



A Brief Guide for Coalition Members

2015

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Mission Statement

Adopted February 20, 1994

The purpose of the Coalition of Student Leaders is to serve as an advocate for students and constantly strive to maintain an environment for efficient and cohesive expression of student opinion.

The Coalition of Student Leaders will encourage and enhance the communication between the branches of Alaska's higher educational systems and will foster channels of communication among students, faculty, administrators, staff, legislators, and community.

The Coalition of Student Leaders is dedicated to ascertaining and promoting the educational needs, general welfare and rights of students.

The Coalition of Student Leaders will serve all students equally, regardless of age, gender, race, color, national origin, religion, creed, handicap, social status, economic background, veteran status, political affiliation, and/or sexual orientation.



Organization of the Coalition

The Coalition of Student Leaders (known as “the Coalition”) is organized within the System Governance Office of the University of Alaska. The office is located in the Butrovich Building on the UAF Campus in Fairbanks. The Coalition has one employee, the executive officer, who assists the Coalition in preparing agendas, coordinates the annual retreat, updates the website and collaborates with Coalition members on distributing approved legislation. Along with these duties, the executive officer carries out legislative research, writes letters and memos, and serves as a communication resource to all student governments, working closely with the Student Regent and Coalition chair. The Coalition of Student Leaders is funded by the University, through general funds with occasional assistance from student governments.

The Coalition is composed of the student body presidents of each campus, or their designees. Several campuses have their own procedures to appoint or elect Coalition representatives. The Coalition charter sets no procedures for campus representation, only stating that each campus has only one vote. More than one representative per campus may attend the meetings, but only one may vote.

The Coalition also has ex-officio (non-voting) members for those college student leadership associations not recognized by the UA Board of Regents, who still wish to participate in the Coalition.

Appointed Positions

In accordance with the Coalition charter (also in this section of the handbook), there are two appointed positions within the Coalition. They are the Student Regent and the Student Commissioner to the Alaska Commission on Postsecondary Education (ACPE). Both positions are appointed to two-year terms by the Governor of the State of Alaska.

Elected Positions

There are five elected positions: Chair, Vice Chair, Secretary, Treasurer, and Historian.

In addition, the Coalition elects one student to serve along with the chair on the System Governance Council, a statewide body made up of faculty, staff, students and alumni representatives from campuses around the state.

History

The Coalition of Student Leaders was born out of the governance restructuring that took place between 1989 and 1993. Prior to the 1993-1994 academic year, staff, students, faculty and alumni were represented through the University of Alaska General Assembly (also known as the Statewide Assembly). The General Assembly Executive Committee was usually made up of staff and faculty and conducted most of the regular business.

Today, the Coalition of Student Leaders exists alongside the Faculty Alliance, the Staff Alliance and the System Governance Council. The Faculty Alliance is composed of three representatives each from the UAA Faculty Senate, the UAF Faculty Senate, and the UAS Faculty Senate. The Staff Alliance is composed of representatives from the UAS Staff Council, the UAF Staff Council, the UAA Staff Council, and the Statewide Administration Assembly.

The System Governance Council includes two members each from the Coalition of Student Leaders, the Faculty Alliance, the Staff Alliance, and one alumni representative from Anchorage, Fairbanks and Juneau. Each group tackles issues that are specific to its constituents (students, staff, or faculty). The Council is a place where issues are discussed that impact more than one constituency or which affect the entire university community statewide.

The Coalition of Student Leaders is composed of the student body presidents of eleven UA campuses and is chaired by a Speaker elected by its members. Student Governments that have a vote in the Coalition include:

- Associated Students of the University of Alaska Fairbanks
- Kuskokwim Campus Student Government
- Union of Students of the University of Alaska Anchorage
- Prince William Sound College Student Association
- Kachemak Bay Student Association
- Kenai River Campus Student Union
- Kodiak College Student Association
- Matanuska-Susitna Student Government
- United Students of the University of Alaska Southeast-Juneau
- United Students of the University of Alaska Southeast-Sitka
- United Students of the University of Alaska Southeast-Ketchikan
- Bristol Bay Campus
- Ilisagvik College Student Assembly
- Northwest Campus

Advocacy

Advocacy is the act of attempting to influence a decision. Usually, the term refers to attempts to influence a legislator to vote a certain way on a bill. Here, we use the term broadly to include attempts to influence public decision makers, including legislators, public officials, and education officials, both on and off campus.

Student Governments usually engage in what is sometimes referred to as “public interest” advocacy. This means that the students involved have identified a broad public purpose for their activities. This does not mean that all students will agree on the issues, but it does mean that those involved believe that their objective will achieve some public good. Public interest advocates generally avoid “buying” influence through campaign contributions and tend to rely on providing rationale and data to support their positions and demonstrating power through grassroots efforts, like voting and letter writing.

Advocacy is an important part of public decision making. Legislators and other decision makers often lack the time and resources to research all sides of an issue, but understanding the competing interests involved and how the decision will affect people is an important part of any decision. Advocates impact the legislative process by providing reliable information and showing decision makers how their decisions will impact people.

Problems and Issues

The need to advocate often arises when an individual experiences a problem. If a single student could not afford a proposed tuition increase, it would be a personal matter which could be addressed through a variety of support services. However, if a number of students cannot afford the increase, the issue of access to higher education arises. The issue of access to higher education involves a number of public policy questions which will be decided by a number of decision makers. If you or your student governments lack the resources or authority to respond to the problem, you will likely engage in some form of advocacy to get the result you want.

Effective Advocacy

Effective advocating involves a range of etiquette norms, tactics, and processes. The following suggestions provide a context in which to prepare for advocating. This is a simplified list; different strategies need to be considered for each advocating situation.

1. Identify the problem with specificity. Find out who is affected, how many are affected, and how they are affected. A very broad issue, such as financial barriers to higher education, may affect more than the students involved - it could affect the supply of trained workers in the state, the diversity of the campus and the families of the students as well. A more narrow issue such as library hours may only affect enrolled students and may have a particular effect on working students who must study during the evening. Meet and discuss the problem with those who are affected.

2. Identify the decision maker. This may be difficult. For some issues there are several “layers” of decision makers. Tuition, for example, is determined by the Board of Regents. But the decision can be affected by what the statewide administration proposes and the budget that the legislature authorizes

for the university. However, a single campus matter such as lighting around the campus or parking on campus is likely to be decided on that campus, by a campus director or chancellor. *Take care not to spend resources convincing someone with no authority to give you what you want.* However, many busy decision makers delegate tasks and seek the advice of colleagues. It may be useful to find out who the decision makers listen to. Remember that lobbying is not just for the legislature: we also lobby our Board of Regents and administrations. It is important to remember what each organization is respectfully responsible for.

3. Identify the resources you and your organization have to work on the issue. Who will do the research work and who will do the leg work? Do you have regular meetings or contacts with the decision maker or will you need to create them? Do you have funds for the activities you plan? If you need more people, you need to do some outreach or networking. If you need funds, you may need to raise money or find allies with resources.

4. Decide what you want. What are the solutions to the problem? You may need to choose between solutions, or a variety may be identified. If poor lighting is the problem, find out where and how many lights are needed. How many additional library hours, and on what days, would improve student access? If high tuition is the problem, will you seek more funding for financial aid, lower tuition levels, or both? If you do not identify what you want, you may not be satisfied with the solutions proposed by others, even if you successfully convince them that a response is needed.

5. Network with others who share your interest. Faculty, alumni, student organizations and even community organizations may help you with people, resources, and information that you need to present your case. For example, members of the public who use the library may also need longer hours, or business and civic organizations, such as your local chamber of commerce, may share your concern for access to and quality of higher education. A proposal supported by many groups is more likely to get the attention of decision makers.

6. Communicate with the decision maker. The nature of the communication will vary with the setting. The best way to reach a campus official may be by simply holding a meeting. An administrative rule passed by the institution, a University Regulation implemented by the President, a Regents Policy adopted by the Board of Regents, or a statute adopted by the legislature will likely involve formal testimony at a public hearing. Even where hearings are involved, direct meetings, letters, phone calls, and petitions should all be utilized.

7. Informing the public is an important part of any advocacy effort. Members of the public or the press may help bring favorable consideration to your proposals. The process may also help you form a network of interested groups. Informing the public can be done in many different ways:

- Notify the media with press releases and/or direct contact
- Hold events to attract public attention such as information tables, rallies, demonstrations, marches, vigils, strikes, or boycotts
- Make and distribute posters, flyers, and radio spots
- Hold a “media event” such as an open forum
- Make use of natural gathering times such as registration, orientation, special activities and events, club meetings, and so forth
- Collect signatures on a petition

- Organize a letter writing drive
- Organize a POM (Public Opinion Message) drive

Notice that some of the activities listed above have the dual effect of public pressure on the decision maker in addition to informing the public.

Effective advocacy means having the right information to assist the decision maker, knowing what you want, working with everyone who is affected, and communicating with the decision maker and the public.

Letters, Emails, Phone calls, and Public Opinion Messages as an Advocacy Tactic

Letters are important, even critical, to influence legislation. Letters to the writer's own Senator, Representative, Regents, or Administrators are especially important. On most issues, legislators do not receive a great many letters. Many legislators have told of instances when just one particularly effective letter had changed their position on a bill. Other legislators tell of how they will make two piles - pro and con. The largest pile of letters may decide on how they will vote on an issue. Here are some guidelines to assist your letter writing efforts:

- Mention the number of the bill (i.e., Senate Bill or SB 310) and the subject matter of the bill.
- Tell them if you are a constituent.
- Have people write each letter individually - don't use photocopies or form letters.
- State why you support or oppose the bill and how it will affect you.
- Write in your own words and include thoughts of your own. It is helpful to site your own (relevant) personal experiences.
- Offer as much knowledge as you can, but don't clutter your letter with too many facts, data or statistics.
- But don't hesitate to write because you feel you're not an "expert." Often times the most effective letters are the most honest ones that come from personal experience.
- Keep the tone courteous, unemotional, constructive and well-reasoned - don't be threatening, insulting or self-righteous, i.e. "I'm your constituent - what are you going to do for me?"
- Be brief and to the point. One page should suffice.
- Express your desire for a response, i.e. "I look forward to hearing from you."
- Include your mailing address, phone number, and internet address so the legislator, regent, or administrator can follow-up with a reply.
- Write on only one subject per letter.
- Do not use university, campus, or student government letterhead when writing your letters. You can mention your position within student government, but your message is your own, not the school's.

Emails should be composed in much the same manner as letters. They also should be brief, to the point, honest, and professional. When an issue is pressing and must be acted upon quickly, or when the end of the session is near, emails are a handy and effective lobbying tool for constituents. Most state legislators can be reached at: Senator/Representative_FirstName_Lastname@legis.state.ak.us.

Addresses for desired regents or administrators can be obtained easily by contacting your local campus information.

Public Opinion Messages (POMs) can be dictated over the phone by calling your local legislative information office. They must be kept short - less than fifty words - and must be written on the form

provided for that purpose. These are often more convenient and simpler than writing letters. It has been said that bills can pass or fail depending on the number of POM's that are sent in. POM's are only for state legislators.

Speaking directly with your legislator over the telephone can also be very powerful. Sometimes direct contact with a constituent is all a policymaker needs to make their decisions. A few things to remember when making the call:

1. Be persistent! Don't assume that one call will be enough.
2. Limit yourself to one topic per call
3. Keep it short! Remember, they run on tight schedules, and deal with many different people each day

Remember that student needs are decided upon by legislators, regents and administrators. We need to lobby our administrators and regents in the same manner and with the same professional and positive attitude that we approach the legislature.

Special thanks to the Oregon State Student Association for their contribution to this section of Advocacy.

UA Board of Regents

The Board of Regents (BOR) governs the University of Alaska. The Regents are appointed by the Governor, confirmed by the Alaska Legislature, and have eight-year terms beginning in January. The exception is the eleventh Regent, the Student Regent. The Student Regent is a full voting member of the Board and is also appointed and confirmed. However, the Student Regent only serves a two year term beginning on May 31. Each University of Alaska campus has the opportunity to hold elections for the position of Student Regent. The names of the top two from each campus election are forwarded to the Governor for his consideration. (The Student Commissioner on the Alaska Commission on Postsecondary Education (ACPE), which administers Alaska Student Loans, is chosen in much the same manner.)

The Board of Regents elects a chair, vice chair, secretary, and treasurer. The Regents are also appointed by the chair to committees, which include the Finance, Facilities, and Land Management Committee; the Academic and Student Affairs Committee; and the Audit Committee, to name a few.

Most Board of Regents meetings take place on Thursdays and Fridays. Generally, committee meetings take place on Thursday afternoons, while regular sessions are held on Fridays. Actions proposed on items that are discussed in committees are usually placed on a “consent agenda” for the regular session on Friday. Unless one or more regents object, the work of each committee is automatically approved when the consent agenda is adopted. Public comment periods normally occur on Thursday mornings.

The BOR website is <http://www.alaska.edu/bor/>.

Alaska Commission on Postsecondary Education

The Alaska Commission on Postsecondary Education authorizes the operation of postsecondary institutions in the state, and provides student loans to residents of the State of Alaska who are enrolled in approved undergraduate, graduate or career education programs.

The Commission is governed by a twelve-person board, and works in conjunction with the Alaska Student Loan Corporation, which is a public corporation created by the legislature in 1987, for the purpose of administering the Alaska Student Loan Program.

The Commission does have a web page, where students can download documents, learn more about the Commission and its programs, fill out a customer service questionnaire, and find information about the current members of the Commission.

The ACPE web page can be found at: <http://alaskaadvantage.state.ak.us/>

Statutes Governing the Selection of the Student Regent

State of Alaska Statutes

Title 14.40 (excerpt)

AS 14.40.120. University Governed By Board of Regents.

The University of Alaska shall be governed by a Board of Regents consisting of 11 regents.

AS 14.40.130. Qualifications of Regents; Special Provisions Relating to Student Regent.

(A) Each regent shall be a citizen of the United States and a resident of the state.

(B) In addition to satisfying the requirements of (a) of this section, the regent appointed under AS [14.40.150](#) (b) must

(1) be enrolled as a full-time student at the University of Alaska at the time of appointment;

(2) remain a full-time student while serving.

(C) Failure of the regent appointed under AS [14.40.150](#) (b) to remain enrolled as a full-time student at the University of Alaska during the term for which the regent was appointed results in forfeiture of that office.

(D) The governor shall appoint a successor from those students appearing upon the list of nominees submitted under AS [14.40.150](#) (b) within 60 days of a forfeiture or vacancy in the office.

(E) For purposes of this section, the term "full-time student" is defined as provided in the University of Alaska Academic Regulations.

AS 14.40.140. Term of Office.

Except for a student regent as specified in AS [14.40.150](#) (b), the term of office of a regent is eight years. The term of office begins on the first Monday in February of the year in which the appointment is made. Each regent serves until a successor is appointed and qualifies.

AS 14.40.150. Appointment of Regents.

(A) The governor shall appoint the regents subject to confirmation by a majority of all the members of the legislature in joint session. The names of those appointed shall be sent to the legislature within five days after the opening of the session, for confirmation or rejection. If a person appointed is not confirmed by a majority vote of all the members of the legislature, the appointment ceases and the name of another person shall be submitted within three days after the rejection. If the legislature adjourns without confirming the nominee, or if an interim vacancy occurs, the governor may appoint a qualified person to fill the vacancy. However, the person who has failed to be confirmed may not be appointed. The term of office of the appointee expires on the fifth day of the session of the legislature following the appointment.

(B) At least one member of the Board of Regents must be a student. The student shall be appointed from a list of nominees submitted to the governor. The governor shall make the appointment from the list within 60 days after it is submitted. The list shall consist of the names of two students from each campus of the University of Alaska after an election is held at each campus. Elections shall be conducted under

rules established by the Office of the Governor. The term of office of the regent appointed from the general student body, University of Alaska, is for two years. The term of office begins June 1 of the year in which the appointment is made. An appointment made under AS [14.40.130](#)(d) shall be for the unexpired term of the original appointee. The term "campus" used in this subsection means a portion of the University of Alaska designated as a "campus" by the Board of Regents.

AS 14.40.160. Board Meetings Public; Meeting Notice; Public Facilities.

(A) The provisions of AS [44.62.310](#) apply to meetings of the Board of Regents. All meetings of the board, its committees or subcommittees, are open to the public and press except as otherwise provided in AS [44.62.310](#)(c). The findings of an executive session shall be made a part of the record of the proceedings of the Board of Regents. All records of the meetings and proceedings shall be open to inspection by the public and the press at reasonable times.

(B) The Board of Regents may determine the time and place of its meetings. However, 30 days notice is required for all regular meetings and 10 days notice is required for special meetings of the Board of Regents, its committees or subcommittees called under the bylaws or rules or procedure of the Board of Regents. Emergency meetings may be called without notice.

(C) The Board of Regents shall provide adequate facilities for members of the public to attend the meetings of the board, its committees or subcommittees.

AS 14.40.170. Duties and Powers of Board of Regents.

(A) The Board of Regents shall

(1) appoint the president of the university by a majority vote of the whole board, and the president may attend meetings of the board;

(2) fix the compensation of the president of the university, all heads of departments, professors, teachers, instructors, and other officers;

(3) confer such appropriate degrees as it may determine and prescribe;

(4) have the care, control, and management of

(a) all the real and personal property of the university; and

(b) land

(i) conveyed to the Board of Regents by the commissioner of natural resources in the settlement of the claim of the University of Alaska to land granted to the state in accordance with the Act of March 4, 1915 (38 Stat. 1214), as amended, and in accordance with the Act of January 21, 1929 (45 Stat. 1091), as amended; and

(ii) conveyed to the Board of Regents in trust for the University of Alaska by the commissioner of natural resources under AS [14.40.365](#) ;

(5) keep a correct and easily understood record of the minutes of every meeting and all acts done by it in pursuance of its duties;

(6) under procedures to be established by the commissioner of administration, and in accordance with existing procedures for other state agencies, have the care, control, and management of all money of the university and keep a complete record of all money received and disbursed;

(7) adopt reasonable rules for the prudent trust management and the long-term financial benefit to the university of the land of the university;

(8) provide public notice of sales, leases, exchanges, and transfers of the land of the university or of interests in land of the university;

(9) administer, manage, market, and promote a postsecondary education savings program, including the Alaska Higher Education Savings Trust under AS [14.40.802](#) and the Alaska advance college tuition savings fund under AS [14.40.803](#) -[14.40.817](#).

(B) The Board of Regents may

(1) adopt reasonable rules, orders, and plans with reasonable penalties for the good government of the university and for the regulation of the Board of Regents;

(2) determine and regulate the course of instruction in the university with the advice of the president;

(3) set student tuition and fees;

(4) receive university receipts and, subject to legislative appropriation, expend university receipts in accordance with AS [37.07](#) (Executive Budget Act).

Statutes Governing the Selection of the Student Commissioner

State of Alaska Statutes

Title 14.42 (excerpt)

AS 14.42.010. Purpose, Intent.

(A) *[Repealed, Sec. 42 ch 85 SLA 2001].*

(B) The legislature affirms that the legal authority for the operation and management of the statewide university system remains with the Board of Regents of the University of Alaska and the legal authority for the operation and management of other postsecondary educational programs remains with the governing boards of the other private nonprofit and proprietary institutions in the state.

AS 14.42.015. Creation, Composition, Appointment of Members.

(A) There is in the Department of Education and Early Development the Alaska Commission on Postsecondary Education consisting of

(1) two members of the Board of Regents of the University of Alaska designated by the members of that body;

(2) one person representing private higher education in the state selected jointly by the Boards of Trustees of Alaska Pacific University and Sheldon Jackson College from among their membership;

(3) one person representing the Department of Education and Early Development selected by the state Board of Education and Early Development;

(4) four persons broadly and equitably representative of the general public appointed by the governor;

(5) one member of the Alaska Workforce Investment Board established by AS [23.15.550](#) designated by the members of that body;

(6) one person from the members of the local community college advisory councils appointed by the governor;

(7) two members from the legislature, one of whom shall be appointed by the president of the senate and one by the speaker of the house of representatives;

(8) one person appointed in accordance with (e) of this section who is a full-time student as defined in AS [14.43.160](#) ;

(9) one administrator appointed by the governor from a proprietary institution of postsecondary education that has an authorization to operate in the state issued under AS [14.48](#).

(B) No governing body member, trustee, official, or employee of either a public, private, or proprietary institution of postsecondary or higher education in the state may be appointed to membership on the commission as representative of the general public for the purpose of (a)(4) of this section.

(C) The governor's appointees are subject to confirmation by the legislature and shall serve at the pleasure of the governor for four-year staggered terms. Members appointed or designated by bodies or agencies other than the governor serve at the pleasure of the appointing authority. Vacancies shall be filled in the same manner as original appointment.

(D) For the purpose of (a)(4) of this section, "broadly and equitably representative of the general public" means that the public membership of the commission shall include adequate representation both on the basis of sex and on the basis of the significant racial, ethnic, geographic, and economic groups in the state.

(E) A full-time postsecondary student shall be appointed to the Alaska Commission on Postsecondary Education from a list of nominees submitted to the governor. The governor shall make the appointment from the list within 60 days after it is submitted. The list must consist of the names of two nominees from Alaska Pacific University, two nominees from Sheldon Jackson College, and two nominees from each campus of the University of Alaska. The nominees shall be selected by the students at Alaska Pacific University, Sheldon Jackson College, and each campus of the University of Alaska by an election held on each campus. Elections under this subsection shall be held concurrently with student regent elections required under AS [14.40.150](#) (b) and conducted under rules established by the Office of the Governor. The term of office of the student member of the commission is two years and begins June 1 of the year in which the appointment is made. Membership on the commission is immediately forfeited by a student member who ceases to be a full-time student. Within 60 days after a vacancy occurs, the governor shall appoint a successor from those students appearing on the list of nominees to serve for the unexpired term of the original appointee. The term "campus" used in this subsection means a portion of the University of Alaska designated as a "campus" by the Board of Regents.



Charter

Approved by President Patrick Gamble on June 26, 2014

An accord between the student leaders of the University of Alaska who participated in the 1993 Fall Student Leadership Conference at the University of Alaska Fairbanks, September 24-26, 1993...a vital step in, "Building the Net."

Preamble

In order to promote communication between students on each campus of each university in Alaska; to improve the lives and leadership of the students of our universities; to provide for an effective and powerful student voice in matters effecting the University of Alaska; and to enable and develop the leadership for Alaska's future; we do hereby establish this charter of the Coalition of Student Leaders of the University of Alaska, this day, Sunday, September 26, 1993.

Article 1. Name

The University of Alaska (UA) Board of Regents hereby grants the authority for a mechanism for student system governance consisting of a network of student governments to be named the Coalition of Student Leaders, hereinafter "Coalition."

Article 2. Network Membership Constituencies

A. Membership Requirements

Coalition membership requires maintaining a cumulative 2.5 GPA.

B. Official Members

- Associated Students of the University of Alaska Fairbanks
- Kuskokwim Campus Student Government
- Union of Students of the University of Alaska Anchorage
- Prince William Sound College Student Association
- Kachemak Bay Student Association
- Kenai River Campus Student Union
- Kodiak College Student Association

- Matanuska-Susitna Student Government
- United Students of the University of Alaska Southeast-Juneau
- United Students of the University of Alaska Southeast-Sitka
- United Students of the University of Alaska Southeast-Ketchikan
- Bristol Bay Campus
- Ilisagvik College Student Assembly
- Northwest Campus

C. Ex-officio Members

Ex-officio members include the student regent from the UA Board of Regents and the student commissioner who sits on the Commission on Postsecondary Education. They speak to the Coalition as advisory members without retaining the position as a voting member.

The following are ex-officio local constituent groups:

- Alaska Pacific University Student Council

D. Other Ex-officio Members

Other ex-officio include military extension students, campus extension, part-time, and correspondence students; as well as student clubs, residence life governments, and other student organizations.

E. Lapse of Membership

Any local constituency that does not participate in meetings and activities of the Coalition for an entire year shall be removed from the list contained under Clause A and included in the list contained under Clause B, as an ex-officio member.

Article 3. Purposes and Authority

A. Authority

The Coalition receives its authority by policy 03.01.01 and policy 09.01.01 of the UA Board of Regents, which derives its authority from the Constitution and Statutes of the State of Alaska. The Coalition shall carry out its functions subject to the authority of the UA Board of Regents and the president of the University of Alaska.

B. Purposes

1. Representation

To provide official representation for the students of the University of Alaska in matters which affect the general welfare of the university and its educational purposes and effectiveness.

2. Consultation

To provide consultation to the UA president and the board of regents on student affairs issues.

3. Communication

To serve as an instrument by which information which is of interest and concern to the university system students may be freely collected, disseminated, and discussed.

C. Responsibilities

Coalition responsibilities include, but are not limited to student affairs issues such as tuition and student fees, financial aid and scholarships, residence life, minority and rural student services, club and social activities, student media and radio, student health, safety, student grievances, student tools and resources, and student employee relations.

Article 4. The Student Regent and the Chair of the Coalition

A. The Student Regent

1. Selection

The student regent shall be selected in the manner prescribed by law, thus having the authority to be the primary spokesperson for the students of the University of Alaska. The Coalition may conduct an advisory vote among the qualified candidates and forward the results to the governor of Alaska or their representative.

2. Duties

The Student Regent is the primary contact for the Coalition on the UA Board of Regents and serves as an advisor to the Coalition.

B. The Chair of the Coalition

1. Chair Selection

The chair of the Coalition shall be selected by the Coalition from among the nominees submitted by Coalition members. The nominees shall be University of Alaska students in good academic standing at the first general meeting of the academic year. The chair's term shall be one academic year with elections taking place each fall. The chair will serve no more than two consecutive terms. A vice-chair shall be selected from among the voting Coalition members the same time and shall serve as the chair in case of the chair's absence.

2. Duties

The chair of the Coalition is the leader of the Coalition and presides over all meetings of the Coalition and represents the Coalition to the University of Alaska System, the UA Board of Regents, and to the public. The chair has the authority to set the meeting time, place, and agenda for all Coalition meetings.

Article 5. Officers

A. Secretary

The secretary shall:

- take minutes at each Coalition meeting and submit the minutes to the System Governance Office no later than one week after a meeting is held
- work with the chair of the Coalition and the executive officer in the System Governance Office to set the agenda for the next meeting. The secretary shall submit the agenda to the executive officer for posting to the System Governance website at least one week prior to the meeting
- perform other duties as assigned

B. Treasurer

The treasurer shall:

- work with the System Governance Office to budget the Coalition's spending
- report the current balance to the Coalition as needed for future planning
- perform other duties as assigned

C. Historian

The historian shall:

- take and distribute photos from events and act as a collection point for photos from other campuses and students attending the event
- maintain a historical timeline of activities and items that the Coalition is working on for students. (time capsule in essence)
- these items will be placed on the Google drive for System Governance Office use and access
- report activities of importance to Coalition members at monthly meetings
- perform other duties as assigned

Each officer shall work together as a team with the chair and vice chair to update the Coalition's Facebook page, Twitter account, or any other electronic media used for university systemwide communication.

Article 6. Representation

The Coalition of Student Leaders shall have two seats on the System Governance Council: the chair of the Coalition, and one representative elected by the Coalition. Elections take place at the fall retreat.

The student governments within each university campus shall make every effort to build regional networks and interact with each other on a regular basis to resolve regional student issues and report to the Coalition at regular intervals to be determined by the Coalition.

Article 7. Meetings

A. General Meetings

General meetings should take place whenever systemwide student leadership conferences are held. All conference attendees may participate.

B. Open Meetings

All meetings of the Coalition are open meetings in accordance with the Alaska Open Meetings Law.

C. Quorum

A quorum for any meeting of the Coalition of Student Leaders shall be five of the voting members listed in Article 2, Section B.

Article 8. Roles

A. Ad Hoc Committees

The UA Board of Regents, the UA president, or the Coalition may establish a Coalition task force to consider complex system issues relating exclusively to student affairs. These ad hoc committees shall, in all cases, include governance representatives appointed by the Coalition or Coalition constituencies as appropriate. These ad hoc committees are a formal part of shared governance, and as such, are subject to the Alaska Open Meeting Law.

B. Coalition Office

The Coalition office resides in the System Governance Office to organize and support its efforts. The office shall:

- create and maintain student leader directories
- distribute a statewide governance report, research statewide student issues as directed
- insure that student publications are distributed among all voting members

- provide staff for the Leadership Council, general meetings and ad hoc committees
- publish and distribute single-issue summaries as needed
- provide resources for grassroots mobilization and coordination

C. Grass Roots Organizing

The Coalition may provide support, coordination, and resources for grass roots movements on any student issue and may also initiate such movements.

Article 9. Relief, Compensation, and Fear of Reprisals

Students participating in Coalition activities will remain in compliance with the policies in their university's catalog when addressing the issue of missed classes. Students and their instructors will make a good faith effort to make alternative arrangements to make up any missed classes or work. The System Governance Office will issue a letter at the beginning of the academic year for Coalition members to distribute to students' instructors in advance notifying of any Coalition activities impacting class attendance.

Student governance officers not otherwise compensated shall be granted a three (3) credit tuition waiver upon each semester of successful service completed if funds are available. Students in governance are empowered to carry out their governance responsibilities to the best of their abilities without interference or fear of reprisal.

Article 10. Amendments

A. Ratification

This charter shall go into effect upon acceptance by a majority of the groups listed in Article 2, Section B, above and upon approval by the president of the University of Alaska and the UA Board of Regents.

B. Amendments

Amendments to this charter shall be adopted by a two-thirds vote of the groups listed in Article 2, Section B.

Article 11. Handbook

The Coalition shall annually submit a directory of Coalition members, a description of the Coalition and how it works, and the annual Coalition calendar to the executive officer for inclusion in the governance handbook. This handbook shall be posted online and publically available.

Article 12. Reports

The Coalition shall prepare a report of activities. This report shall be submitted to the System Governance executive officer for compilation into a single annual report of governance activities for submission to the UA president and the UA Board of Regents as part of the agenda for regular UA Board of Regents' meetings as activities occur. The System Governance executive officer shall maintain Coalition communications electronically.



Standing Rules

Revised March 7, 2014

- Rule 1.** All meetings of the Coalition will be audio conferenced or by online communication and distance technology.
- Rule 2.** The Coalition will follow Robert's Rules of Order.
- Rule 3.** The ability to vote, nominate, or make motions is restricted to those students, who are officially recognized by their student government, or in the absence of a student government, are appointed by their local administration to represent a rural campus, and to be confirmed by the Coalition with two-thirds vote.
- Rule 4:** Funded attendance for in-person meetings are restricted to campuses that have attended 75% of all meetings. This mandate restarts July 1.
- Rule 5.** The number of action items is limited to five per meeting and the number of information items to ten per meeting, except during the fall or spring conferences.
- Rule 6.** There shall be the following categories for awards and recognitions from the Coalition:
- Most Active Student Government
 - Volunteer Service to Alaska Students
 - Attendance Awards
 - Positive Attitude Award
 - Most Valuable Staff Member

REGENTS' POLICY
PART II - ADMINISTRATION
Chapter 02.06 - Open Meetings

P02.06.010. General Statement. The University of Alaska will conduct meetings in accordance with AS 44.62.310 (the Alaska Open Meetings Law) and any additions or exemptions thereto.

(03-09-84)

UNIVERSITY REGULATION
PART II - ADMINISTRATION
Chapter 02.06 - Open Meetings

R02.06.011. Purpose

This chapter provides the requirements and procedures for giving reasonable public notice of open meetings held by governmental bodies of the university.

(11-13-14)

R02.06.012. Applicability.

This chapter applies to all meetings held by governmental bodies of the university system. In this chapter, the term “governmental body” means an assembly, council, board, commission, committee, or other similar body of the university with the authority to establish policies or make decisions for the university or with the authority to advise or make recommendations to the university; "governmental body" includes the members of a subcommittee or other subordinate unit of a governmental body if the subordinate unit consists of two or more members.

(11-13-14)

R02.06.013. Exceptions.

This chapter does not apply to:

- A. A governmental body performing a judicial or quasi-judicial function when holding a meeting solely to make a decision in an adjudicatory proceeding; or
- B. Staff meetings or other gatherings of the employees of the university, including meetings of an employee group established by policy of the Board of Regents of the University of Alaska or held while acting in an advisory capacity to the Board of Regents.

(11-13-14)

R02.06.020. Notice Requirements.

- A. Except for bona fide emergency circumstances, at least three (3) working days’ advance public notice shall be given for all meetings subject to this chapter.
- B. Notice shall be given as follows:
 - 1. Typewritten or printed notice of the meeting shall be posted on at least one public bulletin board at the affected campus or on a public website; reasonable efforts shall be made to post this notice on a public bulletin board or website that is most likely to attract the attention of known interested parties.
 - 2. For those institutions that regularly publish weekly, biweekly, or monthly newsletters, reasonable efforts shall be made to include advance notice of meetings known to be scheduled at the time that the newsletter is prepared for printing.

- C. Each notice must contain the following:
1. a description of the body holding the meeting;
 2. the time, date, and place of the meeting; and
 3. the name and telephone number of a person who may be contacted for additional information regarding the meeting.
- (11-13-14)

R02.06.030. Conduct of Meetings.

- A. Except when voice votes are authorized, and except as provided below, any votes taken by a body or group shall be conducted in such a manner that the public may know the vote of each person entitled to vote. This provision does not apply to votes required to be taken to organize the aforementioned bodies such as election of officers.
- B. If excepted subjects are to be discussed at a meeting in executive session, the meeting must first be convened as a public meeting and the question of holding an executive session to discuss matters that come within the exceptions listed in C. of this section shall be determined by a majority vote of the body. No subjects may be considered at the executive session unless auxiliary to the main question. No action may be taken at the executive session except as permitted by AS 44.62.310.
- C. The following excepted subjects may be discussed in an executive session:
1. matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the university;
 2. subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion;
 3. matters that by law, board policy, or university regulation are required to be confidential; and
 4. matters involving consideration of government records that by law are not subject to public disclosure.
- (11-13-14)

R02.06.040. Responsibility for Implementation.

Each of the chancellors shall be responsible for ensuring compliance with this chapter by covered governmental bodies within their respective institutions. The president shall be responsible for ensuring compliance by covered governmental bodies within the Statewide Administration, as well as covered governmental bodies that extend across institutional lines. The president and the chancellors may delegate their responsibilities for ensuring reasonable public notice under this chapter to such persons or positions as they may designate in writing.

(11-13-14)

REGENTS' POLICY
PART III – FACULTY, STAFF AND STUDENT GOVERNANCE
Chapter 03.01 - Faculty, Staff and Student Governance

P03.01.010. Faculty, Staff, and Student Governance.

- A. The opportunity for faculty, staff and students to participate in the governance of the university is important to its effective operation. The board intends that faculty, staff and student participation in university governance be an integral part of the university community's culture.
- B. After consultation with university faculty, staff and students, the president shall establish by university regulation the systemwide governance structure and its constituent organizations. The structure shall include a systemwide organization for faculty, staff and students; an alliance of faculty senates; an alliance of classified and administrative/professional/technical staff; an intercampus student network; and appropriate campus constituent organizations.
- C. Constitutions for each systemwide organization are subject to the approval of the president. Constitutions for campus employee organizations are subject to the approval of the cognizant chancellor. Student government constitutions are subject to P09.07. The roles and responsibilities for each systemwide organization shall be entered into university regulation.
- D. Governance organizations shall carry out their functions subject to the authority of the board and the president and chancellors . The organizations' purposes are to:
 - 1. provide an effective opportunity for university faculty, staff and students to play a meaningful role in matters affecting their welfare;
 - 2. represent the viewpoints of university faculty, staff and students on regents' policy, university regulation, and other matters affecting the interests of the university;
 - 3. address through legislative action other matters as described in their approved constitutions;
 - 4. advise the president and chancellors in a timely fashion and in a manner set forth in individual organizational constitutions; and
 - 5. communicate to faculty, staff and students information which is of interest and concern to the university.
- E. The president and the chancellors shall respond to actions taken by governance groups in a timely fashion as described in the approved constitutions.

- F. Participants in governance shall carry out their governance responsibilities in good faith and to the best of their abilities without fear of reprisal. Spokespersons for governance groups may present their views directly to the board in accordance with board procedures.

(02-17-05)

UNIVERSITY REGULATIONS
PART III – FACULTY, STAFF AND STUDENT GOVERNANCE
Chapter 03.01 - Faculty, Staff and Student Governance

A. Intent

It is the intent of the Board of Regents 1) that the faculty, staff and students shall share in the governance of the university, 2) that shared governance is an integral part of the business of the university and 3) that participants in shared governance are empowered by the Board of Regents to carry out their governance responsibilities to the best of their abilities without fear of reprisal.

B. Governance

1. Systemwide

The University hereby establishes a mechanism for faculty, staff and students to participate in system governance through the following organizations:

Faculty Alliance
Staff Alliance
Coalition of Student Leaders
System Governance Council

Additionally, alumni associations are established at the three academic units and participate ex-officio on the System Governance Council.

2. MAU-Specific

The University hereby recognizes that institution-specific governance groups are an integral part of and are established at the University of Alaska Anchorage (UAA), the University of Alaska Fairbanks (UAF), the University of Alaska Southeast (UAS), and the University of Alaska Statewide (SW).

C. Authority

1. Systemwide

The Faculty Alliance, Staff Alliance, Coalition of Student Leaders and System Governance Council receive their authority and shall carry out their functions subject to the authority of the Board of Regents and the President of the University.

2. MAU-Specific

Faculty and staff governance groups at UAA, UAF, UAS and SW receive their authority from their cognizant chancellor, with the Vice President for University Relations serving as the cognizant chancellor for SW.

Student governments receive their authority from Regents' Policy Part IX, Chapter 7, and corresponding University Regulations.

Alumni associations receive their authority from Regents' Policy 02.08.010.

D. Purpose

The purposes of the system governance groups within the University of Alaska are set forth and maintained in Regents' Policy 03.01.010.

E. Organizational Responsibilities

Governance groups shall carry out their functions subject to their respective charters, constitutions, and bylaws.

Responsibilities of the local governance groups are reflected in their respective charters, constitutions and bylaws. Responsibilities of the system governance groups are listed below.

1. Faculty Alliance

It is the responsibility of the Faculty Alliance to represent the faculty in areas that may include but are not limited to: coordination on matters relating to academic affairs such as academic program review; the addition, deletion or merging of academic programs; curriculum; subject matter and methods of instruction; degree requirements; grading policy; course coordination and transfer; student probation and suspension; standards of admission and scholastic standards; and other matters affecting the faculty, and/or the general welfare of the university and its educational purposes and effectiveness.

2. Staff Alliance

It is the responsibility of the Staff Alliance to represent the Classified and APT (Administrative Professional and Technical) employees who are not represented by a collective bargaining agent in areas that may include but are not limited to: staff affairs, excluding those relating exclusively to faculty; personnel policies and regulations; compensation and benefits; and other issues affecting the work environment and/or the general welfare of the university staff.

3. Coalition of Student Leaders

It is the responsibility of the Coalition of Student Leaders to represent the students in areas that may include, but are not limited to: tuition and fees; financial aid and scholarships; residence life; minority and rural services; clubs and social activities; student media in all forms; health and safety; grievances; tools and resources; student employee relations, and other issues affecting the educational environment and availability of resources for student use.

4. System Governance Council

It is the responsibility of the System Governance Council to coordinate matters of mutual interest or concern to the Faculty Alliance, the Staff Alliance, the Coalition of Student Leaders, and the alumni associations.

F. Membership Responsibilities

For faculty and staff, it is understood that while governance participants' primary responsibilities are performance of the duties for which they are employed, supervisors and employees will coordinate to ensure that departmental and governance needs are met.

Serving on university governance groups is considered to be within the regular work duties of university employees and is supported by the university.

Students serve on governance groups in accordance with Regents' Policy and University Regulation 09.07.050.

Members who serve as officers or participate in special projects, research activities, events or committees directed by their governance organizations require sufficient time to meet those obligations in a reasonable fashion.

Guidelines for participation in governance that are not included in governance group charters, constitutions or bylaws shall be promulgated by the system governance executive officer and made available for use by all members of the university community.

G. Membership

Numbers of members and terms of office are prescribed in the constitutions, or equivalent documents of the respective system governance groups. MAU-specific governance groups determine the method of selection of their own members and their representatives to the system governance groups.

H. Meetings

Meeting schedules are determined by the governance groups. Meetings may be held on-site or by audio or videoconference or some combination of these methods. Meeting notices will be published and available through commonly used means.

I. Quorum

Quorum is defined by each governance group in their constitutions, or equivalent documents.

J. Parliamentary Authority

The parliamentary authority for system governance groups shall be the latest version of Robert's Rules of Order on file and available from the system governance office.

K. Charters, Constitution, and Bylaws

1. System Governance Groups

Constitutions and amendments for system governance groups, once passed by the groups, shall be:

- * transmitted to the President of the University for information,
- * placed in system governance group handbooks, and
- * retained in System Governance and Board of Regents offices.

2. MAU-Specific Governance Groups

a. Faculty and Staff Governance

MAU-specific faculty and staff governance group constitutions and bylaws and amendments, once passed by the groups, shall be transmitted to the cognizant chancellor, or in the case of the statewide administration assembly, to the Vice President for University Relations, for approval.

b. Student Governance

Student government group constitutions, once approved by the individual student government groups shall be transmitted to the President of the University for approval in accordance with University Regulation 09.07.05.

L. Transmittal of Recommendations and Actions

1. Transmittal of System Governance Recommendations and Actions to the Administration or Board of Regents

Actions of the system governance groups affecting the university system or system community shall be transmitted in writing to the President of the University and the responsible executive within 40 days of the action taken. Transmittal shall include evidence of dialogue with the responsible executive and a faithful characterization of the views that executive and of governance.

2. Transmittal of Items from Administration and the Board of Regents to System Governance

Items initiated by the President of the University, the President's designee, or the Board of Regents affecting matters within the scope of staff, faculty and/or student governance normally shall be submitted to the appropriate system governance group through the system governance office in a timely fashion to allow sufficient time for adequate review and response prior to implementation.

However, Regents' Policies and University Regulations requiring immediate implementation may be implemented prior to review by governance. Such policies and regulations will also be forwarded to governance in an expedient manner and may be modified after governance review.

M. Acknowledgement and Review of Governance Recommendations

1. Recommendations Transmitted to the President

The President's office shall acknowledge governance recommendations within ten (10) business days following receipt using a means equivalent to that used for transmittal.

The President of the University shall notify the spokesperson of the sponsoring governance group and the system governance executive officer of the approval, disapproval, or modification of a governance action within forty-five (45) days of receiving the recommendation.

In cases where this arrangement cannot be satisfied, the responsible executive will notify the sponsoring governance group as to the review process and anticipated date the review is likely to be concluded. and administrative recommendations forwarded to the president.

2. Recommendations Transmitted to the Board of Regents

The Board of Regents' office shall acknowledge governance recommendations within ten (10) business days following receipt using a means equivalent to that used for transmittal.

The Executive Officer of the Board of Regents shall notify the spokesperson of the sponsoring governance group and the system governance executive officer of the approval, disapproval, or modification of a governance action within ninety (90) days of receiving the recommendation.

N. Presidential Action on Recommendations

If the President determines that Board of Regents action is warranted as a result of a governance recommendation, including, but not limited to changes to Regents' Policy, the

governance item is placed on the Regents' agenda for discussion or action as appropriate and the sponsoring governance leader(s) are invited to participate in the discussion of the issue.

Spokespersons for governance groups may also present their views directly to the Board of Regents in accordance with board procedures.

(08-26-06)