TITLE: ELECTION AND ORIENTATION OF STUDENT MEMBERS TO COLLEGE STANDING COMMITTEES

POLICY: Election of students will take place in the same time frame on all campuses, and members will be oriented to committee activities/responsibilities at beginning of their term of office.

RATIONALE: Early election and standardized orientation of students to committees will facilitate their taking an active part in committee work, and enhance student participation in the College of Nursing governance.

PROCEDURE:

1. Elections

   a. Early in spring quarter, the adviser to the Student Forum will send out notices to all campuses, via Student Forum leaders and Education Directors, regarding available College Standing Committee positions for students for the upcoming academic year.
   b. The Governing Board of the Student Forum, in collaboration with the Student Forum Adviser, will be responsible for obtaining nominations and conducting elections for representatives and alternates.
   c. A College-wide student election of committee representatives will be held in May.
   d. The adviser to the Student Forum will forward election results to the Chair of College Council.

2. Orientation

   Student representatives will receive the following from committee chairs prior to first teleconference in autumn:

   a. List of dates, times, locations of committee meetings for the school year.
   b. Copy of functions and duties of committee.
   c. Copy of annual report for previous year.
   d. List of other committee members (faculty and student).
   e. List of student representative responsibilities, including:
      1. Student representatives are expected to attend all teleconference meetings, or to send an informed alternate.
      2. Student representatives to standing committees, represent the student body as a whole, and not their individual campus. Transfer from one campus to another does not automatically cancel committee membership.
      3. If a student chooses to resign his or her membership on a standing committee, it is his/her responsibility to submit a letter of resignation to the College Council immediately.
3. Non-Attendance of Committee Representatives.

If committee chairs determine student representatives are not attending meetings or participating in committee activities after due orientation, they may request a letter of resignation and reappointment of a new student representative through the Student Affairs chairperson. Appointments and/or re-elections will be coordinated by the Student Affairs chairperson and managed by the student councils on each campus.

Approved by:

Student Affairs Committee: 4/9/84 Revised April, 1990
College Council: 5/10/84 Revised 5/6/85, 5/7/90
Dean: 5/25/84