# **OREGON INSTITUTE OF TECHNOLOGY**

Committees for which a student majority is required for quorum:

- Incidental Fee Committee
- Resource Fee Commission
- Shared Governance Appeals and Oversight Committee
- Student Media Advisory Commission

Committees for which one or more student representatives are required for quorum:

- College Union Commission
- Financial Aid Committee
- Student Hearing Commission
- Traffic Commission

Committees upon which students hold one or more seats:

- President's Council
- Faculty Senate
- Affirmative Action Commission
- Americans with Disabilities Act Commission
- Commission on College Teaching
- Curriculum Planning Commission
- Facilities Planning Commission
- Fiscal Operations Advisory Council
- Information Technology Services Steering Committee
- International Committee
- Learning Resources Commission
- Student Awards Commission
- Substance Abuse Commission

At the beginning of each academic year, and whenever a new committee is formed, including ad-hoc committees, the Associated Students of OIT will have the opportunity to request changes to any campus committees with regards to student membership.

By the end of the second week of each academic year the ASOIT will provide to the President and each affected committee chair a list of student representatives and alternates for each committee on which students hold seats.

Committee chairs are required to provide student members adequate notice of committee meeting times and make a reasonable effort to schedule meetings times that students can attend.

## Search Committees

Students shall be asked to participate in both faculty and administrator search committees, especially those searches for student affairs professionals.

### Additional Responsibilities

The following are additional responsibilities of both the administration and students relating to student shared governance.

#### Information Dissemination

When a committee makes a recommendation or decision that has a significant effect on students, that committee's chairperson shall provide written notification to the ASOIT.

#### Student Attendance

Students are expected to attend all meetings for committees upon which a student sits. If an appointed student member cannot attend a committee meeting, an alternate student should be found to take his/her place.

#### Student Forums

ASOIT is expected to hold regular student forums on campus as a way of soliciting student input on college policies and practices. These forums will be scheduled once a term or as needed, with a minimum of one per academic year. Executive staff members are invited, but not required, to attend these forums.

#### Joint Executive Staff/ASOIT Meetings

Several times each term, or as needed, members of the executive staff – typically the President and Vice President for Student Affairs – shall meet with ASOIT officers – typically the ASOIT President – to discuss institutional policies and practices as well as current issues, particularly those which affect students.

## **Appeals and Oversight**

Any issues regarding student shared governance shall be brought before the Shared Governance Appeals and Oversight Committee.

President's Council – December 16, 2003

Approved: /s/ Martha Anne Dow Martha Anne Dow, President

Date: \_\_\_\_\_ December 16, 2003