

**Associated Students of WWU**  
**Student Trustee Selection Information & Application**

**Term of Position:**

Full year (12 months), serving by gubernatorial appointment from June to June.

**Required Qualifications:**

1. Must maintain a minimum of ten (10) credits for undergraduate and/or eight credits as a graduate student.
2. Must maintain a minimum 2.0 cumulative grade point average.
3. Must have completed a minimum of sixty (60) credits as an undergraduate and/or twenty-four (24) credits as a graduate student at Western Washington University, prior to applying.
4. Must have been enrolled at WWU the past two consecutive quarters, Fall 1999 and Winter 2000.

**Recommended Qualifications:**

1. An understanding of the WWU Board of Trustees as it relates to university governance.
2. Knowledge of state, regional, and local political systems as they relate to higher education.
3. A high level of knowledge concerning student issues.
4. Strong communication and written skills.
5. Involvement in diverse activities on campus and in the community.
6. A high level of professionalism and organization.
7. Knowledge of the University Mission Statement and Strategic Action Guidelines.

**Required Application Materials:**

Submit the following materials to the Viking Union Administrative Office, Viking Union 202, by Wednesday, March 8, 2000, by 5 p.m.

1. Resume
2. Cover Letter
3. List of References
4. Three (3) letters of reference; including one (1) from a current faculty member and one (1) from your community involvement or extracurricular work
5. Write an essay answering the following two questions in 4-5 pages:
  - (a) In your opinion, what are the three most critical issues affecting Higher Education today?
  - (b) What would you like to change about Western?
  - (c) What do you hope to gain from this experience and what contributions do you plan to make?

Contact A.S. President Victor Cox, 650-3460, if you have any questions. Thank you.

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## Student Trustee Selection Committee Charter

*As assembled by Victor Cox, A. S. WWU President*

*January 24, 2000*

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### *Membership:*

A.S. Board Member and Chair- Victor Cox, *A.S. President*

A.S. Representative -April Uskoski, *A.S. Personnel Director*

RHA Representative

Graduate Council Representative

Current Student Trustee, '99-00 - Natalie Quick

Faculty Representative (non-voting, ex-officio)

3 Student At-Large Positions, appointed by the A.S. Board of Directors

### *Voting:*

An action will carry with a majority vote among the voting members.

### *Appointments:*

The A.S. Board of Directors shall appoint all the A.S. members, RHA their member, Graduate Council their member, and Faculty Senate their member.

### *Reportage:*

The STSC shall report to the Honorable Governor of the State of Washington at the completion of their selection process of 3-5 student trustee candidates.

## Student Trustee Selection Process Timeline

Jan. 19	* Student Trustee Information to Board as Information Item
Jan. 26	* Student Trustee Information to Board as Action Item
Feb. 7	Memo to Other Parties about Committee Members
Feb. 23	3 Student-at-Large appointments approved by A.S. Board.
Mar. 1	Names for Student Trustee Selection Committee back to Victor
Mar. 8	* Student Trustee Selection Committee members approved
Mar. 9	Student Trustee Selection Committee Informational Meeting with Trustee Quick
Mar. 10	Student Trustee Application Packets to Victor by 5:00 pm
Mar. 15	Copy application documents and distribute to Selection Committee
Mar. 31	Paper screen of applications by Student Trustee Selection Committee
Apr. 3-11	Interviews of candidates by Student Trustee Selection Committee
Apr. 12	3-5 Trustees approved by Board
Apr. 14	Victor sends 3-5 Trustees chosen by the Selection Committee to Gov. Locke for final selection.

\* Denotes a Wednesday A.S. Board of Directors Meeting

## WWU STUDENT TRUSTEE

### The Board of Trustees: An Overview

The Board of Trustees is Western Washington University's governing board, its legal owner and final authority. The Board sets policy for the university which the administration carries out in the day to day management of the institution. Providing policy direction and guidance, the trustees of Western Washington University represent the citizen's interest in the institution. The Board meets every other month.

### Responsibilities of the Student Trustee

The Student Trustee is a fully vested member of the board with rights, responsibilities and privileges accorded to all trustees. The Student Trustee participates in at least six board meetings a year. The only differences between the Student Trustee and the other members of the Board is that they serve for one year and are not able to vote on personnel matters.

The first Student Trustee was appointed in June 1998. The current trustee Sarah Ishmael, a student in the Fairhaven College of Interdisciplinary Studies is the twelfth student to hold this position. Students in good standing are eligible for this position and must be willing to work in a collaborative environment where attendance and preparation are key for full participation.

### Term of Position:

Full year (12 months), serving by gubernatorial appointment from *WFA June* 2010- July 2011.

### Time Commitment

*(+)* Estimated time commitment is 10-15 hours per month. While there are nine meetings over the course of the year, it is essential to be willing to put in the time to read information and come fully prepared for every meeting. There may be events for which your presence is requested.

### Terms of Eligibility

*(+)* All Western Washington University students on all campuses, whether they are undergraduates or graduate students, are eligible to apply for appointment to the board, provided they will maintain full-time student status during their year long tenure. To qualify for appointment

### Required Qualifications:

1. Must maintain a minimum of ten (10) credits for undergraduate and/or \* 10 credits as a Graduate student, per quarter.
2. Must maintain a minimum 2.0 cumulative grade point average.
3. Must have completed a minimum of sixty (60) credits as an undergraduate and/or twenty-four (24) credits as a Graduate student at Western Washington University, prior to applying.
4. ~~Must have been enrolled at WWU the past two consecutive quarters: Fall 2009 and Winter 2010.~~

### Recommended Qualifications:

1. An understanding of the WWU Board of Trustees as it relates to university governance.
2. Knowledge of state, regional, and local political systems as they relate to higher education.
3. A high level of knowledge concerning student issues.
4. Strong communication and written skills.
5. Involvement in diverse activities on campus and in the community.
6. A high level of professionalism and organization.
7. Knowledge of the University Mission Statement and Strategic Action Guidelines.

### **The Application Process and Timeline**

The application packets are available on Feb 22<sup>nd</sup> 2010.

April 12 <sup>th</sup>	Applications are due in VU 504 by 5p.m.
April 14 <sup>th</sup> -19 <sup>th</sup>	Committee meets to review candidate applications
April 20 <sup>th</sup> -23 <sup>rd</sup>	Interviews are conducted and concluded if necessary
April 28 <sup>th</sup>	Selection Committee presents 3-5 candidates to the AS Board of Directors for approval. After candidates are approved they are sent to the Governor for final selection.

### **Attend a Board of Trustees Meeting**

All students interested in university governance are welcome to attend Board of Trustees meetings, and anyone interested in applying for the Student Trustee position is urged to do so. A list of the Board's meeting dates and locations is available online at <https://trustees.wvu.edu/default.aspx>. Complete meeting schedules and agendas are posted on the Board's home page about two weeks before the upcoming session.

### **Meet with the AS President**

It is highly recommended that you meet with the current Associated Students President, Matt Jarrell. He will be able to give you information about the transition a leadership position as well as answer questions about the application process. He can be reached at [AS.President@wvu.edu](mailto:AS.President@wvu.edu) or 360-650-3265

### **Meet with the Current Student Trustee**

It is highly recommended that you meet with the current Student Trustee, Sarah Ishmael before you turn in your application. She can give you more information about the position, answer questions about the application process and her current duties. She can be reached at [sa-ishmael@gmail.com](mailto:sa-ishmael@gmail.com) or call to set up an appointment 360.650.3998.

### **More Information**

For more information, contact Cindy Monger in VU 504 in the Viking Union. [Cindy.Monger@wvu.edu](mailto:Cindy.Monger@wvu.edu) or by phone at 360-650-3460

or check out these websites

- > University Mission Statement <http://www.wvu.edu/depts/president/mission.html>
- > University Strategic Action Guidelines <http://www.wvu.edu/depts/president/strategicguide.html>
- > AS Board of Directors <http://www.as.wvu.edu/> <

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## **Student Trustee Required Application Materials:**

Submit the following materials to the AS Board of Directors Office, Viking Union 504, *no later than 5:00p.m. on Monday, April 12, 2010.*

1. Cover Letter (please include your current and alternate/permanent address and phone numbers).
2. Resume
3. Gov. Application
4. List of References
5. Two (2) letters of reference: including one (1) from a current faculty member and one (1) from your community involvement or extracurricular work. If a reference letter is emailed, it must be sent by the person writing the letter. If the references choose to send the letters separate from your application, they may be addressed to:

**WWU Associated Students  
Student Trustee Application  
Viking Union 504  
Bellingham, WA 98225-9106**

**(On-campus mail: MS 9106)  
Email: [Cindy.Monger@wwu.edu](mailto:Cindy.Monger@wwu.edu)**

6. Write an essay answering the following questions in 4-5 pages:
  - (a) In your opinion, what are the three most critical issues affecting Higher Education today?
  - (b) What would you like to change about Western?
  - (c) What do you hope to gain from this experience and what contributions do you plan to make?