

**To:** Council on Student Services (COSS)

**Sponsor:** Jorge Sousa, Graduate Students' Union, President

**Jurisdictional Information:**

Each year the council recommends to the President of the University a list of individuals for the role of COSS chair. The President recommends one person for the position of COSS chair to the University Affairs Board for approval.

**Highlights:**

At the February 1st 2001 meeting of COSS, a sub-committee of COSS was established to review the current practice for the appointment of the COSS chair. The committee was directed to outline principles and guidelines for a fair and equitable process for the selection of a COSS chair. This committee would make recommendations to COSS by the March 15<sup>th</sup> meeting.

**Resource Implications:**

None

**Action Sought:**

BIRT COSS approve the recommended Nomination process for the position of Chair for the Council on Student Services (COSS) as an amendment to Appendix A of the COSS protocol.

## **5. Nomination process for the position of Chair for the Council on Student Services (COSS)**

### **A. PRINCIPLES:**

1. The Chair of COSS must be a student.
2. The position of Chair will be rotated across the student constituencies (full-time undergraduate, part-time undergraduate, graduate) according to the following process so that within a three year period each student government will have one opportunity to nominate up to 3 people from their constituency for the position of COSS Chair.
3. The order of rotation will be: GSU, APUS, SAC.
4. If a student government is unable to submit up to 3 nominees, the responsibility will go to the next designated student government, until up to 3 nominations are submitted. The originally designated student government would be first in the order of rotation to nominate 3 students in the following year.
5. Conflicts of interest should be declared in advance by the nominee in accordance with the practice of the university.

### **B. CHARACTERISTICS/QUALIFICATIONS FOR COSS CHAIR:**

- \* Demonstrated familiarity with the University governance structure
- \* Experience chairing using formalized rules of procedure
- \* Familiarity with University Student Services covered by the COSS protocol

### **C. NOMINATIONS PROCESS:**

1. All members of COSS will be invited by the designated student government to submit suggested names to the designated student government.
2. The designated student government will consider the suggestions and submit up to 3 nominees from their constituency to COSS at least 2 weeks before the final meeting of COSS.
3. The nominations will be approved at the final meeting of COSS
4. One recommendation will be forwarded to the President of the University.