

ADVISORY BOARDS

This policy on advisory committees, councils, or boards is based on the "Statement and Guidelines for Advisory Boards of the California State University", adopted by the Board of Trustees, January 22, 1969. * The principles enumerated in that document make it clear that advisory groups require presidential involvement. Section III, B. "Organization". establishes the principle that appointments to advisory boards, councils, or committees, are made by the President after considering nominations made by "...advisory board members, faculty and all other segments of the university."

To establish an advisory body:

1. The President approves the initiative of the advisory group.
2. Nominations or recommendations of members are made by the appropriate person (i.e., dean or department chair) and forwarded by the president. (Nominations should include names, addresses, proposed length of terms, and a draft of a letter of invitation to appointment.
3. The President approves the organizational documents; e.g., constitution, by-laws, etc.

To reappoint members (ordinarily they serve for two terms) recommendations should be forwarded to the President for the preparation of letters of invitation to serve another term.

* The "Statement and Guidelines for Advisory Boards of the California State University" is available for review in the Office of the President.

Approved by the President
Revised

December 1978
July 1986