

## **Duties of UMS Student Representatives to the Board of Trustees**

### **Goals of defining duties:**

1. Improve efficacy of student Representatives in conjunction with Board Policy Manual (Governance and Legal Affairs, Section 205, Faculty and Student Representation to Board).
2. To ensure Student Representatives are meeting UMS Board of Trustees and campus expectations.

### **Outline of Duties:**

It shall be the responsibility of the Student Representative to:

1. Attend all relevant UMS Board of Trustees meetings to advocate in the best interest of the students who are enrolled at their respective campus, community, institution, and University of Maine System.
  - a. Serve as a non-voting member of the committee(s) to which they have been appointed.
2. Maintain effective systems for bilateral communication with their respective student bodies. This can be enacted in many ways and is up to the discretion of the Student Representative. Possible methods could include:
  - a. Utilizing a survey to gather relevant data from appropriate constituents.
  - b. Maintaining an official website page that constituents can receive updates and provide feedback to their Student Representative.
  - c. Holding public office hours on campus for constituents to meet with their Student Representative.
3. Represent the Board of Trustees and University of Maine System to the student body, and vice-versa, providing context and personal support/non-support in an objective manner.
4. Be familiar with the nature, needs, and concerns of their student body, community, institution, and the University of Maine System.
5. Be familiar with the nature and process of decision making within the System.
6. Take notes during respective committee meetings and forwarding to appropriate contacts.
7. Communicate between Board meetings with other Student Representatives, University President, and University CSAO.
8. If there is a Student Government Association affiliated with the Student Representative's student population:
  - a. Provide reports of Board meetings to their respective Student Government
  - b. Act as a liaison between the Board and their respective Student Government
    - i. Student Representatives will serve on the Executive Committee of their respective Student Government, or equivalent representation, to ensure adequate participation in order to serve as a liaison from the student government to the Board.
    - ii. Student Representatives will serve as voting members in some capacity of their Student Governments.