MEMORANDUM

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
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 or Lori Erdman, Chief of Staff, Business and Finance, at (562) 951-4601 and 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