



APPOINTMENT OF STUDENT REPRESENTATIVES
TO COLLEGE COMMITTEES

POLICY

Eligibility

Students who have completed the first two quarters of the doctor of chiropractic program and are in good standing may be eligible for appointment to a college committee. Good standing means the student has maintained satisfactory academic progress (quarterly and cumulative GPAs of 2.0 or higher) and has not been placed on any academic or behavioral disciplinary actions, warnings or probation before and/or during the time of committee service.

Students may serve on only one standing committee at a time unless otherwise approved by the dean of student affairs. The following are college committees with student representation:

- Academic Affairs
- Administrative Council
- Admission Committee
- Curriculum Review
- Faculty Hiring
- Library Advisory
- Research Committee
- Scholarship Committee
- Student Affairs

Failure to fulfill the responsibilities of committee appointment, upon Chiropractic Student Government (CSG) Executive Council review and/or committee chairman request, will result in removal of the student from the committee. A student who has been removed from committee membership for failing to meet committee responsibilities will not be eligible for membership on other college committees.

Application

The CSG will notify the student body via written and/or public announcements that applications for appointment to a college committee are being accepted. Specific qualifications and committee participation requirements for committee appointments will be made available during the notification process.

Students wishing to apply for committee service must complete and submit a Committee Service application to their class representative and or a CSG officer. Applicants are encouraged to attach a resume to his/her Committee Service application. Applications will not be accepted after the published deadline for submission.

CSG Executive Council will review applications and nominate a maximum of three (3) candidates for each committee seat. If there are no qualified applicants, the CSG Executive



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Council is not required to submit nominees from the applicant pool and may elect to extend the application period.

Selection

The nominee applications are forwarded to the committee chairman. The committee members appoint the nominee they feel is best suited to serve on the committee. The committee chairman and/or the Office of Student Affairs notifies the selected student.

Term Limits

Student committee appointees may serve on a committee for a maximum term of four (4) quarters after which, the student may be eligible for re-appointment if he/she has been an active committee participant and fulfilled all of his/her committee responsibilities. The CSG Executive Council is responsible for monitoring student committee representative participation in the interest of ensuring that student interests are being represented.

Responsibilities

In order to maintain his/her committee seat, a college committee appointee must:

1. Remain in good standing during their appointment term.
2. Fulfill all responsibilities required of a committee member.
3. Attend all committee functions and provide written, oral or e-mail summary reports to CSG as required by the CSG Executive Council. Students accumulating three or more committee meeting absences will be removed from committee service unless excused by the committee chairman.
4. Maintain complete confidentiality regarding committee proceedings that include protected student information regarding academic achievement, disciplinary action, adverse decisions and/or any information deemed confidential by the committee chairman, college administrator and/or the Family Educational Rights and Privacy Act (FERPA).