

7 **Policy Recommendation, Rescind and Replace S05-4,**
8 **Qualifications for Student Office Holders**
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10 Legislative History: On April 4, 2005, the Academic Senate approved S05-4, Academic
11 Qualifications for Student Office Holders. On March 27, 2012, the Chancellor's Office
12 updated the coded memorandum AA-2012-05, entitled Minimum Qualifications for
13 Student Office Holders, which establishes minimum qualification standards for student
14 office holders.

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16 Whereas: The current policy, S05-4, is outdated and redundant in various areas that
17 specify requirements; and
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19 Whereas: The minimum requirements in S05-4 are inconsistent throughout and are
20 more stringent than those in the AA-2012-05; therefore be it
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22 Resolved: That S05-4 be rescinded and replaced with the following.
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24 1. Authority
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26 1.1. The Chancellor's Office of California State University (CSU) in a memorandum
27 AA-2012-05 entitled Minimum Qualifications for Student Office Holders, dated
28 March 27, 2012 established minimum qualification standards for student office
29 holders and those seeking office as candidates in elections. These standards
30 state that student office holders have an obligation to demonstrate academic
31 involvement, achievement and progress as set forth in the memorandum. The
32 CSU memorandum delegate to the campus president the authority to define
33 specific terms in the policy and to establish additional requirements for student
34 office holders. This Academic Senate policy provides these definitions and
35 requirements, as well as additional information for interpretation of the policy at
36 San José State University (SJSU).
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38 1.2. These requirements are minimum qualifications. Each agency overseeing the
39 election or appointment process for the positions described in this policy may
40 establish additional requirements.
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42 1.3. Failure to meet any requirement will result in the student being immediately
43 ineligible to continue to hold or assume office.
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- 45 2. General Requirements
- 46 2.1. The following general requirements apply to the major student offices as defined
- 47 in Section 4.1, the minor student offices as defined in Section 5.1.1 and
- 48 appointees to system wide committees in Section 6.0.including incumbents for
- 49 all offices.
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- 51 2.1.1. Must be matriculated at SJSU
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- 53 2.1.2. Must be in good standing with SJSU
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- 55 2.1.3. Must not be on probation of any kind, e.g. academic, administrative, or
- 56 conduct.
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- 58 2.1.4. Must maintain a cumulative on-campus GPA of at least 2.0 each semester
- 59 while in office and the semester running for office. Failure to obtain the
- 60 required GPA by the end of the semester makes the student immediately
- 61 ineligible to continue to hold office or (in the case of candidates) ineligible
- 62 to assume office.
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- 64 2.1.5. Unit Load
- 65 Undergraduate students must maintain 6 semester units per term while
- 66 running or holding office. Graduate and credential student candidates
- 67 must maintain 3 semester units per term while running and holding office.
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- 69 2.1.6. Maximum Allowable Units
- 70 Undergraduate students are allowed to earn a maximum of 150 semester
- 71 units or 125 percent of the units required for a specific baccalaureate
- 72 degree objective, whichever is greater. Graduate and credential students
- 73 are allowed to earn a maximum of 50 semester units or 167 percent of the
- 74 units required for the graduate or credential objective, whichever is
- 75 greater. Students holding more than this number of units will no longer be
- 76 eligible for office. A double major does not exempt the student from this
- 77 requirement.
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- 79 2.1.7. Residency
- 80 Undergraduate students must be enrolled at SJSU and have completed at
- 81 least one semester prior to the election, earning a minimum of 6 semester
- 82 units during that year. Graduate and credential students must be currently
- 83 enrolled in a minimum of 3 semester units at SJSU per term to be eligible.
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- 85 3. Verification of Eligibility
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- 87 3.1. Responsibility for the verification of the eligibility of students as defined in this
- 88 policy is delegated to the Vice President for Student Affairs or designee, who
- 89 shall also be responsible for interpreting this policy. Under extraordinary

90 circumstances, the University President may make an exception to the
91 requirements delineated in this policy.

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93 3.2. It is the responsibility of each agency overseeing the election or appointment
94 process for the positions described in this policy to ensure that the names of
95 candidates, nominees and incumbents are delivered to the Vice President for
96 Student Affairs or designee for verification in a timely fashion. Election to or
97 appointment to the positions in this policy are not valid until the verification
98 process has been completed. The University does not recognize the votes cast
99 by nor the signature authority of student office holders whose eligibility has not
100 been verified or who have been declared ineligible to hold office.

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102 3.3. Students who have been declared ineligible to hold office but who continue to
103 participate as office holders shall be subject to referral to the office of Student
104 Conduct and Ethical Development for disciplinary action.

105 106 4. Major Student Offices

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108 4.1. Major student offices include:

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110 4.1.1. Associated Students Board of Directors

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112 4.1.2. Campus representative(s) to the California State Student Association
113 (CSSA)

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115 4.1.3. Members of the Student Union Board of Directors

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117 4.1.4. Members of the Spartan Shops Board of Directors

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119 4.1.5. Members of the University Foundation Board of Directors

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121 4.1.6. Any other student position which may be created or designated by the
122 President as a major student office

123 124 5. Minor Student Offices

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126 5.1. Minor student offices include:

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128 5.1.1. Policy committees, operating committees, special agencies and other
129 committees of the Academic Senate

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131 5.1.2. Campus Fee Advisory Committee

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133 5.1.3. University search committees

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135 5.1.4. Presidents and Treasurers of Recognized Student Organizations

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5.1.5. Any other student position which may be created or designated by the President as a minor student representative office

6. Systemwide Committee Appointees

Systemwide committee appointees include all students who serve on regular or ad hoc system wide committees.

Approved:	March 18, 2019
Vote:	15-0-0
Present:	Bullen, Gill, Grindstaff, Hill, Kethepalli, Khan, Kim, Kinney, Manzo, Nash, Ng, Pang, Sen, Simpson, Sullivan-Green, Walters, Wilson
Financial impact:	None
Workload impact:	None