



February 1, 2024

Dear Student Trustee Applicant:

Thank you for your interest in applying to serve as a student trustee on the Shawnee State University Board of Trustees. The term open for a Student Trustee is for a two-year term (2024-2026).

Included in this packet is information about the SSU Student Trustee appointment process, an Ohio Boards and Commissions Questionnaire, and an Authorization and Waiver form. All applications must include your student identification number. Only complete applications will be considered.

Applicants must be an Ohio resident, have a GPA of no less than a 3.0, be in good academic, social, and financial standing with the University, and be involved in campus, community, or other service-oriented activities. Applicants meeting eligibility, academic, and social requirements will be interviewed by the President who will recommend applicants to the Governor. Final appointments will be made by the Governor.

Please make sure that your application includes all of the required information including a resume or biography, a short essay as to why you want to be considered for the position, the Authorization and Waiver form, and the Ohio Boards and Commissions Questionnaire. Applications without all of these materials will be considered incomplete.

All application materials must be returned to the Office of the President (ADM 176) by 4:00 p.m. on Thursday, February 29, 2024. You may also email your application materials to [sduduit@shawnee.edu](mailto:sduduit@shawnee.edu).

I look forward to receiving your application for this important role on the University's Board of Trustees.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Eric Braun', with a long horizontal flourish extending to the right.

Eric Andrew Braun  
President

Office of the President

[www.shawnee.edu](http://www.shawnee.edu)

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# Shawnee State University Board of Trustees

## Student Trustee Appointment Process

Each University must have a process for identifying candidates for consideration for appointment as Student Trustees on the University Board of Trustees. This document was developed in consultation with student government leadership and describes that process.

Currently enrolled SSU students in good standing who are Ohio residents are invited to apply for the position of Student Trustee on the Shawnee State University Board of Trustees.

### Role of Student Trustees

Membership of the Shawnee State University Board of Trustees includes two student trustees who are appointed by the Governor upon recommendation by the University. The responsibilities of members of the Shawnee State University Board of Trustees include:

1. To learn how Shawnee State University functions - its uniqueness, strengths, and needs;
2. To prepare for, regularly attend, and actively participate in Board meetings and committee assignments;
3. To support the Board and work with fellow Board members in a spirit of cooperation; and
4. To help the Board formulate policies for the University and avoid administration of those policies unless specifically authorized to do so by the Board.

Student Trustees serve for two years. Current enrollment and good academic, social, and financial standing are required for appointment, as well as being an Ohio resident.

The Board of Trustees meets approximately five times each fiscal year, about every other month, beginning in the fall. Board meetings are normally held in the afternoon. Related committee meetings are held on the mornings of the Board meetings. A Student Trustee will be assigned to serve on one of the Board committees which are the Academic and Student Affairs Committee and the Finance and Administration Committee. Trustees are expected to attend meetings of the Board.

Student Trustees should organize their class schedules in a way that enables them to fully participate in Board meetings.

During the academic year, Student Trustees may have the opportunity to attend a statewide meeting of Student Trustees.

## Application Process Checklist

To ensure full consideration:

Applicant must be an Ohio resident.

Secure and complete the application packet which may be downloaded at:  
<http://www.shawnee.edu/leadership/board-of-trustees/student-trustees.aspx>

Complete the "Boards and Commissions Questionnaire" (fillable form).

Prepare a resume or biography.

Write a short essay about why the applicant should be considered for the position.

Sign a waiver permitting the University to ascertain that the applicant is in good academic, social and financial standing with the University and report these findings to the Governor's Office of Boards and Commissions.

Submit complete materials to the Office of the President. Only complete applications will be considered.

Complete an interview with the President. This interview will be scheduled by the Office of the President.

The applications of individuals recommended by the President will be forwarded to the Governor's Office of Board and Commissions along with academic and social standing information. Notification of appointment will come from the Governor's Office.

**Authorization and Waiver for  
Shawnee State University Board of Trustees  
Student Trustee Applicant**

Name: \_\_\_\_\_

Student ID: \_\_\_\_\_

As an applicant for the position of student trustee on the Shawnee State University Board of Trustees, I hereby certify that I am in good academic, social, and financial standing and that I am not on any form of academic or disciplinary probation as a student at Shawnee State University. Under the Family Educational Rights and Privacy Act, I waive my rights to privacy and give permission to the University to verify my GPA, academic rank, and social and financial standing and report such findings to the Governor's Boards and Commissions Office.

If selected to serve as the student trustee on the Shawnee State University Board of Trustees, I will do my best to fulfill the duties and obligations of this position to the best of my ability for the duration of my appointed term.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



**Mike DeWine**  
**Governor**  
STATE OF OHIO

The State of Ohio is an equal opportunity employer and will not use any of the information you provide to discriminate against you on the basis of race, color, religion, gender, gender identity or expression, national origin (ancestry), military status (past, present or future), disability, age (40 years or older), status as a parent during pregnancy and immediately after the birth of a child, status as a parent of a young child, status as a foster parent, genetic information, or sexual orientation. If you need more space to answer any question or explain any of your answers, please use additional sheets. This information **MUST BE COMPLETED IN FULL.**

Pursuant to Ohio law all appointees to a statutory board or commission are required to file an annual financial disclosure statement with the Ohio Ethics Commission. A financial disclosure statement requires a filer to disclose certain information regarding their personal financial interests and fiduciary relationships for the preceding calendar year. A sample financial disclosure statement is available here <https://ethics.ohio.gov/forms/fds/index.html>. A financial disclosure statement may be a “public statement” which is publicly available, or it may be a “confidential statement” which is not publicly available. The distinction between a “public statement” and a “confidential statement” is based in law and is a function of the particular body that an appointee is a member of. Most but not all uncompensated appointees are “confidential” filers. A listing of these distinctions by particular body is available here <https://ethics.ohio.gov/fds/membersrequiredtofile.pdf>.

Please note, if you currently receive benefits from a state retirement agency, you may wish to discuss with that agency any potential impacts on your benefits should you be appointed to a state board or commission.

Full Legal Name: \_\_\_\_\_

Residence Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

County of Residence: \_\_\_\_\_ Length of Residence in Ohio: \_\_\_\_\_

Phone Numbers: (Home): \_\_\_\_\_ (Cell): \_\_\_\_\_ (Business): \_\_\_\_\_

Email Address: \_\_\_\_\_

Current Business / Employer: \_\_\_\_\_

Title/Position: \_\_\_\_\_

Business Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

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**NOTE: The Ohio Revised Code sets forth demographic qualifications for service upon many boards and commissions. You must provide the demographic information required for service upon the board or commission to which you seek appointment. If you are unsure of whether demographic qualifications exist for a specific board or commission, please contact a Governor's Boards and Commission staff member at 614-466-3555.**

Sex: Male  Female  Date of Birth: \_\_\_\_\_

Race:

- White:** All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.
- Black or African American:** All persons having origins in any of the Black racial groups of Africa.
- Hispanic or Latino:** All persons of Mexican, Puerto Rican, Cuban, Central or South America, or other Spanish culture or origin, regardless of race.
- Asian:** All persons having origins in any of the original peoples of the Far East, Southeast Asia, and the Indian Subcontinent (for example, China, India, Japan, and Korean).
- Native Hawaiian or Pacific Islander:** All persons having origins in any of the original peoples of the Hawaiian Islands and Pacific Islands (for example, Hawaii, Phillipine Islands, and Samoa).
- American Indian or Alaskan Native:** All persons having origins in any of the original peoples of North America and who maintain cultural identification through tribal affiliation or community recognition.
- Other:** Please self-define: \_\_\_\_\_

Are you registered to vote in Ohio? Yes  No  County of Voter Registration: \_\_\_\_\_

Party Affiliation: Republican:  Democrat:  Unaffiliated:  Other: \_\_\_\_\_

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Please specify the board or commission that interests you:

Do you currently serve on a gubernatorial board or commission? If yes, please identify:

Are you seeking reappointment? Yes  No

Have you ever previously served as a gubernatorial appointee on a board or commission? If yes, please identify the board or commission on which you served, and when you served:

Have you ever been a member of the armed forces of the United States, its reserve components or the National Guard? If yes, please state branch, service period, and last rank, and please indicate if you did not receive an honorable discharge, were ever court-martialed, were ever assessed non-judicial punishment, resigned in lieu of court-martial, or were administratively discharged:

Are you now under any indictment, bill information, criminal complaint or any other type of criminal complaint for charge or charges for any crime federally including any military court, in this state, any other state, any tribal reservation, any territory of the United States, or outside the United States? If yes, please identify. If the charges were filed inside the United States, please include the county or parish where those charges were filed.

Have you ever, as an adult, been charged with any crime or arrested for any crime excluding minor traffic offenses (regardless of whether you were convicted or acquitted) federally including any military court, in this state, any other state, any tribal reservation, any territory of the United States, or outside the United States? If the charges were filed inside the United States, please include the county or parish where those charges were filed. For this question, if the charge ended in a plea deal, please indicate the crime for which you were charged in addition to the crime to which you pleaded guilty. **Further, minor traffic offenses are traffic offenses which could not be sentenced to a term in jail. For example, speeding or parking violations are not jailable, but OVI is a jailable offense. Failure to fully list committed offenses may be considered a lack of candor.** If yes, please identify in full and completely:

To your knowledge, are you personally currently under investigation for any violation(s) of law? If yes, please identify:

Have you ever been named as a party (i.e. defendant) in a civil action in this state, any other state, in federal court or outside the United States? If yes, please identify:

Are you currently bringing, or have you ever brought, a civil action against the State of Ohio (i.e. state agency, board or commission, etc.), any other state, political subdivisions of any state (i.e. cities, counties, townships, etc.), or the United States (any agency of the federal government)? If yes, please identify:

Has any civil protection order (CPO) or restraining order or emergency custody order relating to domestic violence or any other subject ever been entered against you? If yes, please identify:

Have you ever had any civil, administrative, or arbitration judgment or garnishment entered against you or against any business in which you were owner or the majority shareholder? If yes, please identify:

Have you ever filed personal bankruptcy or been adjudicated bankrupt? If yes, please provide details:

Are you currently in arrears on any court-ordered child support payments? If yes, please identify:

Has any business that you have owned, or of which you have been the majority shareholder, ever filed for bankruptcy or been adjudicated bankrupt? If yes, please identify:

Have you ever failed to pay any government-insured debt or any debt owed to a government entity? If yes, please identify:

Have you ever applied for, or held a license for a business, trade, or profession that required proof of good character or examination? If yes, please identify the license and issuing authority:

Have you ever been denied such a license, had that license revoked or suspended, or been disciplined with respect to that license? If yes, please explain:



Have you ever been disciplined for, or has any action ever been taken against you by any public or licensing authority or professional organization for any breach of ethics or unprofessional conduct or failure to make required disclosures? If yes, please identify:

Are all your federal, state and local taxes current? If no, please explain:

Within the past three years, has any business venture for which you were an owner or person responsible for remitting withholding taxes of sales taxes, failed to pay such taxes in a timely manner? If yes, please explain:

Have you ever received, other than as an employee, or has any business that you owned or of which you were the majority shareholder, ever received any income from the Ohio state board or commission to which you seek appointment? If yes, please identify the income:

Have you ever received income as a lobbyist or "legislative agent" as defined in the Ohio Revised Code section 101.70 or "executive agency lobbyist" as defined in Ohio Revised Code section 121.60 for work related to the Ohio General Assembly, any Ohio elected officer or any agency or entity of the executive branch of the Ohio state government? If yes, please identify the entity receiving the income:

Are you a United States citizen? If no, please state immigration status:

Do either you or your spouse own or are either you or your spouse the majority shareholder of any business that will derive income from the Ohio state board or commission to which you seek appointment? If yes, please identify the business and the amount of annual income anticipated:

Do you have, or have you had, any personal, financial or business interest or dealings that might present a conflict of interest with your proposed state appointment? If yes, please identify:

Identify and describe any other information or situation that others might perceive as a conflict of interest with your proposed state appointment, or which might cause embarrassment to the state should you be appointed to a state board or commission:

Have you been publicly identified with a particularly controversial national, state, or local issue, or with an issue under the supervision of the board or commission to which you seek appointment? If yes, please explain:

Have you ever (1) made statements, including written or on social media, concerning a controversial issue, or (2) associated with controversial group which would bring discredit to you or the office that you seek?

**EDUCATION/TRAINING** (if you need more space, please use additional sheet):

High School Name: _____	Location (City, State): _____	Did you graduate? Yes <input type="checkbox"/> No <input type="checkbox"/>
Check Year Completed: 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12 <input type="checkbox"/>		Obtained GED? Yes <input type="checkbox"/> No <input type="checkbox"/>
School Name (College/University/Vocational or Technical): _____	Location (City, State): _____	
Did you graduate? Yes <input type="checkbox"/> No <input type="checkbox"/> Check Year Completed: 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/>		Major/Degree: _____
School Name (College/University/Vocational or Technical): _____	Location (City, State): _____	
Did you graduate? Yes <input type="checkbox"/> No <input type="checkbox"/> Check Year Completed: 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/>		Major/Degree: _____
School Name (College/University/Vocational or Technical): _____	Location (City, State): _____	
Did you graduate? Yes <input type="checkbox"/> No <input type="checkbox"/> Check Year Completed: 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/>		Major/Degree: _____

**RELEVANT WORK EXPERIENCE** (In addition to attaching your resume, please list your work experience that is relevant to the board to which you are applying. If more space is needed, attach an additional sheet.):

1.

2.

3.

I, \_\_\_\_\_, acknowledge that I have reviewed this application in its entirety and certify that all of the answers and statements on this form are true, complete and correct to the best of my knowledge and recollection and are made in good faith.

Signature of Applicant (electronic acceptable)

I, \_\_\_\_\_, state that I understand that any information provided to the Governor's office may be a "public record" under Ohio law. I hereby waive any right to privacy of any information I have provided herein, and I authorize the Governor's office to investigate any of my responses.

Signature of Applicant (electronic acceptable)

Email along with resume or bio to  
[boards.commissions@governor.ohio.gov](mailto:boards.commissions@governor.ohio.gov)

or mail to  
Boards and Commissions  
Governor's Office  
77 South High Street, 30th Floor  
Columbus, Ohio 43215