

**RESPONSIBILITIES OF THE  
STUDENT REPRESENTATIVE BOARD OF REGENTS**

**Missouri State Statutes**

*"174.050. Student representative to the board of regents-appointment-powers-duties-limitation-qualifications-term-vacancy-removal from office."*

1. *The governor shall, by and with the advice and consent of the senate, appoint a student representative to the board of regents of each educational institution referred to in section 174.020 (state colleges) who shall attend all meetings and participate in all deliberations of the board, except any meeting, record or vote closed under the provisions of section 610.025, RSMo. (Open meeting/open records). Such student representative shall not have the right to vote on any matter before the board.*
2. *Such student representative shall be a full-time student at the institution as defined by the board, selected from a panel of three names submitted to the governor by the student government president, a citizen of the United States, and a resident of the State of Missouri. No person may be appointed who is not actually enrolled during the term of his appointment as a student at the institution.*
3. *The term of the student representative shall be two years, except that the person first appointed shall serve until January 1, 1986.*
4. *If a vacancy occurs for any reason in the position of student representative, the governor shall appoint a replacement who meets the qualifications set forth in subsection 2 of this section and who shall serve until his successor is appointed and qualified.*
5. *If the student representative ceases to be a student at the institution, or a resident of the State of Missouri, or fails to attend any regularly called meeting of the board of which he has due notice, his position shall at once become vacant, unless his absence is caused by sickness or some accident preventing his arrival at the time and place appointed for the meeting.*
6. *The student representative shall receive no compensation or reimbursement for expenses. "1 (It should be noted that further documentation, 174.060 provides for the Student Representative to the Board of Regents to receive compensation for "actual expenses", which shall be paid out of the University's ordinary revenue.)"*

**Primary Responsibilities: Information, Preparation and Representation**

To well represent the Southeast Missouri State University community, especially its current students, the Student Regent must be well informed and have a clear understanding of Southeast Missouri State University, which includes its mission, structure (encompassing the role of the governing board, the role of administration, the roles of faculty, academic staff, and students), programs, financial framework, strengths, challenges, and current issues, the state and national higher education environment.

---

<sup>1</sup> Student representative to the board of regents, Revised Statutes of the State of Missouri, Volume 2, 174.055 pg. 1716 (1986)

The Student Regent must adequately prepare for board work through participation in orientation, adequate review of agenda materials pertinent to issues before the board with careful consideration for student opinions needed to address these issues, and participation in pre-Board meeting briefings. Also, expected is participation in campus and regional visits to view facilities and meet with constituents, budget briefing sessions, and participation in special ad hoc committees as requested by the Board of Regents or President.

The Student Regent will also be required to regularly attend meetings of the board (approximately ten meetings per year), speak with community leaders and other stake holders to receive input and explain board actions, attend University functions, give a fair and objective hearing to differing opinions, discuss issues fully, but accept and support the Board's decision once made, and represent the student interest in general and not the interest of any particular constituency.

The Student Regent should obtain views from the public about the University, and should formulate appropriate responses to constituent questions and concerns. It should be noted the terms "public" and "constituent" include students, faculty, staff, administrators, community members and state residents.

To further formulate lines of communications with constituents-especially current students-the Student Regent should maintain regular formal and informal contact with student advisory groups and organizations. Special efforts must be made to participate in Student Government, residence hall groups including the Residence Hall Association and Group Area Council, and other representative groups as need warrants. Efforts need also be made to individually facilitate input and outreach to students not involved in the above groups and students at off-campus satellite education centers.

The Student Regent must adhere to high standards of ethical conduct which includes but is not limited to the avoidance of conflict of interest, compliance with the "Open Meetings and Open Records Policy," and maintenance of confidentiality when appropriate.

In closing, the Student Representative to the Board of Regents must accept responsibility for contributing to the effective and efficient governing of Southeast Missouri State University in the public interest. Through adequate representation and participation, the Student Regent will assist in the preservation and enhancement of educational quality; sound financial management; planning of programs; allocation of limited resources so as to most effectively serve the higher educational needs of Missouri citizens; establishment and maintenance of a strong system of accountability to the public for performance results; strategic planning to address further needs; and advocacy for the value of higher education to the state and its citizens.

## **In Conclusion**

The above job description is not meant to be all-inclusive. It is a guide to allow the Student Regent to contour his or her actions to most effectively utilize their unique role in university governance. As an independent appointee of the Governor of the State of Missouri, the Student Representative to the Board of Regents is entrusted with a great *duty* in representing the public interest through a student perspective, as well as a great *opportunity* in combining life experiences, community background and social action into effective educational leadership.

October 10, 2011

Dear Applicant,

The position of Student Representative to the Southeast Missouri State University Board of Regents is vital to the governance of the University, as well as extremely educational and exciting. Applicants for the position must go through a selection process, beginning with the following:

- Verify your eligibility to apply by reading the attachment titled *Responsibilities of the Student Representative to the Board of Regents*
- Submit a cover letter and résumé, and complete the application forms attached to this letter
- Be sure to turn in your application to the Campus Life Office (UC Room 202) by 5:00 p.m. on **Monday, October 31, 2011**.
- Sign up for a twenty-minute interview on **Wednesday, November 2, 2011** when you turn in your application

After the interviews, three nominees will be selected from the applicant group and their names will be forwarded to our President, Dr. Ken Dobbins and the Board of Regent. From there the nominees will be forwarded to the Governor Jay Nixon. The governor's office will then interview the three nominees and select the next Student Representative to the Board of Regents. The selection process will begin in November and will be completed in December.

If you have any questions about the process, please contact the Student Government office at x2280.

Sincerely,

Patrick Vining  
President  
Student Government

Brian Kelly  
Student Representative  
Board of Regents

Enclosure

# Student Representative to the Board of Regents Now Accepting Candidates

## Duties and Responsibilities

The Student Representative to the Board of Regents will be expected to attend meetings of the Board of Regents and discuss issues with student groups. The Student Regent will be entrusted with a great *duty* in representing the public interest through a student perspective, as well as a great *opportunity* in combining life experiences, community background, and social action into effective educational leadership.

## Requirements

- Must be a full-time graduate or undergraduate student
- Must have two more years of education remaining at Southeast
- Must be a Missouri resident
- Must be *well informed* and have a clear understanding of the University (mission, structure, programs, and current issues)

## Informational Packet

Interested candidates should obtain an informational packet from the Campus Life Office (University Center 202) and return it along with a resume and cover letter no later than October 31, 2011.

## Interviews

A committee comprised of the current Student Regent, the Student Government President, and the Advisor to Student Government will conduct interviews November 2, 2011. The committee will select three students whose names shall be forwarded to the Governor's Office. The Governor shall make the final decision and announce the appointment of the new Student Representative to the Board of Regents (*Missouri State Statute: 174.055*).

*For more information, please contact:*  
**Patrick Vining, Student Government President**  
[pfvining1s@semo.edu](mailto:pfvining1s@semo.edu)/573-842-5164

*or*

**Brian P. Kelly, Student Representative to the Board of Regents**  
[bpkelly1s@semo.edu](mailto:bpkelly1s@semo.edu) / 314-497-0126



# **Student Representative to the Board of Regents**

## **Southeast Missouri State University**

### **Interview Information**

- Interviews will be conducted by Patrick Vining, Student Government President, Brian P. Kelly, current Student Representative to the Board of Regents, and Michele Irby, Director of Campus Life and Student Government Advisor.
- Interviews will be conducted in the Student Government President's office, room number 204P, Center for Student Involvement, University Center.
- Please be prompt for your interview.
- Professional business attire is required.
- All eligible applicants will be given the opportunity to interview.
- Questions will be broad based, including topics about yourself, your leadership experience, and your vision for Southeast Missouri State University.
- Candidate selection will be based on the interview and the written application.
- Three candidates for the position will be selected from the interviewees, whose names will then be forwarded to the Governor's office, who will then proceed with scheduling a final interview and conducting background checks.
- All interviewees will be contacted by phone with information of the panel's three recommendations.

If you have any questions, contact Patrick Vining at 573-842-5164, or Brian P. Kelly at 314-497-0126.

