATIONAL STUDENT EXCO 2021/2022 ELECTION

CAMPUS	PERSON IN CHARGE (PIC)	EMAIL
UniKL BiS	Mr. Muhammad Fadzly Sulaiman	mfadzly.sulaiman@unikl.edu.my
UniKL MIAT	Mr. Mohd Syafiq Mohd Zahari	mohdsyafiq@unikl.edu.my
UniKL MIIT	Mr. Muhammad Haikal Zainal Abidin	mhaikal@unikl.edu.my

SCOPE OF WORK FOR CAMPUS ELECTION COMMITTEE :

- 1) To do the election promotion at the campus level.
- 2) To receive candidate's nominations materials and to ensure on its compliance based on the requirement that has been set by the Central Committee. The materials required are as follows:
 - Completed Nomination form
 - Passport Size Picture
 - Campaign video
- 3) To fill in the info for each candidate's voting poster.
- 4) To upload the candidate's nomination materials to the cloud folder that provided by the Central Committee.