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Memorandum

Code: AA-2009-2

Date: January 14, 2009

To: Presidents

From: Allison G. Jones
Assistant Vice Chancellor

Allison Jones
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Date: 2009.01.14 11:10:10
-0800

Subject: **Local Responsibility for Student Participation in Policy Development**

Pursuant to Board of Trustees Student Participation in Policy Development resolution dated July 11, 2001, each campus is responsible for ensuring that associated student body organizations are involved in campus policy development as full participants. The Board of Trustee policy states the following:

Associated student body organizations established at each university, as provided by Education Code Section 89300, shall serve as the official representative body of the students of that campus. The presidents will provide these officially recognized associated student body organizations an opportunity to offer opinions and make recommendations about campus policy and procedures that have or will have an effect upon students.

Nominations of student representatives to serve on campus-wide governance committees, campus-wide task forces, or other campus-wide advisory groups will be made by the appropriate officially recognized associated student body organization. Appointments are made by the University President. Campus Associated Students boards of directors and their subcommittees will continue their selection procedure under their current process as directed by their bylaws. This is not meant to supersede any current power delegated to the officially recognized student body organization granted either by executive order or university policy.

For your reference, the complete Board of Trustees item may be viewed at the following link:

<http://www.calstate.edu/bot/agendas/jul01/EdPol.pdf>

Based on a recent survey of campus practices the Office of the Chancellor, in collaboration with the California State Student Association (CSSA), identified several campus policies that strengthened student participation in campus policy development. We are providing the following representative examples that campuses may want to

CSU Campuses

Bakersfield
Channel Islands
Chico
Dominguez Hills
East Bay

Fresno
Fullerton
Humboldt
Long Beach
Los Angeles
Maritime Academy

Monterey Bay
Northridge
Pomona
Sacramento
San Bernardino
San Diego

San Francisco
San José
San Luis Obispo
San Marcos
Sonoma
Stanislaus

consider implementing to ensure that associated student body organizations are full participants in campus policy development:

- ◆ Include student governance language in campus administrative manuals or in specific committee charges.
- ◆ Include student governance language in the Academic Senate constitution and bylaws.
- ◆ Consider the participating students' academic schedules when setting campus committee meetings.
- ◆ Review the composition of campus committees to ensure a fair representation among students, faculty, and administrators.
- ◆ Develop campus procedures to track committees, taskforces, and commissions in order to keep the Associated Students organization apprised of vacant student positions.

To assist the Office of the Chancellor to continue to work with the CSSA on student participation in governance issues, please e-mail a copy of your campus' policy to Mr. Ray Murillo by February 15, 2009. Questions about student participation in governance policies and practices may be directed to Mr. Ray Murillo, Associate Director, Student Programs, Student Academic Support, at (562) 951-4707 or rmurillo@calstate.edu.

AGJ:rm

cc: Dr. Charles B. Reed, Chancellor
Dr. Gary Reichard, Executive Vice Chancellor, Academic Affairs
Mr. Richard West, Executive Vice Chancellor, Business and Finance (retired)
Dr. Benjamin Quillian, Vice Chancellor, Business and Finance
Mr. Ray Murillo, Associate Director, Student Programs
Mr. Tim Snyder, Chairperson, CSSA
Ms. Susana Gonzalez, Executive Director, CSSA
Vice Presidents for Student Affairs
Provosts and Vice Presidents for Academic Affairs
Presidents, Associated Students