

B.11.1.1 (Procedure) Student Trustee

Responsible Department: Board of Trustee, Office of the Chancellor

Based on Board Policy: [B.11.1](#) - Student Trustee

Approved: 10-1-15

Last Ammended:

Purpose

The Board seeks Student Trustees who are deeply committed to the mission, vision and values of all of the Alamo Colleges, with a goal of ensuring that the Alamo Colleges' student interests are effectively represented. The Student Trustee is an example of the Alamo Colleges dedication to building student leaders and its ability to work alongside those leaders to further student success. (*Policy [B.11.1](#) - Student Trustee*)

The recommended guideline below provides a framework for the Colleges' Student Government Associations to assist in the Student Trustee solicitation, interview, and ultimately selection of their respective Student Trustee candidate.

1. INFORMATION CAMPAIGN

- a. Utilize college PR strategies to promote applications to be submitted to SGA
- b. Advertise *Mid Fall semester and* no later than February 1st.
- c. Website
- d. Campus Monitors
- e. Social Media (including but not limited to, FB/Twitter; also utilize Alamo College Social Media)
- f. Print promotions
- g. SGA meetings/Word of Mouth/New Student Orientation
- h. Collaborate/Communicate with College Student Organizations

2. INTERVIEW PROCESS – Based on a Common Criteria and form:

- a. Each College's SGA President shall:
 - i. Coordinate interviews with the applicants;
 - ii. Ensure that the same SGA officers interview each candidate for consistency.
 - iii. Reach out to Human Resources for interviewing tools and strategies; and
 - iv. Ensure that SGA officers applying for the Student Trustee position neither participate in the interviewing process nor have access to the applications of other applicants;
- b. The interviewing SGA officers (except the SGA president) vote and select one nominee; and
- c. The SGA President notifies all applicants of the decision and submits the nominee to the Board of Trustees Office. A submission must be made by February 28th per Board policy.

B.11.1.1 (Procedure) Student Trustee

Responsible Department: Board of Trustee, Office of the Chancellor

Based on Board Policy: [B.11.1](#) - Student Trustee

Approved: 10-1-15

Last Ammended:

3. STUDENT TRUSTEE/BOARD RELATIONSHIP

- a. The Student Trustee should work well with the Board in the spirit of collaboration.
- b. The Student Trustee should endeavor to seek not only issues common among students, but also solutions proposed by the students to present to the Board.
- c. The Student Trustee should have a general knowledge of Board policies.
- d. The Student Trustee should always feel empowered to speak when appropriate.
- e. The Student Trustee should be willing to promote win-win resolutions.

4. Student Trustee/Student District Council (SDC) Relationship

- a. The Student Trustee should serve as a conduit of communication between SDC and the Chancellor and Board per Board policy;
- b. The Student Trustee should not preside over SDC;
- c. The Student Trustee is not required to resign from an SGA officer position during the Student Trustee term.
- d. The Student Trustee will provide a report at each SDC meeting.
 - i. The Student Trustee is to keep the SDC informed. If a Student Trustee fails to attend or inform SDC, the SDC may request that the Chancellor and Board Chair hold student trustee accountable to fulfill all responsibilities of the office.
- e. The Student Trustee and the SDC are resources to each other and are expected treat each other with respect.