



USM Student Trustee Nomination Process

Dear University of Southern Maine Students,

The University of Maine System Board of Trustees is promoting an unprecedented, professional opportunity open for applicants from all system universities. An **undergraduate student trustee** and a **graduate student trustee** are both being added as full voting members to the UMS Board of Trustees effective July 1st, 2024. Student trustees are expected to operate as full board members serving for the best interest of all universities within the system, and must attend all required meetings for the board. An undergraduate student trustee selected from the University of Southern Maine is also required to serve in the USM Student Body President's Office as the student trustee representative.

Information regarding the undergraduate student trustee position can be found in the Student Trustee Prospectus and within the Student Trustee Policy (Section 217 Governance and Legal Affairs). All necessary documents will be attached in the USM Student Trustee Selection Process document.

The University of Southern Maine's selection process will require the following:

- Minimum grade point average of 3.3
- Resume and cover letter
- Two recommendation letters

Information regarding the student trustee positions and selection process:

- Student Trustee Prospectus
- Council Bylaws
- Student Trustee Policy
- Council Timeline

Student trustees have an incredible honor and responsibility in uniting the nexus of universities under the entire University of Maine System. Questions regarding the complexities of the Council's selection process or operations of the UMS Board of Trustees should be directed towards the University of Southern Maine's Student Government Association.

Best regards,

Andrew Seile
University of Southern Maine Class of 2024
Student Representative to the UMS Board of Trustees
andrew.seile@maine.edu

Defining the Position

Student trustees elected into the UMS Board of Trustees are expected to serve full two-year terms as full voting members to the board. Necessary duties include informing oneself on board materials, attending six in-person meetings and attending twelve committee meetings per year. Student trustees and student representatives are expected to serve as liaisons between the board of trustees and the general student body. As such, it is an essential duty to communicate thoughtfully, openly and respectfully with students across all UMS campuses.

Additional information regarding duties of the position can be found within the Student Trustee Policy and STSC Prospectus documents. All student trustees are expected to adhere to State laws and responsibilities of the board.

Electoral Process

The student trustee position is to be promoted on university websites and through SGA channels of communication. The Gorham, Lewiston and Auburn, and Portland campuses will all have equal promotion to submit applications. **Additionally, the electoral process will present equal opportunity for all full-time students no matter the modality of learning, location, and identities of the candidate.**

Applications will be sorted through the USM SGA Executive Board based on the submission portal criteria. Candidates will be notified of their eligibility and will be invited to participate in the election process.

Voting shall follow a plurality vote, thus the candidate with the most votes from the student government will be put forth as the primary candidate from USM. An alternate candidate will be selected through a similar process, however, a new round of relative majority voting will commence. Please visit the [Constitution of the Student Government Association](#) for more information regarding electoral proceedings.

Voting for student trustees will occur on the November 17th, 2023 USM SGA general meeting. Candidates will have the ability to plead their case the entirety of the student government. Once all candidates have spoken, a closed door session will be motioned for. Candidates will return to the general meeting where USM's student trustee recommendation and alternate will be announced.



Application Submission Portal

Qualifying resumes shall include current and former employment, student engagement, grade point average and all relevant experience. For additional assistance on crafting a resume, please visit the [University of Southern Maine Career Hub](#).

Cover letters shall include an applicant's desire and willingness to assume cardinal responsibility. Relevant experience and/or ambitions for UMS innovation shall be presented and elaborated upon.

Letters of recommendation shall be derived from a selection of former employers and/or USM faculty and staff. All letters of recommendations shall come from non-relatives and speak to the characteristics and readiness of the applicant.

The minimum accepted cumulative grade point average of an applicant shall be 3.3. An official transcript of an applicant's grade point average is optional.

All applications are due by October 27th, 2023. Applications submitted after this date will not be considered for the position.

Finally, please submit all application deliverables by emailing documents as attachments to usm.studentsenate@maine.edu. All manners of application through this channel are deemed valid including Google Forms.

Submitted applications will be circulated through the USM Student Government Association Executive Board for consideration. For more information, see the electoral process section of this document.

Selection Process Timeline

October 2, 2023 – Promotion of the student trustee position begins across all university campuses

October 25, 2023 – Student trustee law becomes effective

October 27, 2023 – Applications for USM's candidates are due

October 27, 2023 – Applications across all UMS campuses are due

November 1, 2023 – The USM SGA Executive Board will begin reviewing applications

November 17, 2023 – USM will elect and forward a candidate recommendation and an alternative candidate

November 20, 2023 – The STSC will begin reviewing all UMS candidates

November 27, 2023 – The STSC will vote on its unified recommendation and alternative candidates

January 15, 2024 – No later than this date, the STSC sends the Board Office its unified recommendation for each position

February 15, 2023 – No later than this date, the Board Office sends nominations to the Office of the Governor

July 1, 2024 – The undergraduate student trustee and graduate student trustee are included on the UMS Board of Trustees.

Approved on September 29th, 2023