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**MEMORANDUM**

**Code: AA-2011-05**

DATE: March 29, 2011  
TO: CSU Presidents  
FROM: Ephraim P. Smith   
Executive Vice Chancellor and Chief Academic Officer  
SUBJECT: Student Representation on Auxiliary Governing Boards

During the course of the recent review of auxiliary organizations in the California State University an issue was raised regarding the process by which student representatives are selected for positions on auxiliary governing boards. In July 2001 the Board of Trustees adopted a policy statement regarding student participation in policy development throughout the university (REP 07-01-04).

Following from that policy statement, the Auxiliary Review Committee proposed that a university's officially recognized student body organization (typically referred to as ASI) be responsible for nominating potential student board members to the campus president.

This recommendation is not intended to supersede any of the following:

1. Authority delegated to a student body organization granted by existing Executive Order or university policy when such policy calls for student elections; or
2. Existing policy (or procedure) when an elected student body president is appointed to a student union board; or
3. Existing policy (or procedure) that outlines the selection/election of student members to a student union board.

Nomination Process

The university president should identify the boards that will need a new student representative and establish a reasonable time frame for ASI to identify nominees. The ASI

**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

must identify at least two student nominees for each auxiliary board position. The president may identify specific skills or attributes necessary for the position and will promptly request additional nominees if they do not meet the specified qualifications. Final selections (appointment or election) are made in accordance with the bylaws of the respective auxiliary corporation.

Questions about the student representation on auxiliary governing boards may be directed to either Ray Murillo, Associate Director, Student Programs, Student Academic Support, at (562) 951-4707 and [rmurillo@calstate.edu](mailto:rmurillo@calstate.edu) or Lori Erdman, Chief of Staff, Business and Finance, at (562) 951-4601 and [lerdman@calstate.edu](mailto:lerdman@calstate.edu).

EPS:lje

- c: Dr. Charles B. Reed, Chancellor
- Dr. Benjamin F. Quillian, Executive Vice Chancellor/Chief Financial Officer
- Vice Presidents, Finance/Administration
- Vice Presidents, Academic Affairs
- Vice Presidents, Student Affairs
- Presidents, Associated Students
- Mr. Eric Forbes, Assistant Vice Chancellor, Student Academic Support
- Mr. Ray Murillo, Associate Director, Student Programs
- Ms. Lori Erdman, Chief of Staff, Business and Finance
- Mr. Christopher Chavez, President, California State Student Association
- Mr. Miles Nevin, Executive Director, California State Student Association