




**SAN JOSÉ STATE
UNIVERSITY**

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For Distribution and Posting

November 9, 2009

MEMO TO: All members of the University Community

FROM: Michael Kaufman 
Chair, Academic Senate

SUBJECT: Call for Nominations for Membership on the Search Committee for the
Vice President for Student Affairs

In accordance with University Policy S06-3 (Selection and Review of Administrators), I am soliciting nominations for membership on the Search Committee for the Vice President for Student Affairs. According to University policy:

Composition. Committees shall be large enough to allow for sufficiently broad representation, yet small enough so as not to be unwieldy. Faculty, students, staff, and administrators shall be represented. Consideration should be given to breadth of representation, with respect to lower as well as upper faculty ranks, area of management responsibility, and with respect to gender and ethnicity. Regular (tenured and tenure-track) faculty shall comprise a majority on all search committees for academic administrators and at least one-third of other committees. If appropriate, alumni and community representatives may serve on search committees (Section I.3, S06-3).

Appointment. For search committees other than for a college dean and the Dean of the University Library, an open nomination process for potential committee members shall be used. The Academic Senate shall publish notice of intention to appoint a search committee and shall solicit written nominations for membership on the committee from the University community. Committee members shall be selected from among those nominated by mutual consent of the President and the Senate Executive Committee (Section I.4, S06-3).

The criteria and procedure of the search will be determined by the committee in consultation with the President.

If you wish to place names in nomination, please use the form on the back of this sheet, or you may go to the Senate website, and click on the link to the VP Student Affairs Search Form. There you will find an rtf copy of the form that can be directly typed into and emailed to eva.joice@sjsu.edu. Self-nominations are certainly welcome. If you have questions regarding these procedures, they may be directed to the Office of the Academic Senate (x42440, or x42442).

Nominations should be received in the Office of the Academic Senate (ADM 176/0024) on or before noon, November 23, 2009.

OVER, PLEASE!