

**HUMBOLDT STATE UNIVERSITY**  
**University Senate**

**Resolution on Minimum Qualifications for Student Office Holders**

01-19/20-UPC – October 15th, 2019

**RESOLVED:** That the University Senate of Humboldt State University (HSU) recommends to the President that HSU adopt the attached updated policy in order to align with CSU Memorandum AA-2012-05 (Minimum Qualification for Student Office Holders); and be it further,

**RESOLVED:** That the attached updated policy will supersede HSU Policy Number EM:P13-01.

***RATIONALE:*** *Currently stakeholders at HSU are uncertain of the reasoning for altering the CSU Memorandum AA-2012-05 (Minimum Qualification for Student Office Holders) requirement for HSU as a higher GPA requirement and lower unit cap in student office holders is not an inclusive incentive for academic achievement. By aligning with the CSU requirements, HSU can provide more student opportunities to engage in learning outside of the classroom. Additionally, comparable CSU campuses are functioning under the CSU requirement at this time. Adopting the attached updated policy can better ensure HSU is inclusive of a diverse student population and provide students an opportunity to develop a sense of belonging.*



# HUMBOLDT STATE UNIVERSITY

## [Minimum Qualifications for Student Office Holders]

[Policy Number]

[Student Affairs]

**Applies to:** Faculty, Staff, Students

**Supersedes:** EM:P13-01

### **Purpose of the Policy:**

Given the representative, fiduciary, legal, and other long-range policy making responsibilities of student office holders, it is the policy of Humboldt State University (HSU) that student office holders have an obligation to demonstrate academic involvement, achievement, and progress. Authority is provided in the Chancellor's Office Academic Affairs Coded Memorandum AA-2012-05, Minimum Qualifications for Student Office Holders.

All student representatives, candidates, and incumbents for major and minor office positions must be matriculated (regularly enrolled in a degree-seeking program) at HSU, must maintain a minimum overall grade point average (GPA) each term of a 2.0 term grade point average (GPA), must be in good standing, and must not be on academic, disciplinary or administrative probation of any kind. These requirements apply to all elected and appointed positions of the Associated Students of HSU, the University Center Board of Directors, student representatives to system-wide committees, university committees and campus auxiliaries, as well as student officers of recognized campus clubs and organizations.

These requirements are minimum qualifications. Organizations may establish additional requirements provided that the requirements do not discriminate on the basis of race, age, religion, gender (unless exempt under Title IX, Section 901a), disability, sexual orientation, or national origin.

### **Definitions**

**Major Student Government Offices:** Major student government offices include members of the student governing board (e.g., Associated Students); the University Center Board of Directors, or other entities with fiduciary responsibilities (e.g., other campus auxiliaries); campus representatives to the California State Student Association

(CSSA); and any student appointed by the CSU to serve on a regular or ad hoc system-wide committee.

**Minor Representative Officers:** HSU student presidents and treasurers of campus-approved student clubs and organizations shall be defined as minor student officers. The Vice President for Enrollment Management retains the authority to define additional minor representative officers as appropriate.

**Candidate:** Individuals who are running for an officer position

**Incumbent:** Individuals who are currently holding officer position

## **Policy Details**

### **Major Student Government Offices**

#### **Candidate Requirements**

##### **A. Candidate Unit Load**

Undergraduate candidates must maintain 6 semester units per term while running for office. Graduate and credential student candidates must maintain 3 semester units per term while running for office.

##### **B. Candidate Residency**

Undergraduate candidates for office must have been enrolled on the campus and have completed at least one semester prior to the election, earning a minimum of 6 semester units during that year. Graduate and credential candidates must be currently enrolled on the campus in a minimum of 3 semester units per term to be eligible.

#### **Incumbent Requirements**

##### **A. Incumbent Unit Load**

Undergraduate students must earn 6 semester units of credit per term while holding office. Graduate and credential students must earn 3 semester units of credit per term while holding office.

##### **B. Incumbent Maximum Allowable Units**

Undergraduate students are allowed to earn a maximum of 150 semester units or 125 percent of the units required for a specific baccalaureate degree objective, whichever is greater. Graduate and credential students are allowed to earn a maximum of 50 semester units or 167 percent of the units required for

the graduate or credential objective, whichever is greater. Students holding more than this number of units will no longer be eligible for major student government office.

## **Minor Representative Officers**

### **Candidate and Incumbent Requirements**

#### **A. Unit Load**

Undergraduate incumbents must earn 6 semester units per term while holding office. Graduate and credential incumbents must earn 3 semester units per term while holding office.

#### **B. Maximum Allowable Units**

Undergraduate students are allowed to earn a maximum of 150 semester units or 125 percent of the units required for a specific baccalaureate degree objective, whichever is greater. Graduate and credential students are allowed to earn a maximum of 50 semester units or 167 percent of the units required for the graduate or credential objective, whichever is greater. Students holding more than this number of units will no longer be eligible for minor student government office.

#### **Exceptions:**

The campus Vice President for Enrollment Management (or their designee) may make an exception to the requirements for unit load, maximum allowable units, residency, and GPA.

## **History**

March, 2012: Memorandum AA-2012-05 was signed by CSU Assistant Vice Chancellor, Eric G. Forbes, for establishing Minimum Qualifications for Student Office Holders

January, 2013: Policy Number EM:P13-01 was ratified by the University Senate.

September, 2019: In order to align with CSU Memorandum AA-2012-05 (Minimum Qualification for Student Office Holders), Humboldt State University is reverting back to the CSU requirements.

Issued: MM/DD/YYYY

Revised: MM/DD/YYYY

Edited: MM/DD/YYYY

Reviewed: MM/DD/YYYY