

# POLICY CONCERNING COMPOSITION AND DUTIES OF COMMISSIONS

---

## PURPOSE

The following policy has been established in order for the members of Associated Students Inc. (ASI) Board of Directors (Board) to better serve their respective student constituencies by referring items brought to the Board to the proper ASI commission. The policy provides an overview of composition and responsibilities of each of the ASI commissions.

<b>PURPOSE</b> .....	<b>1</b>
<b>WHO SHOULD KNOW THIS POLICY</b> .....	<b>1</b>
<b>DEFINITIONS</b> .....	<b>1</b>
<b>STANDARDS</b> .....	<b>2</b>
<b>1. GENERAL INFORMATION</b> .....	<b>2</b>
<b>2. COMMUNICATIONS COMMISSION</b> .....	<b>2</b>
<b>3. COMMUNITY ENGAGEMENT COMMISSION</b> .....	<b>3</b>
<b>4. ENVIRONMENTAL SUSTAINABILITY COMMISSION</b> .....	<b>3</b>
<b>5. LOBBY CORPS COMMISSION</b> .....	<b>3</b>
<b>6. PRESIDENTIAL APPOINTEE COMMISSION</b> .....	<b>3</b>
<b>7. SOCIAL JUSTICE &amp; EQUITY COMMISSION</b> .....	<b>4</b>
<b>8. UNIVERSITY AFFAIRS COMMISSION</b> .....	<b>4</b>

## WHO SHOULD KNOW THIS POLICY

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> Budget Area Administrators</li> <li><input checked="" type="checkbox"/> Management Personnel</li> <li><input checked="" type="checkbox"/> Supervisors</li> <li><input checked="" type="checkbox"/> Elected/Appointed Officers</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Volunteers</li> <li><input type="checkbox"/> Grant Recipients</li> <li><input checked="" type="checkbox"/> Staff</li> <li><input checked="" type="checkbox"/> Students</li> </ul> |
|--|---|

## DEFINITIONS

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

Terms	Definitions
<b>Communications Commission</b>	Commission purpose is to implement strategies, campaigns and events that communicate information about the ASI to the student body and campus community.
<b>Community Engagement Commission</b>	Commission purpose is to connect community members and opportunities from city events and city council meetings to CSU Fullerton's students, clubs, and organizations.

<b>Environmental Sustainability Commission</b>	Commission purpose is to raise awareness of environmental and sustainability issues on campus.
<b>Lobby Corps Commission</b>	Commission purpose is to advocate on behalf of student interest on all levels of governance affecting higher education and other public policy issues.
<b>Presidential Appointee Commission</b>	Commission purpose is to coordinate the development and overseeing students serving on Academic Senate and university-wide Committees.
<b>Social Justice &amp; Equity Commission</b>	Commission purpose is to support social justice initiatives as well as historically marginalized communities to uplift them and work to remove institutional barriers through educational campaigns and advocacy.
<b>University Affairs Commission</b>	Commission purpose is to be proactive in identifying, addressing, advocating for, and resolving campus issues that impact our students.

## STANDARDS

---

### 1. GENERAL INFORMATION

#### *a. All Commissions*

Commissions are charged with leading advocacy, programming, and outreach efforts on behalf of ASI. The ASI President makes recommendations to the Board on the establishment of commissions. The leadership of each commission shall be responsible for facilitating meetings and reporting the commission's activities to the Board. All commissions must report to the Board at least once per semester. In the event a commission member should resign, a written notice of their resignation shall be submitted to the leadership of the commission.

#### *b. General Composition*

All ASI commissions shall be composed of at least a majority of students. The leadership of ASI commissions must be students. The leadership shall not be counted when determining if a commission is composed of at least a majority of students.

### 2. COMMUNICATIONS COMMISSION

The Communications Commission purpose is to implement strategies, campaigns and events that communicate information about the ASI to the student body and campus community. They do campus outreach to clubs and organizations in order to facilitate collaborations. They also assist with tabling and announcing to organizations on behalf of the ASI

The Communications Commission shall be composed of the following:

- Chief Communications Officer
- Three (3) Coordinators
- Commission members
- At least one (1) member of the Board of Directors

The Chief Communications Officer shall lead Communications Commission. . The Coordinators shall be appointed by the ASI President, upon recommendation of the Chief Communications Officer, with approval of the Board.

### **3. COMMUNITY ENGAGEMENT COMMISSION**

The Community Engagement Commission purpose is to connect community members and opportunities from city events and city council meetings to CSU Fullerton's students, clubs, and organizations. They shall host community benefiting events, such as clean-ups to show appreciation for the city we dwell in.

The Community Engagement Commission shall be composed of:

- Chief Communications Officer
- Community Engagement Commission Director
- Three (3) Coordinators
- Commission members
- At least one (1) member of the Board of Directors

The Community Engagement Commission Director shall lead the commission. The Community Engagement Commission Director and Coordinators shall be appointed by the ASI President, upon recommendation of the Chief Communications Officer, with approval of the Board.

### **4. ENVIRONMENTAL SUSTAINABILITY COMMISSION**

The Environmental Sustainability Commission purpose is to raise awareness of environmental and sustainability issues on campus. This shall be done through developing events and programs, advocating for the inclusion of sustainability best practices within the context of ASI's operations and corporate responsibility, and serving as a liaison between interested student groups and ASI.

The Environmental Sustainability Commission shall be comprised of:

- Chief Campus Relations Officer
- Environmental Sustainability Commission Director
- Three (3) Coordinators
- Commission members
- At least one (1) member of the Board of Directors

The Environmental Sustainability Commission Director shall lead the commission. The Environmental Sustainability Commission Director and Coordinators shall be appointed by the ASI President, upon recommendation of the current Chief Campus Relations Officer, with approval of the Board.

### **5. LOBBY CORPS COMMISSION**

The Lobby Corps Commission purpose is to advocate on behalf of student interest on all levels of governance affecting higher education and other public policy issues. This shall be done through educational programs and events about policy issues. The commission will engage students and the campus community in advocacy efforts, facilitate campaigns on issues of student interests, and mobilize support of the campus community and beyond.

The Lobby Corps Commission shall be composed of the following:

- Chief Governmental Officer
- Three (3) Coordinators
- Commission members
- At least one (1) member of the Board of Directors

The Chief Governmental Officer shall lead the commission. The Coordinators shall be appointed by the ASI President, upon recommendation of the Chief Governmental Officer, with the approval of the Board.

### **6. PRESIDENTIAL APPOINTEE COMMISSION**

The Presidential Appointee Commission purpose is to coordinate the development and oversee students serving on Academic Senate and university-wide Committees. This commission supports students while

providing an avenue to enhance educational and interpersonal/campus community with a focus on university-wide advocacy.

The Presidential Appointees Commission shall be composed of the following:

- Chief Campus Relations Officer
- Presidential Appointees Commission Coordinator
- ASI Presidential Appointee per Academic Senate Standing Committees
- ASI Presidential Appointee per university-wide Committees
- At least one (1) member of the Board of Directors

The Coordinator shall be appointed by the ASI President, upon recommendation of the Chief Campus Relations Officer, with the approval of the Board. Students Representatives are appointed in a joint collaboration between the ASI President and ASI Chief Campus Relations Officer.

## **7. SOCIAL JUSTICE & EQUITY COMMISSION**

The Social Justice & Equity Commission purpose is to support social justice initiatives as well as historically marginalized communities to uplift them and work to remove institutional barriers through educational campaigns and advocacy. The commission will be responsible for educational campaigns and collaborative events that advance social justice and equity on campus.

The Social Justice & Equity Commission shall be composed of:

- Chief Inclusion and Diversity Officer
- Social Justice & Equity Commission Coordinator
- Commission members
- At least one (1) member of the Board of Directors
- One (1) faculty member recommended by the Academic Senate Chair

The Chief Inclusion and Diversity Officer shall lead the commission. The Coordinator shall be appointed by the ASI President, upon recommendation of the Chief Inclusion and Diversity Officer, with the approval of the Board.

## **8. UNIVERSITY AFFAIRS COMMISSION**

The University Affairs Commission purpose is to be proactive in identifying, addressing, advocating for, and resolving campus issues that impact our students. The commission will assess campus climate by gathering and addressing student feedback and concerns and bringing them forth to the ASI Board of Directors at least once per semester and whenever applicable. University Affairs shall be responsible for informing students of changes that impact their student experience including, but not limited to changes in ASI, the university, and legislation at the city, state and federal level. Lastly, the commission should always serve as a platform for Cal State Fullerton students to voice their concerns.

The University Affairs Commission shall be composed of:

- The Chief Campus Relations Officer
- University Affairs Commission Coordinator
- Commission members
- At least one (1) member of the Board of Directors

The Chief Campus Relations Officer shall lead the commission. The Coordinator shall be appointed by the ASI President, upon recommendation of the Chief Campus Relations Officer, with the approval of the Board.

---

**DATE APPROVED:** 12/05/2017  
**DATE REVISED:** 03/26/2019  
**DATE REVISED:** 04/20/2021

