FOR IMMEDIATE RELEASE
November 2, 2015

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ASPSU Opens Application for New Student Trustee

Beginning in June 2016, the student trustee position on the Portland State University Board of Trustees will begin a new two-year term. In preparation for this, ASPSU is opening the application process for determining the recommendations we will forward to Governor Kate Brown’s office.

In 2013 Senate Bill 270 created a Board of Trustees at Portland State to be composed of 11-15 voting members nominated by the Governor of Oregon and confirmed by the Oregon Senate. One of these voting seats is designated for a current PSU student. As such, ASPSU will be responsible for providing three recommendations to the Governor.

ASPSU will be conducting a vetting and interview process to determine which students will be recommended to sit as a voting member on the PSU Board of Trustees for two years. Applications will open on Monday, November 2, 2015 and close at 5:00 pm PST on Wednesday, November 25, 2015. The job description and requirements are listed on the application and available in both electronic and printed form. Students can apply online through Orgsync (recommended), or by picking up and submitting a paper application at the ASPSU office in Smith 117.

The complete online application can be found here: https://orgsync.com/13049/forms/119624

After the application deadline has passed, the applicants will be reviewed and narrowed down to about five candidates. These students will then be interviewed on Friday, December 4, 2015 between 10:00 AM and 3:00 PM. After all interviews have been conducted, the interview committee will then select three recommendations to be forwarded to Governor Brown no later than December 7, 2015.

The PSU Board of Trustees is the governing entity of Portland State University. The Board of Trustees has the ability to set tuition, institutional policies, and other major decisions that greatly affect PSU students. ASPSU is taking the student recommendation process very seriously and will ensure a process that is both ethical and allows for the best student nominee to be chosen.

All PSU students are welcome and encouraged to apply.

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Portland State University is governed by a citizen Board of Trustees. Each trustee is appointed by the Governor for a particular term of office. The Board is responsible for managing the affairs of the University by exercising and carrying out the powers conferred upon it by law. The Board’s responsibilities are defined in the Board's bylaws, and include:

1. Determining the mission of the University and ensuring that the mission is kept current and aligned with the goals and mission of public higher education in Oregon.

2. Providing oversight and guidance to the University’s strategic direction.

3. Charging the President with the task of periodically leading a strategic planning process; participating in the strategic planning process; approving the strategic plan, and monitoring its effectiveness.

4. Selecting, supporting, and evaluating the President and reviewing the President's compensation.

5. Ensuring the University's fiscal integrity; overseeing the University’s financial resources and other assets; and preserving and protecting the University’s assets for posterity.

6. Ensuring and protecting, within the context of faculty shared governance, the educational quality of the University and its academic programs; and preserving and protecting the University’s autonomy, academic freedom, and the public purposes of higher education.

7. Ensuring that Board policies and procedures are current and properly implemented.

8. Engaging regularly, in concert with senior administration, with the University’s major constituencies.

9. Periodically assessing the performance of the Board and its committees, members, policies and practices.

Oregon law requires that the Board of Trustees include one student who is enrolled at the University. This student trustee is appointed by the Governor for a two-year term. The student trustee enjoys the same voting rights as do the other voting trustees. Typically, the Governor’s Office seeks input from the University’s recognized student government when appointing a new student trustee.

All trustees are expected to attend meetings of the full board. The full Board is required to meet at least quarterly. Such meetings are generally at least a half-day each. Trustees are also expected to serve on at least one committee of the Board. Committees of the Board generally meet once or twice between full Board meetings. Trustees are expected to have read board meeting materials in advance in order to be prepared for meetings.
Trustees serve without compensation for their trustee role, but are entitled to reimbursement for reasonable expenses incurred while representing the University in an official capacity, in accordance with the policies of the University governing such expenses. Trustees may be invited to attend special events on behalf of the University from time to time.

The Board of Trustees stands in a fiduciary relationship to the University. The Board, and each of its members, has an important stewardship obligation to the institution, to all of its students, faculty, and staff, to the community, to statewide goals, and to the future. As such, trustees must avoid personal agendas or being seen as a representative of any internal or external constituency, special interest group or cause, community, or specific part of the institution. The role of a student trustee is to bring a student voice and perspective to the board. But it is not the role of the student trustee to only represent students or student government. It is the role of each trustee to be committed to the needs of the University as a whole.

All trustees, including the student trustee, are required to comply with the Board’s Policy on the Responsibilities of Individual Trustees, which can be found at: http://www.pdx.edu/sites/www.pdx.edu.board/files/Organizational%20Policies%20-%20APPROVED%20-%20Responsibilities%20of%20Individual%20Trustees.pdf.

All trustees, including the student trustee, are public officials of the State of Oregon. Under Oregon law, service as a trustee is a public trust. Accordingly trustees must comply with Oregon Government Ethics laws and the Board’s Trustee Code of Ethics, which can be found at http://www.pdx.edu/sites/www.pdx.edu.board/files/Organizational%20Policies%20-%20APPROVED%20-%20Trustee%20Code%20of%20Ethics.pdf.

The Office of the Secretary to the Board is available to assist trustees in the discharge of these duties and to answer questions from trustees.

*Composed by David Reese, PSU Board of Trustees Secretary*
BACKGROUND:
With the passage of Senate Bill 270 in 2013 a Board of Trustees was created to serve as the governing body for Portland State University. The PSU Board of Trustees officially became the governing entity of the University on July 1st, 2014 and consists of 11-15 trustees, including a voting student trustee. All members are nominated by the Governor of Oregon and confirmed by the Oregon Senate. ASPSU will provide recommendations to the Governor’s Office for the student trustee position on the PSU Board of Trustees.

POSITION EXPECTATIONS:
-Please refer to the attached Student Trustee Role Description from the PSU Board of Trustees.

- The Student Trustee is an ex-officio member of the ASPSU Senate and ASPSU Executive Committee.

- The Student Trustee to the PSU Board of Trustees will:
  - Be expected to attend quarterly meetings of the full Board, meetings of the Student Trustee’s respective Board subcommittee and to fully prepare for and participate in all meetings attended;
  - Be expected to have a working knowledge of Portland State University and be able to conduct independent research to the needs of students, the university and the community;
  - Be expected to have an understanding of the State of Oregon Budget and PSU’s institutional budget and be able to speak to the impact of Board decisions on students;
  - Be able to represent the voice of the PSU student body regardless of personal needs and be comfortable to, at times, vote and speak in the minority opinion on the board;
  - Have a strong understanding of shared governance principles and practices, statewide and at Portland State University;
  - Be strongly skilled at representing marginalized student communities at PSU and in particular the needs and impacts of communities they do not identify with;
  - Be expected to maintain constant communication with ASPSU and provide regular and comprehensive updates on the happenings of each PSU Board of Trustees meeting;
  - Must build and maintain relationships on the Board, within the College and the campus community.
  - Be conscious of their active role as a Trustee, regardless of the setting, and maintain sensitivity and recognition of the importance of their position on the Board;
  - Have a clear understanding of the role of policy development/implementation at PSU with students and other stakeholders of the institution, and to proactively remain updated on policy at PSU.

TERM OF SERVICE:
The Student Trustee to the PSU Board of Trustees will be expected to serve a two-year term and will not receive compensation for service, time or travel from ASPSU, but may from the PSU Board of Trustees.

REQUIRED MATERIALS FOR APPLICATION:
A complete application will include:

- A cover letter detailing the candidate’s specific qualifications for the position;
- A resume.
- Answers to all general information questions.
- Answers to all supplemental questions in a separate document

**PROCESS & TIMELINE:**

- Applications will be available starting Monday, November 2, 2015 and will be due to ASPSU no later than 5:00 PM PST on Wednesday, November 25, 2015.
- The top candidates will be selected based on their applications and scheduled for an interview on Friday, December 4, 2015. Please hold time from 10:00 AM – 3:00 PM PST.
- The announcement of the students recommended will occur no later than December 7, 2014.
- ASPSU will subsequently submit the names and applications of the recommended students to the Governor for approval and confirmation by the Oregon Senate in February.
- The student nominated by the Governor will be expected to be present at the Senate Rules Committee hearing in February.
- The new Student Trustee will be expected to attend the full Board of Trustees meetings on December 10, 2015, March 31, 2016, and June 16, 2016 as well as their respective subcommittee meetings.
- The new student trustee will assume their full responsibilities as a voting member on June 17, 2016.

**EXECUTIVE APPOINTMENT INTEREST FORM**

Please review the attached Executive Appointments Interest Form. If you are recommended by ASPSU for the Governor’s nomination, the State of Oregon will complete a thorough background check based on your completion of this form. Please do not return this form to ASPSU, it is intended here to serve only informational purposes regarding the next step of the appointment process.

Executive Appointment Interest Form: [http://www.oregon.gov/gov/Interest%20Form/Interest%20Form.pdf](http://www.oregon.gov/gov/Interest%20Form/Interest%20Form.pdf)
## GENERAL INFORMATION

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<td>PSU ID#</td>
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## EXPECTED GRADUATION YEAR

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<th>STUDENT STATUS (select one)</th>
<th>Undergraduate / Graduate / Doctoral</th>
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<th>How did you hear about the trustee position?</th>
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<th>Approximately when did you learn about this position?</th>
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## RESUME & COVER LETTER

*(please attach with application)*

## SUPPLEMENTAL QUESTIONS [200-350 words each]

*(please answer on separate document and attach with completed application)*

1. What is your experience serving on a governing board with significant authority over policy? What were your duties and responsibilities while serving?

2. What is your experience representing and working with marginalized student communities? Do you have experience representing these communities in spaces not traditionally occupied by underrepresented communities? If so, please describe what skills you developed from the experience.

3. What does the concept of shared governance mean to you? Why is this concept important to PSU students and the Board of Trustees?

4. What strategies do you utilize to balance building/maintaining relationships while speaking openly and directly about the needs of students at PSU? What are specific components of your strategies?
5. Are you available and willing to commit to the three scheduled Board meeting listed above? Knowing each Trustee is also mandated to sit on at least one Subcommittee of the Board, what time management strategies will you utilize to ensure maintenance of your academic success while thoroughly preparing for and participating in each of these meetings?

6. Please reflect and expand on the following: “Budgets reflect priorities.” Additionally, describe any familiarity you currently have with Portland State’s budget or budget development process.

7. Please describe a key leadership role (or roles) you have filled. Did you shape the role to fit your skillset, or did you adapt your skillset to the requirements of the leadership role? Please describe your approach.
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