



**APPLICATION FOR STUDENT REPRESENTATIVE
BOARD OF TRUSTEES
2023-2024**

The position of Student Trustee applications are now being accepted to serve as Student Trustee for the term beginning June 1, 2023 and ending May 31, 2024. Please take time to read the attached Board Policy 2015 Student Member, Board of Trustees, that fully explains the duties and responsibilities of this position.

The deadline for your application to be accepted is Saturday, April 15, 2023 at **5:00pm**. All applications will be reviewed for minimum qualifications, and applicants meeting those minimum qualifications will be invited for interview by the District Student Council **on Friday, May 5, 2023**.

The following must all be submitted by the deadline in order for your application to be accepted. Please note that no exceptions will be made.

- Completed application form, with all questions answered fully.
- One letter of recommendation, indicating your ability to serve as a Student Trustee
- Copy of your unofficial transcripts
- Headshot

Please send your completed application packet to the Acting Board Secretary, Erik Fallis, at efallis@ccd.edu



**COAST COMMUNITY COLLEGE
DISTRICT BOARD OF TRUSTEES
APPLICATION FOR STUDENT
TRUSTEE**

NAME: _____ STUDENT I.D.# _____
 ADDRESS: _____ CITY/ZIP: _____
 MOBILE PHONE # _____
 STUDENT E-MAIL: _____
 PERSONAL E-MAIL: _____

COLLEGE(S) OF ENROLLMENT. Qualified candidates applying for the position of Student Trustee must be enrolled at one college in the District as of February 7, 2023.

Coastline College Golden West College Orange Coast College

UNITS: CURRENTLY ENROLLED IN _____ TOTAL UNITS COMPLETED _____

Requirements for Student Trustee of the Coast Community College District:

1. The District Student Trustee shall be enrolled in, and complete at least five units per semester, as a student of the District, in both the fall and spring semesters of their term of office.

In addition, the following requirements shall be met:

- a. Hold at least a 2.0 cumulative GPA when applying for the position.
 - b. Maintain at least a 2.0 GPA during the term of office.
2. The Student Trustee may not have been on academic probation or under disciplinary sanction from a Coast Community College District college during the academic year prior to the term of office being sought or during the term of office as Student Trustee.
 3. The Student Trustee must be at least 18 years of age before assuming office.
 4. The Student Trustee acts as a representative voice for students of the Coast Community College District.
 5. The Student Trustee shall attend Regular and Special meetings of the Board of Trustees, and chair District Student Council Meetings.

Application for Student Trustee, Coast Community College District (continued)

Name: _____

1. Why are you applying for the position of Student Trustee? (Attach an extra sheet if necessary)

2. Please list your experience and qualifications. (Attach an extra sheet if necessary)

3. How do you plan to represent the students of the District? (Attach an extra sheet if necessary)

Signature: _____

Date: _____

COMPENSATION FOR THE STUDENT TRUSTEE

Compensation of Student Trustees of the Board shall be consistent with the VV salary schedule and paid for Regular Meeting attendance. Such compensation shall be paid to the Student Trustee who is absent only if the Board, by Resolution, finds that the Student Trustee is, at the time of the meeting, performing services outside the meeting for the District, was ill or on jury duty, or if the absence was due to a hardship deemed acceptable by the Board. If the Student Trustee does not attend all Regular meetings held by the Board in a calendar month, but except for good cause, the Student Trustee will receive an amount not greater than the pro-rata compensation based on the number of meetings actually attended. The Student Trustee shall be entitled to mileage allowance to the same extent as the regular Trustees.

Coast Community College District
BOARD POLICY
Chapter 2
Board of Trustees

BP 2015 Student Member, Board of Trustees

Reference:

Education Code Section 72023.5

There shall be included within the membership of the Board of Trustees a non-voting student who shall be selected and shall serve in accordance with procedures established by Board. The Student Trustee of the District shall meet these minimum qualifications:

The Student Trustee shall be enrolled in, and complete at least five units per semester, as a student of the District in both the Fall and Spring semesters of his/her term of office.

In addition, the following requirements shall be met:

- a. Hold at least a 2.0 cumulative GPA when applying for the position.
- b. Maintain at least a 2.0 GPA during the term of office.

The Student Trustee may not have been on academic probation or under disciplinary sanction from a District College during the academic year prior to the term of office being sought or during the term of office as Student Trustee.

The Student Trustee must be at least 18 years of age at the time of assuming office.

If any of the qualifications listed above are not met during the Student Trustee's term, the Student Trustee may be removed from office by the Board of Trustees.

DUTIES AND RESPONSIBILITIES

Pursuant to California Education Code Section 72023.5(a), the Student Trustee of the District attends all Regular and Special meetings of the Board of Trustees. The Student Trustee, as a non-voting member of the Board, may cast an advisory vote which shall be recorded but shall not be counted towards the outcome of the vote, may make motions, second motions, and participate in Trustee discussions. The Student Trustee receives all correspondence, agendas, agenda attachments, staff reports, minutes, and other materials which regular Trustees receive, except those matters which pertain to Closed Session items. The Student Trustee does not participate in Closed Sessions of the Board. The Student Trustee is appointed in May of each year to serve a one-year term, commencing on June 1 and expiring on the following May 31.

The Student Trustee's primary duty and responsibility is to bring a student perspective to all Board of Trustees meetings for the District. The Student Trustee participates in all Board meetings to express a student's perspective and may designate, for the record, his/her position prior to the Board vote. Such designation shall not be counted in the official vote, but shall be recorded in the Board meeting minutes. The Student Trustee may gather individual or group student opinions for presentation to the Board on agenda matters. The Student Trustee provides a report at Regular Meetings of the Board on his or her own activities as Student Trustee, as well as those of the District Student Council.

Under the direction of the Secretary of the Board, the Student Trustee is responsible for other specified student matters including serving as the Chair of the District Student Council. The Student Trustee annually leads the recruitment and selection of his/her successor, and acts as Chair of the Student Trustee Selection Committee which recommends the successor Student Trustee to the Board of Trustees. The Student Trustee plays a key role in the annual retreat of the District Student Council and the annual Student Lobby Day in Sacramento, and provides leadership in District programs such as Congress to Campus and other similar Board-approved district-wide programs. In each of these activities, the Secretary of the Board, under the direction of the Board Clerk, shall have oversight responsibility.

The President of the Board of Trustees or designee will act as a mentor to the Student Trustee to provide guidance throughout their term.

The Student Trustee position may be declared to be vacant by the Board of Trustees or Board President if the Student Trustee fails to attend three consecutive Regular Board meetings for other than good cause. In such a case, the District Student Council will convene and appoint a member of the District Student Council to serve in an interim role as Student Trustee until a new Student Trustee is selected pursuant to BP 2105. If the Student Trustee position is declared to be vacant by February 1 or later, then the Interim Student Trustee will serve the remainder of the term through May 31. The Interim Student Trustee may apply to be considered for serving as Student Trustee the next academic year.

STUDENT TRUSTEE TRAVEL

The Student Trustee is encouraged to attend the annual student trustee training conference sponsored by the Community College League of California. In addition to this state-wide conference, the Student Trustee may attend one additional community college conference at District expense, if approved in advance by the Board of Trustees.

COMPENSATION FOR THE STUDENT TRUSTEE

Compensation of the Student Trustee shall be consistent with the VV salary schedule and paid per month for Regular Meeting attendance. Such compensation shall be paid to the Student Trustee who is absent only if the Board, by Resolution, finds that the

Student Trustee is, at the time of the meeting, performing services outside the meeting for the District, was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the Board. If the Student Trustee does not attend all Regular meetings held by the Board in a calendar month, but except for good cause, the Student Trustee will receive an amount not greater than the pro-rata compensation based on the number of meetings actually attended.

MILEAGE STIPEND FOR THE STUDENT TRUSTEE

The Student Trustee shall be entitled to mileage allowance to the same extent as the regular Trustees.

Adopted December 14, 1983
Revised February 17, 1999
Revised August 16, 2006
Revised February 18, 2009
Renumbered from CCCD Policy 010-2-14, Fall 2010
Revised June 15, 2011
Revised November 6, 2013
Revised February 1, 2017
Revised March 17, 2021