

University Affairs Board

A code of the Senate of the Associated Students of Sonoma State University

Article I: General Provisions

1. Authority These codes are established under the power and authority of the Associated Students, Inc. (AS) Bylaws and the AS Senate.
2. Purpose of the University Affairs Board is to serve as the senate work group that is responsible for managing University and Academic Affairs related issues for the senate and manage and facilitate the relationship and lines of communication between university governance and the student body.

Article II: Membership of the University Affairs Board shall consist of: the Social Science Senator, the Arts and Humanities Senator, the Business and Economics Senator, the Science and Technology Senator, the Undeclared Senator, the Education Senator and the Executive Vice-President.

1. The Executive Vice-President will serve as the chair and chief administrative officer of the board.
2. The Board shall meet no less than twice during each month the Senate is in session.
 - a. The Board shall have authority to meet and conduct business as delegated specifically by the Senate, or though this code, while the AS Senate is not in session.

Article III: Board Authority and Responsibility

1. Make a Plan. The Board shall take time at the beginning of each semester to develop a series of goals that the board shall strive to accomplish and choose several issues the on which the board will focus over the next semester.
 - a. After deciding upon a series of goals as a board, the board will develop an action plan that will lay out how the board intends to accomplish each task.
2. Outreach. The Board is responsible to connect with students and keep the student body informed, and seek feedback, on issues related to university and academic affairs at Sonoma State University.
3. Committees the Board is responsible for appointing students to University Committees.

- a. All members of UAB must serve on at least one of the following committees: Academic Planning Committee, Educational Policies Committee, G.E. subcommittee, Academic Advising subcommittee, Faculty Standards and Affairs Committee and the Student Affairs Committee.
 - b. This should be the product of a conversation taking into account the strengths and abilities of each member and which committees are in need of whose skill set.
 - c. Coordinate the training, reporting and accountability of student appointees to University Committees.
4. Communication it is the responsibility of the University Affairs Board to keep the Senate and the student body up to date with proceedings in University governance as well as develop a consolidated voice of the students to take back to University governance structures.
- a. The Board shall spend time at each meeting developing a report to take back to the senate and developing news content to send out to the student body.
 - b. The Board shall actively seek out student opinions on relevant issues and spend time at each meeting consolidating those opinions into a message to take back to the university.
5. Recommend Legislation. The Board shall, by majority vote, recommend legislation addressing Student Life and the campus co-curriculum to the AS Senate.
- a. Each piece of legislation recommended to the AS Senate must have an attached Information packet that gives student opinion gathered through outreach and data collection and/or background materials & information.
 - b. Each piece of legislation recommended to the AS Senate must have an attached Action Plan outlining how the board will act upon and inform the students and the university about the legislation.
 - c. Each Action Plan must contain detailed deadlines and benchmarks for success connected to each goal and objective
6. Follow Through It is the responsibility of the Board to ensure the execution of the action plan and to ensure the effectiveness of the resolution.

