



# TEXAS HIGHER EDUCATION COORDINATING BOARD

P.O. Box 12788 Austin, Texas 78711

August 3, 2009

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OF HIGHER EDUCATION

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Web site:  
<http://www.thecb.state.tx.us>

To: Presidents and Chancellors, Texas Public Institutions of Higher Education

From: Raymund A. Paredes

RE: Nominations for the Appointment of Non-Voting Student Representatives to THECB Advisory Committees

I invite your institution to submit nominations for the appointment of non-voting student representatives to advisory committees of the Texas Higher Education Coordinating Board (THECB) for 2010-12.

A few provisions have changed since last year's process. As you may know, Section 61.071 of the Texas Education Code authorizes the THECB to appoint non-voting student representatives to various advisory committees for a one-year term. Senate Bill 1729 of the 81st Texas Legislature extended the term to two years. Please keep this in mind when submitting your nominations.

Attached you will find detailed information regarding the process and timeline for student nominations to be submitted to the THECB, as well as expectations and qualifications for potential nominees. You will also find an application that must be completed by all nominees.

It is important that this information is widely distributed, particularly to your student government, which by statute plays a key role in the nomination process. Doing so will insure a diverse pool of nominees for the Coordinating Board to consider.

If you, or the liaison you have designated to handle this matter, have questions please contact Linda Battles in the Commissioner's Office at [Linda.Battles@thecb.state.tx.us](mailto:Linda.Battles@thecb.state.tx.us) or 512.427.6205.

We look forward to your institution's participation in this process.

Attachments



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## Non-Voting Student Representative To The THECB Advisory Committees

### **Background:**

Section **61.071** of the Education Code requires the Coordinating Board to appoint non-voting student representatives to Coordinating Board advisory committees for a term **not be less than two years**. The student representative shall enjoy the same rights as other members of advisory committees, **except the right to vote or be counted towards a quorum for official committee business**. The student representative **serves without compensation**. However, the Coordinating Board strongly encourages the institutions to help defray the cost of travel incurred while a student serves.

### **Minimum Qualifications:**

For initial consideration, nominees to all advisory committees below must meet the following minimum criteria:

- Be enrolled at a public institution of higher education;
- Be in good academic standing as determined by the institution;
- Commit to fulfill all advisory committee related responsibilities during their term of service, to include attendance at all advisory committee meetings;
- Have a strong drive and self-motivation to contribute to the progress of higher education in Texas.

If appointed, the student representative must continue to meet the following criteria for the length of their term:

- Maintain a GPA of at least 2.5 on a 4.0 scale;
- Maintain enrollment at a public institution of higher education for duration of term; and
- Maintain a state-wide perspective on higher education (as opposed to representing any single college or university).

### **Available Advisory Committee Positions:**

For 2010, the Coordinating Board will consider a maximum of **two nominees** from each institution for the following advisory committee positions (nominees may only be considered for **one** advisory committee):

### ***Apply Texas Advisory Committee***

***Purpose:*** Revise and improve as needed a common admission application form for use by a person seeking admission as a freshman or undergraduate transfer student to a

Texas institution of higher education. Any recommended changes are incorporated into the common application in August for the next academic year.

**Meetings:** 5-6 times per year as needed, to include annual conference in June; conducted at Coordinating Board in Austin, TX.

**Qualifications:** Freshman, sophomore, or junior student enrolled at any institution of higher education in Texas; meet minimum qualification criteria above.

**Available positions:** One

**Term:** June 1, 2010 to May 31, 2012 (2 years)

### ***Distance Education Advisory Committee***

**Purpose:** Review all proposed doctoral programs that will be offered at a distance and make recommendations regarding those programs to Coordinating Board staff. Also engage in substantive policy research and discussion and the development of policy recommendations regarding distance education.

**Meetings:** 4 times per year as needed conducted at the Coordinating Board in Austin, TX; additional interim meetings to consider doctoral programs as needed via webinar and conference call.

**Qualifications:** Freshman, sophomore, junior, or graduate student enrolled at any institution of higher education in Texas; meet minimum qualification criteria above.

**Available positions:** One

**Term:** June 1, 2010 to May 31, 2012 (2 years)

### ***Financial Aid Advisory Committee***

**Purpose:** Assist the Coordinating Board in proposing changes to state financial aid program rules and policies as needed and in developing information provided by the Center for Financial Aid Information.

**Meetings:** 3-4 times per year as needed; conducted at Coordinating Board in Austin, TX.

**Qualifications:** Freshman, sophomore, or junior student enrolled at any institution of higher education in Texas; meet minimum qualification criteria above.

**Available positions:** One

**Term:** June 1, 2010 to May 31, 2012 (2 years)

### ***Graduate Education Advisory Committee***

**Purpose:** Provide recommendations to Coordinating Board regarding graduate education in Texas.

**Meetings:** 3-4 times per year as needed; conducted at Coordinating Board in Austin, TX.

**Qualifications:** Graduate student enrolled at any institution of higher education in Texas; meet minimum qualification criteria above.

**Available positions:** One

**Term:** June 1, 2010 to May 31, 2012 (2 years)

### ***Undergraduate Education Advisory Committee***

**Purpose:** Provide recommendations to Coordinating Board regarding undergraduate education in Texas.

**Meetings:** 3-4 times per year as needed; conducted at Coordinating Board in Austin, TX.

**Qualifications:** Freshman, sophomore or junior student enrolled at any institution of higher education in Texas; meet minimum qualification criteria above.

**Available positions:** One

**Term:** June 1, 2010 to May 31, 2012 (2 years)

### **Process:**

Below are key deadlines for the nomination process:

**September 1, 2009** Deadline for president of each institution to develop a nomination process and begin solicitation of nomination applications.

**December 1, 2009** Deadline for president of each institution to forward two nominees to the Coordinating Board for consideration (submissions must be postmarked by this date).

**February 1, 2010** Deadline for Coordinating Board to appoint student representatives to advisory committees to two-year terms beginning June 1, 2010 and ending May 31, 2012.

The president at each institution may develop his or her own nomination process for considering recommendations from their institutions to the Coordinating Board for advisory committee positions, including any additional requirements above and beyond those mandated by the formal application. Please forward the Coordinating Board application, resume and unofficial transcript of each nominee to:

**Linda Battles  
Commissioner's Office  
Texas Higher Education Coordinating Board  
P.O. Box 12788  
Austin, TX 78711**



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## Application for Student Representatives on the THECB Advisory Committees

Name:

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Institution:

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Graduation Date (month and year):

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Major(s):

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GPA:

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Mailing Address:

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Phone:

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E-mail:

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Name of advisory committee you are applying for:

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Please provide a **resume** and an **unofficial transcript** when you submit your application.



