APPLICATION PACKET

GRADUATE STUDENT TRUSTEE POSITION

Appointment Term: August 1, 2021 – May 16, 2023

For best consideration, please apply by: June 18, 2021 at 5:00 p.m.

PLEASE SCAN AND SEND YOUR COMPLETED APPLICATION PACKET

TO KENDRA WILSON at kwilso85@kent.edu.

Kendra Wilson
Office of the Vice President for Student Affairs
250 Kent Student Center

For inquiries regarding the position please email Kendra Wilson at kwilso85@kent.edu.

Attachments:

Application Form
Overview with Expectations and Responsibilities
Background Check Requirement Information

Office of the Vice President for Student Affairs
P.O. Box 5190 • Kent, Ohio 44242-0001
330-672-4050 • Fax: 330-672-2600 • http://www.kent.edu
Kent State University
APPLICATION FOR GRADUATE STUDENT TRUSTEE
Non-Voting Member of the Kent State University Board of Trustees
(Spring 2021)

_______________________________________
Full Name (First, Middle, Last) (Date)

Local Address

Local Phone Number

Permanent Address

Permanent Phone Number

___________________________________________
Email Address

Are you a resident of the State of Ohio? 

Student Identification Number:

Major and School: Anticipated graduation date:

I certify that I am in good academic standing with Kent State University and that I am not on any form of disciplinary probation. I further certify that my GPA is 2.50 or above on a 4.0 scale, that I am a resident of the State of Ohio, that I am at least 18 years of age and registered to vote, and that I am currently registered for a minimum of 6 credit hours at Kent State University. As University policy stipulates, this position will be filled by a qualified graduate student. Service as a Student Trustee will require 8 graduate credit hours per semester. I waive my privacy rights under the Family Education Rights and Privacy Act, and I authorize members of the student trustee screening and/or interviewing committee to verify my GPA and that I am not on academic or disciplinary probation. I agree to undergo an electronic fingerprinting process and Ohio criminal background check. If appointed to serve on the Kent State University Board of Trustees, I will make every responsible effort to serve for the full duration of my two-year term and I will conscientiously seek to serve the interests of the taxpayers of the State of Ohio, the University Community, and other relevant constituencies.

Signature Date

Your complete application and supporting packet contains:

1. This form
2. A University transcript
3. A resume
4. Three letters of recommendation (two of whom are affiliated with Kent State University) to support your application
5. Any additional information that would assist the committee in evaluating your qualifications

PLEASE RETURN COMPLETED APPLICATION PACKET TO:
Kendra Wilson at kwilso85@kent.edu
Office of the Vice President for Student Affairs
250 Kent Student Center

FOR BEST CONSIDERATION, PLEASE APPLY BY JUNE 18, 2021 by 5:00 P.M.
Student Trustee University Policy found online at http://www.kent.edu/policyreg and search for Policy 3342-2-11
Office of the Vice President for Student Affairs  
Kent State University  
GRADUATE STUDENT TRUSTEE  
Overview of Expectations, Responsibilities, and Qualifications  
(Spring 2021)

Expectations/Responsibilities

- Attendance and participation in four regular meetings and all special meetings as needed each year.
- Preparation for the meetings by reading prepared material with care so that they can discuss, modify, and make recommendations on proposed resolutions.
- Expectation that the Student Trustees will keep themselves informed about academic programs, student life, current and future financial status, capital funding, collective bargaining, support services, and regional campuses.
- Attendance at University events to represent the Board of Trustees as requested.
- Fulfill the responsibilities of a Trustee as stated in the bylaws of the Board of Trustees of Kent State University.
- Maintain the same level of expertise and preparedness as an empowered member of the Board of Trustees.
- The new term of the Student Trustee will begin on the date of appointment by the Governor and shall end on May 16, 2023.

Qualifications

- Must possess the qualifications of an elector of the State of Ohio:
  a. Eighteen years of age
  b. Resident of the State of Ohio
  c. Registered to vote
- Students must be enrolled in, regularly attending, and complete at least eight (8) graduate credit hours for the semester in which they are an applicant.
- Students must maintain a cumulative grade point average of 2.5, not be on academic probation or warning, and have passed at least six (6) graduate credit hours in the preceding semester of attendance at Kent State University. Service as a graduate student on the Board of Trustees will require eight (8) graduate credit hours per semester while serving as a Student Trustee.
- At the time of nomination, nominees must be able to complete a two (2) year term.
- Students must undergo an electronic fingerprinting process and Ohio criminal background check.
DATE:       June 1, 2021

TO:         Graduate Student Trustee Applicant

FROM:       Dr. Lamar Hylton, Vice President for Student Affairs

RE:          Electronic Fingerprinting & Ohio Criminal Background Check Requirement

As part of the application and interviewing process for the Graduate Student Trustee position, applicants are required to undergo an electronic fingerprinting process and an Ohio criminal background check. The Instructional Resource Center (IRC) located in the College of Education, Health & Human Services, 221 White Hall provides the service. Schedule a background check at: tinyurl.com/IRCbackgroundchecks. The summer schedule is listed below. The contact number for the lab is 330-672-2353.

The cost will be billed to the Vice President’s Office for Student Affairs. You will need to show a current, state issued identification (driver’s license or identification card). The Ohio criminal background check is completed within 48-72 hours; however, it will take a minimum of one week for the results to be mailed.

Please email Kendra Wilson at kwilso85@kent.edu with your name and the approximate date of your IRC visit to ensure proper payment and scheduling of your background check. You do not have to pay for fingerprinting or background check requirements.

Please use the following reason code:  GRADUATE STUDENT TRUSTEE SEARCH

Please have results mailed to:    Kendra L. Wilson
                                  Office of the VP for Student Affairs
                                  Kent State University
                                  250 Kent Student Center
                                  P O Box 5190
                                  Kent, OH  44242

For best consideration, please apply and complete background check by:  Friday, June 18, 2021