

ACADEMIC SENATE
of
THE CALIFORNIA STATE UNIVERSITY

AS-2602-03/FGA

March 6-7, 2003

Establishment of a Public Service Award for CSU
Graduates Serving as State Capitol Staff

- RESOLVED: That the Academic Senate of the California State University (CSU) institute a public service award that may be given each year to graduates of the CSU engaged in work in the state capitol as staff to legislative offices/committees for outstanding service in support of higher education; and be it further
- RESOLVED: That this award be called the Distinguished Legislative Staff Award; and be it further
- RESOLVED: That ordinarily this award be presented to the honorees in connection with the annual Academic Senate CSU Legislative Day events in Sacramento; and be it further
- RESOLVED: That the Fiscal and Governmental Affairs Committee of the Academic Senate CSU assume responsibility for
- (1) developing the guidelines for implementing the award and
 - (2) overseeing its implementation on an annual basis;
- and be it further
- RESOLVED: That formal conferral of the award be made by Senate resolution.

RATIONALE: The staff employed in the capitol provide the public with a service that largely goes unnoticed. With, at times, the lions share of the work on matters ranging from the logistics for meetings to crafting language for legislation being done by staff it is important to recognize and reward those doing outstanding work in service to the state and its residents. With significant numbers of our graduates engaged in public service in the state's capitol, our initiation of this award would not only give us an opportunity to honor each year one of our graduates but also afford us a unique opportunity to develop and maintain stronger ties with our graduates.

APPROVED UNANIMOUSLY -- May 8-9, 2003

Suggested Guidelines for Implementing the Public Service Award

1. The group responsible for all matters related to this award will be the Fiscal and Governmental Affairs Committee (FGA).
2. Nominations: FGA will solicit nominations from Campus Senate Chairs, Campus Presidents and their governmental affairs office, CSU academic senators, and the Chancellor's office. Nominations will include a letter which conveys information on the candidates service, year and campus degree obtained from, and a current vita for the candidate.
3. Calendar:
 - Early January: Solicit Nominations
 - Late January: Due date for materials
 - February: Review materials & select staff person to be recognized
 - March: Present to senate resolution naming person to be honored
Send invitations to all CSU staff & legislators in capitol, representatives from the campus the staff member graduated from, CSU senators, campus senate chairs
 - April: Host reception (tied to ASCSU Sacramento leg. day) in honor of person selected and make presentation
4. Selection: Review of candidates will take into consideration:
 - Record of service
 - Length of service
 - Level of responsibilities
 - Extent to which service provides a substantive benefit to the public
 - Significance of the contributions to education and/or other public institutions
 - Level of leadership and initiative evidenced
 - Application of expertise to benefit the public and/or public institutions
5. The Fiscal and Governmental Affairs Committee, as the selection committee, shall recommend the recipient to the Senate for approval and conferral of the award.
6. Presentation: The award should be presented at a reception for capitol staff hosted by the Academic Senate CSU as part of its annual Legislative day activities.