

Allocations Board Membership Process

The Allocations Board prohibits discrimination against any individual on the basis of race, color, religion, sex, age, national origin, physical or mental disability, sexual orientation, or because of marital, parental, veteran, or financial aid status.

Applicants:

Applicants to the Allocations Board must be full-time undergraduate students in good academic, financial, and judicial standing with Boston University.

Applicants must complete the **Hazing Law Acknowledgement and the Responsibilities Acknowledgement and Non-Disclosure Agreement**.

Step 1: Resume and Questionnaire

All interested students should send their Resume and response to the attached questionnaire to allocate@bu.edu by **11:59pm on February 9th**. Late applications will not be accepted under any circumstances.

Step 2: Meeting Sit-ins

Select members will be invited to **attend 2 regular board meetings on February 18th and 25th**. The Vice Chairperson will provide the candidate with updated AB bylaws and the AB handbook to assist the applicant in preparation for the three-week shadowing period.

Members are now considered prospective board members, and are **strongly encouraged to actively participate** in the meetings. As prospective board members, applicants will sit with the Board, offer opinions on funding requests and make motions. However, prospective members are not permitted to vote on funding decisions.

Step 3: Individual Interview & Extended Questionnaire

At his or her discretion and invitation by the Board, the prospective member can choose to formally interview for full membership at the completion of 2 weekly meetings as a prospective member. The Chairperson will only invite the candidate to interview if they have proven to positively contribute to the board and show a passion for the position.

Additionally, applicants will be required to fill out a **2nd, extended membership questionnaire** prior to his or her final interview, which must be emailed to allocate@bu.edu by 9am on the morning of the candidate's interview.

Upon the fourth weekly meeting (**March 3rd**), applicants will **interview** with the Allocations Board. The Allocations Board will discuss the applicant and vote on his or her admittance in a closed session.

1. During discussion, members of the Allocations Board shall refrain from sharing any information about a candidate that is more prejudicial than probative.

2. A **2/3s vote** of the active, voting members of the Allocations Board shall be required to admit an applicant to the Allocations Board. The Chairperson will be the deciding vote upon a tie.
 3. The Allocations Board may table a decision once for a period of up to one calendar month from the interview of the applicant.
 4. A time cap of two hours shall be placed on the discussion.
 5. At the end of the two hour period, there shall be a mandatory vote to approve the applicant. If the motion fails, the applicant's application to the Allocations Board shall be denied.
 6. A two-hour limit would carry over through tabling such that the maximum total time a candidate's application to the Allocation Board is discussed shall be two hours.
- If the Allocations Board rejects the applicant, he or she will be notified by the Chairperson and may interview again during a new academic semester.
 - If the Allocations Board accepts the applicant, he or she will be notified by the Chairperson and will be seated with the Allocations Board in the meeting room.
 - The Allocations Board will admit a prospective member as a full member of the Board based on the membership questionnaire, the level of participation, opinions displayed during the membership process, and the interview.