Sonoma State Student Center
Board of Advisors

This following document will provide specific detail on the operational procedure of the board and its membership.

I. **Purpose** - The Sonoma State Student Center Board of Advisors (SCBOA) will serve to offer recommendations to the University President and the Vice-President of Administration & Finance on the operations, facilities, programs and services that are part of the Sonoma State Student Center.

A. Review and recommend action on the operation of the Sonoma State Student Center including: facility operations and use, building policy and procedure.
B. The SCBOA will hear regularly from a variety of working groups associated with the operation of the Sonoma State Student Center, including the Building Operations Working Group, the Marketing and Promotions Working Group and Construction and Renovation Working Group.
C. Review and make recommendation on alterations, space reallocation and major repairs and additions to the facility.
D. The SCBOA will be updated at least annually on the financial status of the Sonoma State Student Center including the status of the student fee account, bond repayment and facility reserves. The SCBOA will provide advice on the expenditures of surplus revenue beyond the reserve requirements.

II. **Membership** – The SCBOA shall be comprised of 11 members, including 7 students and 4 non-students. Members shall be appointed to serve a term beginning May 1.

A. The students on the SCBOA will be nominated by the Associated Students of Sonoma State University and shall be appointed by the University President.
   1. Because the Sonoma State Student Center is meant to serve a wide range of students from the Sonoma State community the following considerations should be taken into account when appointing students to the SCBOA.
      i. At least three students who live off-campus
      ii. At least two students who live on campus
      iii. A student who is in a leadership position in a chartered student organization
      iv. Students in leadership positions in programs associated with the University Center including, but not limited to: Associated Students, Recreation Center, Residence Life, Sonoma Student Union.

   2. Students will serve a two year term, with appointments made so no more than four students’ terms are expiring in any single year.
3. A student’s term may be extended for one year, provided they are re-nominated by the AS and re-appointed by the University President.

B. The SCBOA non-student membership shall be comprised of the University President or designee, the Vice President of Administration & Finance or designee, the Senior Director for Entrepreneurial Activities or designee, and a member of the faculty nominated through the procedures of the SSU Academic Senate. Designee nominations shall be appointed by the University President.

1. Non-student members’ terms shall last two years, but may be reappointed provided they are re-nominated by the appropriate nominating individual/body and re-appointed by the University President.

C. Should a member leave the SCBOA prior to their term expiring, the appropriate nominating body shall nominate a candidate to fill the remainder of the vacated term.

D. The Chair of the SCBOA shall be annually elected by the SCBOA from amongst the student members serving the second or third year of their term.

This document has been reviewed by and had input solicited from the Associated Students Senate, the Sonoma Student Union Board of Directors and the Student Affairs Committee of the Sonoma State Academic Senate.