

MEETING MINUTES November 27, 2018

CALL TO ORDER:	Tristan Torres, ASI Board Chair, called the meeting to order at 1:16 p.m.
ROLL CALL	<p><u>Members Present:</u> Abu-Elhaija, Baker, Bora, Good, Hidalgo, Hunt, Linares, Mahamuni, Mumford, Neal, Ochoa-Guerrero, Pettis, Quinones, Rodriguez, Sherman, Stohs, Torres</p> <p><u>Members Absent:</u> La Scala (E), Oseguera (E)</p> <p><u>Officers Present:</u> Aldazabal, Borjas, Collins, Edwards, Hernandez, Hesgard, Waymire</p> <p><u>Officers Absent:</u></p> <p>*Indicates that the member was in attendance prior to the start of Unfinished Business, but left before the scheduled ending of the meeting. [According to the by-laws, a member of the board who does not remain until the scheduled ending for the meeting (3:45 p.m.) is considered not to be in attendance.]</p> <p>**Indicates that the member was in attendance for a portion of the meeting, but not in attendance prior to the announcement of Unfinished Business. [According to the by-laws, a member of the board who is not in attendance prior to the announcement of Unfinished Business is considered not to be in attendance.]</p> <p>Torres reported that Oseguera will be out due to university business and Borjas would arrive late due to university business. Additionally, La Scala would be out due to a family emergency. (Abu-Elhaija-m/Baker-s) The absences and late arrivals were approved by unanimous consent.</p>
APPROVAL OF AGENDA	Torres reported that the TTF report would be stricken from the agenda. The report would be added to the last week of the semester. (Baker-m/Linares-s) The agenda was approved as amended by unanimous consent.
CONSENT CALENDAR	There were two items on the Consent Calendar, i) the minutes from the 11/02/2018 meeting of the ASI Board Leadership Review Committee and ii) the minutes from the 11/13/2018 meeting of the ASI Board of Directors. The two items on the calendar were adopted by unanimous consent.
PUBLIC SPEAKERS	None
EXECUTIVE SENATE	
STREET TEAM	<p>Karen Perez, Director, ASI Street Team (STREET TEAM), provided an update report on the goals, budget and activities for STREET TEAM. The report is an attachment to the minutes.</p> <p>Hesgard asked about the meeting schedule for the coming semester. Perez confirmed the days and times will remain the same for the spring.</p>

ASI Board of Director's Meeting	November 27, 2018
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MESA Jose Escatel, Financial Coordinator for Mesa Cooperativa (MESA), provided an update report on the goals, budget and activities for MESA. The report is an attachment to the minutes.

TIME CERTAIN Dr. Morteza Rahmatian, Dean for the Mihaylo College of Business and Economics provided a PowerPoint presentation which is an attachment to the minutes.

Highlights:

- Mihaylo is the 3rd largest accredited business school in the U.S.
- MCBE holds dual accreditation in both business and accounting. Only 9% of universities have dual accreditation.
- 34% of the students are underrepresented minorities.
- The college contains 14 Centers of Excellence – bridge to the community.
- Dedicated Career Services and Advising Center offers walk-in appointments.
- Enrollment – FTES Fall 2018 5,531.
- Graduation Rates – Of the 2014 freshmen, 31% will graduate in 4 years. Transfer students are on pace for 71% graduation in 4 years.
- 300 Faculty

Waymire asked about the centers, and if there is a small business or local business center. Dr. Rahmatian responded the small business system (SBBC) makes funds available for small businesses to start up. The center for entrepreneurship is good for this. Students get together and formulate business plans for particular places.

Bora commented on a ranking according to Forbes that the business engineering program is in the top 200 in the world. Dr. Rahmatian shared these rankings are interesting, but must be compared to similar universities. It's an honor to be in this ranking, but they should not be compared to UC's.

Mahamuni asked about career fair statistics. Dr. Rahmatian shared that they gather information on graduate students to determine the success of graduates/careers. Mahamuni asked if the data is public. Dr. Rahmatian shared he can make the data public.

Baker asked if there are any of the centers in particular Dr. Rahmatian finds enriching. Dr. Rahmatian shared the Center for Insurance Services is very enriching. He also shared information about their success. Additionally, the Center for Leadership is great and most if not all will be highly successful.

Borjas asked how often Mr. Mihaylo engages with the college. Dr. Rahmatian shared he was at the celebration in October for the 10 year event. He also engages with him on a regular basis.

EXECUTIVE SENATE
CEC

Jenny Jaramillo, Coordinator and Kaetlyn Hernandez, CCO for ASI Community Engagement Commission (CEC), provided an update report on the goals, budget and activities for CEC. The report is an attachment to the minutes.

TIME CERTAIN Larry Martin, Director of Housing and Residential Engagement provided a PowerPoint presentation which is an attachment to the minutes.

Highlights:

- 2000 students residing in housing on campus.
- Their goal is to assist students to learn, connect and grow.
- Assessment of residents last year – 90% agreed HRE provides community that supports academic success, 93% agreed HRE provides a community that is safe and inclusive, and 93% agreed HRE provides quality service.
- Communities: Residence Halls, Double Apartments, Single Apartments
- Financial Aid: FA Disbursement – Institutional Charges – Housing Charges = FA Refund or Out of Pocket Expenses. The rates and information can be found on the housing website.
- Provided an overview of staffing in HRE
- ASI funding provides support for student associations RSA & NRHH
- Theme Communities – includes each college, University Honors and Scholars and WoMen's Floor; Apartments includes global engagement, LGBTQ and second year experience.
- Faculty in Residence is Dr. LaTosha Traylor, AP Department of Sociology
- Policies – Alcohol, Smoke/Drug Free; Noise Quiet Hours; Guests; Security/Fire Safety; Weapons/Gambling/Vandalism; Emotional Support Animals; Student Conduct Process.
- All of the information is available on their website: www.fullerton.edu/housing

Good asked about changes to the double apartments. Martin shared they are in the process of the proposal to demolish the old apartment community and build a new community. They are at the point where they are ready to speak to the chancellor's office. They will know by spring. The goal is to provide a suite style residence option.

Pettis asked about the singles and air conditioning control issues. Martin shared an overview about the reason for managing air control in the facilities. Pettis asked about the lock-out cost and where the funds go. Martin shared the cost is \$10 per day and \$20 at night and weekends, these charges fund the staffing providing the service. Pettis shared recently staff did a safety walk-thru in the apartments and locked the rooms, so students who don't have keys were charged for the lock-out issue. Martin shared the expectation is that residents will have keys on them at all times.

Waymire asked about how much housing is available for students in need. Martin shared information about emergency housing for students in need. There are at least 10 beds available for students which are available through the Dean's office. There are also meals provided through the Gastronome.

Baker asked about increasing the number of beds for students. Baker also asked if that would be available through the new community and how tall the buildings would be. Martin shared the renovation will potentially add about 200 more beds and the height of the buildings will maintain a cohesive look to existing buildings.

Ochoa Guerrero, asked about meal plans and why students have to purchase them. Martin shared the Gastronome is a community area and that is where community is built. Ochoa Guerrero asked if the apartments would be open to freshmen in the future. Martin shared the focus is on sophomores and juniors. Depending on demand, may consider including freshmen in the future.

TIME CERTAIN

Dr. Susan Barua, Dean for the College of Engineering and Computer Science provided a PowerPoint presentation which is an attachment to the minutes.

Highlights:

- Provided an overview of the college including the mission and number of degrees offered.
- They offer 14 degrees, which includes bachelors and masters programs including computer engineering.
- Student Major/Department Profiles – 4,775 students; 1,000 in graduate program; tends to be a male dominate field with a 17.6% female population; graduate 32%.
- 136 full-time equivalent faculty positions – 61 FT faculty members; 8 Tenured Track searches in 18-19
- Student Success & GI 2025 - Academic Preparation; First Year Experience; Campaign 15 Units per semester; Degree Program roadmaps, Academic Support and Retention, etc.
- Academic Preparation for First-Time Freshmen – calculus readiness; ALEKS – web-based artificially intelligent assessment and learning system exclusively for mathematics; goal is for first time enrolled students in the program – if they pass all modules with 80% - can be placed in calculus 1.
- First Year Experience (FYE) – includes peer mentors; mandatory advising; WICSE learning community; Introduction to Engineering; Tutoring for all 100 and 200 level courses; Early Warning – URM < 2.3 gpa; Faculty/student research speaker series.
- Briefly explained the 15 units per semester campaign
- Degree program roadmaps
- Academic support and retention – FYE towards freshmen retention; mandatory advisement for all ECS majors; tutoring; student engagement through clubs, design projects.
- Graduation rates and timely graduation – contains proactive advising with multiple touch points, efficient and timely grad check process as well. They must submit grad checks.
- Workforce readiness – they make sure the education they are providing them is preparing them. Is it very heavily applied hands-on project based learning. Roughly 100-200 students doing internships, they have strong partnerships with industries.
- Their undergraduate program is ranked 48 in the US, online graduate program is top 3 in California and 16th in the nation.
- They have a corporate partners program where industry professionals come and teach. Undergrad students can get credit while getting paid, they do not sign agreements for paperwork where students work for free.
- For community, they have been doing the pumpkin launch for 11 years now. Along with this, they have Creative Coding and annual STEM Expo for OC Girl Scouts.
- 2 programs hoping to launch in spring; ECS entrepreneur program and Student empowering program ECS Ambassadors improve communication and soft skills.

Pettis asked about the demographics, specifically, what the college is doing to increase the number of black students. Dr. Barua shared that they have a student chapter of black engineers, however they have been mostly focused on the woman population and

Hispanic population. Also, international students are facing many challenges acclimating. They are beginning to have conversations with the assistant dean and the advisor of the black student chapter. She also shared that she is unfamiliar with navigating the black student community, but will be educating herself to better understand what must be done to address the needs of bringing black students into the college. Dr. Barua additionally provided flyers.

Aldazabal arrived at 2:22pm

UNFINISHED BUSINESS

None

NEW BUSINESS

Action: Resolution Approving Changes to the Policy Concerning Board of Directors Operations

BOD 025 18/19 (Governance) A motion was brought to the Board from the Governance Committee to approve the resolution approving changes to the Policy Concerning Board of Directors Operations.

Torres yielded to Linares, Governance Committee Chair, to review the Committee's discussion and recommendation regarding the policy. Linares reviewed the policy changes. Edwards provided an overview sharing that a legal review was completed and changes from the review were addressed by the Governance committee. Most changes are moving language from the bylaws to policy.

Torres opened the floor to questions.

Hesgard shared that the list on page 15 and 16 for parking permits should be updated. Torres made a friendly amendment to strike VP Finance, change Chief Administrative Officer to Chief Campus Relations Officer, and change Governing Board to Board of Trustees. There were no objections.

Edwards stated some words are missing under Appointments on page 7. It should read "The Board shall..."

Torres asked for a motion and second to table the action item to the December 4th meeting of the Board of Directors. (Abu-Elhaija-m/Baker-s). There were no objections.

BOD 025 18/19 (Governance) MSC: The motion (Tabled).

Action: Resolution Approving Changes to ASI Bylaws Article IV

BOD 026 18/19 (Governance) A motion was brought to the Board from the Governance Committee to approve a Resolution approving changes to ASI Bylaws Article IV regarding the board of directors duties and declaration of vacancy process.

Torres yielded to Linares, Governance Committee Chair, to review the Committee's discussion and recommendation regarding the bylaws. Linares reviewed a summary of the bylaw changes. Edwards provided an overview and shared that the Bylaws were reviewed by legal counsel. Recommendations were evaluated by management and brought to the Governance Committee. The changes to Article IV include the following:

- Section 1, Clause 2: Non-voting members - Recommendation Executive Officers and the Executive Director are moved from non-voting members to standing liaison positions.

- Section 2, Clauses 9-11: Committees – lists the committees but the details of them get moved into policy. The committees (minus audit) will meet per academic year instead of annually.
- Section 4 – Added a section on Conduct
- Section 6 – Vacancies – the board can no longer remove a member, however they can declare the position vacant based on the parameters outlined in bylaws and policy.
- Section 8 – Meetings – requirements were updated in bylaws and details were moved to policy.
- Section 9 – Action – minor update to reference ASI policy for more information relating to ASI board governance.

Edwards reviewed the changes.

Torres opened the floor to questions.

Borjas asked if the president has the option to weigh in on the process of approval and how would that work. Edwards shared that the president would not have a vote. The process would be the same as it is now. As a liaison to the board, the president submits a budget to the board.

Edwards shared that a corporate entity cannot have non-voting members. In a government structure, the president has a veto option. In a non-profit organization the president does not have a veto. CSU Auxiliary's have created a blended approach, the AS President has the right to demand a higher threshold vote, preempts an override/veto. The Board can override a veto with a 2/3rd vote. This topic will be discussed in more detail later in the spring.

Abu-Elhaija asked in relation to the budget if the proposed budget would come from the president, or the president and his cabinet. Edwards confirmed it would be the president with input from the Executive Officers.

Torres opened the floor to discussion. Discussion ensued.

Linares shared when the additional changes are addressed in the spring at Governance, she invited the executives to attend the discussions.

Torres asked if there were any objections to moving into a roll call vote. There were no objections.

BOD 026 18/19 (Governance) MSC: 16-0-0 The motion passed.

Information: ASI Resolution Update

Torres yielded to ASI President, Josh Borjas, to provide a status update report on various ASI Resolutions. The report is an attachment to the minutes.

Borjas shared the following:

- 5 resolutions have called for action that requires follow-up.
- A Resolution Support of Black Student Success at CSUF – from 2016, most resolutions have been completed. Continue to work on the efforts to meet the resolutions strategies.

- In support of LGBTQ Student Life at CSUF – most of the strategies in the resolution have been addressed or are at the Chancellor's office for consideration.
- In Support of DACA Students – reviewing strategies with campus and what it would take to address the strategies in the resolution. The Vice President suggested increasing the scholarship from \$500 to \$1,000.
- Expand Mental Health Resources – campus is working to address the strategies identified in the resolution.
- In Support of Civil Disobedience and Social Action – work is ongoing on this resolution. The team will be addressing training for student leaders. Additionally work will be done to improve communication through working with the CCO and ASI Marketing. The President and Vice President will work through CSSA and SJEC to encourage other campuses to focus on this issue. Project Roundtable is in Phase I of evaluating the Social Justice Commission.

Pettis asked about the gender neutral restrooms and if only female restrooms are being converted. Borjas shared because female restrooms have private stalls they are more conducive. Edwards shared typically single or two staff bathrooms that will be converted to ensure privacy.

Linares mentioned working with a GA student on campus to address activism and hosting an event on campus. She also asked how far back did Borjas review resolutions. Borjas responded that they found 5 Resolutions that were mandated to be reported on. Linares asked about Project Rebound and how is ASI supporting it. Borjas shared they are working with PR to determine the needs and how to best address them. Also, Finance Committee is looking to add a line item for Project Rebound.

Pettis asked about the creation of the Social Justice and Equity Commission and the timeline. Borjas provided clarification indicating that the Executive Team is working to gather information to address the resolution and he will bring more information back to the Board.

Abu-Elhaija shared that she would like to see more student development theory backing in general in ASI. When bringing presenters should consider bringing someone in through the educational leadership department in Student Affairs. Borjas shared he is going to capture data and will consider bringing in the higher education component in the future.

Roll Call Votes		025 - Tabled			026		
		YES	NO	Abstain	YES	NO	Abstain
Arts	Baker				1		
	Rodriguez				1		
CBE	Neal				1		
	Ochoa Guerrero				1		
Communications	Mumford				1		
	Quinones				1		

Education	Abu-Elhaija				1		
	Hidalgo				1		
ECS	Bora				1		
	Mahamuni				1		
HSS	Good				1		
	Linares				1		
HHD	La Scala				Absent		
	Pettis				1		
NSM	Sherman				1		
Univ. President's Rep.	Oseguera				Absent		
Academic Senate Rep.	Stohs				1		
NSM	Torres				1		
		YES	NO	Abstain	YES	NO	Abstain
		0	0	0	16	0	0

REPORTS

EXECUTIVE OFFICERS

The Executive Officers provided a written report and highlights from their report. The report is an attachment to the minutes.

VICE CHAIR/TREASURER

Abu-Elhaija provided highlights from her written report which is an attachment to the minutes.

VICE CHAIR/SECRETARY

Linares provided highlights from her written report which is an attachment to the minutes.

CHAIR

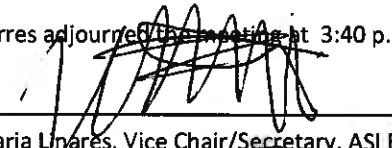
Torres provided highlights from his written report which is an attachment to the minutes.

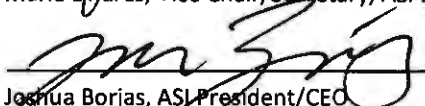
Announcements/Members
Privilege

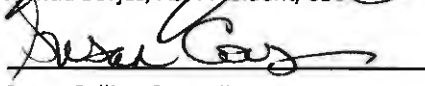
Pettis shared she is working on the director visibility campaign.

Adjourn

Torres adjourned the meeting at 3:40 p.m.


Maria Linares, Vice Chair/Secretary, ASI Board of Directors


Joshua Borjas, ASI President/CEO


Susan Collins, Recording Secretary

Street Team



Goals

- **Short Term:** Establish a community for the students here on campus.
- **Long Term:** Have street team members feel prepared when applying for Student Leader positions.

Budget

- **Current Funding Status:**
- **Supplies: 53.35%**
- **Printing and Advertisements: 15%**
- **Contracts, Fees and Rentals: 49.72%**
- **Travel: 62.20%**

Street Team Retreat

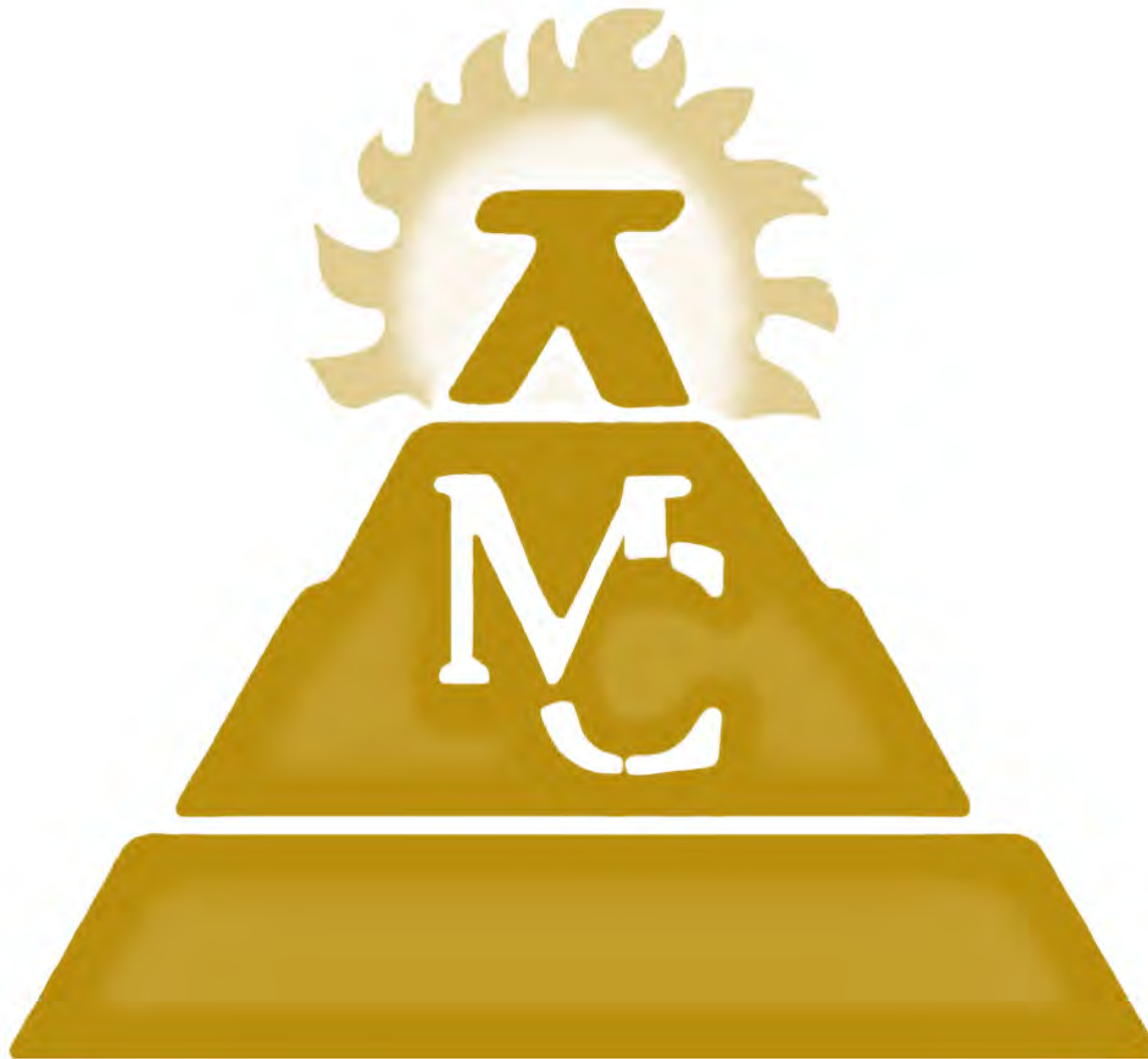
- Had 46 attendees
- Successful, students felt united and commented that they wanted more events like the retreat.
- Testimonial from a student: "In the beginning, it was tough to stay on campus, I always felt like I should go back to my home (India), but everything changed when I joined Street Team. I found a new family here. After our every meeting I call my mom and tell her what we do here. For me, Street Team is so much more than a team for me it's my family."





Meetings(:

- Tuesdays 5 –6 pm
- Wednesdays 3 – 4 pm
- In TSU Gabrielino



MESA COOPERATIVA

“Here to promote and
preserve our roots”

September 25, 2018



Goals

Short-term

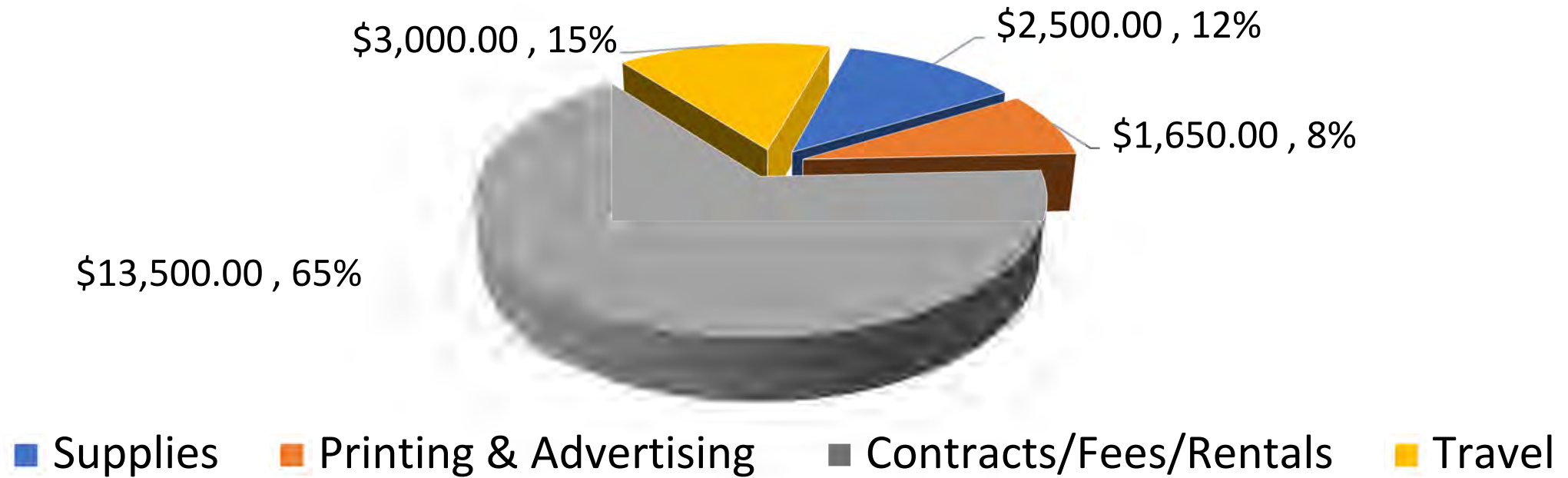
- Increasing efficiency by implementing new procedures for collecting information.

Long-term

- Increasing awareness of MESA Cooperativa through new media campaign strategies.



General Operation Budget



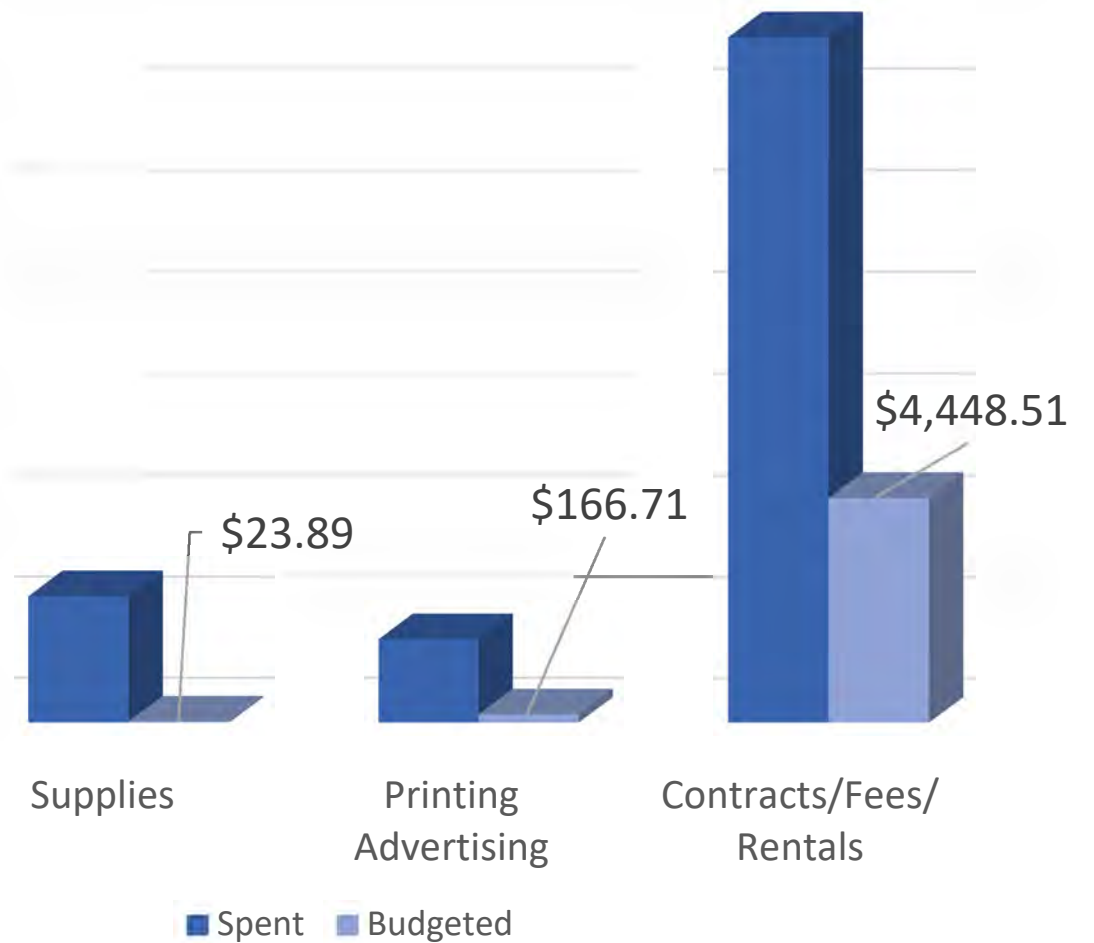
Current Funding



Current
Funding

General Operations

\$14,000.00
\$12,000.00
\$10,000.00
\$8,000.00
\$6,000.00
\$4,000.00
\$2,000.00
\$-





Bienvenida



Car Show





Meetings

Held in CSU Ontiveros
from 5:15pm to 7:00pm.

7:00 PM – 8:00 PM

5:15 PM – 7:00 PM

Executive Board Meetings
from 7:00pm to 8:00pm.

ASI Board Meeting

November 27, 2018



Highlighting Mihaylo College of Business and Economics



- 3rd largest accredited business school in the U.S.
- Mihaylo College holds dual accreditation in both business and accounting from the Association for the Advancement of Collegiate Schools of Business (AACSB), the premier international accrediting body for business schools, a distinction held by only five business schools in California



Mihaylo Students

- In fall 2017, 34% of Mihaylo College students were underrepresented minorities
- In fall 2017, 32% of Mihaylo College students were first generation students whose parents did not attend college. In the same period, 16% of Mihaylo students were both first generation students and underrepresented minorities



Mihaylo Students

- As of fall 2017, Mihaylo College had 1,036 international students from more than 50 countries



Mihaylo Centers of Excellence

Mihaylo College is home to 14 Centers of Excellence — each serves as a bridge to engagement for our undergraduate and graduate students, alumni and the surrounding community.



Advising

Walk-In & Appointments for Business Advising Center

AY	2014-15	2015-16	2016-17	2017-18
Totals	11,522	9,940	11,172	8,606



Mihaylo Tutoring Center

Appointments

	Spring 2015	Fall 2015	Spring 2016	Fall 2016	Spring 2017
Accounting	1,197	1,257	968	851	427
Business Writing	488	307	193	256	211
Economics	1,309	922	728	834	324
Finance	347	395	199	313	190
ISDS	1,580	1,303	1,297	1040	577
Breakout Rooms	713	579	623	622	347
Total	5,634	4,763	4,008	3,916	2,076



Mihaylo Careers

- Career advising sessions

	2014-15	2015-16	2016-17	2017-18
Totals	1,878	2,762	2,969	3,452

- Career development workshops: 122 workshops with 2,920 students in attendance – attendance up 38% since FY13-14.



Mihaylo Careers

- **Over 45 employer related events held in AY 2017-18 with 2,735 students in attendance**
- **In AY 2017-18, career outreach (includes tabling, orientations, informal career events); 4,328 student interactions.**
- **Hosted Fall 2018 Mihaylo Career Fair – with 64 employers and almost 700 students in attendance.**



MCBE Enrollments

Census FTES Fall 2018 5,531

Census Head Counts Fall 2018 8,898*

***Undergraduate and graduate breakdown
(8,268 Undergraduate & 630 Graduate)**



MCBE 4-year Graduation Rates (First-time Freshman)

Cohort	MCBE	University-wide
2010	20.3%	17.6%
2011	21.9%	21.9%
2012	26.5%	22.0%
2013	25.2%	22.6%
2014	31.0%	25.5%



MCBE 4-Year Graduation Rates (Transfer Students)

Cohort	MCBE	University-wide
Fall 10	66.9%	70.3%
Fall 11	76.0%	75.7%
Fall 12	72.0%	74.0%
Fall 13	72.7%	74.5%
Fall 14	78.9%	79.1%



MCBE 6-year Graduation Rates (First-time Freshman)

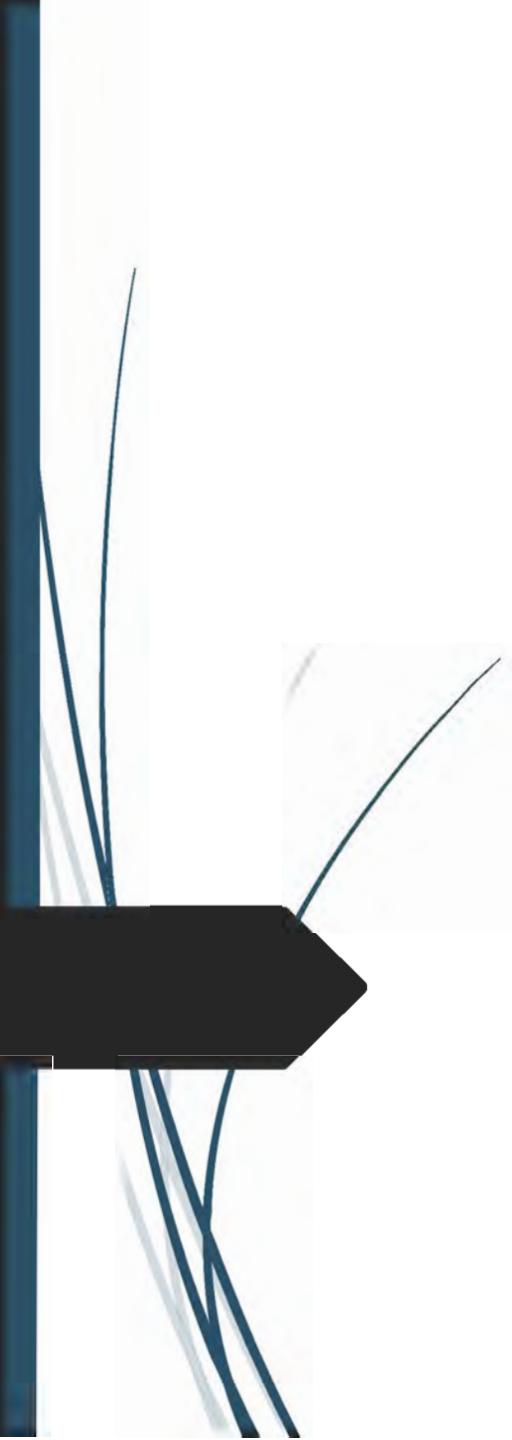
Cohort	MCBE	University-wide
Fall 08	58.4%	55.7%
Fall 09	66.9%	61.9%
Fall 10	68.2%	62.3%
Fall 11	68.2%	66.2%
Fall 12	71.2%	67.8%



THANK YOU!



MIHAYLO COLLEGE
OF BUSINESS AND ECONOMICS



Community Engagement Commission

Director, Bianca Favela

Coordinators:

Amanjot Kaur, Jenny Jaramillo,
& Jenny Jovel



GOALS

Short Term:

Increase student volunteer numbers at CEC events.

Long Term:

Take a proactive approach to be involved in the Titan community and City of Fullerton. Continue to build a relationship with University Advancement.

Budget - Around 52% used

Item:	Value:
CEC Handbills	\$28.31
Business Cards	<i>Pending Invoice</i>
Pop-sockets	<i>Pending Invoice</i>
Charging Lanyards	<i>Pending Invoice</i>
Elephant Bottle openers	\$179.20
Safety Vests	\$27.00
CEC Photo Frame	<i>Pending Invoice</i>
Supplies	\$102.88



Fall Events

- Sept. 21 – Campus Clean Up
- Sept. 28 – CSUF Night @ Angel's Stadium
- Oct. 11 – Fullerton Night Market
- Nov. 2 – Fullerton Arboretum Clean Up
- Dec. 1 – Fullerton Winter Market





Future Events

- Jan. 26 – University Advancement Food Bank Service Day
- Feb. 2018 – City Council Presentation with University Advancement
- March 8 – Campus Clean Up
- May 3 – Glitter/Confetti Clean up
 - Collaboration with ECS



CALIFORNIA STATE UNIVERSITY
FULLERTON

HOUSING AND
RESIDENTIAL ENGAGEMENT

Housing and Residential Engagement Overview

ASI Board of Directors Meeting

On-Campus Student Housing

Living on campus is an excellent way to enhance your experience at Cal State Fullerton.

Being a member of a living and learning community can help strengthen both your personal growth and academic success. You will have the opportunity to develop leadership skills, attend educational, cultural and social programs, and interact more closely with faculty, staff and students.

Cal State Fullerton currently provides residence hall and apartment style living for approximately 2,000 students that is safe, clean and very convenient.



On-Campus Student Housing

Results from the 2017-2018 Housing and Residential Engagement (HRE) resident survey found:

90% of respondents agreed that HRE provides a community that supports their academic success

93% of respondents agreed that HRE provides a community that is safe and inclusive

93% of respondents agreed that HRE provides quality service to the community



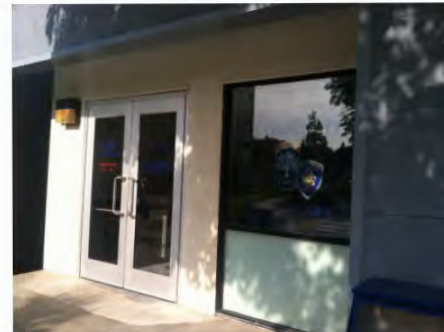
Housing Communities

- **Residence Halls**
 - Provides incoming students with a double or triple occupancy bedroom.
 - Residents share a community bathroom with seven other residents which consist of two private showers, two sinks and two commodes.
 - Each residence hall floor also has a large active room as well as two smaller passive rooms.
- **Double Apartments**
 - Designed to house six apartment-mates, two per bedroom in three bedrooms.
 - There are two bathrooms as well as a kitchen, living room and dining room in each apartment.
 - All apartments have central heat and air conditioning.
 - Each apartment has sliding glass doors leading to a balcony.
- **Single Apartments**
 - Designed to house four apartment-mates with each having a private bedroom.
 - There are two bathrooms as well as a kitchen, living room and dining room in each apartment.
 - All apartments have central heat and air conditioning.
 - Each apartment has sliding glass doors leading to a balcony or patio.



Amenities

- UPD Housing Community Resource Center
- Academic Resource Center
- Meeting Rooms
- Sand Volleyball Court
- Basketball Court
- Fitness Room
- Laundry Rooms
- BBQ Grills
- Arboretum



Dining Services

- **Aramark**
 - The Gastronome
 - Community Market
 - Late Night Dining
- **Meal Plans**
 - 7 Day Continuous Dining
 - 5 Day Continuous Dining
 - 112 Block (Apartments only)
 - 80 Block (Apartments only)
- **Special Events and Catering**



2018-2019 Housing Room and Board Rates

Room Type	Room	Board	Total
Residence Halls			
5 Day Continuous Meal Plan	\$11,844	\$3,462	\$15,306
7 Day Continuous Meal Plan	\$11,844	\$4,008	\$15,852
Double Apartments			
80 Block Meal Plan	\$9,612	\$1,734	\$11,346
112 Block Meal Plan	\$9,612	\$2,058	\$11,670
5 Day Continuous Meal Plan	\$9,612	\$3,462	\$13,074
7 Day Continuous Meal Plan	\$9,612	\$4,008	\$13,620
Single Apartments			
80 Block Meal Plan	\$12,618	\$1,734	\$14,352
112 Block Meal Plan	\$12,618	\$2,058	\$14,646
5 Day Continuous Meal Plan	\$12,618	\$3,462	\$16,080
7 Day Continuous Meal Plan	\$12,618	\$4,008	\$16,626

▪ Rates divided into 6 installments (August 17, September 17, October 17, January 11, February 11, March 11)

Financial Aid

The Office of Financial Aid works in conjunction with Student Financial Services to pay *accepted* financial aid awards to students. These payments are called “disbursements” and begin the week before classes start each semester.

All financial aid, including Parent PLUS loans, will first be applied to institutional charges, which include: mandatory state and campus fees and housing charges, if residing in on-campus housing. Any remaining financial aid after institutional charges are paid will then be refunded to the student.



Administration and Conference Services Staff

Staff Members

- Associate Director
- Senior Administrative Analyst
- Senior Coordinator
- Administrative Analyst Specialists
- Student Office Assistants



Roles

- Housing assignments and access
- Resident and guest services
- Conference and event services
- Financial and business operations
- Communication and branding



Facilities Operations Staff

Staff Members

- Associate Director
- Facilities Maintenance Staff
- Custodians
- Groundskeeper
- Student Facilities Assistants



Roles

- Facilities maintenance
- Custodial
- Groundskeeping
- Emergency preparedness
- Construction management



Residential Engagement Staff

Staff Members

- Associate Director
- Assistant Director
- Community Coordinators
- Conduct Coordinator
- Graduate Student Assistants
- Resident Advisors



Roles

- Community Building
- Event Planning
- Campus Referral
- Policy Enforcement
- Conflict Mediation
- Crisis Response



Resident Student Association (RSA) & National Residence Hall Honorary (NRHH)

- RSA - Student government for Cal State Fullerton student housing community
- NRHH - Based on service, scholarship, and recognition
- Plan community and campus events as well as community service
- Encourage student engagement and involvement on campus
- Serves as a liaison between residents and housing staff



Theme Communities

- **Residence Halls**
 - College of Communications (Cinema and Television Arts-CTVA)
 - College of Health and Human Development (HHD)
 - College of Humanities & Social Sciences (HSS)
 - College of the Arts (Arts District)
 - Colleges of Engineering & Computer Science and Natural Sciences & Mathematics (STEM)
 - First Year Connection for Undeclared Students
 - Mihaylo College of Business and Economics (MCBE)
 - University's Honors and Scholars
 - WoMen's Floor
- **Apartments**
 - Global Engagement
 - Lesbian, Gay, Bisexual, Transgender, Queer, Ally (Rainbow House)
 - Second Year Experience

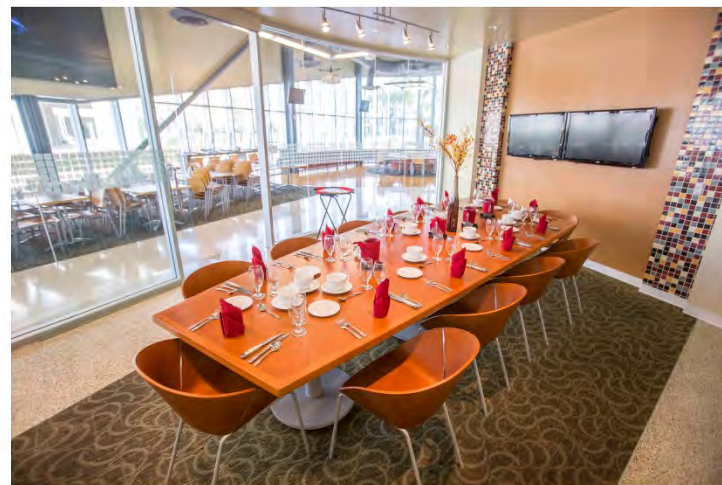
Faculty in Residence

- **Dr. LaTosha Traylor**, Assistant Professor, Department of Sociology
- Academic Engagement and Support
- Faculty Mentor Program
- Programs
 - Book Club
 - Socrates Café
 - FIR Dinners
 - Resident Advisor Program Support



Policies

- Alcohol
- Smoke / Drug Free Campus
- Noise / Quiet Hours
- Guests
- Security / Fire Safety
- Weapons / Gambling / Vandalism
- Emotional Support Animals
- Student Conduct Process



QUESTIONS?

- Visit our website www.fullerton.edu/housing and follow us on social media for more information
- Contact the Housing Office at:
housing@fullerton.edu or (657) 278-2168

SUCCESS LIVES HERE    **#CSUFHOUSING**

California State University, Fullerton
College of Engineering and Computer Science (ECS)

ASI Board of Directors Meeting

Susan Barua, PhD
Dean, ECS
November 27, 2018



Mission - College of ECS

Educate engineers and computer scientists who excel technically, professionally, and are productive global citizens



ECS – Degrees Offered

- 14 degrees total
 - Civil Engineering BS & MS
 - Computer Engineering BS, MS & 4-year BS/MS
 - Computer Science – BS & MS
 - Environmental Engineering MS (online only)
 - Electrical Engineering BS & MS
 - Mechanical Engineering BS & MS
 - Software Engineering MS (online only)
 - General Engineering BS - BMDE Option under development

Student Major/Dept. Profiles

College
Engineering & Computer Science

Major
All

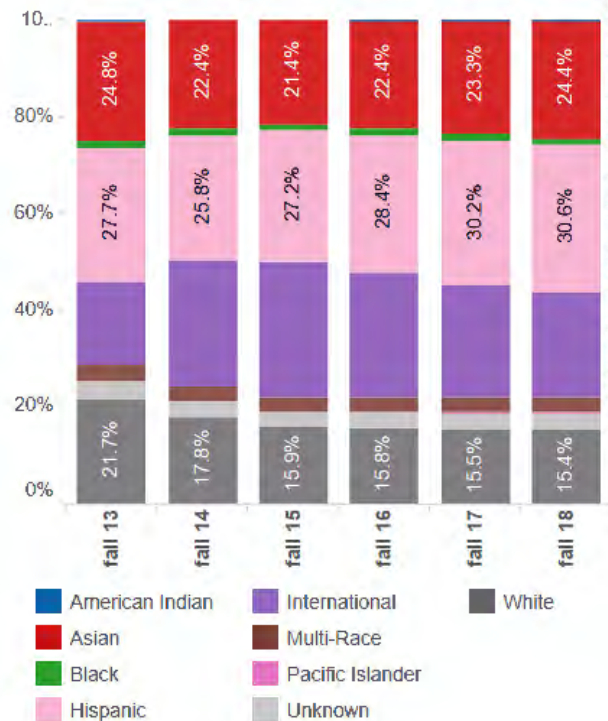
Student Level
All

of New and Continuing/Returning Students

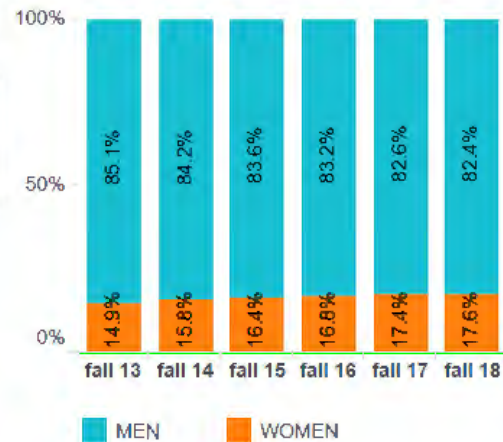
Type	fall 13	fall 14	fall 15	fall 16	fall 17	fall 18
Continuing/ Returning	2,116	2,707	3,418	3,566	3,586	3,494
New	1,255	1,507	1,406	1,303	1,262	1,281

NOTE: Number of enrolled students less than 10 show as * in the table above

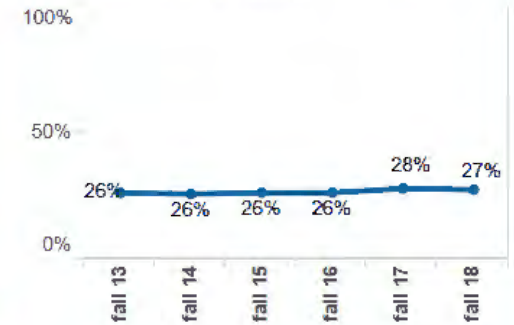
Students Ethnicity



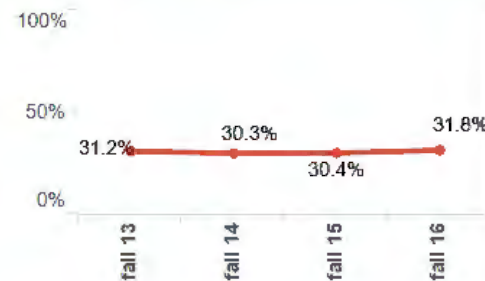
Students Gender



First Generation Students To Attend College

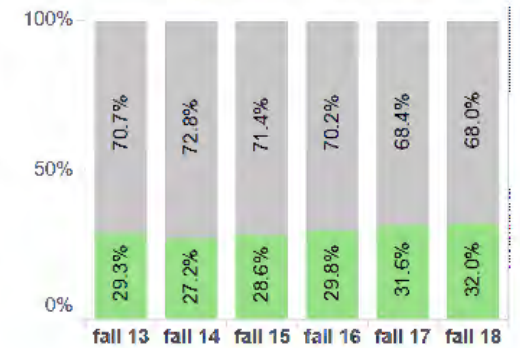


Pell Grant Recipients (low income)



NOTE: Pell Grant is awarded to undergraduate students only.

Underrepresented Students



Underrepresented students include Black, Hispanic, Native American/American Indian and Pacific Islander categories.

Underrepresented Status

Non-underrepresented Underrepresented

ECS Faculty

- 136 Full-time Equivalent Faculty (FTEF) positions
 - 61 full-time faculty; 8 TT faculty searches in 18-19
 - Actively involved in research
 - Many have funded research grants
 - Engages students in research
 - Rest are part-time faculty – Majority with several years of industry experience



Student Success & GI 2025

- Academic preparation of First-Time Freshmen
- First Year Experience (FYE)
- 15 units per semester campaign
- Degree program roadmaps
- Academic support and retention
- Graduation rates and timely graduation
- Narrowing the equity gap
- Workforce readiness

Student Success & GI 2025

- Academic preparation of First-Time Freshmen
 - Calculus readiness
 - ALEKS - Web-based, artificially intelligent assessment and learning system



Student Success & GI 2025

- First Year Experience (FYE)
 - Peer mentoring
 - Mandatory advising
 - WICSE Learning Community
 - EGGN 100 – Introduction to Engineering
 - Tutoring for all 100 & 200-level courses
 - Early Warning – URM < 2.3 gpa
 - Faculty/student research speaker series

Student Success & GI 2025

- 15 units per semester campaign
Encourage undergraduates to enroll in 15 units per semester or 30 units per year
- Degree program roadmaps
All undergraduate programs have developed degree roadmaps



Student Success & GI 2025

- Academic support and retention
 - FYE towards freshmen retention
 - Mandatory advising for all ECS majors
 - Tutoring
 - Student engagement through student clubs, design projects & faculty/student research

Student Success & GI 2025

- Graduation rates and timely graduation
 - Course prerequisite structure
 - Proactive advising with multiple touch points
 - Efficient and timely grad check process



Student Success & GI 2025

- Narrowing the equity gap
 - Dedicated URM advisor
 - Peer mentoring program for URM, first-generation and female students
 - Early warning and tracking for URM < 2.3 GPA
 - Targeted services provided through the Center for Academic Success in ECS



Student Success & GI 2025

- Workforce readiness
 - Applied hands-on project based learning
 - Directed/industry sponsored projects through ECS Corporate Partners Program
 - Participation in design project showcases & competitions
 - Internships
 - Career fairs
 - Professional development workshop series
 - Strong partnership with industries – Google in Residence program

ECS Distinctions

- Nationally accredited programs
- Interdisciplinary design projects/research
- Publish research at the undergraduate level
- Undergraduate programs ranked 48 in the US
- Online Graduate Programs - Top 3 in California and 16th in the nation
- Regional and national recognitions at student design project competitions

ECS Centers

- Center for Cybersecurity
- Center for Collaborative Research, Advanced Manufacturing and Prototype Development
- Center for Academic Support in Engineering and Computer Science (CASECS)
- Student Success Center

ECS Partnership with Industries (Employer Engagement)

- Corporate Partners Program
- Professor for a Day
- Industry Advisory Boards & Affiliates
- ECS Career Fairs
- Internships

Community Engagement & Partnership

- Pumpkin Launch with Discovery Cube
- Creative Coding for OC Girl Scouts
- Annual STEM Expo for OC Girl Scouts
- After-school Robotics Program for Fullerton Boys and Girls Club



Thank You!



CALIFORNIA STATE UNIVERSITY
FULLERTON™

POLICY CONCERNING BOARD OF DIRECTORS OPERATIONS

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 and to make sure each member of the Board performs the duties of their position in a thoughtful and responsible manner. ASI is committed to promoting the highest standards of ethical conduct in the performance of its mission. The policy includes expected conduct of Board members, responsibilities and duties of Board members, and an overview of committee and meeting operations.

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WHO SHOULD KNOW THIS POLICY

- | | |
|--|--|
| <input type="checkbox"/> Budget Area Administrators | <input type="checkbox"/> Volunteers |
| <input checked="" type="checkbox"/> Management Personnel | <input type="checkbox"/> Grant Recipients |
| <input checked="" type="checkbox"/> Supervisors | <input checked="" type="checkbox"/> Staff |
| <input checked="" type="checkbox"/> Elected/Appointed Officers | <input checked="" type="checkbox"/> Students |

DEFINITIONS

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

Terms	Definitions
Conflict of Interest	Any involvement financially, through an employment or family connection, with any business, firm, vendor, and/or service doing business with the corporation.
Fraud	The intentional use of deceit, a trick or some dishonest means to deprive another of their money, property or legal right
Defalcation	The withholding or misappropriating funds held for another or failing to make a proper accounting
Corruption	The offering, giving, soliciting, or accepting of an inducement or reward that may improperly influence the action of a person or entity.
Misappropriation	The intentional, illegal use of the property or funds of another person for one's own use or other unauthorized purpose, particularly by a public official, a trustee or a trust, an executor or administrator of a dead person's estate or by any person with a responsibility to care for and protect another's asset.
Forgery	The crime of creating a false document, altering a document, or writing a false signature for the illegal benefit of the person making the forgery.

STANDARDS

1. BOARD CONDUCT

a. Non-Conflict of Interest

In accordance with California Education Code, Sections 89906, 89907, 89908 and 89909, all ASI Board of Directors members, ASI Executive Officer members, and TSU Board of Trustees members shall submit a Certification of Non-Conflict of Interest Statement as outlined below:

I have read California Education Code Sections 89906, 89907, 89908 and 89909 printed on the reverse of this document, and I am not involved financially, through employment or family connections, with any business, firm, vendor, and/or service bureau doing business with this corporation.

Should I find in some future contractual matter before the Board of Directors that there may be the potential of a conflict of interest, I shall disclose that potential conflict and abstain from voting, as prescribed in Education Code, Section 89907.

This Non-Conflict of Interest Statement shall be submitted at the time a member assumes their official duties. Statements shall be retained in the ASI Administrative Office, TSU-218.

b. Ethics

Introduction

This code will serve as a minimum guide for ethical conduct and provide guidance and direction for all officers, directors, employees, and volunteers of ASI (collectively referred to herein as members or

member) in the performance of their duties or in any context in which they are perceived as representing ASI.

Laws and Regulations

All members must comply with applicable laws and regulations governing the operation of ASI. This includes, but is not limited to, federal, state, county and municipal laws, the California Code of Regulations, the California Education Code, campus regulations of California State University Fullerton, and the Office of the Chancellor, California State University.

Business Practices

Business activities must be conducted under the highest standards. Members must not take unfair advantage of suppliers, vendors, and contractors through manipulation, concealment, and/or misrepresentation of material facts.

Members must not disclose a vendor's pricing or business activities to competitors. In the course of business, all members must refrain from any practice that could constitute unfair dealing. At all times, members must be accurate and truthful in all their dealings with vendors, suppliers, and customers and be careful to accurately represent the services and products of ASI.

Conflict of Interest

Members must avoid conflicts of interest. Business decisions must be made objectively on the basis of price, quality, service and other competitive practices. To avoid any potential influence from existing or potential vendors and customers, members are prohibited from accepting gifts, from vendors, suppliers, and customers, of more than token value.

Members transacting business or entering into contracts on behalf of ASI must not have any interest, financial or personal, in those transactions or contracts. Should a member have an interest in an organization with whom the ASI transacts business, the member must recuse themselves from any negotiation, authorization, or approval of such transactions.

In addition, ASI Executive Officers and members of ASI governing boards must comply with conflict of interest regulations as defined in ASI Policy.

Members must not be employed outside ASI where the outside employment impairs their ability to conduct ASI business because of conflicts of interests and competing interests.

Anti-discrimination Policy

Members must not take actions that discriminate against anyone on an unlawful basis, including gender, race, religion, color, national origin, sexual orientation, medical condition, age, physical or mental disability, marital status or family leave status.

Public Disclosures

If members in the course of their duties are called to make public disclosures to any governmental agency, under no circumstances can statements be made that are untrue, or omit or misstate material facts. If public disclosures are made to the press, members must seek to insure that the statements are clear and understandable and not misleading.

Confidentiality

Members must protect ASI confidential information and not divulge such to anyone except on a need-to-know basis. Members are expected to keep in confidence such information that would be considered

confidential even if not clearly marked. This would include, but not be limited to, personal addresses, social security or other identification numbers, payroll records, performance evaluations, and/or personal information.

Respect

Members must work effectively with coworkers, customers and others by sharing ideas in constructive and positive manner; listening to and objectively considering ideas and suggestions from others, keeping commitments, keeping others informed of work progress, timetables and issues, addressing problems and issues constructively to find mutually acceptable and practical business solutions, addressing others by name, title or other respectful identifier and respecting the diversity of our work force in actions, words and deeds. Members must be able to work effectively within a complex organizational setting and a multi-cultured campus environment. Members must be able to establish and maintain effective, cooperative, and harmonious relationships with students, staff, co-workers, faculty, alumni and the general public.

Fair Dealing

Behind any code of ethics is the concept of fair dealing. As a guiding principle, members must respect and deal fairly with customers, suppliers, vendors, contractors, co-workers, and the general public. In the course of conducting ASI business, members must not take advantage of others by misrepresentation, concealment, misuse of confidential and privileged information, or any other practice of unfair dealing.

c. Fraud

ASI policy on fraud is established to prepare procedures that will protect ASI, its employees, and assets against losses stemming from illegal activities. ASI has a zero tolerance policy regarding such activities. ASI forbids the commission of any illegal activity by an officer, director, employee, or volunteer of ASI (collectively referred to herein as members or member).

The management of ASI is responsible for the establishment of procedures designed to prevent and detect fraudulent activity, including but not limited to fraud, defalcation, misappropriation, forgery, and corruption.

Reporting Responsibility

Each member of the management team will be familiar with the types of improprieties that might occur within their area of responsibility, and be alert for any indication of irregularity.

In the event a member detects or suspects fraudulent activity, that member must immediately report this to the Executive Director. The Executive Director will inform the ASI Board of Directors and the CSUF Director of Internal Auditing within twelve hours once the incident is brought to their attention.

In the event a member detects or suspects fraudulent activity on the part of the Executive Director, that member must immediately report this to the University Risk Manager.

Any reprisal against any individual reporting violations of this policy is prohibited. Any cover-up of a suspected incidence or retaliation in any form against witnesses is also prohibited.

Investigating Suspected Fraud

The Executive Director or designee in an investigation of fraud will have:

- Free and unrestricted access to all ASI records and premises, whether owned or rented
- The authority to examine, copy, and/or remove all or any portion of the contents of files, desks, cabinets, and other storage facilities on the premises without prior knowledge or consent of any

individual who might use or have custody of any such items or facilities when it is within the scope of the investigation.

Any information received by ASI in the course of an investigation will be treated in confidentiality. As such, any employee should notify the Executive Director (or the University Risk Manager, in the case of suspected fraudulent activity by the Executive Director) and not engage a suspected individual or conduct a personal investigation.

Information discovered during the course of an investigation will be disclosed or discussed only with individuals on a need-to-know basis. Confidentiality must be enforced to avoid damaging the reputations of persons under suspicion who are found innocent of wrongdoing.

No information concerning the status of an investigation will be given out. The proper response to any inquiry is, "I am not at liberty to discuss this matter." Under no circumstances should any reference be made to "the allegation," "the crime," "the fraud," "the forgery," "the misappropriation," or any other specific reference.

Upon completion of the investigation, the Executive Director will file their report with the Director of Internal Auditing and the ASI Board of Directors.

Decision to prosecute or refer the matter to law enforcement officials will be made in conjunction with legal counsel, ASI Executive Officers, and the Director of Internal Auditing.

Termination

If an investigation results in a recommendation to terminate the employment of an individual, the recommendation will be reviewed for approval by ASI Human Resources and legal counsel. The policy will be reviewed annually and revised as needed.

d. Whistleblower Protection

ASI policies on Ethics and Fraud require directors, officers, employees and volunteers (members) to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. All members of the organization must practice honesty and integrity in fulfilling their responsibilities.

Reporting Responsibility

It is the responsibility of all members to comply with the policies and to report violations or suspected violations in accordance with this Whistleblower Policy. ASI encourages initial reporting to occur internally to allow for expeditious resolution of all such matters and to minimize the effects of improper actions.

Reporting Violations

The Whistleblower Policy addresses the organization's open-door policy and suggests that members share their questions, concerns, suggestions, or complaints with someone who can address them properly. In most cases, a member's supervisor is in the best position to address an area of concern. However, if the member is not comfortable speaking with their supervisor or is not satisfied with their supervisor's response, then he/she must speak to the Director of Human Resources. The supervisor and/or Director, Human Resources is required to report this notification to the Executive Director upon receipt. The Executive Director or designee will conduct an investigation of the reported concern. In the event that a concern involves fraud, then it must be directly reported to the Executive Director who has the responsibility to investigate all reported violations of policies.

Handling of Reported Violations

The Executive Director will notify the sender and acknowledge receipt of the reported violation or suspected violation within one business day. All reports will be promptly investigated and appropriate corrective action will be taken if warranted by the investigation. If the concern involves an incident of suspected fraud, defalcation, or other irregularity concerning corporate assets, the Executive Director will notify the Chair of the Audit Committee, Chair of the Board of Directors, and the University Director of Internal Audit in writing within twelve hours of receipt and work with the ASI Audit Committee until such matter is resolved. All concerns involving the Executive Director shall be directly reported to the University Risk Manager.

No Retaliation

No member, who in good faith reports a violation of the policies, shall suffer harassment, retaliation, or adverse employment consequence. A member who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of employment. This Whistleblower Policy is intended to encourage and enable members to raise serious concerns within the organization prior to seeking resolution outside the organization.

Acting in Good Faith

Anyone filing a complaint concerning a violation or suspected violation of the policies must be acting in good faith and have reasonable grounds for believing the information disclosed indicated a violation of the Policies. Any allegations that prove to have been made maliciously or knowingly to be false will be viewed as a serious disciplinary offense.

Confidentiality

Violations or suspected violations may be submitted on a confidential basis by the complainant or may be submitted anonymously. Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

2. RESPONSIBILITIES OF THE BOARD

Additional Director Duties

Each member of the Board will be required to incorporate the following responsibilities into their personal job frame work:

- Board members are required to attend (prepared and on time) for the entire duration of all meetings of the Board of Directors which take place every Tuesday from 1:15 – 3:45 P.M.
- Board members are allowed two excused absences per semester.
- Board members are required to sit on an Associated Students, Inc. standing committee and be a liaison to at least one of the following: the Association for Inter Cultural Awareness (AICA), Community Service Inter-club Council (CSICC), Sports Club Inter-club Council (SCICC), Mesa Cooperativa, the Black Student Union (BSU), the Resident Student Association (RSA), the Inter Fraternity Council (IFC), the National Pan-Hellenic Council (NPHC), PanHellenic Council (PHC), and the Multicultural Greek Council (MGC).
- Directors of the Board are required to attend their college's Inter-club council meetings. If scheduling conflicts arise, the director(s) shall have regular contact meetings with their Interclub council chair, Inter-club council members, and their assistant dean.
- Directors of the Board shall establish and maintain weekly office hours (at least one hour a week and by appointment). These hours shall be posted on their respective college's bulletin board and outside the Board of Directors' office.

- When time permits, the Board Chair may schedule ASI promotional events for the Board to carry out after the adjournment of Board Meetings.
- Directors of the Board are required to keep in contact with their constituents, college-based Deans or Assistant/Associate Deans, and report to the Board on issues and concerns from their college. Two reports will be given each week during regularly scheduled Board of Directors meetings beginning the third week of the fall semester. The reports will be given in alphabetical order, with respect to the college's names.
- No member of the ASI Board of Directors shall serve as an officer or director of an ASI program, funding council, or board.
- No member of the ASI Board of Directors shall be employed by the Associated Students Inc.,

Appointments

Shall confirm all presidential appoints by a majority vote to positions that receive financial awards, scholarships, or any other material compensation for service.

- The Executive Officers: Chief Campus Relations Officer, Chief Governmental Officer, and Chief Communications Officer shall be confirmed by a majority vote.
- The Board may remove presidential appointments by a two-thirds vote with the exception of the Executive Officers
- The Board may override with a two-thirds vote any decision of the ASI President to remove/or replace any presidential appointment with the exception of the Executive Officers.

Attendance

Attendance shall be defined as being present prior to the announcement of unfinished business and remaining until the scheduled ending time for the meeting.

- Excused absences for due cause (as defined in ASI Bylaws Article II Section 4, Clause 5):
 - Absence due to scheduled classes are not excused
 - For absence to be excused, the Chair must be properly notified prior to the meeting unless the Director is physically unable to do so.
 - Properly notified is defined as at least twenty-four (24) hours' notice
- Excusal for an absence with due cause may only be granted by a majority vote of the Board
- During summer meetings two (2) excused absences shall be computed as one (1) absence toward the record
- Fall recess, intercession, spring recess, legal holidays, and the last week of instruction shall not be used in computing attendance
- Absent members shall not have voting privileges nor shall they be counted in quorum
- Attendance policy for standing committee meetings
 - If a member's attendance at one standing committee meeting impedes their ability to attend another standing committee meeting, then that member will be excused from the meeting they were unable to attend
 - Members are responsible for requesting excused absences from standing committee meetings which conflict with other appointments, events, or scheduling
 - A member may only be counted as absent from a standing committee meeting if that meeting was held during the regular meeting time as started in ASI Bylaws Article IV Section 8 or at a time previously agreed to by that member.
 - A member may only be counted as absent from a standing committee if that member was properly notified of the time and venue of the meeting.

Contracts

The Board may authorize any officer, agent, or Director to enter into any contract or execute any instrument in the name of and on behalf of the Corporation. Such authority is confined to a specific instance; and unless so authorized by the Board of Directors, no officer, agent, Director, or employee will have any power or authority to bind the Corporation by contract or engagement, to pledge its credit, or to render it liable for any purpose of any amount.

- The maximum amount of a contract shall be determined by the Board of Directors. No contract shall extend beyond the current fiscal year.
- The ASI Executive Director, as an agent of the Board of Directors, is authorized to execute contracts on behalf of the Board of Directors when contracts are consistent with the budgeted programs or when non-budgeted contracts provide personal benefits to ASI members at no cost to the Board of Directors
- The Board of Directors may establish an ad hoc committee to act on behalf of the Board of Directors in making contracts for up to \$10,000 when the Board of Directors is unable to establish quorum. The ad hoc committee shall consist of the ASI President, the Vice Chair/Treasurer of the Board of Directors, five Directors, and the ASI Executive Director.

3. COMPOSITION AND DUTIES OF COMMITTEES

All items brought before the Board should be referred to the proper committee. Emergency situations, as defined by the Gloria Romero Open Meetings Act, may be immediately acted upon by the Board as defined by the Act. The committee must report each proposal, with the exception of the budget, back to the Board within two weeks. The chair of each committee shall be responsible for presiding over committee meetings and reporting the committee's recommendations to the Board. No committee shall consist of two Board members serving from the same college. In the event a committee member should resign, a written notice of their resignation shall be submitted to the chair of the committee.

a. General Composition

All ASI Committees shall be composed of at least a majority of students. The chairs of ASI committees must be students. The chair and ex-officio members shall not be counted when determining if a committee is composed of at least a majority of students.

b. Director Membership

The Chair of the Board shall appoint directors for each standing committee. If there are not enough directors to fill the required number of seats on each committee the chair shall evenly appoint directors to the listed committees in the following order:

- Finance Committee
- Governance Committee
- Audit Committee
- Children's Center Committee

Directors shall be appointed to other committees by the chair, unless specified, in no particular order.

b-c. Audit Committee

The Audit Committee is a requirement of ASI, in accordance with the Nonprofit Integrity Act of 2004. The committee shall be composed of four (4) directors from the ASI Board of Directors, one (1) member of the ASI Finance Committee, and one (1) voting member of the Titan Student Centers Board of Trustees. The previously stated members must be students. Other voting members of the committee shall include two members from the campus community. All members must be approved by the ASI Board of Directors with a majority vote.

The Audit Committee shall convene at least two times annually.

The Act stipulates that the Audit Committee members may not be staff or unpaid volunteers in an operational position of the organization. Additionally, no member from an organization that has a financial interest in ASI may serve on the committee.

After appointing the members to the Audit Committee, the Board of Directors shall appoint one of the four directors to serve as chair of the committee.

The duties of the Audit Committee are as follows:

General Duties

The Audit committee has five areas of responsibility:

- To make recommendations to the ASI Board of Directors regarding the selection and retention of the independent auditor. In addition, on behalf of the board, the Audit Committee may negotiate the compensation of the independent auditor.
- To confer with the auditor to determine on behalf of the ASI Board of Directors that the financial affairs of ASI are in order.
- To review and determine whether or not to accept the audit.
- To ensure that any non-audit services performed by the auditing firm conform to standards of auditor independence.
- To approve the performance on non-audit services by the auditing firm.

Financial Reporting

At the entrance conference prior to the start of the annual audit, the committee will review the intent and scope of the audit to include:

- Quality of compliance controls
- External reporting requirements
- Materiality
- Risk characteristics

During the audit, the audit committee, along with management and the independent auditor, will review the policies and procedures of ASI in order to reasonably ensure the adequacy of internal controls over administration and accounting, compliance with all governing laws and regulation, and financial reporting.

At the conclusion of the audit, the Audit Committee will meet with the independent auditor, without the presence of management, to review the financial results of the audit prior to its publication and release to the general public.

Annual Report

The Chair of the Audit Committee will prepare a report for the ASI Board of Directors that will include, but not be limited to the following:

- Give the opinion of the independent auditor as to the quality of the ASI financial land accounting processes and any recommendations that the independent auditor may have.
- Indicate how any issued described in the management letter are immediately addressed by ASI management.

- Detail discussions with management on the status of implementation of prior year recommendations and corrective plans, if any.
- Evaluate the cooperation received by the independent auditor during its audit, including access to requested information and records.
- Receive comments from management concerning the responsiveness of the auditor to the needs of the operation of the ASI.
- Report on the discharge of the committee's responsibilities.

e.d. Children's Center Committee

The purpose of the Children's Center Advisory Committee (CC), a standing committee of the ASI Board of Directors, is to provide a forum at which all constituents of the Children's Center may discuss issues relating to the operation of the program. CC offers varied perspectives and expertise to assist the program in fulfilling its mission. The committee shall meet at least four times annually. The CC shall have all appointed positions filled by four weeks after the start of Fall semester of that academic year.

The Children's Center Committee shall convene at least three times during the academic year-annually.

The CC reviews and makes recommendations to the ASI Board of Directors, the Children's Center Director, and the Children's Center Parent Advisory Council regarding the following:

- The Children's Center budget
- The results of Parent Surveys
- Program quality assessments
- Children's Center strategic and operating plans
- Collaboration with other CSUF entities and with community entities
- The Children's Center Director shall bring management issues to the attention of the CCC for discussion and input.
- Any member may bring agenda items before the CCC.
- In addition, CCC may make recommendations to the University President regarding childcare issues pertaining to faculty and staff as appropriate.
- Other matters pertaining to the Children's Center

The Children's Center Committee shall be composed of the following:

Voting:

- ASI Board of Directors Chair or designee
- Three (3) Directors from the ASI Board of Directors
- One (1) current student-parent who utilizes the ASI Children's Center
- One (1) current faculty/staff parent who utilizes the ASI Children's Center
- University President's Appointee
- Academic Senate Appointee

Non-Voting:

- Children's Center Director
- ASI Executive Director
- ASI Leader and Program Development Director
- University Chief Financial Officer or designee

d.e. Finance Committee

The Finance Committee shall be composed of no more than four directors, the Vice Chair/Treasurer and up to eight Directors of the Board who shall make recommendations on financial matters. The Vice Chair/Treasurer will chair the Finance Committee.

The Finance Committee will be held on Thursdays between 1:15 PM and 3:45 PM during the academic year.-

The Finance Committee shall hold hearings on all proposed accounts and shall refer its budget recommendations to the Board. The Board shall act on the Finance Committee's recommendations and send them to the University President for approval.

e.f. Governance Committee

The Governance Committee shall be composed of four directors and the Vice Chair/Secretary of the ASI Board of Directors. The Vice Chair/Secretary of the ASI Board of Directors shall chair the committee. The Governance Committee shall make recommendations concerning policy, bylaws, and the articles of incorporation to the Board.

The Governance Committee will be held on Thursdays between 1:15 PM and 3:45 PM during the academic year.

General Duties

The duties of the Governance Committee are as follows:

- Review and update ASI Policies and Bylaws.
- Fill vacancies on the ASI Board of Directors.
- Hear concerns and offer advice and/or resolutions subject to Board approval.

Filling Vacancies

In the event of a vacancy in which ASI Policy Concerning Student Appointments cannot be followed, the Governance Committee shall appoint a Director to a majority vote approval by the ASI Board of Directors.

- Eligible students for appointment include (where the vacancy exists):
 - Students declared in the academic college,
 - Undeclared students,
 - Students with multiple minors as long as one of the minors is in the academic college,
 - Specifically for the College of Education Directors may also qualify by meeting requirements in Article XII, Section 2, Clause 4 of the Bylaws.

g. Board Leadership Review Committee

The Board Leadership Review Committee shall assess the Chair and Vice Chairs of the ASI Board of Directors to determine whether they are adequately fulfilling their duties. The committee shall be composed of four Directors of the Board, the Faculty Representative, the University President Representative, the Executive Director or designee, and the Chief Campus Relations Officer. All members must be nominated and approved by the Board of Directors with a majority vote.

The Board Leadership Review Committee shall convene at least one time annually.

The Board of Directors shall elect one of the four (4) Directors to serve as chair of the committee. Leaders under review may not serve on the committee.

The elected members of the Board Leadership Review Committee shall be chosen:

- One Director shall be chosen through a bi-annual alternating system and should represent four different colleges:
 - One Director from each of the colleges shall serve on the committee on even-numbered years: College of the Arts, College of Communication, College of Humanities and Social Sciences, and College of Natural Science and Mathematics
 - One Director from each of the colleges shall serve on the committee on odd-numbered years: Mihaylo College of Business and Economics, College of Education, College of Engineering and Computer Science, and the College of Health and Human Development.
 - If there is an insufficient number of candidates available in the current year, candidates may be chosen from the alternating year.

General Duties

The general duties of the Board Leadership Review Committee are as follows:

- Perform a leadership review of the current Chair and Vice Chair and make a recommendation to the Board
 - The review and recommendation shall be placed on the Board's agenda as the first order of new business on Week 12.
 - During the Chair's review the Vice Chair/Secretary shall lead the meeting.
 - During the Vice Chairs' review, the Chair shall lead the meeting
- The Board of Directors will then vote to either accept or reject the committee's conclusions.
- If the Board of Directors determines that the performance of the Chair and/or Vice Chairs has been successful, they shall continue their duties. If the Board of Directors determines that the performance of the Chair and/or Vice Chairs has been unsuccessful, a new election for that position shall take place on the last meeting of the Fall Term.

~~a. Director Membership~~

~~The Chair of the Board shall appoint directors for each standing committee. If there are not enough directors to fill the required number of seats on each committee the chair shall evenly appoint directors to the listed committees in the following order:~~

- ~~● Finance Committee~~
- ~~● Governance Committee~~
- ~~● Audit Committee~~
- ~~● Children's Center Committee~~

~~Directors shall be appointed to other committees by the chair, unless specified, in no particular order.~~

4. COMMITTEE HANDBOOKS

There is a need for continuity from semester to semester in each of the standing committees of the Associated Students Board of Directors, and there is a need for a documented record of past actions and considerations of each committee, not only for public record but also to preserve long-term goals within the committees over time. There is a need for background information of past actions/considerations of each of the committees for the reference of new members to those committees.

Each of the Standing Committees of the ASI Board of Directors shall develop and maintain its own Committee Policy Handbook. This Handbook shall, at least, consist of a brief record of all major actions or proposals of the committee during the course of the semester, along with recommendations by the current committee of any actions/proposals that it feels should be continued in following semesters: and that this Handbook shall be maintained by the committee chairs (or their designee) on a semester basis.

5. AGENDAS FOR BOARD MEETINGS

All items shall be sponsored by a member of the Board of Directors. Directors sponsoring items shall provide, to the ~~ASI Executive Assistant~~Chair of the Board of Directors, a written (either typed or printed) copy of the proposed action and all supporting documents ~~three-four~~ or more legal days prior to the Board of Directors or Committee meeting. ~~This shall include the brief description of the item to appear on the agenda.~~^[BK1] ~~The Executive Assistant shall sign, date, and indicate the time of submittal on each proposal.~~ Items coming from committee shall be placed on the agenda before items from individuals. The ~~Executive Assistant~~Recording Secretary shall make available, for public inspection, a copy of each proposal^[BK2]. All items on the agenda, including those to be discussed in closed session, shall contain a brief general description (not to exceed twenty (20) words) of the item. Items with a financial component shall also include the amount and source of funds involved. The agenda shall specify the time, date, and location of the meeting, and shall be posted in an area of the campus which is publicly accessible twenty-four hours per day. Nothing in this policy is to be interpreted as prohibiting the Board from reordering the agenda at the time of the meeting.

Public Notice

Public notice of regular meetings shall consist of the meeting's agenda being posted in locations that are freely accessible to members of the public (pursuant to Education Code Section 89305.5). In addition, it shall be sent electronically and included on the ASI Website.

6. REGULAR MEETINGS

The^[BK3] ASI Board of Directors and all of its committees will conduct their business in duly noticed public meetings and are required to comply with all provisions of the Gloria Romero Open Meetings Act (Education Code Sections 89305 to 89307.4). The regular meetings throughout the academic year beginning with the first week of instruction, and will be held every Tuesday between 1:15 PM to approximately 3:45 PM. The ASI Board of Directors will hold summer meetings; the times and dates will be decided upon by majority.

The time and location of all regular meetings shall be re-established annually at the first meeting of the academic year (pursuant to Education Code Section (89305.5).

6.7. PUBLIC SPEAKING TIME

The Public Speaking Time is hereby established as a forum, which enables the Board of Directors and the ASI Standing Committees to receive feedback from their constituencies, and allows members of the campus community to update the Board of Directors on their campus concerns, and is in compliance with the Gloria Romero Open Meetings Act (Education Code Sections 89305 to 89307.4).

As established, Public Speaking Time is subject to the following rules:

Public Speaking Time shall consist of a total of fifteen (15) minutes to be divided equally among all public speakers. Those wishing to make use of this time may speak on any agenda item or other topic affecting higher education at the campus or statewide level during the regular Board of Directors' and Committee meetings. Public Speaking Time shall be scheduled before any Business items are considered. Public Speaking Time may be extended by a ruling of the Chair of the Board of Directors/Committee or by an action of the Board of Directors/Committee. Public Speaking Time is set aside for the use of members of the campus community alone, except by special petition to the Chair. Members of the Board of Directors/Committee may briefly respond to comments made or questions posed by public speakers. In no case shall such responses exceed one minute in length, except by special petition to the Chair. For special meetings of the Board of Directors or Committees, a Public Speaking Time shall also be provided,

not to exceed fifteen minutes (extendable by ruling of the Chair or action of the Board of Directors/Committee). For those meetings, the public speakers shall be restricted to addressing the items on the agenda. This time shall occur before consideration of the items.

7.1. SPECIAL ASI PARKING PRIVILEGES

~~The Associated Students, Inc. shall be allotted twenty-nine (29) Faculty/Staff parking permits to facilitate easy access to parking areas close to the ASI offices and assure available parking space for officers maintaining a regular schedule of hours devoted to A.S. duties and functions. The following officers shall each receive a Faculty/Staff decal by virtue of their position:~~

- ~~● All student members of the ASI Board of Directors (16)~~
- ~~● ASI President (1)~~
- ~~● ASI Executive Vice President (1)~~
- ~~● ASI Vice President of Finance (1)~~
- ~~● ASI Chief Administrative Officer (1)~~
- ~~● ASI Chief Governmental Officer (1)~~
- ~~● ASI Chief Communications Officer (1)~~
- ~~● ASI Elections Commissioner (1)~~
- ~~● ASI Productions Administrative Director (1)~~
- ~~● Titan Student Centers Governing Board Chair (1)~~
- ~~● Titan Student Centers Governing Board Vice Chair for Planning (1)~~
- ~~● Titan Student Centers Governing Board Vice Chair for Services (1)~~
- ~~● ASI Association for Inter Cultural Awareness Administrative Chair (1)~~
- ~~● ASI Titan Tusk Force Administrative Director (1)~~

~~Upon resignation or removal of any of the above mentioned officers their Faculty/Staff parking permit shall be returned to the University Cashiers office within one week. The University Cashiers office will then give them a regular student permit for the remainder of the semester. Any student who is then appointed or elected to fill the vacant position shall receive the Faculty/Staff parking permit.~~

~~If the parking policy is abused by any of the above mentioned students, their Faculty/Staff parking permit will be revoked for the remainder of their term.~~

~~CSUF Faculty/Staff Parking permits must be purchased from the University Cashiers office at the regular cost by the above mentioned officers who will each receive a letter from the Dean of Students office giving them permission to purchase a permit.~~

8. CLOSED MEETINGS

The ASI Board of Directors, committee, or funding councils may hold a closed meeting from which the public is excluded only if it has provided sufficient notice of such meeting and only to consider:

- Negotiations relative to real property
- Certain litigation pursuant to advice of legal counsel
- Certain employment matters
 - An ASI "employee" shall not include any person elected or appointed to office
- Collective bargaining
- Certain matters relating to a particular employee (unless the employee requests a public hearing)
- To confer with law enforcement officials
- Such other matters as specifically enumerated in Education Code Section 89307

Prior to holding any closed meeting, the ASI Board of Directors, committee, or funding council shall disclose on its posted agenda and in an open, public, regular meeting the item(s) to be discussed in the closed meeting. No other items shall be considered in the closed meetings. Immediately after any closed meeting it shall reconvene into a public regular meeting prior to adjournment and make disclosure of what actions, if any, were taken in the closed meeting.

8.9. EMERGENCY SITUATIONS AND EMERGENCY MEETINGS

Action and/or discussion may be taken on an item not appearing on the posted agenda during a regular or special meeting of the Board of Directors only upon a determination by the Board of Directors that an emergency situation exists, pursuant to Education Code section 89305.5;

An “emergency situation” applies only when:

- A work stoppage, or other activity which severely impairs public health, safety, or both exists;
- ii. A crippling disaster that severely impairs public health, safety, or both has occurred.

To determine that an emergency situation exists, two-thirds of the total Board of Directors membership (or if quorum is established, but less than two-thirds are present, a unanimous decision of the members present is necessary) agrees that one of the criteria exists, and that emergency action should be taken. The need for such action must have come to the attention of the Board of Directors after the agenda for the meeting was posted. In the event of an emergency situation, an emergency meeting of the Board of Directors may also be called.

A minimum of one hours’ notice shall be provided before such a meeting is called to order. The criteria for when such a meeting may be called shall be identical to that of part 1(a) above, and it must be called by petition of a majority of the membership of the Board of Directors. If any forms of communication are functioning, the Chair (or designee) shall attempt to contact every member of the Board of Directors, using the most recent contact list available, of the meeting time, location, and topic. The Chair (or designee) shall also perform their due diligence to inform the public, in any way possible, of the meeting.

If no forms of communication are functioning, this subsection is waived, and all persons shall instead be notified as soon as possible after the meeting, of the purpose and action taken (if any) at the meeting. After any emergency meeting, the minutes of the meeting shall be publicly posted for a minimum of ten days. Included in the minutes shall be a list of the persons and organizations that the Chair (or designee) successfully notified, or attempted to notify. Also, a copy of actions taken (if any) and roll call vote(s) taken shall be included. Under no circumstances may the Board of Directors meet in a closed session under discussion of an emergency matter, whether during a regular, special, or emergency meeting.

10. SPECIAL ASI PARKING PRIVILEGES

The Associated Students, Inc. shall be allotted twenty-nine (29) Faculty/Staff parking permits to facilitate easy access to parking areas close to the ASI offices and assure available parking space for officers maintaining a regular schedule of hours devoted to A.S. duties and functions. The following officers shall each receive a Faculty/Staff decal by virtue of their position.

- All student members of the ASI Board of Directors (16)
- ASI President (1)
- ASI Executive Vice President (1)
- ASI Vice President of Finance (1)
- ASI Chief Administrative Officer (1)
- ASI Chief Governmental Officer (1)

- ASI Chief Communications Officer (1)
- ASI Elections Commissioner (1)
- ASI Productions Administrative Director (1)
- Titan Student Centers Governing Board Chair (1)
- Titan Student Centers Governing Board Vice Chair for Planning (1)
- Titan Student Centers Governing Board Vice Chair for Services (1)
- ASI Association for Inter-Cultural Awareness Administrative Chair (1)
- ASI Titan Tusk Force Administrative Director (1)

Upon resignation or removal of any of the above mentioned officers their Faculty/Staff parking permit shall be returned to the University Cashiers office within one week. The University Cashiers office will then give them a regular student permit for the remainder of the semester. Any student who is then appointed or elected to fill the vacant position shall receive the Faculty/Staff parking permit.

If the parking policy is abused by any of the above mentioned students, their Faculty/Staff parking permit will be revoked for the remainder of their term.

CSUF Faculty/Staff Parking permits must be purchased from the University Cashiers office at the regular cost by the above-mentioned officers who will each receive a letter from the Dean of Students office giving them permission to purchase a permit.

9.11. CHANGES MADE TO THE ASI BYLAWS AND POLICIES

All substantive changes made to the ASI Bylaws and/or policy Statements shall be submitted to the Vice Chair of the Board/Secretary for review to assess the impact on existing policies and Bylaws. After said review by the Vice Chair of the Board of Directors, proposed changes will be reviewed by the ASI Executive Director for further recommendations and legal analysis prior to being submitted to the Governance Committee for approval. Once approved by the Governance Committee, the changes will be forwarded to the Board of Directors for final approval.



**A RESOLUTION APPROVING CHANGES TO ASI POLICY CONCERNING
BOARD OF DIRECTORS OPERATIONS**

Sponsor: Maria Linares

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 the ASI Board of Directors, who set policy for the organization, approve all funding allocations to programs and services, and advocate on behalf of student interests on committees and boards; and

WHEREAS, ASI corporate policy provides guidance for how ASI works to achieve the mission and goals of the organization; and

WHEREAS, the current ASI Bylaws Article IV includes language which should be reflected in ASI Policy; and

WHEREAS, ASI Bylaws Article IV and ASI Policy Concerning Board of Directors lacks language consistent with current California Nonprofit Public Benefit Corporation Law and other applicable statutes and regulations; therefore let it be

RESOLVED, ASI approves the Policy Concerning Board of Directors Operations to include updated information regarding director responsibilities and regular and closed meetings; list all committees in a consistent format; and reorder subheadings; and let it be finally

RESOLVED, that this resolution be distributed to the ASI Executive Director, ASI Associate Executive Director, and applicable ASI departments for appropriate action.

Adopted by the Board of Directors of the Associated Students Inc., California State University, Fullerton on this twenty-seventh day of November in the year two thousand eighteen.

Tristan Torres
Chair, Board of Directors

Maria Linares
Vice Chair/Secretary, Board of Directors

Associated Students Inc., California State University, Fullerton President/CEO does hereby
[] approve / [] refuse to approve this resolution.

Joshua Borjas
ASI President/CEO

Date

ASSOCIATED STUDENTS, CSUF, INC.

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BYLAWS FOR THE REGULATIONS,
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ARTICLES OF INCORPORATION, OF
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ARTICLE I

MEMBERSHIP

- Section 1. **MEMBERS** Any person duly registered as a student at California State University, Fullerton (hereafter referred to as CSUF), who has paid the membership fee and has not legally forfeited the right of membership is a member of the student body of the Associated Students, California State University, Fullerton, Incorporated (hereinafter referred to as ASI). All members of the student body shall hold equal voting rights. Subject to other applicable qualifications, all said members are eligible to run for office.
- Section 2. **HONORARY MEMBERS** Any person may be elected to honorary life membership by a majority vote of the ASI Board of Directors in recognition of and appreciation for unselfish service and assistance rendered to ASI. Honorary members are entitled to all ASI privileges exclusive of making motions, voting, and holding office.
- Section 3. **ASSOCIATED MEMBERS** Associated membership may be granted to any person who pays ASI fees. Associated members are entitled to all ASI privileges exclusive of making motions, voting, and holding office.

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ARTICLE II

BYLAWS

- Section 1. **COPIES OF THE BYLAWS** An up-to-date copy of these Bylaws shall be maintained by the Vice Chair who serves as Secretary of the ASI Board of Directors. At the end of every semester, the Governance Committee shall prepare a sufficient number of these Bylaws and The Articles of Incorporation, so that they may be made available upon written request to members of the student body, to the ASI Board of Directors, and any other interested persons.
- Section 2. **BYLAWS EFFECTIVE DATE** All Bylaws in this document shall become effective after approval by a majority of the ASI Board of Directors and upon the signature of the ASI President.
- Clause 1. Changes to Article VIII through Article XIII of these Bylaws must be approved by a majority of the ASI Board of Directors no later than the sixth week of the spring semester in order to take affect the semester they are approved. Following the sixth week, the changes made during the spring semester shall take effect on July 1.
- Section 3. **AMENDMENTS** These Bylaws can be amended only by a two-thirds vote of the ASI Board of Directors.
- Section 4. **CONSTRUCTION & DEFINITIONS** The general provisions, rules of construction, and definitions contained in the California non-profit Corporation Law will govern the construction of these Bylaws. The ASI Board of Directors will have jurisdiction over questions involving the interpretation of this document.
- Clause 1. Calendar days shall be defined as the standard days of the year, twenty-four (24) hours, Monday-Sunday.
- Clause 2. Legal days shall be defined as the business hours of the Corporation, 8:00 a.m. to 5:00 p.m., Monday through Friday, with the exception of University-recognized holidays.
- Clause 3. Weeks of a semester shall be counted as Monday-Sunday with the first week beginning on the first Monday of instruction. This definition shall be used when using the term “week in the semester” or a similar phrase as mentioned in these Bylaws and ASI Policy Statements.
- Clause 4. Quorum for the ASI Board of Directors, standing committees, and ad hoc committees is defined as at least 50% plus one (1) voting member. During ASI Board of Directors meetings, the Chair of the ASI Board of Directors shall be counted in the quorum. There must be at least ten current voting Directors in order for the ASI Board of Directors to conduct business.
- Clause 5. Due cause shall be defined as:
- a. absences due to participation in an official University-recognized program at which the member's attendance is required (limited to two (2) excused absences per semester);

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- b. absences due to illness of a Director or a member of his or her immediate family who requires the Director's care or for bereavement of a Director's immediate family member;
 - c. absences due to requirements of official ASI business; or
 - d. absences due to individual circumstances; due cause and validity are to be determined by the ASI Board of Directors on a case-by-case basis.
- Clause 6. Officers do not have voting privileges, but oversee specific areas and may provide reports, make proposals, and advise the ASI Board of Directors. The officers serve by virtue of their positions.
- Clause 7. A "standing committee" is a committee authorized by the ASI's governing instruments or resolution of the ASI's Board of Directors. A standing committee provides a periodic overview of the regular ongoing functions for which it was formed and makes periodic reports to the ASI Board of Directors.
- Clause 8. An "ad hoc committee" has all of the authorization and duties of a standing committee except that it is established by the ASI Board of Directors for a particular purpose and shall dissolve upon completion of its assigned purpose or twelve months of its creation, whichever first occurs.
- Clause 9. "Disqualification" is a condition under which a person may not assume, continue in, or run for any elected or appointed ASI position. Disqualification can only be finalized by a two-thirds vote of the ASI Board of Directors.
- Clause 10. "Automatic Disqualification" shall be a disqualification that occurs immediately and without need for action by the ASI Board of Directors.
- Clause 11. "Removal from the ballot" shall be a state under which a potential candidate for elected ASI office may not appear on a printed ballot. Such a candidate is not prevented from running for ASI office as a write-in candidate.
- Clause 12. A "write-in candidate" shall be defined as any person who runs for office within ASI and does not have their name pre-printed on the ballot. Write-in candidates shall have the same rights and responsibilities as all other candidates except that they are exempt from Article IX, Section 4, and Clauses 1-5 of these Bylaws.

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ARTICLE III

PARLIAMENTARY

PROCEDURE

- Section 1. **PARLIAMENTARY PROCEDURE** The parliamentary authority for this organization shall be *Robert's Rules of Order, Newly Revised*.
- Section 2. **ROLL CALL VOTE** The Chair of the ASI Board of Directors shall order a roll call vote for all action items on the agenda with the exception of approving the agenda, approving minutes, or parliamentary procedures.

BYLAWS FOR THE REGULATIONS,
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ARTICLE IV

ASI BOARD OF DIRECTORS

Section 1. MEMBERS AND OFFICERS OF THE ASI BOARD OF DIRECTORS

Clause 1. Voting members of the ASI Board of Directors, each of whom is entitled to vote (hereinafter referred to as Directors) should consist of:

- a. two Directors from the College of the Arts,
- b. two Directors from the Mihaylo College of Business and Economics,
- c. two Directors for the College of Communications,
- d. two Directors from the College of Education,
- e. two Directors from the College of Engineering and Computer Science,
- f. two Directors from the College of Health and Human Development,
- g. two Directors from the College of Humanities and Social Sciences,
- h. two Directors from the College of Natural Sciences and Mathematics,
- i. one Director selected by the Academic Senate, and
- j. one Director selected by the President of the University.

Clause 2. Standing Liaison Officers (who have no vote) to the ASI Board of Directors shall consist of:

- a. the ASI President,
- b. the ASI Vice President,
- c. the ASI Chief Campus Relations Officer,
- d. the ASI Chief Governmental Officer, and
- e. the ASI Chief Communications Officer.

~~f.~~ Clause 3. Standing Advisor to the Board of Directors and is not a Board member:

~~, and~~

- a. the ASI Executive Director.

Section 2. POWERS Subject to limitations imposed by law or the Articles of Incorporation, oversight of the business and affairs of the Corporation shall be controlled by the ASI President and the ASI Board of Directors, and all corporate powers shall be exercised jointly by them.

Clause 1. The ASI President and the ASI Board of Directors shall jointly determine the financial assets of the ASI.

Clause 2. The ASI Board of Directors shall require two-thirds vote to ratify changes in the Articles of Incorporation.

Clause 3. The ASI Board of Directors may amend Bylaws only by two-thirds of voting members.

Clause 4. The ASI Board of Directors shall adopt by a majority vote such policies as it deems necessary for procedural and administrative purposes.

- a. ASI Policy Statements shall be consistent with the ASI Articles of Incorporation and Bylaws.

BYLAWS FOR THE REGULATIONS,
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- b. The year of last revision shall be stated on each of the ASI Policy Statements.
 - c. The ASI Board of Directors may amend ASI Policy Statements by a majority vote.
- Clause 5. ASI Board of Directors shall be advocates for student concerns from their respective colleges or from the university. Directors shall engage the students of their college in discussion about relevant college-specific and/or university-wide concerns.
- Clause 6. Directors shall meet with the Chair of the ASI Board of Directors a minimum of once per semester. Directors shall meet with their respective college Deans at least once per semester. Directors shall meet with the ASI Executive Director and ASI Associate Executive Director at least once per semester.
- Clause 7. Goals shall be submitted to the Chair of the ASI Board of Directors and the ASI Executive Director at a time near the beginning of the academic year as determined by the Chair of the ASI Board of Directors.
- Clause 8. Directors shall update the Vice Chair/Secretary weekly with a brief report of activities within the committees, commissions, and/or councils that they may sit on.
- Clause 9. Committees
- a. The ASI Board of Directors establishes such committees as it deems necessary to study and make recommendations on proposals referred to them.
 - I. The ASI Board of Directors shall determine by a majority vote the size and composition of all special or ad hoc committees.
 - b. The ASI President or designee, ASI Vice President or designee, the ASI Board of Directors Chair or designee, and ASI Executive Director or designee shall serve as ~~ex-officio~~standing liaison officers~~members~~ on all ASI special, ad hoc, and standing committees, except the Audit Committee.
 - ~~c. All standing committees should be made up of members of the Board, and each committee should include no more than one Board member from each college.~~
 - ~~d. All ASI Committees shall be composed of at least a majority of students. The chairs of ASI committees must be students. The chair and ex-officio members shall not be counted when determining if a committee is composed of at least a majority of students.~~
 - ~~e.c.~~ Standing committees shall include the Audit Committee, Children's Center Advisory Committee, Finance Committee, Governance Committee, and the Board Leadership Review Committee. Refer to ASI Policy for more information on committees.
 - (1) The purpose of the Audit Committee is to: (1) to make recommendations to the Board regarding the selection and retention of the independent auditor (including compensation), (2) to confer with the auditor to determine that the financial affairs of the Associated Students Inc., CSUF, CSUF, Inc. (ASI) are

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in order, (3) to review and determine whether or not to accept the audit, (4) to ensure that any non-audit services performed by the auditing firm conform to standards of auditor independence, (5) and to approve the performance on non-audit services by the auditing firm.

(1) The Audit Committee shall be composed of four (4) members of the board, one (1) member of the ASI Finance Committee, and one (1) voting member of the Titan Student Centers Board of Trustees.

(2) The Audit Committee shall convene at least two times annually.

~~I. The previously stated members must be students. Other voting members of the committee shall include two (2) members from the campus community. All members must be approved by the Board with a majority vote. No members may be staff or unpaid volunteers in operational positions of the organization (ASI). Additionally, no members from an organization that has financial interest in the ASI may serve on the committee. The Board shall appoint one of the four (4) members of the Board to serve as chair of the committee.~~

~~(1) The Audit Committee has five (5) areas of responsibilities: (1) to make recommendations to the Board regarding the selection and retention of the independent auditor (including compensation), (2) to confer with the auditor to determine that the financial affairs of the Associated Students, CSUF, Inc. (ASI) are in order, (3) to review and determine whether or not to accept the audit, (4) to ensure that any non-audit services performed by the auditing firm conform to standards of auditor independence, (5) and to approve the performance on non-audit services by the auditing firm.~~

~~(2) At the entrance conference prior to the start of the annual audit, the committee will review the intent and scope of the audit to include: quality of compliance controls, external reporting requirements, materiality, and risk characteristics. During the audit, the Audit Committee, along with management and the independent auditor will review the policies and procedures of the ASI in order to reasonably ensure the adequacy of internal controls over administration, accounting compliance with all governing laws and regulations, and financial reporting. At the conclusion of the audit, the Audit Committee will meet with the independent auditor, without the presence of management, to review the financial results of the audit prior to its publication and release to the general public.~~

~~(3) The Chair of the Audit Committee will prepare a report for the Board that will include, but not be limited to the following: present the opinion of the independent auditor as to the quality of the ASI financial and accounting processes and any recommendations that the independent auditor may have, indicate how any issued described in the management letter are immediately addressed by ASI management, detail discussions with management on the status implementation of prior year recommendations and corrective plans, if any, evaluate the cooperation received by the independent auditor during its audit, including access to requested information and records, receive comments from management concerning the responsiveness of the auditor to the needs of the operation of the ASI, and report on the discharge of the~~

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~~committee's responsibilities.~~

- ~~II.~~ The purpose of the Children's Center Advisory Committee (hereinafter referred to as the "CC") is to provide a forum at which all constituents of the CC may discuss issues relating to the operation of the program.
- ~~(1)~~ The CC shall be composed of the following: one (1) current student-parent who utilizes the CC, one (1) current faculty/staff parent who utilizes the CC, one (1) University President's Appointee, one (1) Academic Senate Appointee, and three members of the Board. The Board shall appoint one of the three (3) members of the Board to serve as chair of the committee.
- ~~(2)~~ The CC shall convene at least three times during the academic year.
- ~~II.~~
- ~~(1)~~ The CC shall have all appointed positions filled four weeks after the start of the Fall semester of that academic year.
- ~~(2)~~ The CC reviews and makes recommendations to the Board, the Children's Center Director, and the Children's Center Parent Advisory Council regarding the following: the Children's Center budget, the results of parent surveys, program quality assessments, Children's Center strategic and operating plans, collaboration with other CSUF entities and with community entities, management issues brought by the Children's Center Director for discussion and input, agenda items brought by members, and, in addition, the CC may make recommendations to the University President regarding childcare issues pertaining to faculty and staff as appropriate.
- ~~III.~~ The ~~purpose of the~~ Finance Committee shall hold hearings on all proposed accounts and shall refer its budget recommendations to the Board. ~~The Board shall act on the Finance Committee's recommendations and send them to the University President for approval.~~
- ~~(1)~~ The Finance Committee shall be composed of four (4) members of the Board and the Vice Chair/Treasurer. The Vice Chair/Treasurer shall chair the Finance Committee.
- ~~(2)~~ The Finance Committee will be held on Thursdays throughout the academic year.
- ~~(The preceding paragraph shall be in effect after June 1, 2017).~~
- ~~IV.~~ The ~~purpose of the~~ Governance Committee shall make recommendations concerning policy, bylaws, and the articles of incorporation to the Board. Governance Committee shall be responsible for interviewing and recommending applicants for vacant Director positions during the academic term.
- ~~(1)~~ The Governance Committee shall be composed of four (4) members of the Board and the Vice Chair/Secretary. The Vice Chair/Secretary shall chair the Governance Committee.
- ~~III.~~ ~~(2)~~ The Governance Committee will be held on Thursdays throughout the academic year.
- ~~V.~~ The ~~purpose of the~~ Board Leadership Review Committee shall assess the Chair and Vice Chairs of the ASI Board of Directors to determine whether they are adequately fulfilling their duties.

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(1) The committee shall be composed of four (4) Directors of the Board, the Faculty Representative, the University President Representative, the Executive Director or designee, and the Chief Campus Relations Officer.

(2) The Board Leadership Review Committee shall convene at least once during the Fall Term before Week 11.

~~IV. All members must be nominated and approved by the Board of Directors with a majority vote. The Board of Directors shall elect one of the four (4) Directors of the Board to serve as chair of the committee. Leaders under review may not serve on the Board Leadership Review Committee.~~

~~(1) The four (4) Directors shall be chosen through a bi-annual alternating system as available and should represent four different colleges:~~

~~One Director from each of the colleges shall serve on the committee on even-numbered years: College of the Arts, College of Communication, College of Humanities and Social Sciences, and College of Natural Science and Mathematics.~~

~~One Director from each of the colleges shall serve on the committee on odd-numbered years: Mihaylo College of Business and Economics, College of Education, College of Engineering and Computer Science, and the College of Health and Human Development.~~

~~If there is an insufficient number of candidates available in the current year, candidates may be chosen from the alternating year.~~

~~(2) The Board Leadership Review Committee shall meet once during the Fall Term before Week 11. This committee has the responsibility to perform a leadership review of the current Chair and Vice Chairs and to make a recommendation to the Board.~~

~~(3) The committee's review and recommendation shall be placed on the Board's agenda as the first order of new business on Week 12. During the Chair's review the Vice Chair/Secretary shall lead the meeting. During the Vice Chairs' review, the Chair shall lead the meeting. The Board of Directors will then vote to either accept or reject the committee's conclusions.~~

~~(4) If the Board of Directors determines that the performance of the Chair and/or Vice Chairs has been successful, they shall continue their duties. If the Board of Directors determines that the performance of the Chair and/or Vice Chairs has been unsuccessful, a new election for that position shall take place on the last meeting of the Fall Term.~~

Clause 10. Appointments

- a. The ASI Board of Directors shall confirm by a majority vote all presidential appointments to positions that receive financial awards, scholarships, or any other material compensation for service. Refer to ASI Policy for additional information

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on appointments.

~~b. The Chief Campus Relations Officer, Chief Governmental Officer, and Chief Communications Officer shall be confirmed by a majority vote of the ASI Board of Directors and shall be known as the Executive Officers.~~

~~c. The ASI Board of Directors may remove presidential appointments by a two-thirds vote with the exception of the Executive Officers.~~

~~d. The ASI Board of Directors may override with a two-thirds vote any decision of the ASI President to remove and/or replace any presidential appointment with the exception of the Executive Officers.~~

Clause 11. The ASI Board of Directors may authorize any officer, agent, or director to enter into any contract or execute any instrument in the name of and on behalf of the Corporation. Refer to ASI Policy for more information. Such authority is confined to a specific instance; and unless so authorized by the ASI Board of Directors, no officer, agent, director, or employee will have any power or authority to bind the Corporation by contract or engagement, or to pledge its credit, or to render it liable for any purpose of any amount.

~~a. The maximum amount of a contract shall be determined by the ASI Board of Directors. No contract shall extend beyond the current fiscal year.~~

~~b. The ASI Executive Director, as an agent of the ASI Board of Directors, is authorized to execute contracts on behalf of the ASI Board of Directors when contracts are consistent with the budgeted programs or when non-budgeted contracts provide personal benefits to ASI members at no cost to the ASI Board of Directors.~~

~~e.a.~~ The ASI Board of Directors may establish an ad hoc committee to act on behalf of the ASI Board of Directors in making contracts for up to \$10,000 when the ASI Board of Directors is unable to establish quorum. The ad hoc committee shall consist of the ASI President, the Vice Chair/Treasure of the Board of Directors, five Directors, and the ASI Executive Director.

Clause 12. The Board may override any presidential veto by a two-thirds vote within fourteen (14) legal days of the veto.

Section 3. **TERM OF OFFICE** Directors shall serve a one-year term. Directors elected to fill a vacancy shall serve the remainder of the original term.

Clause 1. A full-year term following the general election shall commence on June 1 and end on the following May 31.

Section 4. CONDUCT

Clause 12. All communication and behavior of Board of Directors members shall demonstrate a high degree of ethics and professionalism, which includes but is not limited to purposefulness and respect, especially when general students or guests are attending the Board of Directors

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meetings.

- a. During the Board of Directors trainings the Board shall set behavioral norms for the Board of Directors meetings, including but not limited to preparedness and the use of electronic devices, which will be enforced by the Board of Directors Chair.

Clause 2. All Directors shall be held accountable for the conduct and responsibilities of the Board of Directors as stated in ASI Policy.

Section 57. RESIGNATION In the event a Director should resign, written notice of their resignation should be submitted to the ASI Board of Directors Chair.

Section 64. VACANCIES ~~—DIRECTORS~~

Clause 1. A vacancy on the ASI Board of Directors exists in the case of death, resignation, removal of a Director, or in the event of a failure to elect the fully authorized number of Directors.

Clause 2. Vacancies reduce quorum.

Clause 34. Declaration of Vacancy

- a. A student officeholder (Director or Officer), position will become vacant by a Board declaration of position vacancy for:

I. Removal for F~~Failure~~ to meet academic qualifications

- (1) A Director shall be removed from office if at any time during tenure in office they they fail to meet the academic qualifications as set forth in Article XII of these Bylaws or in current directive(s) from the chancellor's office.

~~a-~~ II. Failure to perform prescribed duties of the office as stated in ASI Bylaws and ASI Policy.

III. Clause 2. Removal for f~~F~~ Failure to meet attendance requirements

- (1) Directors are charged with the specific trust of representing their student constituency. Failure to attend regularly scheduled ASI Board of Directors meetings and/or meetings of the committee or council in which they are assigned without showing due cause (defined Article II, Section 4, Clause 5) shall be considered a violation of that trust and grounds for removal from office. The Chair of the ASI Board of Directors shall be responsible for initiating the removal process.

A Director shall be removed if they miss any of the following in one semester without due cause (as defined in Article IV, Section 5, Clause 2):

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~~ii.i.~~ two consecutive ASI Board of Directors meetings,

~~iii.ii.~~ two consecutive meetings of the standing committee to which they are assigned,

~~iv.iii.~~ two consecutive meetings of the council to which they are assigned,

~~v.iv.~~ three ASI Board of Directors meetings, or a total of three meetings of the committees

v. or councils to which they are assigned.

~~vi.IV.~~ Violation of the CSU Student Code of Conduct; or

~~vii.V.~~ Gross abuse of authority or discretion

(1) The Board of Directors may declare the office vacant of any Director or Officer who has been declared of unsound mind by final court order, of convicted of a felony, or been found by a final court order to have breached any duty under Corporations Code Section 5230.

Clause 4. Directors are appointed per ASI Policy.

Clause ~~53.~~ Appeals

—A Director can appeal their removal by the next regularly scheduled ASI Board of Directors meeting immediately following the Director's removal. Appeals must be submitted in writing. Reinstatement requires a three-fourths vote of the ASI Board of Directors.

~~Clause 3. In the event of a vacancy in which ASI Policy Concerning Student Appointments cannot be followed, the Governance Committee shall appoint a Director subject to a majority vote approval by the ASI Board of Directors. The following students are eligible for appointment:~~

~~a. students declared in the academic college in which the vacancy exists,~~

~~b. undeclared students,~~

~~c. students with multiple majors as long as one of the majors is in the academic college where the vacancy exists, and~~

~~d. students with multiple minors as long as one of the minors is in the academic college where the vacancy exists.~~

~~Clause 4. In addition to the Clause 3a through 3d, a Director appointed to the College of Education may also qualify by meeting the requirements in Article XII, Section 2, Clause 4 of these Bylaws.~~

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~~Clause 5. Directors appointed per Article IV, Section 4 of these Bylaws or ASI Policy Concerning Student Appointments shall serve until May 31.~~

~~Section 5. ATTENDANCE POLICY~~

~~Clause 1. Attendance shall be defined as being present prior to the announcement of unfinished business and remaining until the scheduled ending time for the meeting.~~

~~Clause 2. Excused absences for due cause~~

~~a. Absence due to scheduled classes are not excused absences.~~

~~b. For an absence to be excused, the Chair must be notified prior to the meeting unless the Director is physically unable to do so.~~

~~c. Excusal for an absence with due cause may only be granted by a majority vote of the ASI Board of Directors.~~

~~Clause 3. Intercession, fall recess, spring recess, legal holidays, and the last week of instruction shall not be used in computing attendance.~~

~~a. Two (2) unexcused absences during the summer meetings shall be computed as one (1) unexcused absence toward the attendance record.~~

~~Clause 4. Absent members shall not have voting privileges nor shall they be counted in quorum.~~

~~Clause 5. Attendance policy for standing committee meetings~~

~~a. If a member's attendance at one standing committee meeting impedes his or her ability to attend another standing committee meeting, then that member will be excused from the meeting they were unable to attend.~~

~~b. Members are responsible for requesting excused absences from standing committee meetings which conflict with other appointments, events, or scheduling.~~

~~c. A member may only be counted as absent from a standing committee meeting if that meeting was held during the regular meeting time as stated in Article IV, Section 8, Clause 2, a, (2) of these Bylaws or at a time previously agreed to by that member.~~

~~d. A member may only be counted as absent from a standing committee if that member was properly notified of the time and venue of the meeting, "Properly notified" being defined as at least twenty-four (24) hours' notice.~~

~~Section 6. REMOVAL~~

~~Clause 1. Removal for failure to meet academic qualifications~~

~~b.a. A Director shall be removed from office if at any time during his or her tenure in~~

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~~office he or she fails to meet the academic qualifications as set forth in Article XII of these Bylaws or in current directive(s) from the chancellor's office.~~

~~Clause 2. Removal for failure to meet attendance requirements~~

~~a. Directors are charged with the specific trust of representing their student constituency. Failure to attend regularly scheduled ASI Board of Directors meetings and/or meetings of the committee or council in which they are assigned without showing due cause shall be considered a violation of that trust and grounds for removal from office. The Chair of the ASI Board of Directors shall be responsible for initiating the removal process.~~

~~b.a. A Director shall be removed if they miss any of the following in one semester without due cause (as defined in Article IV, Section 5, Clause 2):~~

~~viii.i. two consecutive ASI Board of Directors meetings,~~

~~ix.i. two consecutive meetings of the standing committee to which they are assigned,~~

~~x.i. two consecutive meetings of the council to which they are assigned,~~

~~xi.i. three ASI Board of Directors meetings, or a total of three meetings of the committees~~

~~xii.i. or councils to which they are assigned.~~

~~Clause 3. Appeals~~

~~a. A Director can appeal their removal by the next regularly scheduled ASI Board of Directors meeting immediately following the Director's removal. Appeals must be submitted in writing. Reinstatement requires a three-fourths vote of the ASI Board of Directors.~~

~~a.~~

~~Section 7. RESIGNATION In the event a Director should resign, written notice of their resignation should be submitted to the ASI Board of Directors Chair.~~

Section 8. **MEETINGS** (pursuant to Education Code Sections 89305 to 89307.4)

Clause 1. The ASI Board of Directors and all of its committees, the Titan Student Centers Board of Trustees and its ~~standing sub~~-committees, and all funding councils shall conduct their business in duly noticed public meetings and are required to comply with all provisions of the Gloria Romero Open Meetings Act (Education Code Sections 89305 to 89307.4) as outlined in these Bylaws. Any person may attend any of these meetings except as otherwise outlined in section 89305.1(b)(1)(B)(i)-(iv) of the California State Education Code.

~~Clause 2. All communication and behavior of Board of Directors members shall demonstrate a high degree of ethics and professionalism, which includes but is not limited to purposefulness and respect, especially when general students or guests are attending the Board of Directors meetings. During the Board of Directors trainings the Board shall set behavioral norms for the Board of Directors meetings, including but not limited to preparedness and the use of electronic devices, which will be enforced by the Board of Directors Chair.~~

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Clause 23. Regular Meetings

a. ~~All meetings shall be in accordance to ASI Policy.~~

a.b. ~~Schedule~~

I. The ASI Board of Directors shall hold regular meetings on Tuesdays throughout the academic year beginning with the first week of instruction. ~~The meetings will be held every Tuesday from 1:15 P.M. to approximately 3:45 P.M. The ASI Board of Directors will hold summer meetings; the times and dates shall be decided upon by the majority of the ASI Board of Directors.~~

~~II.~~ ~~Standing committees shall hold regular meetings throughout the academic year. The regular meetings of the Finance and Governance Committees will be held on Thursdays between 1:15 P.M. and 3:45 P.M. The Audit Committee shall convene at least two times annually. The Children's Center Committee shall convene at least three times annually. The Board Leadership Review Committee shall convene at least one time annually.~~

~~III.~~ II. All funding councils shall establish annually a schedule for regular meetings at their first meeting of the academic year and post notice and agenda for such regular meetings as required hereinafter.

~~IV.~~ ~~The time and location of all regular meetings shall be re-established annually at the first meeting of the academic year (pursuant to Education Code Section 89305.5).~~

b.c. ~~Written Notice /Agenda~~

~~I.~~ ~~Written notice of every regular meeting shall be given at least seventy-two (72) hours prior to the date set for the meeting (pursuant to Education Code Section 89305.5). The written notice shall consist of the agenda for the meeting. The agenda shall contain brief descriptions of each item of business to be acted upon or discussed at the meeting including items to be discussed in closed session, if any. The agenda shall also specify the date, time, and location of the meeting and provide opportunity for members of the public to directly address the items on the agenda during Public Speaking Time.~~

~~Such written notice shall be sent electronically and included on the ASI website.~~

~~II.~~ ~~Public notice of regular meetings shall consist of the meeting agenda being posted conspicuously in the ASI Executive Offices and in locations that are freely accessible to members of the public (pursuant to Education Code Section 89305.5).~~

~~e.~~ ~~Action/Discussion on Items Not Appearing on the Posted Agenda~~

~~No action or discussion shall be taken on any item not appearing on the posted agenda except in response to public testimony or under~~

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~~emergency condition as provided in Education Code Section 89305.5(c).
Please also refer to ASI Policy Concerning Board of Directors
Operations for more information.~~

~~d. Public Comment~~

~~Every agenda shall provide an opportunity for members of the public to
directly address the ASI Board of Directors, committee, or funding
council on any item affecting higher education. This is subject to each
entity's reasonable regulations on time, security, and order. Please refer
to ASI Policy Concerning Board of Directors Operations, for more
information.~~

- ~~I. The Chair may enforce a fifteen (15) minute maximum time limit on the public
speakers section of the agenda unless the ASI Board of Directors waives this
limit by majority vote.~~

Clause 36. Closed Meetings

- a. The ASI Board of Directors, committee, or funding council may hold a closed meeting from
which the public is excluded only if it has provided sufficient notice of such meeting and
only to consider:

Clause 4. Special Meetings

- a. Special meetings of the ASI Board of Directors may be called by the Chair or by a majority of the members of the ASI Board of Directors.
- b. Special meetings of a standing committee may be called by the Chair of the committee or by a majority of the members of the committee.

c. Notice

A special meeting may be called by providing written notice at least twenty-four (24) hours prior to the meeting. Notice will be given electronically to all parties directly affected and included on the ASI Website.

- I. Such notice shall specify the time and place of the special meeting and a brief description of each item of business to be transacted.
- II. No other business shall be considered at these meetings.

d. Emergency Meetings

In the case of an emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities, the ASI Board of Directors may hold an emergency meeting without complying with the twenty-four (24) hour notice requirement and/or the twenty-four (24) hour posting requirement of this section so long as the ASI Board of Directors provides a minimum of one-hour notification by telephone (if

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telephone services are functional) to the public media and complies with Education Code Sections 89306.5(c) and (d). Please also refer to ASI Policy Concerning Board of Directors Operations for additional information.

Clause 5. Quorum and Voting Privileges

- a. A quorum shall be present at all regular and special meetings for the official transaction of business.
- b. A quorum shall consist of a majority of the Directors.
- c. In order to be counted in quorum and vote, a Director must be present from the time a motion is seconded to the calling of the question on that motion as well as meet attendance requirements for that meeting.

~~Clause 6. Closed Meetings~~

~~a. The ASI Board of Directors, committee, or funding council may hold a closed meeting from which the public is excluded only if it has provided sufficient notice of such meeting and only to consider:~~

- ~~I. negotiations relative to real property,~~
- ~~II. certain litigation pursuant to advice of legal counsel,~~
- ~~III. certain employment matters,~~
- ~~IV. collective bargaining,~~
- ~~V. certain matters relating to a particular employee (unless the employee requests a public hearing),~~
- ~~VI. to confer with law enforcement officials,~~
- ~~VII. such other matters as specifically enumerated in Education Code Section 89307.~~

~~c. For the purposes of the above section, "employee" shall not include any person elected or appointed to office.~~

~~d. Prior to holding any closed meeting, the ASI Board of Directors, committee, or funding council shall disclose on its posted agenda and in an open, public, regular meeting the item(s) to be discussed in the closed meeting. No other items shall be considered in the closed meeting.~~

~~e. Immediately after any closed meeting, the ASI Board of Directors, committee, or funding council shall reconvene into a public regular meeting prior to adjournment and make disclosure of what actions, if any, were taken in the closed meeting.~~

Section 9. ACTION

- Clause 1. The ASI Board of Directors, committees, and funding councils shall not take action on any item unless notice and agenda of the meeting where the item will be discussed and acted upon has been legally provided for under the Education Code and all other appropriate laws or unless an emergency situation exists. ~~Please also r~~Refer to ASI Policy ~~Concerning Board of Directors Operations~~ for more information.

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- Clause 2. Any action taken by the ASI Board of Directors excluding internal committee appointments and election of the Chair and Vice Chair of the ASI Board of Directors must be submitted to the ASI President for approval. Action becomes effective upon the signature of the ASI President or within nine (9) legal days if not vetoed in writing. The ASI Board of Directors may override any presidential veto by a two-thirds vote within fourteen (14) legal days of the ASI Board of Directors' written receipt of a veto.

Section 10. CHAIR OF THE ASI BOARD OF DIRECTORS

- Clause 1. Election and term of office
- a. The ASI Board of Directors shall elect, by a majority vote a Director who will serve as Chair.
 - b. The Chair will be elected at the first meeting in June and shall serve from that meeting through May 31. The ASI President shall serve as Chair in the absence of the Chair and Vice Chairs.
- Clause 2. The Chair shall appoint each member of the ASI Board of Directors to serve on at least one ASI Standing Committee or act as a liaison to one of the following: Titan Student Centers (TSC) Board of Trustees standing committees, ASI Programming Boards (AICA,TTF, ASIP), funded councils (the Inter Fraternity Council, the Multicultural Greek Council, the National Panhellenic Council, Panhellenic, the Resident Student Association), or a funding council (the Black Student Union, CSICC, Mesa Cooperativa, SCICC) no later than three (3) legal business days before the first meeting of the fall and spring semesters except the Audit Committee. Members of the ASI Board of Directors to serve on the Audit Committee shall be appointed by the ASI Board of Directors.
- Clause 3. The Chair shall appoint the required number of Directors on any ASI ad hoc committee.
- Clause 4. The Chair, working with the Vice Chairs and the Director of Leader and Program Development, shall be charged with developing a curriculum to be discussed at Board of Directors retreats, additional board development training, and other internal issues related to the board.
- Clause 5. The Chair shall serve as an ex-officio member of all ASI committees except the Audit Committee and the Board Leadership Review Committee.
- Clause 6. The Chair or a Director designated by the Chair shall serve as representative of the ASI Board of Directors on the Titan Student Centers Board of Trustees, the Student Athletics Advisory Council and the Academic Senate. The Chair or the Chair's designee shall serve for one year or the duration of the position providing they remain a member of the ASI Board of Directors during that period. If the ASI Board of Directors representative is unable to complete the term, the Chair shall select a representative to complete the vacated position within ten days after the position is declared vacant.
- Clause 7. The Chair shall be responsible for maintaining communication with the Executive Officers, Titan Student Centers Board of Trustees Officers, and chairs of programming board, funded, and funding councils.

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- Clause 8. The Chair shall be responsible for setting guidelines for Director's College Reports and Executive Senate Reports.
- Clause 9. The Chair shall direct the work of the Vice Chair/Secretary and Vice Chair/Treasurer.
- Clause 10. The Chair shall be responsible for holding board members accountable for their goals.
- Clause 11. Removal of the Chair shall occur by a two-thirds vote of the ASI Board of Directors or in the event that the Chair loses his or her position as Director.
- Clause 12. In the event the Chair should resign, a written notice of his or her resignation shall be submitted to the ASI President and to the ASI Board of Directors.
- Clause 13. In the event of a vacancy in the position of Chair through resignation, removal, recall, ineligibility, or death, the Vice Chair/Secretary shall assume the position of the Chair, and a new Vice Chair shall be elected by the Board of Directors at the following meeting at which the vacancy is announced.

Section 11. VICE CHAIR/SECRETARY OF THE ASI BOARD OF DIRECTORS

- Clause 1. Election and term of office
 - a. The ASI Board of Directors shall elect by a majority vote a Director who shall serve as Vice Chair/Secretary for the ASI Board of Directors.
 - b. The Vice Chair/Secretary will be elected at the first meeting in June shall serve from that meeting through May 31.
- Clause 2. The Vice Chair/Secretary shall preside in the absence of the Chair.
- Clause 3. The Vice Chair/Secretary shall serve as the Chair of the Governance Committee.
- Clause 4. The Vice Chair/Secretary shall assist the Board of Directors Chair with enforcing bylaws and policies.
- Clause 5. The Vice Chair/Secretary shall maintain regular communication with the ASI Board of Directors Chair, the Executive Officers, and the Titan Student Centers Board of Trustees Officers.
- Clause 6. The Vice Chair/Secretary shall assist the Board of Directors Chair in developing a curriculum to be discussed at Board of Directors retreats, additional board development training, and other internal issues related to the board.
- Clause 7. The Vice Chair/Secretary shall be responsible for certification of all records of the Board of Directors when requested and to execute documents on behalf of the Board as required for legal documents.
- Clause 8. Removal of the Vice Chair/Secretary shall occur by a two-thirds vote of the ASI Board

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of Directors or in the event that the Vice Chair/Secretary loses their position as Director.

Clause 9. In the event the Vice Chair/Secretary should resign, a written notice of their resignation shall be submitted to the Chair and to the ASI Board of Directors.

Clause 10. In the event of a vacancy in the position of Vice Chair/Secretary through resignation, removal, recall, ineligibility, or death, a new Vice Chair/Secretary shall be elected at the meeting at which the vacancy is announced.

Section 12. VICE CHAIR/TREASURER OF THE ASI BOARD OF DIRECTORS

Clause 1. Election and term of office

- a. The ASI Board of Directors shall elect by a majority vote a Director who shall serve as Vice Chair/Treasurer for the ASI Board of Directors.
- b. The Vice Chair/Treasurer will be elected at the first meeting in June shall serve from that meeting through May 31.

Clause 2. The Vice Chair/Treasurer shall present monthly, or as needed, to the ASI Board of Directors a detailed report of the financial conditions of ASI. The report will include budget language implementation, any outstanding debt owed to ASI, any line item transfers performed by the Vice Chair/Treasurer or the Finance Committee, and the current balance of the Contingency Account.

Clause 3. The Vice Chair/Treasurer shall serve as the Chair of the Finance Committee.

Clause 4. The Vice Chair/Treasurer shall oversee the budget development for the next fiscal year with the assistance of the Director of Finance and maintain regular communication with the student leaders who oversee a budget within ASI.

Clause 5. The Vice Chair/Treasurer shall maintain regular communication with the Board of Directors Chair, Executive Officers, and Titan Student Centers Board of Trustees Officers.

Clause 6. The Vice Chair/Treasurer shall assist the Board of Directors Chair in developing a curriculum to be discussed at the Board of Directors retreats, additional board development training, and other internal issues related to the Board.

Clause 7. The Vice Chair/Treasurer shall ensure compliance with the financial policies of ASI.

Clause 8. The Vice Chair/Treasurer shall be responsible for reporting the fiscal budget recommendations of the Finance Committee and the Titan Student Centers Board of Trustees to the ASI Board of Directors on or before the first meeting in April of each fiscal year.

Clause 9. The Vice Chair/Treasurer shall assume the duties of the Vice President of Finance on June 1, 2017

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ARTICLE V

EXECUTIVE OFFICERS

Section 1. **TERM OF OFFICE** Each officer shall serve for a full-year term following the general election which shall commence on June 1 and end on the following May 31.

Section 2. **ASI PRESIDENT**

- Clause 1. The ASI President (hereinafter referred to as President) shall be the Chief Executive Officer and shall act as head of the ASI Government and shall appoint, subject to approval of the majority of the Board of Directors, all Executive Officers identified in Clause 2, Section 1 (c through f) of Article IV.
- Clause 2. The President shall be an ex-officio member of all ASI committees except the Audit Committee.
- Clause 3. The President shall submit a budget proposal to the Finance Committee of the ASI Board of Directors on or before the second meeting in March of each fiscal year.
- Clause 4. In the event the ASI Board of Directors has not elected a Chair or Vice Chairs, the President shall serve as Chair until a majority of said Board has elected a Chair or Vice Chairs. In serving as Chair, the President shall not be eligible to vote.
- Clause 5. The President shall execute the resolutions and policies passed by the ASI Board of Directors.
- Clause 6. The President shall appoint ASI program directors and be directly responsible for their activities.
- Clause 7. The President or designee shall be responsible for chairing the Instructionally Related Activities (IRA) committee.
- Clause 8. The President or designee shall serve as a voting member on the CSU Fullerton's Academic Senate.
- Clause 9. The President shall serve as a voting or non-voting member on the California State Student Association Board.
- Clause 10. The President or designee shall maintain communication with all CSU Fullerton's partners and auxiliaries. They shall serve as a board member or ASI representative on university boards they are invited to, which may include the President's Advisory Board, The California State University, Fullerton Philanthropic Association, the Alumni Association, and the Auxiliary Services Corporation.

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- Clause 11. The President shall maintain relationships with campus partners, and are encouraged to meet regularly with the University President, Provost, Vice President of Student Affairs, the Director of Athletics, and the Chief of Police.
- Clause 12. The President shall possess the power of veto over all actions of the ASI Board of Directors excluding internal committee appointments and internal elections. Action becomes effective upon the signature of the President or in nine (9) legal days if not vetoed in writing. The ASI Board of Directors may override a veto by a two-thirds vote within fourteen (14) legal days of veto.
- Clause 13. The President shall have the authority to remove any or all executive appointments.
- Clause 14. All official actions of the President shall be written in the form of Executive Orders as outlined in the ASI Policy Concerning Corporate Management.
- Clause 15. If the President resigns, a written notice of his or her resignation shall be submitted to the ASI Board of Directors and to the ASI Executive Vice President.
- Clause 16. In the event of a vacancy in the office of the President, the vacancy shall be filled by the ASI Executive Vice President who shall appoint a new ASI Executive Vice President subject to approval by a majority vote of the ASI Board of Directors.

Section 3. ASI VICE PRESIDENT

- Clause 1. In the event of the absence or disability of the President, the Vice President shall perform all duties of the President and shall have all the power of and be subject to all the restrictions of the President.
- Clause 2. The Vice President shall fulfill all duties and responsibilities that are assigned by the President and are consistent with these bylaws.
- Clause 3. The Vice President shall be responsible for ASI programs, including, ASI Production, Titan Tusk Force, Association for InterCultural Awareness, and Street Team Commission.
- Clause 4. The Vice President shall chair the Executive Senate Committee.
- Clause 5. The Vice President shall serve as an ex-officio member of all ASI committees except the Audit Committee.
- Clause 6. The Vice President or designee shall be responsible for the recognition of student leaders within ASI.
- Clause 7. If the Vice President resigns, a written notice of the resignation shall be submitted to the President and to the Chair of the Board of Directors.

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- Clause 8. In the event of a vacancy in the office of the Vice President, the President shall appoint a Vice President subject to approval by a majority vote of the ASI Board of Directors.

Section 4. EXECUTIVE OFFICER APPOINTMENTS AND VACANCIES

- Clause 1. The following Executive Officers shall be appointed by the President: Chief Campus Relations Officer, Chief Governmental Officer, and Chief Communications Officer.
- Clause 2. All appointed Executive Officers shall perform all duties as provided for in the Bylaws and as instructed by the President.
- Clause 3. All appointed Executive Officers have the responsibility to regularly inform the ASI Board of Directors of any and all of their official activities.
- Clause 4. In the event that any appointed Executive Officer should resign, a written notice of their resignation shall be submitted to the President and to the ASI Board of Directors.
- Clause 5. In the event of the simultaneous vacancy in the position of President and Vice President, the Chair of the Board of Directors shall automatically assume the office of President and appoint a Vice President subject to majority ASI Board of Directors approval.

Section 5. CHIEF CAMPUS RELATIONS OFFICER

- Clause 1. The Chief Campus Relations Officer shall maintain correspondence within on-campus issues and the campus climate.
- Clause 2. The Chief Campus Relations Officer shall serve as the Chair of the University Affairs Commission and is responsible for facilitating on-campus advocacy initiatives.
- Clause 3. The Chief Campus Relations Officer shall make recommendations to the President to appoint students to university-wide committees and search committees, and oversee the President Appointee Commission.
- Clause 4. The Chief Campus Relations Officer oversees the Environmental Sustainability Commission.
- Clause 5. The Chief Campus Relations Officer may serve as the President's designee for the CSU Fullerton's Academic Senate.

Section 6. CHIEF GOVERNMENTAL OFFICER

- Clause 1. The Chief Governmental Officer shall maintain correspondence with the university's Government Relations Department and local, state, and federal elected officials and

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government agencies.

- Clause 2. The Chief Governmental Officer may be appointed by the President as the voting or non-voting member of the California State Student Association Board of Directors.
- Clause 3. The Chief Governmental Officer shall conduct in-district lobby visits to the Fullerton Delegation.
- Clause 4. The Chief Governmental Officer oversees the Lobby Corps Commission.

Section 7. CHIEF COMMUNICATIONS OFFICER

- Clause 1. The Chief Communications Officer shall be responsible for effectively communicating and distributing ASI initiative through multiple media outlets.
- Clause 2. The Chief Communications Officer shall be responsible for ASI public relations in conjunction with ASI Communication and Marketing Department.
- Clause 3. The Chief Communications Officer oversees the Communications Commission and the Community Engagement Commission.

Section 8. PRESIDENT-ELECT

- Clause 1. The President-elect may present the presidential appointments that require confirmation from the incumbent ASI Board of Directors by the final meeting of the year.
- Clause 2. In the event of a vacancy in the position of President-elect, the Vice President-elect shall become President-elect and shall appoint a new Vice President-elect subject to approval by a two-thirds majority vote of the incumbent ASI Board of Directors.
- Clause 3. In the event of a vacancy in the position of the Vice President-elect, the President-elect shall appoint a new Vice President-elect subject to approval by a two-thirds majority vote of the incumbent ASI Board of Directors.

Section 9. POWERS

- Clause 1. The ASI President shall make recommendations to the ASI Board of Directors on the establishment of ASI commissions. ASI Commissions are charged with leading advocacy, programming, and outreach efforts on behalf of ASI.
 - a. All members of ASI Commissions shall be appointed by the President. The President shall also appoint all ASI Commission Leaders with the approval of the Board of Directors.
 - b. ASI Commissions shall advocate on behalf of students with prior approval

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by majority vote of the Board of Directors.

- c. ASI Commissions shall include the: Communications Commission, Community Engagement Commission, Environmental Sustainability Commission, Lobby Corps Commission, Presidential Appointees Commission, Street Team Commission, and University Affairs Commission.
 - I. The Communications Team focuses on planning and implementing strategies, campaigns and events that communicate information about the ASI to the student body and campus community. The Communications Commission shall be composed of the following: the Chief Communications officer who shall serve as the Communications Commission Leader, one (1) Events Coordinator, one (1) Campus Outreach Coordinator, and one (1) Social Media and Marketing Coordinator.
 - II. The Community Engagement Commission shall be responsible for enhancing the university's reputation within the community by broadcasting the positive contributions of students, clubs, and organizations on campus, building positive working relationships with community leaders and residents by attending pertinent public and town hall meetings, and working closely with CSUF students, faculty members, clubs, and organizations on campus to promote their philanthropic and commendable contributions to the community. The Community Engagement Commission shall be composed of the following: one (1) Community Engagement Commission Leader and three (3) coordinators.
 - III. The Environmental Sustainability Commission shall be responsible for raising awareness of environmental and sustainability issues on campus, 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 composed of the following: one (1) Environmental Sustainability Commission Leader, one (1) Waste & Energy Coordinator, one (1) Programming Coordinator, one (1) Promotions Coordinator, and at least three (3) students at large. At least one (1) member of the Board shall serve on the Environmental Sustainability Commission.
 - IV. The Lobby Corps Commission shall be responsible for advocating on behalf of student interests on all levels of governance affecting higher education and other public policy issues, planning and implementing programs and events that educate about policy issues and engage students and the campus community in advocacy efforts, and facilitating campaigns on issues of student interests and mobilize support of the CSUF student body, campus community, and beyond. The Lobby Corps Commission shall be composed of the following: the Chief Governmental Officer who shall serve as the Lobby Corps Commission Leader, one (1) Advocacy Coordinator, one (1) Events Coordinator, one (1) Promotions

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Coordinator, and at least three (3) students at large. At least one (1) member of the Board of Directors, and the Titan Student Centers Board of Trustees Chair or designee shall serve on the Lobby Corps Commission.

- V. The Presidential Appointees Commission is the program that coordinates the appointment, development, and monitoring of students serving on Academic Senate and University Wide Committees. The Presidential Appointees Commission shall be composed of the following: one (1) Presidential Appointees Commission Leader and all other ASI Presidential Appointees to university wide committees.
 - VI. The ASI Vice President shall be responsible for promoting the ASI Scholarship program, overseeing the review of submitted applications, and awarding students.
 - VII. The Street Team Commission shall be responsible for providing on-campus student involvement and leadership growth opportunities through weekly meetings and events, while supporting a variety of ASI teams including but not limited to Association for InterCultural Awareness (AICA), ASI Productions, and Titan Tusk Force. The Street Team Commission shall be composed of the following: one (1) Street Team Commission Leader, one (1) Programming Coordinator, and at least three (3) students at large.
 - VIII. The University Affairs Commission shall be responsible for advocating on behalf of students for campus issues. The University Affairs Commission shall be composed of the following: the Campus Relations Officer who shall serve as the University Affairs Commission Leader, and at least one (1) member of the Board shall serve on the University Affairs Commission.
- Clause 2. The ASI President shall make recommendations to the ASI Board of Directors on the establishment of ASI Programming Boards. ASI Programming Boards are charged with programming and outreach efforts on behalf of ASI.
- a. All members of ASI Programming Boards shall be appointed by the President. The President shall also appoint all ASI Programming Board Leaders with the approval of the Board of Directors.
 - b. ASI Programming Boards shall include the: ASI Productions and Titan Tusk Force.
 - I. ASI Productions focuses on planning and implementing campus entertainment centered on social, cultural, and educational topics through a wide selection of frequent events and large scale productions. ASI Productions shall be composed of the following: one (1) Director, one (1) Sunday Series Coordinator, one (1) Pub Monday/Tuesday Coordinator, one (1) Wednesday Concert Coordinator, one (1) Pub Thursday Coordinator, one (1) Films Coordinator, one (1) Fall/Spring Concert Coordinator, and two (2) Union and

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Special Programming Coordinators.

- II. Titan Tusk Force focuses on planning and implementing spirited events centered on Titan Pride, while also promoting and supporting Athletics to build a strong sense of campus unity and identity with CSU Fullerton. Titan Tusk Force shall be composed of the following: one (1) Director, one (1) Athletics Coordinator, one (1) Events Coordinator, and one (1) Marketing and Recruitment Coordinator.

Section 10. **OFFICE HOURS** Executive Officers shall maintain regular office hours in order to meet with students. Office hours shall be posted publically, consist of at least one hour a week, and be served in the ASI Executive Office. ASI President shall be responsible for the enforcement of office hours.

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ARTICLE VI

TITAN STUDENT CENTERS BOARD OF TRUSTEES

Section 1. **PURPOSE** The purpose of the Board of Trustees is to establish policies which will assure that the Titan Student Union, Student Recreation Center and the Irvine Fitness Center and student lounge (hereinafter referred to as “Titan Student Centers”) are a unifying force between students, faculty, and staff; campus centers for social, cultural, fitness, recreational and intellectual activities and services; places to provide further opportunities to broaden and strengthen interpersonal relationships and self-enhancement within a large urban university; and to provide experience in self-government and civic responsibility.

Section 2. **DELEGATION OF AUTHORITY**

- Clause 1. The Board of Directors establishes the Titan Student Centers Board of Trustees in order to develop and adopt operating policies to govern the operation of the facilities and programs of the Titan Student Centers.
- Clause 2. The Board of Trustees delegates the responsibility for the daily operation of the Titan Student Centers to the ASI Executive Director. The ASI Executive Director appoints and supervises the staff of the Titan Student Centers.
- Clause 3. The ASI Executive Director works closely with the Dean of Students and the Vice President of Student Affairs to assure the relationship the Titan Student Centers has with the educational program of the University.

Section 3. **DUTIES AND RESPONSIBILITIES OF THE BOARD**

- Clause 1. The Board of Trustees participates in the selection of the Associate Executive Director and Titan Recreation Director.
- Clause 2. The Board of Trustees provides the maintenance and general upkeep of the Titan Student Centers facilities.
- Clause 3. The Board of Trustees establishes operating policies including but not limited to: scope of operation, use of facilities and allocation of space.
- Clause 4. Salaries, benefits, and work rules governing employees are determined by the ASI Board of Directors within the framework of rules governing employees of auxiliary corporations established by the State of California.
- Clause 5. The Board of Trustees makes provisions for adequate accounting and auditing procedures for the Titan Student Centers.
- Clause 6. The Board of Trustees prepares an annual budget for the operation of the Titan Student Centers. After the proposed budget is formally adopted by the Board of Trustees, it shall be submitted to the ASI Board of Directors for appropriate action. Following approval by the ASI Board of Directors, the budget is submitted to the University President for final approval.

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- Clause 7. The Board of Trustees establishes standing committees necessary for the operation of the Titan Student Centers and defines their powers and responsibilities.
- Clause 8. Student members of the Board of Trustees may not be employed by the Associated Students, CSUF, Inc.
- Clause 9. Student members of the Board of Trustees will conduct one (1) hour a week of office hours. Office hours shall be made available to the student population by being posted on the outside of the office.

Section 4. **MEMBERS OF THE BOARD OF TRUSTEES**

- Clause 1. The Board of Trustees consists of voting and nonvoting members. Voting members of the Board of Trustees:
- a. Student Members:
 - I. ASI President or designee
 - II. ASI Board of Directors Chair or designee
 - III. Resident Student Association President or designee
 - IV. Ten (10) Student Trustees
 - b. University Members:
 - I. A Faculty Representative
 - II. Alumni Representative
 - III. University Presidential Appointee
- Clause 2. Non-Voting Members:
- a. University Members
 - I. Vice President for Student Affairs or designee
 - II. Vice President for Administration and Finance or designee
 - b. ASI Staff Members
 - I. Associate Executive Director
 - II. Director, Titan Recreation
 - III. Associate Director, Titan Student Union
 - IV. Associate Director, Marketing and Communications
- Clause 3. No voting proxy is allowed at any Board of Trustees or committee meetings.

Section 5. **SELECTION AND TERM OF OFFICE**

- Clause 1. **Student Membership and Length of Service** The following students hold membership and term by virtue of their office:
- a. ASI President or designee
 - b. ASI Board of Directors Chair or designee
 - c. Resident Student Association President or designee
 - d. Ten (10) Student Trustees elected by the student body to serve one-year terms.
- Clause 2. University Membership
- a. Faculty Representatives appointed by the Academic Senate, serving two-year

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terms.

- b. The University Presidential Appointee appointed by the University President annually for a one-year term.
- c. The Alumni Representative appointed by Alumni Association annually for a one-year term.
- d. Vice President for Student Affairs (or designee) serves by virtue of their office.
- e. Vice President for Administration and Finance (or designee) serves by virtue of their office.

Clause 3. Except as noted, the term of office runs from June 1 to May 31.

Section 6. VACANCIES

- Clause 1. The Board of Trustees Chair is responsible to notify the Board of any vacancy on the Board and/or standing committees. While a vacancy exists, the Chair makes progress reports to the Board at its regularly scheduled meetings.
- a. Student Trustees positions: In the event of a vacancy of one of the Student Trustees positions, the Board of Trustees Chair presents to the Board of Trustees a fair and open process to fill the vacancy. The Board of Trustees Chair makes a recommendation to the Board of Trustees for a replacement.
 - b. Other Positions: In the event of a vacancy of any other position, the Board of Trustees Chair works with the appropriate agent to secure a replacement.

Section 7. ABSENCES

- Clause 1. Attendance is defined as being present prior to the announcement of unfinished business and remaining until the scheduled ending time for the meeting.
- Clause 2. Board of Trustees members are allowed no more than two unexcused absences from the Board of Trustees and standing committee meetings each semester. Excused absences are granted for due cause.
- Clause 3. The Board of Trustees Chair refers to the removal process when any Student Trustees member with two or more unexcused absences to the Board of Trustees meeting for possible dismissal.
- Clause 4. The Board of Trustees Chair is responsible for all attendance matters, including committee meeting attendance.

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Section 8. **BOARD OF TRUSTEES OFFICERS** The Board of Trustees has three officers: Chair, Vice Chair for Facilities, and Vice Chair for Operations.

- Clause 1. The three (3) Board of Trustees Officers are elected by the Board of Trustees on their first meeting on June 1. The officers must have membership on the Board of Trustees for the upcoming academic year.
- Clause 2. Elections are by roll call vote from nominations made by the Board of Trustees members.
- Clause 3. Officers are elected to serve a term beginning on June 1 and ending on May 31 of the following year.
- Clause 4. Officers may be recalled by a two-thirds vote of the total voting membership subject to at least two (2) weeks in advance. Notice must be given at the meeting prior to a recall vote.
- Clause 5. In the event of a vacancy of one of the officers, an election is held at the next Board of Trustees meeting.
- Clause 6. In the event of a vacancy or absence of the Board of Trustees Chair, the Vice Chair for Operations will serve as Chair. In the event of absences or vacancies by the Board of Trustees Chair and the Vice Chair for Operations, the Vice Chair for Facilities will serve as Chair. In the event of vacancies by all three officers, the Associated Students, CSUF, Inc. Board of Directors Chair shall serve as Chair the Board of Trustees until an election for a new Chair can be held.

Section 9. **CHAIR**

- Clause 1. Prepares agendas and presides over all Board of Trustees meetings.
- Clause 2. The Chair shall be responsible for maintaining communication with the Board of Directors Chair and the Executive Officers.
- Clause 3. Maintains a close working relationship with the ASI Executive Director, ASI Associate Executive Director, ASI Director of Administration, ASI Finance Director, and Director of Titan Recreation.
- Clause 4. Coordinates Board of Trustees member training and annual goals in conjunction with ASI Executive Director, ASI Associate Executive Director and Titan Recreation Director.
- Clause 5. The Chair shall appoint each Student Trustee to serve on at least one Titan Student Centers Board of Trustees Committee, Facilities or Operations, no later than three (3) legal business days before the first Titan Student Centers Board of Trustees meeting of

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the fall and spring semester.

Clause 6. The Chair shall direct the work of all the Vice Chairs.

Clause 7. In consultation with other Titan Student Centers Board of Trustees Vice Chairs, prepares and administers Board of Trustees budget.

Section 10. VICE CHAIR FOR FACILITIES

Clause 1. The Vice Chair for Facilities shall be responsible for reporting all recommendations of the Facilities Committee to the Titan Student Centers Board of Trustees.

Clause 2. The Vice Chair for Facilities shall appoint a Student Trustee committee member to serve as Marketing Liaison.

- a. The Marketing Liaison shall be appointed by the Vice Chair of Facilities through a fair and transparent process that is established by the Vice Chair.
- b. The Marketing Liaison shall work with the ASI Chief Communications Officer and Associate Director of Marketing and Communication.
- c. The Marketing Liaison shall make a report during the Facilities Committee and inform the committee on marketing campaigns occurring within or regarding the Titan Student Centers.
- d. The Marketing Liaison shall serve as the Titan Student Centers voice on all areas concerning marketing efforts.
- e. The Marketing Liaison shall execute projects assigned by the Vice Chair for Facilities and Chair of the Titan Student Centers Board of Trustees.

Clause 3. Serves as Chair of the Facilities Committee.

Clause 4. The Vice Chair for Facilities shall maintain regular communication with the Board of Trustees Chair.

Clause 5. Serves as non-voting ex-officio on all other committees.

Section 11. VICE CHAIR FOR OPERATIONS

Clause 1. The Vice Chair for Operations shall be responsible for reporting all recommendations of the Operations Committee to the Titan Student Centers Board of Trustees.

Clause 2. The Vice Chair for Operations shall appoint a Student Trustee committee member to serve as Programing Liaison.

- a. The Programing Liaison shall be appointed by the Vice Chair of Operations through

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a fair and transparent process that is established by the Vice Chair.

- b. The Programing Liaison shall work with the ASI Union and Special Programing Coordinator and ASI Coordinator for Leader and Program Development to implement programming efforts within the Titan Student Centers.
- c. The Programing Liaison shall make a report during the Operations Committee and inform the committee on programing efforts occurring within or regarding the Titan Student Centers.
- d. The Programing Liaison shall serve as the Titan Student Centers contact on all areas concerning programing efforts.
- e. The Programing Liaison shall execute projects assigned by the Vice Chair for Operations and Chair of the Titan Student Centers Board of Trustees

Clause 3. Serves as Chair of the Operations Committee.

Clause 4. The Vice Chair for Operations shall maintain regular communication with the Board of Trustees Chair.

Clause 5. Serves as non-voting ex-officio on all other committees.

Section 12. QUORUM

Clause 1. A majority of the filled voting positions of the Board of Trustees constitutes a quorum.

Section 13. FACILITIES COMMITTEE

Clause 1. The Facilities Committee is responsible for oversight of the overall structural needs of the facilities of the Titan Student Centers including building changes, capital purchases, office space allocation, marketing efforts, space designation, planning of future projects, and bylaw recommendations. The Committee makes a formal recommendation to the Board of Trustees on all actions.

Clause 2. The Committee shall be composed of the Chair, Vice Chair for Facilities, three (3) student trustees, ASI President or designee, RSA President or designee and ASI Board of Directors Chair or designee, as voting members. The ASI Associate Executive Director, Associate Director of Titan Student Union, Director of Titan Recreation, and Associate Director of Marketing and Communication as non-voting members.

Section 14. OPERATIONS COMMITTEE

Clause 1. The Operations Committee is responsible for oversight of the overall operations of the Titan Student Centers including the development and evaluation of programs and services, acquisition of student art, operations of the Titan Student Centers food services, the budget, fee assessments (user fees, room rental fees, and other such fees charged by the Titan Student Centers), line item transfers, operating hours, and bylaw recommendations. The Committee makes a

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formal recommendation to the Board of Trustees on all actions.

Clause 2. The Committee shall be composed of the Chair, Vice Chair for Operations, three (3) student trustees, ASI President or designee, RSA President or designee and ASI Board of Directors Chair or designee, as voting members. The ASI Associate Executive Director, Director of Titan Recreation, Associate Director of Titan Student Union, and Associate Director of Marketing and Communication, as non-voting members

Section 15. **BYLAW RECOMMENDATIONS** The Board of Trustees bylaw changes may be recommended, or new guidelines suggested at any meeting of the Board of Trustees by a two-thirds vote of the membership. All recommendations are subject to approval of the Associated Students Inc. Board of Directors.

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ARTICLE VII

ELECTIONS DIRECTOR

Section 1. DUTIES

- Clause 1. The Elections Director shall oversee ASI Elections (hereafter referred to as elections).
- Clause 2. The Elections Director shall be accountable for implementing and enforcing all provisions of these Bylaws that pertain to elections.
- Clause 3. The Elections Director shall be charged with the recruitment, oversight, and training of the Elections Campaign Team, and the Elections Polling Assistants.
- Clause 4. The Elections Director shall organize elections and shall encourage voter participation through legal and acceptable means.
- Clause 5. The Elections Director shall chair the Elections Judicial Council.
- Clause 6. The Elections Director shall maintain impartiality towards elections and election issues.
 - a. The Elections Director shall not campaign in any election nor publicly support any candidate or cause in any election they are overseeing.
 - b. The Elections Director shall not hold an office within ASI during their term. The Elections Director shall sign an ASI Conflict of Interest Agreement.
 - c. The Elections Director is prohibited from privately discussing elections and election issues except with the ASI Executive Director and the Elections Advisor.
- Clause 7. If any interpretation or question of the Bylaws is required, the Elections Director shall consult the ASI Executive Director first.
- Clause 8. The Elections Director shall conduct all business related to the election process in compliance with University policies and State and Federal laws.
- Clause 9. The Elections Director may make a recommendation to the ASI Board of Directors to remove any member(s) from the ASI Elections Team.
- Clause 10. The Elections Director is responsible for reassessing and reevaluating current practices pertaining to ASI Elections.
 - a. The Executive Director shall reevaluate the Titan Student Centers Board of Trustees coalitions by Spring 2019.

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Clause 11. The Elections Director shall report to the ASI Board of Directors summarizing the election and proposes any recommendations for next year by the next scheduled report following the elections reveal.

Clause 12. The Elections Director shall submit a budget request for the next fiscal year to the Vice Chair/Treasurer of the Board of Directors in compliance with the established budget process and deadlines.

Section 2. **APPOINTMENT**

Clause 1. The Elections Director shall be appointed by the incumbent President and confirmed by a majority vote of the ASI Board of Directors.

Clause 2. The Elections Director must be approved within three weeks after the end of the Spring Recess for the term of office beginning June 1 and ending May 31.

Clause 3. The Elections Director may be removed for cause by a two-thirds vote of the ASI Board of Directors.

Clause 4. In the event of a vacancy in the position of the Elections Director, the President shall appoint a new Elections Director confirmed by a majority vote of the ASI Board of Directors.

Section 3. **COMPLAINTS** against the Elections Director, Elections Campaign Team, Elections Polling Staff, or the election process shall be filed in writing with the ASI Board of Directors. If the complaint is upheld and action is appropriate, the ASI Board of Directors shall notify the Elections Director. Complaints against the Elections Director shall be processed as provided in Article XIII, Section 1.

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ARTICLE VIII

ELECTIONS CAMPAIGN TEAM

Section 1. ELECTIONS CAMPAIGN TEAM

- Clause 1. The Elections Campaign Team shall be responsible for promoting ASI Elections and encouraging participation and promotional events for ASI Elections. The Elections Campaign Team shall be composed of the following: one (1) Marketing Coordinator, one (1) Outreach Coordinator, and one (1) Programs Coordinator.
- Clause 2. The Elections Campaign Team shall encourage students to run prior to the Petition for Candidacy form due date, promote voter participation prior to and throughout the election, plan and execute ASI Elections events, and have thorough knowledge and understanding of election rules and procedures.
- Clause 3. The Elections Campaign Team shall complete any other tasks assigned by the Elections Director.
- Clause 4. Members of the Elections Campaign Team cannot be given polling assistant position during the days of the election.
- Clause 5. Conduct
 - a. Elections Campaign Team members shall maintain an impartial attitude and shall not campaign in any election in which they are working.
 - b. Elections Campaign Team members shall not hold an office within ASI during their term. Elections Campaign Coalition members shall sign an ASI Conflict of Interest Agreement.

Section 2. APPOINTMENTS

- Clause 1. The Elections Campaign Team shall be appointed by the President, upon recommendation of the incoming Elections Director, and confirmed by a majority vote of the ASI Board of Directors.
- Clause 2. The Elections Campaign Team must be approved within three weeks after the appointment of the Elections Director for the term June 1 through May 31.
- Clause 3. Employees of the Elections Polling Staff will be hired by the Elections Director, through the ASI Human Resources hiring process.

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ARTICLE IX

ELECTIONS: GENERAL

Section 1. ELECTIONS SCHEDULE

- Clause 1. Election of the President, Vice President, Board of Directors, and Titan Student Centers Board of Trustees shall be held Tuesday through Thursday, two weeks prior to Spring Recess.
- Clause 2. Public notice of an election must be given to student body no later than ten (10) legal days prior to the election. The notice shall specify the place(s), the legal day(s), the hours of such elections, and the general nature of the issue(s) to be decided.

Section 2. FILING FOR CANDIDACY

- Clause 1. The “Petition of Candidacy” forms will open exactly one month before and is due at 5 P.M. the day before the mandatory candidate orientation. All deadlines, meetings, and events will be listed on the candidacy form. The mandatory candidate orientation must occur at least three weeks prior to the general election. Failure to meet all deadlines listed on the Petition for Candidacy form, including the mandatory candidate orientation, will result in removal from the ballot.
- Clause 2. A candidate shall be defined as one (1) student who has filed the “Petition for Candidacy” forms, attended the mandatory candidate orientation, and fulfilled the requirements to run for office as stated in Article XII Qualifications.
- Clause 3. A candidate team shall be defined as two (2) students whom have filed the “Petition for Candidacy” forms, attended the mandatory candidate orientation, and fulfilled requirements to run for office as stated in Article XII Qualifications with the intention of running for ASI President and Vice President.
- Clause 4. A coalition shall be defined as a group of no more than two (2) Titan Student Centers Governing Board candidates for separate positions. To be officially recognized as a coalition, each student must disclose membership to the coalition in the “Petition for Candidacy” forms and therefore contractually agree to campaign together throughout the duration of the election.
- Clause 5. The meeting time, date, and location shall be stated on the Petition for Candidacy forms.
- Clause 6. All candidates are required to attend the orientation meeting either in person or through a personal representative. A personal representative is allowed to represent only one candidate at the meeting.
- Clause 7. Each candidate shall sign an ASI Conflict of Interest Agreement before campaigning may begin. Failure to sign and submit the conflict of interest agreement form prior to

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campaigning will result in removal from the ballot.

Clause 8. Candidates may run for only one elected position during a single election.

Section 3. VOTING PROCEDURES

Clause 1. Voting will open at 8:00 A.M. on the first polling day of elections until 8:00 P.M. on the final day.

Clause 2. A candidate must use their name on record with the University on the ballot. The order of the candidates appearing on the ballot shall be determined by a random drawing of names that shall occur at the candidate orientation.

Clause 3. Each student shall be required to authenticate their eligibility to vote by one of the following means:

- a. present a valid CSUF student ID card (applicable only at polling stations) and input their CSUF TitanCard number and CSUF PIN number, or
- b. input their CSUF student identification number and CSUF PIN (applicable for the entire System), or
- c. input their CSUF student email username and CSUF PIN (applicable for the entire System).

Clause 4. When voting for a candidate for the ASI Board of Directors in an election, voters shall be limited as follows:

- a. A student with a single declared major or multiple declared majors within the same academic college shall be allowed to cast a single ballot in the academic college in which they are currently eligible to vote.
- b. A student with multiple declared majors in different academic colleges shall only be allowed to cast a single ballot in one of the colleges in which they are enrolled.
- c. An undeclared student shall be allowed to cast a single ballot in only one academic college of their choice.
- d. Students that are active members of a club that is a member of the EICC affiliated with the College of Education, that is not declared in the College of Education shall not be able to cast a ballot in the College of Education.
- e. A student will vote on a single ballot for two candidates from the academic college in which they are enrolled. Any Board of Director candidate who officially or unofficially campaigns together with another Board of Director candidate from the same college will automatically receive a second violation in accordance to Article XIII.

Clause 5. When voting for the Titan Student Centers Board of Trustees members, a student will vote

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on a single ballot for up to ten positions.

- Clause 6. At the end of the last day of voting, the votes shall be tallied by the Elections Director and all write-in ballots shall be verified and counted.
- Clause 7. After votes have been counted, the Elections Director shall announce the winner(s) of each race.
- a. Once finalized, the names of the winners shall be posted outside the ASI Executive Offices, and the results shall be released to the public. Interim results will not be released to the public.
 - b. The posting of the results shall constitute notification of the results to all candidates.
- Clause 8. The Instant Run-Off Voting method stimulates an election with multiple run off rounds until a candidate receives majority. The Instant-Runoff Voting method will be used to count the votes. On the ballot, voters will rank each executive candidate team and Board of Director candidate in order of most preferred to least preferred.

Section 4. WRITE-IN CANDIDATES

- Clause 1. Write-in candidates may run for any one office of their choice for which an election is being held. Write-in candidates must inform the Elections Director of the office for which they intend to run by completing an Elections Packet and an ASI Conflict of Interest Agreement. These documents must be submitted to the Elections Director before 5:00 P.M. on Tuesday prior to the start of the election.
- Clause 2. Write-in candidates are responsible for complying with all provisions of this code except Article IX, Section 4, Clauses 1-6.
- Clause 3. Write-in candidates must meet all the qualifications for the office they are running for.
- Clause 4. Write-in candidate's first and last name must be spelled correctly by the voter for that vote to count.
- Clause 5. Write-in candidates will have the same deadline as all other candidates to submit a photo and statement to the Elections Director to be posted on the information page of the ballot.

Section 5. RECOUNTS

- Clause 1. Recounts may be requested by any candidate for the position in which they are running if there is a reason to believe the count was inaccurate.
- Clause 2. Recounts must be requested within one (1) legal day of the final vote count for the election.
- Clause 3. The Elections Director shall recount the votes of the specific position requested within two (2) legal days of the request.

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Section 6. **WINNERS**

Clause 1. President and Executive Vice President

- a. The winners shall be the candidate team who receives a majority of votes in the regular election. A majority shall be defined as 50% plus one individual vote of the total votes cast.
- b. If no candidate team receives a majority of votes in the regular election, the candidate team with the fewest votes shall be eliminated and an instant runoff will occur, as defined by the Instant-Runoff Voting method. The eliminated candidate team's votes are transferred to the other candidate team(s), depending on each voter's preference as stated on their ballot. A runoff election will be simulated with the new vote totals. This process will repeat until a candidate team receives a majority of votes.

Clause 2. ASI Board of Directors

- a. The winners shall be the two candidates who receive the most votes.
- b. If two candidates tie for second place, the candidate(s) with the fewest votes shall be eliminated and as instant runoff will occur, as defined by the Instant-Runoff Voting method. The eliminated candidate(s) votes are transferred to the other candidates, excluding the candidate that received the highest vote total, depending on each individual voter's preference as stated on their ballot. The winner shall be determined by a simulated election based on the new voting totals.

Clause 3. Titan Student Centers Board of Trustees

- a. The winners shall be the nine candidates who receive the most votes.
- b. If multiple candidates tie for tenth place, the candidate(s) with the fewest votes shall be eliminated and an instant runoff will occur, as defined by the Instant-Runoff Voting method. The eliminated candidate's votes are transferred to the other candidates, depending on each individual voter's preference as stated on their ballot. The winners shall be determined by a simulated election based on the new voting totals.

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ARTICLE X

ELECTIONS: SPECIAL

Section 1. **SPECIAL ELECTIONS** will only be held as determined by the ASI Board of Directors. They will be held during a general election whenever possible.

Clause 1. Special elections may be called by the Chair of the Board of Directors and held at such times as designated. Such special elections shall be subject to approval by a majority vote of the ASI Board of Directors. Voting for special elections shall normally take place the week designated for the general election.

Section 2. **SPECIAL ELECTIONS** When a special election is held separate from a general election, the following conditions shall apply:

Clause 1. The availability of the Voting System including location and hours of operation of polling stations will be identical to that of the most recent previous general election.

Clause 2. Eligibility requirements shall not change.

Clause 3. Winners shall be determined by the same method as noted in Article IX, Section 6, and in Article X.

Clause 4. Candidates shall have the seven (7) consecutive calendar days before voting to campaign.

Clause 5. Campaigning materials shall still apply as noted in Article IX.

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ARTICLE XI

INITIATIVE, REFERENDUM, AND RECALL

Section 1. **INITIATIVE Legislation** from the student body may be submitted to the ASI Board of Directors in the form of a petition signed by at least 10% of the total membership of the student body. An initiative can either enact new legislation or repeal existing legislation.

Clause 1. The Vice President for Student Affairs shall verify through the Dean of Students Office the enrollment status of all the students whose signature appears on the petition.

Clause 2. After verification, a special election shall be called by the President within fifteen (15) legal days.

Clause 3. A majority vote in favor of the proposed legislation shall be sufficient to adopt any initiative legislation.

Section 2. **REFERENDUM** The ASI Board of Directors will be empowered to direct the Elections Director to place certain matters, including constitutional changes or business, before the student body.

Clause 1. A majority vote shall be sufficient to enact referenda.

Clause 2. A majority vote shall be required to ratify changes in the Articles of Incorporation.

Clause 3. The ASI Board of Directors must designate that a referendum is either binding or non-binding at the time the ASI Board of Directors proposes the referendum to the electorate.

Section 3. **RECALL** A member of the ASI Board of Directors, the President, Vice President, or Titan Student Centers Board of Trustees Student Trustee may be removed from the remaining term of office when the following conditions are met:

Clause 1. A petition stating the desire to remove a Director must be signed by ten percent (10%) of the headcount of the Director's respective academic college. In the case of the President, Vice President or Titan Student Centers Student Trustee, a petition stating the desire to remove that officer must be signed by five percent (5%) of the entire headcount of the University. The petitions must include each petitioner's printed name, Campus Wide ID number, and signature to be considered valid.

Clause 2. Prior to the gathering of signatures, the leader of the recall drive must state in a letter or in person at an ASI Board of Directors meeting the intent to recall an officer. The petition drive has thirty (30) calendar days from announcement to gather the necessary signatures or the recall fails.

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- Clause 3. If the correct number of signatures is gathered, they must be verified by the Office of the Vice President of Student Affairs.
 - Clause 4. If the appropriate number of signatures is verified, the President must call a special election within fifteen (15) legal days.
 - Clause 5. The availability of the Voting System including the location and hours of operation of the polling stations shall be identical to that of a general election.
 - Clause 6. Two-thirds of students voting in a special election must vote to recall the officer for the officer to be removed.
 - Clause 7. The Elections Director shall be in charge of special elections.
- Section 4. **ALL INITIATIVES, RECALLS, AND REFERENDA** shall be considered binding if done in coordination with the above processes unless they contradict Federal, State, or local law, The Articles of Incorporation, the ASI Bylaws, or the purpose of the Corporation.

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ARTICLE XII

QUALIFICATIONS

Section 1. **GENERAL** The following qualifications are required of all ASI candidates and officers both elected and appointed:

- Clause 1. **Incumbent Unit Load** Undergraduate student officers must earn six (6) semester units of credit per term while holding office. Graduate student officers must earn three (3) semester units of credit per term while holding office; and
- Clause 2. **Incumbent Maximum Allowable Units** Undergraduate student officers are allowed to earn a maximum of 150 semester units or 125 percent of the units required for a specific baccalaureate degree objective, whichever is greater. Graduate student officers are allowed to earn a maximum of 50 semester units. Students holding over that number of units will no longer be eligible for office; and
- Clause 3. **Candidate Unit Load** Undergraduate student candidates must maintain at least six (6) semester units per term while running for office. Graduate student candidates must maintain at least three (3) semester units per term while running for office; and
- Clause 4. **Candidate Residency** Undergraduate student candidates for office must have been enrolled at CSU Fullerton for one semester preceding the election earning a total of at least six (6) semester units during that semester. New graduate students who received a bachelor's degree or credential within the past three (3) years from CSUF must have earned a total of twelve (12) units during his or her last year as an undergraduate to be eligible. Graduate student candidates for office must have earned at least six (6) semester units per term of continuous attendance as a new graduate student to be eligible; and
- Clause 5. **Grade Point Average** All student candidates for, or current student officers serving in, an elected or appointed position within ASI must be in good standing, must not be on probation, must have earned a CSU Fullerton semester grade point average of 2.0 and a CSU Fullerton cumulative grade point average of 2.5 for all classes at CSU Fullerton during the semester prior to their candidacy, and must maintain these standards; and
- Clause 6. **Faculty/Staff** A student candidate for office may not be a member of the faculty or staff at CSU Fullerton. Graduate assistants shall not be considered faculty or staff. This does not apply to faculty or staff appointed positions.

Section 2. **SPECIFIC QUALIFICATIONS**

- Clause 1. **Students with Undeclared Majors**
 - a. A student with an undeclared major may serve on the ASI Board of Directors representing any academic college of their choice. When running in an election, a candidate for the ASI Board of Directors with an undeclared major must declare by the election filing date the academic college for which they intend to run.

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- b. A student with an undeclared major may not run as a write-in candidate for more than one academic college. A student with an undeclared major running as a write-in candidate must inform the Elections Director in writing of the academic college for which they intend to run. Notification must be made before 5:00 P.M. on Tuesday prior to the start of the election.

Clause 2. Students with Multiple Majors

- a. A student with multiple declared majors in different academic colleges may serve on the ASI Board of Directors representing only one of their academic colleges. When running in an election, a candidate for the ASI Board of Directors with multiple declared majors must declare by the election filing date the academic college for which they intend to run.
- b. A student with multiple declared majors in different academic colleges may not run as a write-in candidate for more than one of their academic colleges. A student with multiple declared majors running as a write-in candidate must inform the Elections Director in writing of the college for which they intend to run. Notification must be made before 5:00 P.M. on Tuesday prior to the start of the election.

Clause 3. Students with Minors

- a. A student with a minor in an academic college different than the academic college of their declared major may be appointed to represent the academic college of the minor on the ASI Board of Directors. An appointment of this nature would be due to a vacancy on the ASI Board of Directors as described in Article IV, Section 4 of these Bylaws.

Clause 4. Students Interested in Representing the College of Education

A student interested in representing the College of Education does not have to be enrolled in the College but qualifies as a candidate if they meet the general and/or specific qualifications and is part of one of the following groups or programs:

- a. An active member of a club that is a member of the EICC affiliated with the College of Education.

Clause 5. Presidential and Vice Presidential candidates must run as a team. Individual candidates for either office shall not be allowed.

Clause 6. No member of the ASI Board of Directors, the ASI Executive Officers, or the Titan Student Centers Board of Trustees shall serve on any of the ASI funding councils or programs in a position that receives a financial award or scholarship.

Section 3. VERIFICATION The Dean of Students or a designated representative will verify the qualifications of candidates running for office or submitted for approval. The Dean of Students or a designated representative will report to the ASI Executive Director concerning the qualifications of officers, candidates, and ASI Board of Directors. The ASI Executive Director will have the responsibility to report any ineligible officers, candidates, and ASI Board of Directors who don't meet qualifications set forth in these Bylaws and/or directives from the Chancellor's Office.

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ARTICLE XIII

CAMPAIGN CONDUCT AND RESPONSIBILITY

Section 1. EXPENSES

- Clause 1. All candidates must submit an Election Expense Report to the Elections Director listing all expenses and donations.
- a. Copies of all candidates' campaign materials and receipts for expenses (not including donated material) must be submitted with the Election Expense Report.
 - b. Donated material will be reported at fair market value for the items or services.
 - c. Election Expense Reports will be due by 5:00 P.M. on the Tuesday after the election unless otherwise arranged with the Elections Director. These reports shall be placed in a locked box in the Elections Advisor's office area which will be specified in the elections packet.
 - d. Election Expense Reports will be considered public information.

Section 2. ESTABLISHMENT OF VIOLATION SYSTEM

- Clause 1. The purpose of the Campaign Violation System is to hold candidates, candidate teams, and coalitions responsible for threatening the democratic process, committing ethical breaches, interfering with the mission of the Associated Students, threatening the safety of the campus, and violating Associated Students and University protocols. Any candidate, candidate team, or coalition found before the Elections Judicial Council to have committed violations shall be subject to punishment by the guidelines set forth in Article XIV Enforcement.
- Clause 2. Campaigning shall be defined as any effort by any individual or group to influence the decision of any potential voter in support or against any candidate, candidate team, or coalition appearing on the ballot through the use of verbal or nonverbal interaction, electronic correspondence of any kind, use of physical materials, or the use of any persons as an intermediary to communicate the same.
- Clause 3. Violations will be categorized into three (3) separate classes to mirror a "three strikes" system for candidates. Each class of violations carries a nominal strike value. Candidates who receive three strikes, in whichever combination of offenses, are immediately disqualified from the elections.

Section 3. CLASS A (AUTOMATIC DISQUALIFICATION) VIOLATIONS

- Clause 1. Class A (Disqualifiable) Violations shall carry three (3) strikes. If a candidate commits any of the following, the candidate is automatically disqualified from the election:

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- a. Interfering with the polling, voting, or vote count mechanism.
- b. Engaging in any of the following activities in relation to a campaign: larceny, burglary, robbery, fraud, theft, embezzlement, extortion, blackmail, arson, or destruction of property; physical abuse, including but not limited to assault, battery, sexual assault, threats of violence, stalking, hazing, terrorizing conduct, or other conduct that threatens the health or safety of any person; sexual, racial, or other forms of harassment. Harassment is defined as conduct that is so severe and/or pervasive, and objectively offensive and that so substantially impairs a person's access to Associated Students or University programs or activities that the person is effectively denied equal access to the Associated Students or University's resources and opportunities; illegal possession, use, or manufacture of destructive devices or weapons.
- c. Perjury, destroying evidence, tampering with evidence or witnesses, or knowingly providing false information, evidence, or testimony to the Elections Director or Board of Directors in a way which substantially affects the outcome or integrity of the electoral or judicial processes
- d. Using Associated Students authority, facilities, funds, or resources for campaign purposes to an extent which substantially affects the outcome or integrity of the election.
- e. Severely misrepresenting or failing to report sources of funding or severely misrepresenting or failing to report expenditures to an extent which substantially affects the outcome or integrity of the election.
- f. Submitting multiple ballots, modifying any ballot other than one's own, or submitting a ballot for another person.
- g. Bribing any voter or group of voters which includes giving items (e.g. campaign branded items or items of negligible value such as promotional items or items under 5 [five] dollars) with the intent of an exchange for a vote for the candidate(s), candidate team(s), or coalition(s). Items may be freely given to voters, however the intent to withhold or exchange items to solicit votes or other services is forbidden.
- h. Bribing, conspiring with, claiming an endorsement of, or otherwise corruptly influencing an Elections Campaign Team, elections polling assistant, or any other person involved with the operation of the election.
- i. Intimidating, impeding, threatening, or retaliating against voters, parties of a Board of Directors appeals case, Elections Campaign Team, Elections Judicial Council members, elections polling assistants, candidates, potential candidates, or

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other persons related to the election.

- j. Severely obstructing justice to an extent which substantially affects the outcome or integrity of the judicial processes including, but not limited to, obstructing an investigation by the Elections Judicial Council.
- k. Failing to submit an Elections Expense Report or severely misrepresenting sources of funding.
- l. Failing to appear at a formal hearing before the ASI Board of Directors.

Section 4. CLASS B (MAJOR) VIOLATIONS

- Clause 1. Class B (Major) Violations shall carry two (2) strikes. If a candidate commits any of the following, the candidate will acquire two (2) strikes against their campaign and, the official ballot shall reflect the specific violation and circumstance:
- a. Systematically or repeatedly and willfully destroying, defacing, covering, moving or removing from their places, posters, signs, banners, leaflets, or flyers representing student organizations and/or University departments.
 - b. Filing malicious, frivolous, misleading, or bad faith charges or complaints against any candidate, candidate team, coalition, proponent, or opponent in the Elections Judicial Council. If an individual engages a third party to file such charges, both individuals shall be held responsible.
 - c. Using any means of unsolicited electronic communication “spam” to campaign (electronic mail, phone, message, text, social media). “Spam” shall be defined to include any unsolicited electronic communication that does not meet at least one of the following criteria: the recipient initiated contact regarding campaign matters through the same communication medium with the author; the recipient gave their contact information for the same communication medium to the author’s campaign; the communication is sent through a social network and the recipient has the author as a connection/friend/etc. on the same social network; the recipient has had non-campaign related contact with the author through the same communication medium within the past three months; the communication is sent through a listserv/group message mechanism run by some organization and the author has permission from the leadership of that organization or is a member in good standing of that organization and the communication clearly indicates the group/listserv through which it is sent. This criteria shall not be valid for group messages sent to an entire class, academic program, or other groups/listservs which students are required to be or automatically are members of.
 - d. Actively campaigning or posting campaign materials before the mandatory Candidate Orientation.
 - e. Willfully damaging or destroying the campaign materials of another candidate.

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- f. Using the intellectual property of another person or organization to campaign, without the permission of the rightful owner. Candidates shall obtain permission in writing. Action for this violation can only be brought by or on the complaint of the rightful owner.
- g. Willfully violating an order from the Elections Judicial Council.
- h. Providing false or misleading information, evidence, or testimony to the Elections Judicial Council.
- i. Using internet enabled devices to acquire votes during the voting period. This includes cell phones, tablets, laptops, and other devices that may access the elections ballot.
- j. Purchasing paid campaign advertising, or soliciting unpaid campaign advertising, in a University or Associated Students affiliated publication.
- k. Using California State University, Fullerton, or Associated Students authority, facilities, funds, or resources for campaign purposes. The use of authority includes, but is not limited to, any action which would reasonably suggest that the Associated Students, or any unit thereof is taking a stance on or participating in a campaign. The use of facilities includes, but is not limited to, posting campaign materials, the use of facilities for storage of campaign materials, and their use for meetings related to campaigns.
- l. Claiming an endorsement of an individual, group, organization, party, etc. without their/its consent. Candidates should, but are not required, to obtain endorsements in writing.
- m. Obstructing justice including, but not limited to, obstructing an investigation by the Elections Judicial Council or its agents and obstructing the functioning of the Elections Judicial Council.
- n. Campaigning or posting campaign materials within any of the following locations: within or on the grounds of any university operated residential housing or residential dining commons. This section shall not prohibit the posting of materials inside residential rooms, including on windows, provided that the permission of all residents living in that room is obtained. This section shall not prohibit solicited campaign activities within a residential room (for example a campaign team meeting), provided that the permission of all residents living in that room is obtained. This section shall not be interpreted to allow campaign agents to attempt to solicit such permission from the hallway or grounds of the residential housing.
- o. Disseminating information intended to mislead or deceive voters as to the mechanics of the election or intentionally disseminating information that is objectively and provably false on matters pertaining to the University or the Associated Students.

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Section 5. CLASS C (MINOR) VIOLATIONS

Clause 1. Class C (Minor) Violations shall carry one (1) strike. If a candidate commits any of the following the candidate will acquire one (1) strike against their campaign, and the official ballot shall reflect the specific violation and circumstance:

- a. Violating the University Posting Policy.
- b. Persistently blocking any entrance or tight space, or otherwise significantly restricting the flow of vehicular or pedestrian traffic on campus.
- c. Distributing food and/or beverage, with the exception of unopened water bottles and prepackaged snacks.
- d. Using University or Associated Students property that is not openly accessible to all students to produce copies of any campaign material or promote an individual candidate.
- e. Falsely claiming a past or current position, title, membership, award, other affiliation, etc. with an individual, group, organization, party, etc. When applicable, membership deemed shall be defined as being a member in good standing. Past membership, affiliation, etc. must be noted as such.
- f. Using the name of any person without prior written consent of that individual. Any materials in violation will be seized and destroyed by the Elections Director.
- g. Leaving or posting campaign materials in any campus computer lab or classroom containing computers provided by the university.
- h. For Board of Trustees candidates, officially or unofficially campaigning with another candidate not formally part of your coalition. Coalitions may only be formed during the filing for candidacy period.
- i. Officially or unofficially receiving a public endorsement from faculty, staff, administration, non-student employees, departments, or colleges of the University.

Section 6. ENDORSEMENT

Clause 1. Any unit, body, or office of the Associated Students shall be prohibited from promoting or discouraging a vote in favor or against any candidate, candidate team, or coalition in any election (including recall elections).

Clause 2. Any unit, body, or office of the Associated Students shall be prohibited from promoting or discouraging a vote in favor or against any proposition in any election.

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- Clause 3. Any organization receiving sponsorship or funding from the Associated Students shall be prohibited from spending any Associated Student funds or using any resources to promote or discourage a vote in favor or against any proposition, candidate, candidate team, or coalition in any election.
- Clause 4. Individual officials of an organization receiving sponsorship or funding from the Associated Students may express their individual views in support or opposition of a candidate (including themselves), candidate team, or coalition. In expressing such views, they may identify themselves as officials of their organization, provided it is clear they are not speaking for the Associated Students, their organization, or the student body as a whole.
- Clause 5. No support may be solicited for any candidate, candidate team, or coalition from the faculty, staff, administration, or non-student employees of the University. This does not prohibit asking permission to speak in front of a class.

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ARTICLE XIV
ENFORCEMENT

Section 1. COMPLAINTS

- Clause 1. The Elections Judicial Council shall exist to hear all formal complaints pertaining to the conduct of any candidate, candidate team, or coalition. The Elections Judicial Council shall be chaired by the Elections Director and shall be comprised of the a member of the Elections Team, a member of the Board of Directors, a member of the Executive Team, and a member of the Titan Student Centers Board of Trustees. All members of the Elections Judicial council must be graduating seniors and/or have no conflicts of interest as it pertains to responding to formal elections complaints.
- Clause 2. Members of the Elections Judicial Council shall be chosen by the last Board of Directors meeting of the fall semester.
- Clause 3. Any individual having knowledge of a violation of Article XIII may make a written complaint to the Elections Judicial Council.
- Clause 4. Formal complaints can be filed electronically on the ASI website.
 - a. A complaint must state the who, what, where, when, and how of the violation.
 - b. The complaint must be electronically signed and have a valid contact phone number or email. Anonymous complaints will not be considered.
 - c. Incomplete forms will not be accepted.
- Clause 5. Election complaints must be submitted within 24 hours of the infraction. All formal complaints filed after 24 hours of the infraction will not be considered by the Elections Judicial Board unless the severity of the violation warrants consideration.
- Clause 6. The Elections Judicial Council shall investigate all formal complaints and determine if action is needed within 24 hours of the formal complaint being received.
- Clause 7. With or without formal complaint, the Elections Judicial Council will investigate and act on violations it is aware of within five (5) legal days.
- Clause 8. Complaints must be proven at a special meeting of the ASI Board of Directors with the burden of proof being on the complainant.
- Clause 9. All eligible complaints must be reviewed and investigated before the election can be certified.

Section 2. PENALTIES

- Clause 1. All members of candidate teams and coalitions shall be held responsible as individuals

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for any violation accrued by a member of their candidate team or coalition.

- Clause 2. Any violation of Article XIII of these Bylaws may result in a consequence including suspension or revocation of any publicity, posting, campaigning privileges; posting electronic notice of candidate violations on the ballot; and/or automatic disqualification and shall be administered at the discretion of the Elections Judicial Board. Consequences are appealable to the ASI Board of Directors.
- a. A violation shall be defined as a formal complaint that has been filed with and validated by the Elections Judicial Council.
 - b. All violations shall be thoroughly documented by the Elections Director as all violations are subject to appeal to the ASI Board of Directors.
 - c. Each candidate or candidate team who has accrued three strikes of any offense will automatically be disqualified. The recommended penalties left to the discretion of the Elections Director are as follows:
 - I. The first violation shall result in a verbal warning.
 - II. The second violation shall result in consequences as described in Clause 2 of this section except removal from the ballot and a public notice at polling stations that describes the violation.
 - III. The third violation shall result in automatic disqualification.
 - d. The Elections Director and Elections Team reserve the right to remove any campaign materials in violation of Article XIII, Section 3, 4 and/or 5 of the Bylaws.

Section 3. APPEALS

- Clause 1. When a decision has been made by the Elections Judicial Council concerning a formal complaint, any party identified in the complaint or receiving consequences as a result of the complaint may appeal the decision to the ASI Board of Directors.
- Clause 2. Once notified of the appeal, the Board of Directors will conduct a formal hearing at the next Board of Directors meeting. All parties identified in the elections complaint will be required to attend the hearing, including a member of the Elections Judicial Council to explain to the Board of Directors how the council arrived at their decision. An individual shall be exempt from appearing before the ASI Board of Directors if they can show a valid health excuse, out of town commitment, death in the family, employment obligations, exam/paper due twenty-four hours following the case, observance of a religious holy day or ceremony which prevents attendance, an academic commitment during the meeting time, jury duty or mandatory appearance for legal/administrative proceedings during the meeting time, a force majeure which prevents attendance (this shall be defined as an chance occurrence or unavoidable accident that is not the result of negligence or misfeasance by the individual).

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- Clause 3. Once the Board of Directors has reached a verdict on the appeal through a formal vote, there shall be no further course of action for all parties involved in the hearing.



A RESOLUTION APPROVING CHANGES TO ASI BYLAWS ARTICLE IV

Sponsor: Maria Linares

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 the ASI Board of Directors, who set policy for the organization, approve all funding allocations to programs and services, and advocate on behalf of student interests on committees and boards; and

WHEREAS, ASI corporate policy provides guidance for how ASI works to achieve the mission and goals of the organization; and

WHEREAS, the current ASI Bylaws Article IV includes language which should be reflected in ASI Policy; and

WHEREAS, ASI Bylaws Article IV and ASI Policy Concerning Board of Directors lacks language consistent with current California Nonprofit Public Benefit Corporation Law and other applicable statutes and regulations; therefore let it be

RESOLVED, ASI approves changes to ASI Bylaws Article IV in order to comply with California Nonprofit Public Benefit Corporation Law and other applicable statutes and regulations, including changing the terms Officer and Ex-officio to Standing Liaison Officer and Standing Advisor; and changes Removal to Vacancy; and let it be

RESOLVED, ASI strikes the redundancies from ASI Bylaws Article IV; and let it be finally

RESOLVED, that this resolution be distributed to the ASI Executive Director, ASI Associate Executive Director, and applicable ASI departments for appropriate action.

Adopted by the Board of Directors of the Associated Students Inc., California State University, Fullerton on this twenty-seventh day of November in the year two thousand eighteen.

Tristan Torres
Chair, Board of Directors

Maria Linares
Vice Chair/Secretary, Board of Directors

Associated Students Inc., California State University, Fullerton President/CEO does hereby
[] approve / [] refuse to approve this resolution.

Joshua Borjas
ASI President/CEO

Date

ASI RESOLUTION ACTION UPDATE

ASI BOD Meeting, 11.27.18

Resolution Overview

- *“The weight of the student body”*
- The powers of resolves, within ASI and externally
- At this time, we have 5 resolutions that call action of the executive branch

A Resolution in Support of Black Student Success at Cal State Fullerton

Passed 2016

- Concern with retention and graduation of black students
- Raise and prioritize the issue of black student enrollment (as well as staff and faculty)
- Encourages the strategic enrollment for black students
- Increase the ten-year track for black faculty

A Resolution in Support of Black Student Success at Cal State Fullerton

Passed 2016

- Fall in Love with Fullerton day
- Frequent communication with the BSU President and the AARC
- VP forges shared that our focus needs to shift to Latinx Faculty, Black faculty have increased to close the equity and representation gap

Further action: Ensuring the strategic recruitment of new faculty and staff are meeting the needs of representation

In support of LGTBQ Student Life at CSUF

Passed 2016

- Organizational support for the community
- Keep in accordance with the (now old) Strategic plan goal #2
- Asking for Ally training from the chancellor
- Asked for athletics to include a statement in their program that supports queer people
- Gender and sexuality self-identifying
- Asking for the incorporation of gender inclusive restrooms

In support of LGTBQ Student Life at CSUF

Passed 2016

- Old Strategic plan is phased out
- Ally training and demographical information can easily be a “CSU” topic
- Budgeting and differed maintance issues with new restrooms

In Support of DACA Students

Passed 2017

- Recognized the marginalization of undocumented people, but in response to national politics this resolution came to fruition.
- Asking for the increase in visibility of information and resources in our marketing and website
- Establishing a \$500 scholarship
- Ensures that UPD protect this community with the extent and power of the law
- CSUF Study abroad specialist
- Undocumented specialist in Financial Aid

In Support of DACA Students

Passed 2017

- Increased communication about events in general, clearly seen a rise in this with DIRC programming
- Study Abroad specialist, there was a time where we didn't know how the administration would move forward. We do have certainty now, I will follow up
- ICE cannot do what they want, they need a warrant.
- Increasing the scholarship to \$1000
- Will Schedule a meeting with the Financial Aid Director over winter break

Expand Mental Health Resources

Passed 2017

- Responding to student concerns about CAPS wait time, covered some areas of where we improved
- Increasing the number of Psychologist at CAPS
- Collaboration with Disabled Student Services in academic support as well as faculty
- Increasing communication about services

Expand Mental Health Resources

Passed 2017

- Hired more psychologist, looking into alternate form for care
- Still are some concerns with the treatment of student who utilize DSS. Need to go about this tackling the chancellor's revision of required training and as well as CFA and holding them to their mission
- Will meet with Strategic communications, to see what we can do for a increase of communication and collaboration for the annual relay for life held on campus

In Support of Civil Disobedience and Social Action

Passed 2018

- Came from a reaction from Milo, morphed into this resolutions there were concerns of being too political with the statement
- Will host a special presentation in regarding to activism every fall semester
- Seeking out social justice campaigns to advocate for students
- Social media campaign in regarding to social justice and college activism
- Collaborate in organizing and mobilizing CSU social justice campaigns
- Encourage each CSU government to create a Social Justice component in their structure
- Creation of a Social Justice and Equity commission

In Support of Civil Disobedience and Social Action

Passed 2018

- Included a form of Identity based training for the fall retreat. Have followed up with Drew to address this aspect of government
- We have not been searching for any campaigns, the only one we were previewed to was the Justice For Josiah
- Will Talk to Scott and Kaetlyn to see what are ways we can weave in activism and advocacy in our social media
- I sit on University Affairs committee at CSSA and Ana sits on the Social Justice and Equity Committee. In the January plenary we will bring up a discussion about how each campus tackles this issue.
- Project Round Table, precursor for the manifestation of what

QUESTIONS ?





CALIFORNIA STATE UNIVERSITY, FULLERTON

*Executive Officers Board Report
November 27, 2018*

**ASI PRESIDENT
JOSHUA BORJAS**

Hello all,

I hope the break treated you well! A few more meetings left for the semester. This indeed is a bittersweet moment as we are about halfway into our terms this point. This past week we had the opportunity to take a breather and reflect on many things about the holiday, including the intention to give thanks to our lives. I can say for sure that there was a deep sense of gratitude to the once in a lifetime opportunity that I have in this position. I then began to realize that this organization provides so many students with a chance for themselves to advance and then in turn progress the lives of students in a positive manner. No that is something I am super thankful for. At my halfway point, I can undoubtedly say I need improvements, but I am ultimately happy with what has happened and what will become the year I had an opportunity to help better the school that changed my life in all the best ways possible.

Promenade and Quad:

Ana, Rebecca, Riley, Tristan, and I all met with Fram to discuss the promenade and quad construction. We felt there was an issue of shared governance in the process of this project. One of the requests was to have a meeting to go over input for how the quad will look like. The meeting consisted of all major university constituents and a select few departments that utilize the quad more frequently. I asked for a survey to be sent out to the campus so that students can have a change to voice what they want to say.

Exec Reviews:

We are in the process of finalizing the feedback form for executive officers. As I mentioned prior, I want the opportunity for you all to highlight ways I can improve myself and my performance. These results will be captured before the break and the Exec officers will debrief them over winter break. We will come to BOD in the spring with ways for us to implement the change. Note that along with the Board leadership review, there will be critique on their performance in their positions.

SSIFAC SFAC:

We recently held both meetings for the first quarter of the year, and there shall be a presentation soon in regards to what information was shared, and potential action. I am also looking into the change of the graduation fee into one that we can have input on.

As always, let me know how I can help yall!

ASI VICE PRESIDENT
ANA ALDAZABAL

Hi everyone, I hope you all had a great break! Below is my report.

Executive Senate

Maisune and I hosted our last exec senate of the semester two weeks ago. We had VP Kim come and give a presentation regarding the promenade and the new parking structure. All of the representatives were very engaged and found the presentation very informational. Maisune and I will meet soon to set up the dates for next semester's meetings. If you all would like to attend or make any announcements please let me know in advance!

Grant Committee

The committee has been given instructions on grading and has begun the process. The next meeting is this Thursday from 4-5pm, this is when we will decide who receives the grants.

Diversity Inclusion and Equity Committee

This week I will be a few minutes late due to my attendance at this committee meeting.

Roundtables

Today is the Undocumented students and SWANA community roundtable, if you signed up please attend!

I hope you all have a great week!

ASI CHIEF COMMUNICATIONS OFFICER
KAETLYN HERNANDEZ

Hello everyone!

I hope everyone had a relaxing and fun fall break!

The ASI Roundtables social media has all been scheduled. When you see posts go up on @asicsuf, please share the information to make Rebecca's project as successful as possible.

I am currently working on revising the ASI social media policy. You can find the original policy on the ASI website. If you would like, please read the policy on your free time and let me know of anything you think needs revising that I may not have caught.

Lastly, the ASI fee transparency video is finally completed! Thank you to everyone who helped in this production! It will be released on ASI social media and on the screens in the TSU very soon!

Please feel free to reach out with any questions! Thank you!

**ASI CHIEF CAMPUS RELATIONS OFFICER
REBECCA HESGARD**

Hello BOD, I hope lucky Week 13 is treating you well. A look back before the break for me included:

- Launching ASI's Mobile Food Pantry!!!!!!!!!!
- "What is ASI?" Presentation at the AARC
- Meeting Patty Perillo, Vice President of Student Affairs at Virginia Tech with other students from across campus
- University Advancement Committee
- Daily Titan interview about sustainable practices in ASI and across campus
- Attended ACUI in San Diego and presented during an education session

Important Update:

- Please remember to attend the ASI Roundtables you have signed up for; you will be receiving reminders to attend and just remember that these students are counting on us to show up and make a great effort to listen to all they have to share so please attend!

**ASI CHIEF GOVERNMENTAL OFFICER
MEGHAN WAYMIRE**

Lobby Corps -

Policy agenda is almost complete. We have been researching specific areas to place underneath our "focus issues"

Once it is complete I'll bring it to board for approval

The policy agenda allows ASI to specifically reference the agenda when lobbying/advocating on behalf of students

CHESS marketing requests are turned in. We want to start pushing the marketing online on December 15th when applications will open.

Board of Trustees (CSU) -

One time funding was secured for basic needs in our budget ask! This is a huge win for students and I hope in the following years we can push for this to be continuous funds.

CSU-

Many CSU communities and people in general have been impacted by the fires. If you're looking for a way to help Chico State has established the Wildcats Rise Fire Recovery Fund to allocate financial resources to those who were directly impacted by the camp fire through www.csuchico.edu/campfire.

Roundtables-

My first round table was yesterday (as I write this, it hasn't happened yet). The round table is for students with disabilities. I'm extremely excited to see how this goes and to connect with the students who attend. Thanks Rebecca for working so hard on this project!

Fall Break-

Wasn't long enough: /

Thanks everyone!



BOARD OF DIRECTORS

CALIFORNIA STATE UNIVERSITY, FULLERTON™

CHAIR & VICE CHAIR'S REPORT

November 27, 2018

Maisune Abu-Elhaija, Vice Chair/Treasurer:

Board of Directors Things:

Graduate Student Success - ASI

HSS, HDD, ECS, NSM, and CBE: Everyone selected different dates so I am going to hold two meetings next week. I resent the email tonight.

Project Rebound - ASI Support

Extended Deadline: Friday, November 30. At the last BOD meeting, it seemed like almost everyone raised their hands yet I only got 8 responses. The link again is: www.tinyurl.com/supportrebound

Council Visits

I have visited almost half of the funding and funded councils. I will make certain that I have visited all councils before the semester ends, especially because of budget season coming up.

Budget Concerns

If you have any budget concerns you would like the Finance Committee to consider as we develop the budget for next academic year, NOW is the time to speak up! You may reach out to me or any of the Finance Committee members about your concerns or suggestions.

Finance Committee Things:

Budget Orientation - Coming Up

The first orientation is this Wednesday and then the second two are next Thursday and Friday. The purpose of this orientation is to help all the funding/funded councils understand the budget process as well as ask questions.

VC Treasurer Things:

RoundTable

I was fortunate enough to be a part of the Students with Disabilities roundtable today and hear students' feedback. I am so proud of our team this year for this success!

Maisune Things:

Middle Leadership Academy

The Middle Leadership Academy is a research and assessment team that meets with other CSU campuses to discuss student support for success. This year's theme is equity. The first conference between the CSU campuses will be December 6-8 at Cal Poly Pomona. I will be out of office, with the exception of Finance Committee on December 6.

Maria Linares, Vice Chair/Secretary:

Happy Monday everyone! I hope you all had a fun and relaxing Fall break.

◆ **Governance**

This week:

- The committee will consider approving the bylaw changes regarding elections to Bylaws VI-XI

One on Ones:

- I have sent my committee the Doodle poll link. We will be doing our second round of one on ones

Recap:

- Volunteered at the ASI mobile food pantry on 11/13
 - I received a lot of positive feedback from students about the event. Thank you exec team, for working so hard to put this together!

See you all at our BOD meeting tomorrow!

Kindly,

Maria Linares

Tristan Torres, Board Chair:

Hi everyone, I hope that you all enjoyed your break!

Athletics Advisory Committee: This week I will have my first meeting for this committee, so if you have any questions just let me know!

SFAC: I will be attending my second SFAC meeting next Friday, so let me know if you have any questions!

Homecoming: This weekend there will be our ASI alumni mixer on Saturday December 1st 12pm-4pm

Hope that you all have a great week!