



CALIFORNIA STATE UNIVERSITY, FULLERTON™

**A RESOLUTION TO AMEND THE POLICY CONCERNING STUDENT  
LEADER FINANCIAL AWARDS**

**Sponsors:** Joe Morales

**WHEREAS**, the Associated Students, Incorporated (ASI) is a 501 (c)(3) nonprofit organization that operates as an auxiliary organization of California State University, Fullerton; and

**WHEREAS**, ASI is governed by ASI Board of Directors, sets policy for the organization, approves all funding allocations to programs and services, and advocates on behalf of student interests on committees and boards; and

**WHEREAS**, the ASI Policy Concerning Student Leader Financial Awards provides guidance on the administration of ASI student leader financial awards, including award amounts being determined by the Average Cost of Attendance (ACOA) at Cal State Fullerton; and

**WHEREAS**, the ASI Policy Concerning Student Leader Financial Awards was first established in the 2017-18 academic year as a means to create an equitable approach to providing financial awards to ASI student leaders; and

**WHEREAS**, the Camp Titan Co-Directors responsibilities have transitioned into the scope of student employment positions ASI Student Programs and Engagement department in the 2023-2024 fiscal year; and

**WHEREAS**, the ASI Board of Directors have expressed questions as to how the ASI Policy Concerning Student Leader Financial Awards has kept pace with the changes made to the expectations and responsibilities of some of the ASI leadership positions over the past few years; and

**WHEREAS**, in spring 2023 ASI contracted with Human Resources Strategies, Inc. (HRS), a human resources consulting firm, to conduct a review of the ASI student leader positions using a primarily quantitative assessment approach examining the following factors: nature of the position (elected or appointed), hours required, the degree to which the position manages or coordinates others, interpersonal contact, planning, accountability/impact of errors, complexity, decision-making, fiduciary responsibility and required travel; and

**WHEREAS**, HRS provided recommended changes in the following areas: Vice President, Executive Officers, Board Members, Commission Coordinators, Governance Ambassadors, and the Funded/Funding Council leader positions; and


**WHEREAS**, adopting these recommendations would amend the ASI Policy ASI Policy Concerning Student Leader Financial Awards to establish the Governance Ambassador role title with a slight award percentage decrease, convert the Funded/Funding Council positions from a flat dollar amount to a percentage of ACOA, and provide an increase to the awards for Vice President, Executive Officers, Board Members, and Commission Coordinators; and

**WHEREAS**, the financial impact of the amendment recommendations will have an approximate 10% increase of \$45,000 per year of the budgeted award amount; and therefore, let it be

**RESOLVED**, ASI approves the amendments to the ASI Policy Concerning Student Leader Financial Awards to take effect in the 2025-2026 fiscal year; and let it be finally

**RESOLVED**, that this Resolution be distributed to the ASI Executive Director and applicable departments and staff.

Adopted by the Board of Directors of the Associated Students Inc., California State University, Fullerton on the twenty-third day of April in the year two thousand and twenty-four.

  
ASI Board Chair (Apr 25, 2024 10:05 PDT)

Ashely Zazueta  
Chair, Board of Directors

  
Gavin Ong (Apr 26, 2024 23:19 PDT)

Gavin Ong  
Secretary, Board of Directors

# POLICY CONCERNING STUDENT LEADER FINANCIAL AWARDS

---

## PURPOSE

The purpose of the policy is to provide guidance on the administration of Associated Students, Inc. (ASI) Student Leader Financial awards including eligibility requirements. ASI Student Leadership Financial awards are not compensation for work done.

TABLE

## WHO SHOULD KNOW THIS POLICY

---

- Budget Area Administrators
  - Management Personnel
  - Supervisors
  - Elected/Appointed Officers
- Volunteers
- Grant Recipients
- Staff
- Students

## DEFINITIONS

---

For Purpose of this policy, the terms used are defined as follows:

Terms	Definitions
<b>Agreement Forms</b>	Required forms to serve in an ASI Student Leadership position, including Pledge Commitments.
<b><u>Average Cost of Attendance</u></b>	<u>Average of the cost to attend Cal State Fullerton as an undergraduate student commuter, on-campus resident, or off-campus resident, off-campus teaching credential student, and off-campus graduate student. This average cost is determined by the University each year.</u>

## STANDARDS

---

### 1. TYPES OF FINANCIAL AWARDS

The ASI issues financial awards to students in certain leadership positions.

#### Category 1: ASI Executive/Fiduciary

Student leaders who set the mission and policies of the organization as well as having financial responsibility to the organization

- ASI President and Vice President
- ASI Board of Director Chair
- ASI Board of Directors Vice Chair, Treasurer, and Secretary

### Category 2: ASI Team Leaders

Student leaders who lead teams within ASI to accomplish the goals and missions set forth by the organization:

- ASI Executive Officers
- ASI Commission Directors/Leads
- AICA Chair
- Elections Director

### Category 3: ASI Board and Team Members

Student leaders who serve on teams within ASI to accomplish the goals and missions set forth by the organization:

- ASI Board of Directors Members
- [AICA-Commission](#) Coordinators
- [Commission-AICA](#) Coordinators
- Elections Coordinators

### Category 4: Other ASI Positions

- ~~Camp Titan Co-Directors~~
- IRA Chair
- ~~Student Representatives on Committees~~[Governance Ambassadors](#)

### Category 5: Funded and Funding Council/Group Positions

- Funded Council/Group President/Chair
- Funded Council/Group Treasurer/Financial Officer
- Funding Council/Group President/Chair
- Funding Council/Group Treasurer/Financial Officer
- Funding Council/Group Executive Board Positions

## 2. ADMINISTRATION OF FINANCIAL AWARDS

### a. Agreement Forms

Prior to the start of a leadership position that carries a financial award, students must sign appropriate forms with ASI Student Government.

### b. Disbursements

Category 1 and 2 financial awards are disbursed in summer, fall and spring semesters, [as necessary](#). All other financial awards are disbursed in fall and spring semesters.

Disbursements end immediately upon the end of a term or upon voluntary or involuntary departure of the position. In the event of a departure from the position prior to the anticipated end of term, a portion of the disbursed financial award may be required to be refunded.

### c. New Financial Awards

New financial awards are to be approved by the ASI Finance Committee and the ASI Board of Directors in consultation with the Executive Director and appropriate ASI staff. All new requests for financial awards need to be accompanied by a list of key responsibilities for the position.

### *Award Amounts*

Award amounts for Categories 1-4 are based on a percentage of the average cost of attendance established annually by the university. ~~Award amounts for Category 5 are established by this policy.~~

<b>Category 1: Executive Fiduciary</b>	
Board of Directors Chair	75%
President <del>and Vice President</del>	75%
<del>Vice President</del>	<del>55%</del>
Board of Directors Vice Chairs, Treasurer, and Secretary	55%
<b>Category 2: Team Leaders</b>	
Executive Officers	<del>35</del> 45%
AICA Chair	35%
Commission and Elections Directors/Leads	15%
<b>Category 3: Board and Team Members</b>	
Audit Committee Chair (additional award for chairing)	7.5%
Board of Directors Members	<del>15</del> 25%
AICA Coordinators	10%
Commission and Elections Coordinators	<del>8</del> 10%
<b>Category 4: Other ASI Positions</b>	
Camp Titan Co-Directors	15%
IRA Committee Chair	15%
<del>Student Representatives on Committees</del> Governance Ambassadors	<del>10</del> 8%
<b>Category 5: Funded and Funding Council/Group Positions</b>	
Funded Council/Group President/Chair	<del>\$1000</del> 4%
Funded Council/Group Treasurer/Financial Officer	<del>\$500</del> 2%
Funding Council/Group President/Chair	<del>\$2000</del> 7.5%
Funding Council/Group Treasurer/Financial Officer	<del>\$1000</del> 4%
Funding Council/Group Executive Board Positions*	<del>\$250</del> -\$10003%
*A student organization representative serving as a voting member on a funding council <del>to which their organization is a member</del> may shall not receive a financial award in order to prevent any conflict of interest.	

### 3. PLEDGE COMMITMENTS

A pledge of commitment to the duties of the office is required of all student leaders receiving a financial award. The pledge must be submitted at the time of assumption of duties of the position. A new pledge must be submitted for a new or different position. Completed pledges will be retained by the Associated Students, Inc. Executive Director with other conflict-of-interest statements.

DATE APPROVED:

05/08/2018

DATE REVISED:

04/20/2021  
05/03/2022  
04/23/2024










# A Resolution Amending Policy Concerning Student Leader Financial Awards

Final Audit Report

2024-04-27

Created:	2024-04-25
By:	Susan Collins (sucollins@fullerton.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAACKFMX5OQsO3Rky7HZNTVm1jzp2FPd7O1

## "A Resolution Amending Policy Concerning Student Leader Financial Awards" History

-  Document created by Susan Collins (sucollins@fullerton.edu)  
2024-04-25 - 4:23:55 PM GMT- IP address: 137.151.113.4
-  Document emailed to ASI Board Chair (asboardchair@fullerton.edu) for signature  
2024-04-25 - 4:24:24 PM GMT
-  Email viewed by ASI Board Chair (asboardchair@fullerton.edu)  
2024-04-25 - 5:05:17 PM GMT- IP address: 104.47.55.126
-  ASI Board Chair (asboardchair@fullerton.edu) has agreed to the terms of use and to do business electronically with California State University, Fullerton  
2024-04-25 - 5:05:25 PM GMT- IP address: 137.151.175.80
-  Document e-signed by ASI Board Chair (asboardchair@fullerton.edu)  
Signature Date: 2024-04-25 - 5:05:25 PM GMT - Time Source: server- IP address: 137.151.175.80
-  Document emailed to asboardsecretary@fullerton.edu for signature  
2024-04-25 - 5:05:27 PM GMT
-  Email viewed by asboardsecretary@fullerton.edu  
2024-04-27 - 6:18:17 AM GMT- IP address: 66.215.170.6
-  Signer asboardsecretary@fullerton.edu entered name at signing as Gavin Ong  
2024-04-27 - 6:19:14 AM GMT- IP address: 66.215.170.6
-  Gavin Ong (asboardsecretary@fullerton.edu) has agreed to the terms of use and to do business electronically with California State University, Fullerton  
2024-04-27 - 6:19:16 AM GMT- IP address: 66.215.170.6



Document e-signed by Gavin Ong (asboardsecretary@fullerton.edu)

Signature Date: 2024-04-27 - 6:19:16 AM GMT - Time Source: server- IP address: 66.215.170.6



Agreement completed.

2024-04-27 - 6:19:16 AM GMT