



Minutes

Governance Committee

📅 Thu September 22nd, 2022

🕒 2:30pm - 3:45pm PDT

📍 ASI Boardroom - Titan Student Union

👥 In Attendance

1. **Call to Order**

Diaz, Chair, called the meeting to order at 2:36 pm.

2. **Roll Call**

Members Present: Butorac, Diaz, Ruelas, Windover

Members Absent: Vences

Liaisons Present: Awadalla, Galvan, Nettles

Liaisons Absent: None

According to the ASI Policy Concerning Board of Directors Operations, attendance is defined as being present prior to the announcement of Unfinished Business and remaining until the scheduled end of the meeting.

* Indicates that the member was in attendance prior to the start of Unfinished Business, but left before the scheduled ending of the meeting.

** Indicates that the member was in attendance for a portion of the meeting, but not in attendance prior to the announcement of Unfinished Business.

3. **Approval of Agenda**

Diaz requested to amend the agenda and address New Business Item B before A.

Decision: (Butorac-m/Windover-s) The amended agenda was approved by unanimous consent.

4. Approval of Minutes

Decision: (Windover-m/Ruelas-s) The 09/08/2022 Governance Committee Meeting Minutes were approved by unanimous consent.

a. **09/08/2022**

5. Public Speakers

Members of the public may address Governance Committee members on any item appearing on this posted agenda or matters impacting students.

None.

6. Reports

a. **Chair**

Diaz did not provide a written report.

b. **Director, Student Government**

Nettles did not provide a written report.

7. Unfinished Business

None.

8. New Business

a. **Action: Appointment for the Director for the College of Communication**

The committee will consider appointing an applicant to fill the vacancy on the ASI Board of Directors for the College of Communications effective immediately through May 31, 2023.

FIN 004 22/23 (Windover-m/Ruelas-s) The committee will consider appointing an applicant to fill the vacancy on the ASI Board of Directors for the College of Communications effective immediately through May 31, 2023.

Diaz informed members that the candidate for the College of Communications is not present and asked members to move this item to the next meeting.

Decision: FIN 004 22/23 (Windover-m/Ruelas-s) A motion and second was made to postpone this action item until the next Governance Meeting.

b. Action: Appointment for the Director for the College of Natural Sciences and Mathematics

The committee will consider appointing an applicant to fill the vacancy on the ASI Board of Directors for the College of Natural Sciences and Mathematics effective immediately through May 31, 2023.

FIN 003 22/23 (Butorac-m/Windover-s) The committee will consider appointing an applicant to fill the vacancy on the ASI Board of Directors for the College of Natural Sciences and Communications effective immediately through May 31, 2023.

Diaz yielded the floor to Nettles to share about the candidates and the application and selection process.

Diaz invited the candidates to the podium one at a time to share their experiences and qualifications.

Adrian De Anda, a second-year student at CSUF, shared his experiences and qualifications.

- De Anda shared about his educational history and the events that led him to where he is today.
- De Anda shared that his goal is to help give people tools to feel great about themselves.
- De Anda shared his reasons for applying to the role as a first-generation college student.

Jonathan Ayala, a third-year student at CSUF, shared his experiences and qualifications.

- Ayala shared his educational experience and goals at CSUF.
- Ayala is a president of a club on campus and would like to be able to get more visibility.
- Ayala has also been a peer mentor at CSUF.
- Ayala wants to create comfortable environments for women in his gaming club as well.

Nicholas Furtado, Nic, shared his experiences and qualifications.

- Furtado shared the life experiences that have developed him into who he is today.
- Furtado emphasized the importance of empathy.

- Furtado shared the main reasons he applied and the goals he hopes to accomplish in this role.

Diaz opened the floor to questions.

Windover asked De Anda what unique skill he thinks will help him in this position if he were voted into it. De Anda feels his ability to communicate and begin conversations would be useful to him in this role.

Galvan asked all candidates about their availability and ability to fulfill the time commitments this role requires. De Anda said he would not be able to come to Thursday meetings but would be available for the majority of the meeting time on Tuesdays. Ayala has open availability on Tuesdays but is only available Thursdays after 3 pm. Furtado is available on Tuesdays and Thursdays.

Windover asked what is Furtado's major and how what he plans to do with it. Furtado shared his experience and goals with his major.

Butorac asked Furtado what issues and challenges he had when making his online government at his previous university and how he thinks those experiences have helped him develop into a candidate that would be a good fit in this role. Furtado said his largest challenge was to recruit students and create the group.

Diaz asked Ayala what concerns or problems he sees in his college that he would like to change and how he plans to go about resolving those issues. Ayala shared that the largest issue is that the equipment is fairly outdated in some of the labs. He also shared that during classes taken in previous semesters they were unable to execute the lab tests successfully because the equipment was inadequate. Ayala also shared that the college does not have sufficient faculty assistance. Ayala said he would speak with the faculty in his college to inquire about funding to have more funding to resolve these concerns.

Windover asked Ayala how he feels his college and major background will help him in this role if he is elected to it. Ayala shared that he does not see a lot of visibility of his major present on campus. Ayala shared that the Physics Club is mostly comprised of Non-Physics Majors, but hopes to increase their engagement.

Butorac asked how being a third-year student who is on campus for the first time, due to COVID Restrictions, has impacted his goals. Ayala said that he was not well connected but connecting has been his main goal since coming to campus.

Windover asked De Anda if he is interested in helping underrepresented students on campus since he is a first-generation Hispanic student. De Anda said that is one of his large goals but wants to be able to help everyone and not solely focus on his own race so he can build community with all.

Butorac asked what are De Anda's passions outside of school. De Anda shared he likes to stay active, go to the gym, and socialize with friends.

Diaz asked all candidates what would they start working on right away, to resolve issues within the College of NSM. Furtado said he would first collaborate with his co-chair before reaching out to their fellow peers to ask what needs they feel are present in the college and what tools they feel the college can provide to help them. Ayala said he would begin outreach to try and get the equipment upgraded. Ayala said he would also like to create a way for students to directly voice their opinions to department staff and faculty. De Anda said he would begin speaking with students and faculty directly and providing incentives to get students engaged. De Anda would focus on getting the voices of students and teachers.

Awadalla asked Furtado what are some issues regarding Diversity, Equity, and/or Inclusion that he would like to address within his college. Furtado said he believes that he would want to bring visibility and more diversity to his college. Furtado said as a first-generation student he did not have someone to encourage him and wants to be that for someone.

Diaz thanked the candidates for sharing and informed them they have more positions within student government they can apply to if they are not elected into this role.

Diaz opened the floor to discussion and invited the candidates to leave the room while the committee discussed.

Galvan said all the candidates are very good, but thinks it's very unfortunate that De Anda is unavailable for Thursday because he is eager. Galvan is leaning towards Furtado since she does not see very much veteran representation on campus.

Windover said a large issue within her college is underrepresentation. Windover feels it is concerning that Ayala does not see many Physics majors. Windover does feel that De Anda would be a good fit since he is one of the best people at reaching out and has seen him do so on campus. Windover also said that Furtado is very enthusiastic as well and believes he would be able to represent many underrepresented communities within the college as well.

Diaz did reiterate that the time availability is very important and that De Anda being unavailable for Thursday meetings and only being able to attend partial meetings on Tuesdays is very important. Diaz shared that candidates being available for meetings is a requirement. Diaz also liked the examples that other candidates provided to help their college.

Butorac shared his observations about all the candidates.

Ruelas shared that he also believes that availability is very important and noted that De Anda's lack of availability is unattractive. Ruelas said Furtado and Aayla's messaging was clear. Ruelas feels that all candidates are skilled but feels that Furtado and Aayla would be two of the best candidates.

Diaz asked if there were any objections to moving to a roll call vote. There were no objections. Diaz informed members that a candidate must receive a majority vote to secure the position. Neither candidate received majority votes. Diaz informed the Committee they will vote again after a second round of discussion. Diaz opened the floor to discussion.

Windover shared the importance of having someone majoring in the College of NSM and not only minoring is very important.

Butorac said that he is unsure of what the requirements are for a minor but believes that Ayala is a good fit for the role since he does still have a passion to represent the college.

Nettles shared that the only requirement is that the candidates have a minor in the college, but do not need a major.

Diaz shared that she likes that Ayala being present in two colleges is good and can provide a broader representation.

Ruelas shared that he understands Windovers decision to want a candidate that is present in the college.

Diaz asked if there were any objections to going to a roll call vote. There were no objections.

Decision: FIN 003 22/23 (Butorac-m/Windover-s) 3 votes for Furtado - 1 vote for Ayala; The resolution to appoint Nicholas Furtado to fill the vacancy on the ASI Board of Directors for the College of Natural Sciences and Mathematics effective immediately through May 31, 2023 has been approved.

c. Discussion: Resolution to Amend the ASI Policy Concerning Board of Director Operations

The Board will consider approving the resolution to amend the ASI Policy concerning Board of Director Operations

The committee will discuss the resolution to amend the ASI Policy Concerning the Board of Directors.

Diaz yielded the floor to Drew Wiley to review the possible changes to the ASI Policy Concerning Board of Director Operations.

Wiley informed the committee of the changes and updates to the policies and the importance of these changes.

- Wiley shared information regarding the ways that the policies regarding quorum that can inhibit action being done by the committees.
- Wiley shared details on aspects of the policy that are not applicable to the Board and committees.
- Wiley shared details on Teleconference Meetings and added language to host a digital meeting if and when necessary.

Diaz requested a motion and a second to extend the meeting by 5 minutes to complete the meeting.

Butorac asked questions surrounding the changes to the parking policy. Nettles informed the member that changes to parking policy would not be something that this Committee has authority over. Nettles said she can connect Butorac with the community that manages parking policy.

Diaz reiterated the changes she recalled to share with her peers and ensure her understanding was correct.

Nettles encouraged members to review the policy themselves for a deeper understanding of these changes.

Nettles informed members this will be a voting item at their next meeting.

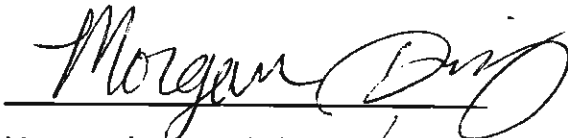
Decision: (Windover-m/Butorac-s) A motion and a second was made to extend the meeting by 5 minutes to complete the review of this New Business item.

9. Announcements/Member's Privilege

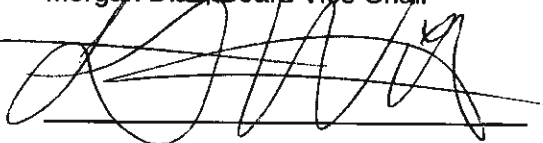
None.

10. Adjournment

Morgan Diaz, Chair, adjourned the meeting at 3:47 p.m.



Morgan Diaz, Board Vice Chair



Crystaal Washington, Recording Secretary

Roll Call 2021-2022

09/22/2022 Governance Committee Roll Call

Attendance	Board Members			
			Present	Absent
CBE	BUTORAC	MICHAEL		
CHAIR/VICE CHAIR/ARTS	DIAZ	MORGAN		
COMM	RUELAS	ALAN		
HHD	VENCES	BERNICE		
NSM	WINDOVER	SOPHIE		
			Present	Absent
			0	0

Attendance	Liaisons			
			Present	Absent
CIDO	AWADALLA	MAYSEM		
CHAIR (HHD)	GALVAN	ISABELLA		
DIR STU GOVT	NETTLES	ASHA		
			Present	Absent
			0	0

*Recording Secretary: Crystaal Washington


Roll Call Votes	start 003		Round One			Round Two	
			Ayala	Furtado	De Anda	Ayala	Furtado
CBE	BUTORAC	MICHAEL	1			1	
COMM	RUELAS	ALAN		1			1
HHD	VENCES	BERNICE		1			
NSM	WINDOVER	SOPHIE	1				1
CHAIR/VICE CHAIR/ARTS	DIAZ	MORGAN					1
			Yes	No		Yes	No
			2	2	0	1	3




Minutes

Governance Committee

 Thu September 8th, 2022

 2:30pm - 3:45pm PDT

 ASI Boardroom - Titan Student Union

 **In Attendance**

1. **Call to Order**

Diaz, Chair, called the meeting to order at 2:34 pm.

2. **Roll Call**

Members Present: Butorac, Diaz, Vences, Windover

Members Absent: None

Liaisons Present: Awadalla, Galvan, Nettles

Liaisons Absent: None

According to the ASI Policy Concerning Board of Directors Operations, attendance is defined as being present prior to the announcement of Unfinished Business and remaining until the scheduled end of the meeting.

* Indicates that the member was in attendance prior to the start of Unfinished Business, but left before the scheduled ending of the meeting.

** Indicates that the member was in attendance for a portion of the meeting, but not in attendance prior to the announcement of Unfinished Business.

3. **Approval of Agenda**

Decision: (Butorac-m/Vences-s) The agenda was approved by unanimous consent.

4. Approval of Minutes

Decision: (Butorac-m/Windover) The 8/25/2022 Governance Committee Meeting Minutes were approved by unanimous consent.

a. **08/25/2022 Governance Committee Meeting Minutes**

5. Public Speakers

Members of the public may address Governance Committee members on any item appearing on this posted agenda or matters impacting students.

None.

6. Reports

a. **Chair**

Diaz did not provide a written report but shared information with the Committee.

b. **Director, Student Government**

Nettles provided a written report. The report is attached to the minutes.

7. Unfinished Business

None.

8. New Business

a. **Action: Resolution to Declare the Director for the College of Communications position vacant**

The committee will consider declaring the ASI Board of Director position for the College of Communications vacant, effective immediately.

GOV 22/23 001 (Windover-m/Vences-s) The committee will consider declaring the ASI Board of Director position for the College of Communications vacant, effective immediately.

Diaz yielded the floor to Nettles to review.

Nettles stated that ASI has reached out and has not been able to connect with Victoria Santana, Director for the College of Communications regarding their duties. The issue has been reviewed with Board Leadership and the Executive Director. In accordance

with the Policy Concerning Board of Directors Operations, the Committee is asked to declare the position vacant.

Nettles shared that this position needs to be filled by a member who is available to serve.

Nettles yielded to Galvan, ASI Board Chair.

Galvan shared that there were many unsuccessful attempts to contact this Director.

Galvan stated they attempted to request a formal resignation when it came to their attention that the Director no longer wanted to serve, but were unable to obtain that. Galvan believes it is the appropriate time to declare the position vacant.

Diaz opened the floor to questions. There were no questions.

Diaz opened the floor to discussion.

Diaz shared additional information on vacant Board positions.

Butorac shared positive interactions with Santana during elections, and said he would be glad to work with her in the future, although he is disappointed by the current situation.

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

Decision: GOV 22/23 001 (Windover-m/Vences-s) 4-0-0 The resolution declaring the ASI Board of Director position for the College of Communications vacant effective immediately has been approved.

b. Action: Appointment for the Director for the College of Communications

The committee will consider appointing the applicant to fill the vacancy on the ASI Board of Directors for the College of Communications effective immediately through May 31, 2023

GOV 22/23 002 (Vences-m/Windover-s) The committee will consider appointing Alan Ruelas to fill the vacancy on the ASI Board of Directors for the College of Communications effective immediately through May 31, 2023.

Diaz yielded the floor to Nettles to review the application and selection process.

Nettles reviewed the interview process and explained the documents being reviewed.

Diaz invited Ruelas to share.

Ruelas shared information about himself.

- Ruelas is a Hispanic transfer student within the College of Communication.

- Ruelas is involved in many organizations on campus and wants to continue to be more involved on campus.

Diaz opened the floor to questions.

Diaz asked what drove Ruelas to apply for this position. Ruelas said he enjoyed his previous experiences working with student government and wanted to do so again.

Vences asked what advice he would give himself when he first started his career at CSUF. Ruelas said he would tell himself that when he is here he is family and he should be who he wants to be.

Butorac asked how Ruelas handles tough times and a full plate. Ruelas said he regroupes with people and resources that are available to help him; he also reprioritizes his calendar and ensures self-care is a top priority.

Galvan asked what issues Ruelas sees within his college and what are his two main goals as a Director for the college if he gets elected to the position. Galvan also asked how he would plan to fix the issues he sees. Ruelas said one of the main issues he sees is a lack of follow-through with representation. Ruelas said one of his main goals would be to invoke equity throughout the college. Ruelas also said he would want more student voices to be involved in the management of his college and hiring to see more people that look like him in leadership positions.

Galvan asked if Ruelas would be available to come to the meetings consistently if elected. Ruelas said he has already made modifications to his schedule to not have any conflicts.

Butorac asked how Ruelas feels his previous experience working with ASI will benefit him in a Director's position. Ruelas said the experience itself is a benefit by being able to engage with students and already have familiarity with the ways things work within ASI.

Diaz opened the floor to discussion.

Diaz said she is interested in working with this candidate because of his experience; she is hopeful he can make a change.

Butorac said he can feel that Ruelas truly cares for the position and the work that can be done.

Vences said she likes the energy of the candidate as well as his plans and passion.

Galvan believes Ruelas is able to bridge the gap between the students and student leaders. Galvan also feels like having more voices to support the minority ICCs Ruelas works with would be a benefit to the Board.

Awadalla said she likes the points the candidate made and would like to help him work on his diversity initiatives.

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

Decision: GOV 22/23 002 (Vences-m/Windover-s) 4-0-0 The committee will consider appointing Alan Ruelas to fill the vacancy on the ASI Board of Directors for the College of Communications effective immediately through May 31, 2023.

9. **Announcements/Member's Privilege**

- Galvan said she will be at the BSU Forum for the racial incident that occurred last week
- Butorac said that his college is having an event tonight where members can come and network. Butorac asked members to reach out if they wanted additional information.
- Butorac said that he meet someone from SoFi stadium and shared the possibility of working together doing a fundraising event for their ICCs. Butorac said he would like to discuss this further.
- Awadalla shared about a Social Justice event coming soon. Awadalla told members to ask for additional information if they need it.
- Vences shared information on a concert at The Becker on Sept 20.

10. **Adjournment**

Morgan Diaz, Chair, adjourned the meeting at 3:11 p.m.

Morgan Diaz, Board Vice Chair

Crystaal Washington, Recording Secretary

Roll Call 2021-2022

09/08/2023 Governance Committee Roll Call

Attendance	Board Members			
			Present	Absent
CBE	BUTORAC	MICHAEL	1	
CHAIR (ARTS)	DIAZ	MORGAN	1	
HHD	VENCES	BERNICE	1	
NSM	WINDOVER	SOPHIE	1	
			Present	Absent
			4	0

Attendance	Liaisons			
			Present	Absent
CIDO	AWADALLA	MAYSEM	1	
CHAIR (HHD)	GALVAN	ISABELLA	1	
DIR STU GOVT	NETTLES	ASHA	1	
			Present	Absent
			3	0

*Recording Secretary: Crystaal Washington

Roll Call Votes	start 001		001 - Vacancy Director of CCOM			002 - Appoint Director of CCOM		
			Yes	No	Abstain	Yes	No	Abstain
CBE	BUTORAC	MICHAEL	1			1		
HHD	VENCES	BERNICE	1			1		
NSM	WINDOVER	SOPHIE	1			1		
CHAIR (ARTS)	DIAZ	MORGAN	1			1		
			Yes	No	Abstain	Yes	No	Abstain
			4	0	0	4	0	0



CALIFORNIA STATE UNIVERSITY, FULLERTON™

APPOINTMENT OF THE DIRECTOR FOR THE COLLEGE OF COMMUNICATIONS

Sponsors: Morgan Diaz

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

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

WHEREAS, ASI's mission is to provide students and campus community members with important social, cultural, and recreational opportunities as well as a wide range of programs and services; and

WHEREAS, per policy, in the event of a vacancy on the Board of Directors, the Governance Committee shall recommend a Director for the appointment to a majority vote approval by the Board; and

WHEREAS, the Governance Committee has recommended _____ as the Director for the College of Communications; therefore let it be

RESOLVED, ASI approves the appointment of _____ as the Director for the College of Communications, effective immediately through May 31, 2023; and let it be finally

RESOLVED, that this Resolution be distributed to applicable ASI departments and staff.

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

Isabella Galvan
Chair, Board of Directors

Ramón Aquino
Secretary, Board of Directors

ASI Board of Directors Vacancy Application 2022-23

COMPLETE

#4

This application is for vacant seats on the Associated Students, CSUF, Incorporated Board of Directors.

Available Seat(s):

- 1 Director seat(s) Representing the College of Communication
 - 1 Director seat(s) Representing the College of Natural Sciences & Mathematics
- (Term for 2022-2023 School Year --- from date of appointment through May 31, 2023)

PLEASE NOTE: Interviews are schedule during a meeting of the ASI Governance Committee, which meets on Thursdays at 2:30pm. Applicants will be contacted after submitting the application and having eligibility verified to confirm an interview.

Eligibility:

1. Applicant must meet the eligibility and qualification requirements as stated in the bylaws:

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

-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.

-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.

-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.

-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.

-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.

2. Must be able to attend weekly Board of Directors meetings during semesters (Tuesdays 1:15pm-3:45pm)

3. May be required to attend weekly ASI Committee meetings (Thursdays 1:15pm-3:45pm)
4. May be required to attend other group, council, and/or commission meetings, as assigned (TBD for 2022-2023 school year)
5. Must be able to attend college Inter-Club Council meetings (TBD for 2022-2023 school year)

General Responsibilities:

1. Act as a liaison between ASI and college constituents
2. Communicate regularly with clubs, organizations, and the Inter-Club Council within your college
3. Meet regularly with college Assistant Dean for Student Affairs
4. Make appropriate decisions on issues affecting CSUF students and the corporation of Associated Students

Successful applicant will be awarded a Student Leadership Scholarship.

CREATED



PUBLIC

Sep 14th 2022, 12:20:45 pm

IP ADDRESS



*** CERTIFICATION OF ACADEMIC PROGRESS REQUIRED FOR APPLICATIONS** Applicants for office in the Associated Students, CSUF, Inc. must meet academic and university requirements to be to hold office. The form below is intended to present the majority of these requirements and to expedite the procedure whereby your application and continuing eligibility can be verified. For a complete statement of qualifications, please see Article X of the ASI Bylaws. **REQUIREMENTS OF APPLICANT:** All applicants must have been enrolled at CSUF for at least one semester, must be in good standing with the university, must not be on probation, and must have earned a CSUF semester grade point average of 2.0 in the past semester and have a CSUF cumulative grade point average of 2.5 for all classes at CSUF. In addition, all Board of Directors candidates must be enrolled in the college for which they are running or meet any special qualifications, as stated in the ASI Bylaws. **ACADEMIC REQUIREMENTS WHILE HOLDING OFFICE:** Undergraduate Student: Minimum GPA per semester required: 2.0 Minimum CSUF cumulative GPA required: 2.5 Current units enrolled in: 6 or more Graduate Student: Minimum GPA per semester required: 2.0 Minimum CSUF cumulative GPA required: 2.5 Current units enrolled in: 3 or more (The maximum units allowed while in office are 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.) I certify that I am an eligible applicant based on the academic requirements listed above and that I will complete the required 6 units of credit for undergraduate student applicants or the required 3 units of credit for graduate student applicants while running for office. I also certify that I fully understand the academic progress regulations and that I will be disqualified from office upon failing to meet these requirements.

I hereby acknowledge that I have read, understand, and agree to the preceding statements.

*** POSITION RESPONSIBILITIES AND COMMITMENT** Applicants must understand and agree to uphold the following responsibilities and commitments: **CERTIFICATION OF AGREEMENT:** I agree, if appointed to serve as a Board of Directors Member, to be available during the Fall and Spring semesters on Tuesdays and Thursdays between 1:00 PM and 4:00 PM in order to attend ASI Board of Directors meetings and committee meetings. I agree, if elected, to be available for mandatory Training/Planning/Retreat programs tentatively scheduled for: - January 10, 11 and 12, 8am-5pm each day, January Retreat and Training Sessions *dates may adjust with advance notice as program and academic calendar is finalized I agree, if elected to serve as a member of the ASI Board of Directors, to incorporate the following responsibilities into my role, per ASI Policy Concerning Board of Directors Operations: 1. 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. 2. 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). 3. 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 Inter-club council chair, Inter-club council members, and their assistant dean. 4. 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. 5. When time permits, the Board Chair may schedule ASI promotional events for the Board to carry out after the adjournment of Board Meetings. 6. 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. 7. No member of the ASI Board of Directors shall serve as an officer or director of an ASI program, funding council, or board. 8. No member of the ASI Board of Directors shall be employed by the Associated Students Inc. **ANY INFRACTION OF THESE ABOVE AGREEMENTS MAY RESULT IN MY IMMEDIATE REMOVAL FROM OFFICE/POSITION**

I hereby acknowledge that I have read, understand, and agree to the preceding statements.

*** Name**

Kristen Wilcox



* Student Email Address (@csu.fullerton.edu)

[REDACTED]

* Applicant CWID

[REDACTED]

* CSUF Major(s) (and Minor(s), if applicable)

Print Journalism, Strategic Communications

* Which Board of Directors position are you applying for?: (Drop down)

College of Communications

* Semesters Completed at CSUF

3

* Units Completed at CSUF:

45

* Units In Progress at CSUF (this semester)

15

* CSUF Class Level

Junior

* Expected CSUF Graduation Date (MM/YY)

12/24

* What do you believe is the role of ASI on our campus and how does that role relate to this position?

ASI is the liaison between the bureaucracy and the student at CSUF. ASI makes sure students have opportunities, knowledge of opportunities, a safe forum for communication, student services, and promoting Titan spirit and values. This role relates to ASI's mission by relaying ASI activities to the College of Communications while also taking the needs of comm. students and presenting them to ASI.

* Tell us about any relevant past involvement or work experience that you have and how it will help you as a Director for your college.

I was the director of content production at CTY 611 and director of a dance production company for four years. I have experience with time management, divvying tasks, creating marketing and advertising strategies, social media, print, and web content, public relations experience, and negotiation skills. As director at CTY 611, I was responsible for a team of 4 and at Fuego Productions, I managed a team of 8. I have created many top-level reports, analytics, metrics and event calendars as well as managing my teams.

* Why are you applying to the ASI Board of Directors? What do you hope to accomplish and/or get out of the experience?

I am applying to ASI because I feel I understand the needs of communications students and would be able to represent and serve them effectively at ASI. I also am capable of upping brand recognition and program visibility. I hope to accomplish a higher readership for the Daily Titan and Tusk Magazine as well as resolve inter-department issues regarding equipment, distribution and accurate representation of the department.

*** Please state any other information that you believe should be considered in this application.**

N/A

*** Resume. Please upload your resume in PDF format.**

*** Associated Students, CSUF, Inc. California State University, Fullerton Voluntary Authorization for Educational Record Disclosure A. University Policy University policy prohibits the release of personally identifiable information from the educational records of students without their prior written authorization. Exceptions to this policy include: a) release of such information to a specified list of officials with legitimate educational interest in the record, b) the release of such information in response to a court order, health or safety emergency, or approved research project, or c) the release of public directory information which has not been previously restricted by the student. B. Associated Students, CSUF, Inc. Authorization I authorize Associated Students, CSUF, Inc. to access my academic transcript/record to verify my eligibility for its programs and/or positions. I understand that the information accessed may include, but not be limited to, semester and/or overall/cumulative/CSUF grade point averages, unit totals, number of semesters completed, and/or conduct/disciplinary records. I understand the purpose of this disclosure is to ensure that I meet the minimum requirements established by the university and the ASI. I understand that this authorization will remain in effect as long as I remain involved with a position or program of the ASI and/or do not submit a revocation of this authorization to ASI Leader and Program Development.**

I hereby acknowledge that I have read, understand, and agree to the preceding statement.

horization and Certification of Application Enter Your Name



Summary

Communications student with emphasis on news reporting, native advertising, and public relations. Management experience in varied fields. Familiarity with creative software and client management.

Skills

Creative approach | Interviewing | Critical thinking | Quantitative & qualitative research | Strong decision making

Education

California State University, Fullerton
BA, Communications – Journalism

Degree Expected 2024

Saddleback Community College
AA, Communications – Journalism

Degree Received 2020

- ***Editor-in-Chief of Saddleback Lariat News*** - [Click For Breaking News Content](#)
 - Minimum of 100 interviews, managed five editors and 25 writers. Source-verification and fact checking, interview, creating content on multiple platforms regularly. Layout and design of print, app, and website. Created, updated, and maintained social media accounts (Twitter, Instagram, Wordpress, Facebook, Soundcloud, YouTube, SnapChat.)
 - Website Maintenance: daily updates, back end congruency. Checking for accurate photo sets and file extensions, making sure they're correct for different/various mediums (print & web; can compress files and move them into different programs for access,) exporting/importing various media into design software. Software utilization in *ProTools, Adobe Suite, Final Cut.*

Related Experience

January 2022 – May 2022

VegGhana – Lashibi, Ghana

Content Creator – [Click for videos](#) – [Click for Instagram](#) - [Click for photos](#)

- On-site photo and video interviews
- Event coverage
- Created digital content for Facebook, Youtube, Instagram and website blog
- Produced content strategy
- Produced monthly editorial calendar, social media contests, weekly giveaways
- Measured analytics, metrics, data tracking, and top-level reports
- Video and photo editing, graphic creation hashtag customization
- SEO
- Integrated multiple social platforms into a seamless brand experience

August 2019 – March 2020

CTY611 - Fountain Valley, CA

Content Creator – [Click for local news](#) – [Click for FB Live series](#) - [Click for native advertising](#)

- Created digital and print content for cities of Fountain Valley and Lake Forest websites, apps and print materials.
- Produced weekly Facebook Live show
- Created monthly editorial calendar, interview sources, pitch story ideas, client relations management,
- Produced native advertising content,
- Measured analytics, metrics, and data tracking,
- Videography and photography for news, products, and candid shots

- Managed WordPress management
- Managed social media sites and campaigns
- Software utilization with *Hubspot, Monday, Facebook Ads, Adobe Suite*
- News coverage for county, international, live sports, features, and city council

March 2017-June 2018

Saute Magazine - Corona Del Mar, CA

Content Writer

- Created content based on an editorial calendar and individually pitched stories
- Interview sources, provide photos from myself or sourced, create infographics, find sources and leads for material, edit content for web and print publication.
- Attended various food and drink-based events in Orange County to write food, drink, and gadget reviews.
- Opinion content, press releases, photos, and competition judging.

April 2018-October 2018

Luminous Being Yoga Clothing - Los Angeles, CA

Video and Blog Content Creator Intern - [Click for video content](#) – [Click for blog content](#)

- Shoot video and edit content using *FinalCut, IMovie and Photoshop*. Upload content via DropBox and YouTube cyclically.
- Write blogs and video descriptions using search engine optimization.
- Research and secure interview subjects and conduct interviews.
- Gather audio and visual content.
- Organize photo shoots, gather model consent and release forms, scout locations, liaison between the company, models and location managers.

January 2014 – August 2018

Fuego Productions - Los Angeles, CA

Social Media Content Creator and Management - [Click For Social Media Content](#)

- Social media management of *Facebook, Instagram, YouTube, Twitter, Snapchat, Yelp, Patreon, GigSalad, GigMasters and IfOnly*
- Update all social media sites with fresh content continuously via Hootsuite.
- Crop and edit photos, videos and audio.
- Compile slideshows, photo layouts and advertisements.
- Routinely create marketing material and event planning for visibility.
- Create online marketing strategies and branding via email drip campaigns, Facebook Ads, collaborations, and networking.



CALIFORNIA STATE UNIVERSITY, FULLERTON™

**APPOINTMENT OF THE DIRECTOR FOR THE COLLEGE OF
NATURAL SCIENCES & MATHEMATICS**

Sponsors: Morgan Diaz

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

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

WHEREAS, ASI's mission is to provide students and campus community members with important social, cultural, and recreational opportunities as well as a wide range of programs and services; and

WHEREAS, per policy, in the event of a vacancy on the Board of Directors, the Governance Committee shall recommend a Director for the appointment to a majority vote approval by the Board; and

WHEREAS, the Governance Committee has recommended _____ as the Director for the College of Natural Sciences and Mathematics; therefore let it be

RESOLVED, ASI approves the appointment of _____ as the Director for the College of Natural Sciences and Mathematics, effective immediately through May 31, 2023; and let it be finally

RESOLVED, that this Resolution be distributed to applicable ASI departments and staff.

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

Isabella Galvan
Chair, Board of Directors

Ramón Aquino
Secretary, Board of Directors

ASI Board of Directors Vacancy Application 2022-23

COMPLETE

#3

This application is for vacant seats on the Associated Students, CSUF, Incorporated Board of Directors.

Available Seat(s):

- 1 Director seat(s) Representing the College of Communication
 - 1 Director seat(s) Representing the College of Natural Sciences & Mathematics
- (Term for 2022-2023 School Year --- from date of appointment through May 31, 2023)

PLEASE NOTE: Interviews are schedule during a meeting of the ASI Governance Committee, which meets on Thursdays at 2:30pm. Applicants will be contacted after submitting the application and having eligibility verified to confirm an interview.

Eligibility:

1. Applicant must meet the eligibility and qualification requirements as stated in the bylaws:

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

-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.

-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.

-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.

-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.

-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.

2. Must be able to attend weekly Board of Directors meetings during semesters (Tuesdays 1:15pm-3:45pm)

3. May be required to attend weekly ASI Committee meetings (Thursdays 1:15pm-3:45pm)
4. May be required to attend other group, council, and/or commission meetings, as assigned (TBD for 2022-2023 school year)
5. Must be able to attend college Inter-Club Council meetings (TBD for 2022-2023 school year)

General Responsibilities:

1. Act as a liaison between ASI and college constituents
2. Communicate regularly with clubs, organizations, and the Inter-Club Council within your college
3. Meet regularly with college Assistant Dean for Student Affairs
4. Make appropriate decisions on issues affecting CSUF students and the corporation of Associated Students

Successful applicant will be awarded a Student Leadership Scholarship.

CREATED



PUBLIC

Sep 7th 2022, 4:57:33 pm

IP ADDRESS



*** CERTIFICATION OF ACADEMIC PROGRESS REQUIRED FOR APPLICATIONS** Applicants for office in the Associated Students, CSUF, Inc. must meet academic and university requirements to be to hold office. The form below is intended to present the majority of these requirements and to expedite the procedure whereby your application and continuing eligibility can be verified. For a complete statement of qualifications, please see Article X of the ASI Bylaws. **REQUIREMENTS OF APPLICANT:** All applicants must have been enrolled at CSUF for at least one semester, must be in good standing with the university, must not be on probation, and must have earned a CSUF semester grade point average of 2.0 in the past semester and have a CSUF cumulative grade point average of 2.5 for all classes at CSUF. In addition, all Board of Directors candidates must be enrolled in the college for which they are running or meet any special qualifications, as stated in the ASI Bylaws. **ACADEMIC REQUIREMENTS WHILE HOLDING OFFICE:** Undergraduate Student: Minimum GPA per semester required: 2.0 Minimum CSUF cumulative GPA required: 2.5 Current units enrolled in: 6 or more Graduate Student: Minimum GPA per semester required: 2.0 Minimum CSUF cumulative GPA required: 2.5 Current units enrolled in: 3 or more (The maximum units allowed while in office are 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.) I certify that I am an eligible applicant based on the academic requirements listed above and that I will complete the required 6 units of credit for undergraduate student applicants or the required 3 units of credit for graduate student applicants while running for office. I also certify that I fully understand the academic progress regulations and that I will be disqualified from office upon failing to meet these requirements.

I hereby acknowledge that I have read, understand, and agree to the preceding statements.

*** POSITION RESPONSIBILITIES AND COMMITMENT** Applicants must understand and agree to uphold the following responsibilities and commitments: **CERTIFICATION OF AGREEMENT:** I agree, if appointed to serve as a Board of Directors Member, to be available during the Fall and Spring semesters on Tuesdays and Thursdays between 1:00 PM and 4:00 PM in order to attend ASI Board of Directors meetings and committee meetings. I agree, if elected, to be available for mandatory Training/Planning/Retreat programs tentatively scheduled for: - January 10, 11 and 12, 8am-5pm each day, January Retreat and Training Sessions *dates may adjust with advance notice as program and academic calendar is finalized I agree, if elected to serve as a member of the ASI Board of Directors, to incorporate the following responsibilities into my role, per ASI Policy Concerning Board of Directors Operations: 1. 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. 2. 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). 3. 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 Inter-club council chair, Inter-club council members, and their assistant dean. 4. 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. 5. When time permits, the Board Chair may schedule ASI promotional events for the Board to carry out after the adjournment of Board Meetings. 6. 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. 7. No member of the ASI Board of Directors shall serve as an officer or director of an ASI program, funding council, or board. 8. No member of the ASI Board of Directors shall be employed by the Associated Students Inc. **ANY INFRACTION OF THESE ABOVE AGREEMENTS MAY RESULT IN MY IMMEDIATE REMOVAL FROM OFFICE/POSITION**

I hereby acknowledge that I have read, understand, and agree to the preceding statements.

*** Name**

Adrian De Anda



Number



*** Secondary Phone Number**



* Student Email Address (@csu.fullerton.edu)

[REDACTED]

* Applicant CWID

[REDACTED]

* CSUF Major(s) (and Minor(s), if applicable)

Major: Biology

* Which Board of Directors position are you applying for?: (Drop down)

College of Natural Sciences and Mathematics

* Semesters Completed at CSUF

2

* Units Completed at CSUF:

25

* Units In Progress at CSUF (this semester)

13

* CSUF Class Level

Sophomore

* Expected CSUF Graduation Date (MM/YY)

07/25

* What do you believe is the role of ASI on our campus and how does that role relate to this position?

I believe the role of ASI on our campus is to effectively communicate the feelings and discretions between students, faculty, colleges, and the school. Additionally, make important decisions that can affect many. This role relates to this position because this role is involved intercommunication between different groups of people and making/approving policies.

* Tell us about any relevant past involvement or work experience that you have and how it will help you as a Director for your college.

In high school, I was a member of ASB which involved being a leader on campus and promoting ideas and notions for the betterment of school. My work at the Boys and Girls club showed me how to work and care for others. Lastly, my involvement in a fraternity allowed me to become social and make personally connections with people on campus.

* Why are you applying to the ASI Board of Directors? What do you hope to accomplish and/or get out of the experience?

I am applying because I believe I can better ASI and be a dependable liaison and core member. I hope to grow myself professionally and build my resume for my professional goals.

*** Please state any other information that you believe should be considered in this application.**

Although I may not have experiences that are closely related to ASI, I am always willing to learn, grow, and adapt to challenges and lessons. Thank you for the opportunity.

*** Resume. Please upload your resume in PDF format.**



*** Associated Students, CSUF, Inc. California State University, Fullerton Voluntary Authorization for Educational Record Disclosure A. University Policy University policy prohibits the release of personally identifiable information from the educational records of students without their prior written authorization. Exceptions to this policy include: a) release of such information to a specified list of officials with legitimate educational interest in the record, b) the release of such information in response to a court order, health or safety emergency, or approved research project, or c) the release of public directory information which has not been previously restricted by the student. B. Associated Students, CSUF, Inc. Authorization I authorize Associated Students, CSUF, Inc. to access my academic transcript/record to verify my eligibility for its programs and/or positions. I understand that the information accessed may include, but not be limited to, semester and/or overall/cumulative/CSUF grade point averages, unit totals, number of semesters completed, and/or conduct/disciplinary records. I understand the purpose of this disclosure is to ensure that I meet the minimum requirements established by the university and the ASI. I understand that this authorization will remain in effect as long as I remain involved with a position or program of the ASI and/or do not submit a revocation of this authorization to ASI Leader and Program Development.**

I hereby acknowledge that I have read, understand, and agree to the preceding statement.

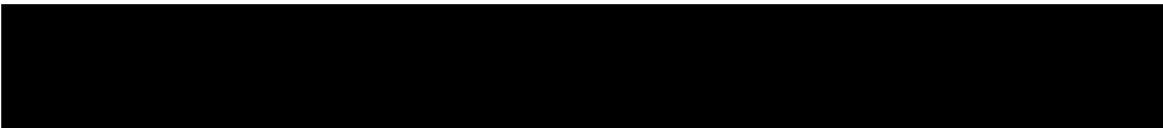
Authorization and Certification of Application Enter Your Name





I'm Adrian De Anda.

Sophomore Biology Student at Cal State Fullerton.



SUMMARY

19-year-old current college student who is a goal-oriented individual. I am ready to learn and work diligently in order to perform high quality work. My professional goal is working and studying to become either a Plastic surgeon or Dentist. I genuinely love helping others and caring for one's physical and mental health. I am CPR-certified and have completed multiple health related internships and clubs. I am fully vaccinated for COVID-19.

SKILLS

- Critical thinking
- Multitasking
- Basic math
- Collaboration
- Friendly, positive attitude
- Active listening
- Work ethic
- Willingness to learn

EXPERIENCE

Floor Staff Member

02/2021 - 06/2021

McDonald's *Santee, CA*

- Engaged positively with each customer, providing professional and polite support for sales and service needs.
- Built and maintained relationships with peers and upper management to drive team success.
- Counted cash, made change and stored coupons to keep organized and balanced cash register drawer.
- Replenished floor stock and processed efficient shipments to maintain optimal product availability for customer demands.

Crew Member

01/2022 – 03/2022

Wetzels Pretzels at Downtown Disney Anaheim, CA

- Upsold products and merchandise in a non-aggressive and friendly manner.
- Executed laborious tasks while working 4 separate ovens.
- Took part in forming, cutting, and making of dough.
- Maintained and fixed electronics/machines in store.

- Heavy lifting/moving of products and preformed extensive sanitary duties.
- Accomplished tasks of closing the store.
- Worked cart away from main store with little to no supervision.
- Aided customers with any questions regarding the surrounding area.
- Maintained Disney image and kept focus on tasks while working in a lively environment.
- Effectively communicated and worked with customers.

General Staff

05/2022 – 08/2022

Boys and Girls Club at La Mesa, CA – El Cajon, CA

- Supervised children ages 5-16
- Oversaw large groups of children while maintaining activities, guidelines, and safety while not having aid from other staff members
- Made meaningful connections and had a positive impact with the children in my clubs
- Mastered transitioning to new environments and work spaces
- Quickly adopted to new children, fellow staff members, and ways of supervising
- Developed important caretaking skills
- Changed activities and rooms in an orderly way while caretaking a large number of kids
- Maintained a positive and upbeat attitude day in and day out
- Gained the ability to adapt to unforeseen circumstances immediately while not alerting any children in my group
- Learned how to interact with different personalities and how to talk to each individual child
- Learned how to effectively and consistently keep a watchful eye while caretaking
- Maintained the behavior of my group
- Created a fun positive environment
- Worked in hectic environments

EDUCATION AND TRAINING

High School Diploma

06/2021

Santana High School, Santee, CA

Currently Pursuing Bachelor's Degree: Biological Sciences and Mathematics

Expected in 07/2025

Cal State Fullerton, Fullerton, CA

REFERENCES

Kevin Barcelona

(High School Basketball and Volleyball coach)



Shannon W

(McDonald's Santee, CA General Manager)



Ashley M

(Wetzel's Pretzels at Downtown Disney Anaheim, CA General Manager)



Tessa R

ASI Board of Directors Vacancy Application 2022-23

COMPLETE #1

This application is for vacant seats on the Associated Students, CSUF, Incorporated Board of Directors.

Available Seat(s):

- 1 Director seat(s) Representing the College of Communication
 - 1 Director seat(s) Representing the College of Natural Sciences & Mathematics
- (Term for 2022-2023 School Year --- from date of appointment through May 31, 2023)

PLEASE NOTE: Interviews are schedule during a meeting of the ASI Governance Committee, which meets on Thursdays at 2:30pm. Applicants will be contacted after submitting the application and having eligibility verified to confirm an interview.

Eligibility:

1. Applicant must meet the eligibility and qualification requirements as stated in the bylaws:

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

-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.

-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.

-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.

-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.

-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.

2. Must be able to attend weekly Board of Directors meetings during semesters (Tuesdays 1:15pm-3:45pm)

3. May be required to attend weekly ASI Committee meetings (Thursdays 1:15pm-3:45pm)
4. May be required to attend other group, council, and/or commission meetings, as assigned (TBD for 2022-2023 school year)
5. Must be able to attend college Inter-Club Council meetings (TBD for 2022-2023 school year)

General Responsibilities:

1. Act as a liaison between ASI and college constituents
2. Communicate regularly with clubs, organizations, and the Inter-Club Council within your college
3. Meet regularly with college Assistant Dean for Student Affairs
4. Make appropriate decisions on issues affecting CSUF students and the corporation of Associated Students

Successful applicant will be awarded a Student Leadership Scholarship.

CREATED



PUBLIC

Jul 15th 2022, 7:05:55 pm

IP ADDRESS



*** CERTIFICATION OF ACADEMIC PROGRESS REQUIRED FOR APPLICATIONS** Applicants for office in the Associated Students, CSUF, Inc. must meet academic and university requirements to be to hold office. The form below is intended to present the majority of these requirements and to expedite the procedure whereby your application and continuing eligibility can be verified. For a complete statement of qualifications, please see Article X of the ASI Bylaws. **REQUIREMENTS OF APPLICANT:** All applicants must have been enrolled at CSUF for at least one semester, must be in good standing with the university, must not be on probation, and must have earned a CSUF semester grade point average of 2.0 in the past semester and have a CSUF cumulative grade point average of 2.5 for all classes at CSUF. In addition, all Board of Directors candidates must be enrolled in the college for which they are running or meet any special qualifications, as stated in the ASI Bylaws. **ACADEMIC REQUIREMENTS WHILE HOLDING OFFICE:** Undergraduate Student: Minimum GPA per semester required: 2.0 Minimum CSUF cumulative GPA required: 2.5 Current units enrolled in: 6 or more Graduate Student: Minimum GPA per semester required: 2.0 Minimum CSUF cumulative GPA required: 2.5 Current units enrolled in: 3 or more (The maximum units allowed while in office are 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.) I certify that I am an eligible applicant based on the academic requirements listed above and that I will complete the required 6 units of credit for undergraduate student applicants or the required 3 units of credit for graduate student applicants while running for office. I also certify that I fully understand the academic progress regulations and that I will be disqualified from office upon failing to meet these requirements.

I hereby acknowledge that I have read, understand, and agree to the preceding statements.

*** POSITION RESPONSIBILITIES AND COMMITMENT** Applicants must understand and agree to uphold the following responsibilities and commitments: **CERTIFICATION OF AGREEMENT:** I agree, if appointed to serve as a Board of Directors Member, to be available during the Fall and Spring semesters on Tuesdays and Thursdays between 1:00 PM and 4:00 PM in order to attend ASI Board of Directors meetings and committee meetings. I agree, if elected, to be available for mandatory Training/Planning/Retreat programs tentatively scheduled for: - January 10, 11 and 12, 8am-5pm each day, January Retreat and Training Sessions *dates may adjust with advance notice as program and academic calendar is finalized I agree, if elected to serve as a member of the ASI Board of Directors, to incorporate the following responsibilities into my role, per ASI Policy Concerning Board of Directors Operations: 1. 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. 2. 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). 3. 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 Inter-club council chair, Inter-club council members, and their assistant dean. 4. 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. 5. When time permits, the Board Chair may schedule ASI promotional events for the Board to carry out after the adjournment of Board Meetings. 6. 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. 7. No member of the ASI Board of Directors shall serve as an officer or director of an ASI program, funding council, or board. 8. No member of the ASI Board of Directors shall be employed by the Associated Students Inc. **ANY INFRACTION OF THESE ABOVE AGREEMENTS MAY RESULT IN MY IMMEDIATE REMOVAL FROM OFFICE/POSITION**

I hereby acknowledge that I have read, understand, and agree to the preceding statements.

*** Name**

Jonathan Ayala



Number



Phone Number

*** Student Email Address (@csu.fullerton.edu)**

[REDACTED]

*** Applicant CWID**

[REDACTED]

*** CSUF Major(s) (and Minor(s), if applicable)**

Major: Computer Engineering
Minors: Computer Science, Physics

*** Which Board of Directors position are you applying for?: (Drop down)**

College of Natural Sciences and Mathematics

*** Semesters Completed at CSUF**

4

*** Units Completed at CSUF:**

83

*** Units In Progress at CSUF (this semester)**

14

*** CSUF Class Level**

Junior

*** Expected CSUF Graduation Date (MM/YY)**

5/25

*** What do you believe is the role of ASI on our campus and how does that role relate to this position?**

I believe that the role of ASI is to make student life at CSUF better and also give opportunities for students to develop work experience, and leadership skills, and be involved in the Titan Experience. The BOD relates to this role because they are seen as representatives of the student body. As representatives, they meet to discuss crucial topics affecting the student body and try to resolve these topics. Also, this role is important because the students on the BOD are voted in and trusted individuals chosen by the students to vote in their best interests and I want to be apart of that team.

*** Tell us about any relevant past involvement or work experience that you have and how it will help you as a Director for your college.**

My involvement as the current treasurer for the CSUF Gaming Club has helped me gain leadership experience along with collaborating with other organizations. I have led many events that have involved collaborating with CSUF clubs, other CSUs, UCs, private school organizations, and high-end big-name tech companies involved in the esports industry. An important event that I was a major role in producing was CSUF's free-to-enter exposition called Siege. Siege was a joint collaboration with the CSUF League of Legends Club, CSUF Video Game Development Club, and the CSUF Gaming Club; this exposition offered collegiate tournaments, sponsorship booths, guest speaker panels, and opportunity drawings that offered items donated by sponsors. Siege occurred in April of 2022 and we had approximately 1000 people attend the event both virtually and in person. One of my current projects is Summer Splash which will take place on August 19th-21st. This event consists of 10 other CSU and UC universities, each school is involved in running a collegiate esports tournament, contacting sponsors, live streaming the event, and much more. Another project that I am working on is creating an intercollegiate server and a collegiate esports league for the popular game Minecraft. This project so far has been successful as we are expected to have at least 8 universities/colleges participate in the esports league, with hundreds of students across different campuses playing casually on the Minecraft server. Lastly, I'm working on building an esports arena at CSUF for the esports program. For this project, I have been working with the company Esports Arena, as they have multiple locations around the US, because of this we believe that they can successfully build CSUF an arena that will benefit the school, students, and the esports program on campus. I believe that my experiences in these projects show that I'm successful in collaboration with others, leading a team, and showcasing my ambition to improve the experience of CSUF students.

*** Why are you applying to the ASI Board of Directors? What do you hope to accomplish and/or get out of the experience?**

I'm a first-generation commuter student who started attending CSUF during Covid. Because of this, it was difficult to make friends during a very isolating time. What I hope to accomplish serving on the BOD is to foster an inclusive environment where students like myself can make lasting friendships and truly experience college. Because it's difficult for me to commute I've pushed to have my events both virtually and in-person so students can be involved however they feel comfortable. CSUF has a very large commuter Latinx population and I think it's important to have a person voting on matters that would benefit them.

*** Please state any other information that you believe should be considered in this application.**

In addition, I am also apart of the CSUF Honors Program, the treasurer for the Students Academy of Audiology, and I am a 3 time Dean's List recipient. Regardless of the adversities that I have faced, I have been able to succeed academically even when experiencing the death of my grandfather due to Covid.

*** Resume. Please upload your resume in PDF format.**



*** Associated Students, CSUF, Inc. California State University, Fullerton Voluntary Authorization for Educational Record Disclosure A. University Policy University policy prohibits the release of personally identifiable information from the educational records of students without their prior written authorization. Exceptions to this policy include: a) release of such information to a specified list of officials with legitimate educational interest in the record, b) the release of such information in response to a court order, health or safety emergency, or approved research project, or c) the release of public directory information which has not been previously restricted by the student. B. Associated Students, CSUF, Inc. Authorization I authorize Associated Students, CSUF, Inc. to access my academic transcript/record to verify my eligibility for its programs and/or positions. I understand that the information accessed may include, but not be limited to, semester and/or overall/cumulative/CSUF grade point averages, unit totals, number of semesters completed, and/or conduct/disciplinary records. I understand the purpose of this disclosure is to ensure that I meet the minimum requirements established by the university and the ASI. I understand that this authorization will remain in effect as long as I remain involved with a position or program of the ASI and/or do not submit a revocation of this authorization to ASI Leader and Program Development.**

I hereby acknowledge that I have read, understand, and agree to the preceding statement.

*** Digital Signature of Authorization and Certification of Application Enter Your Name**

Jonathan Ayala

EDUCATION

California State University Fullerton (CSUF) August 2020 – Present

- Major: Computer Engineering - GPA 3.54
- Minors: Computer Science and Physics
- Honors Student

St. John Bosco High School (SJB) August 2016 - May 2020

- High School Diploma
- Engineering Pathway Medalist
- Summa Cum Laude

EMPLOYMENT

Freight Team, *The Home Depot*; El Monte, CA December 2020 – December 2021

- Managed the plumbing department during overnight shifts.
- Responsible for the management of all newly shipped products that are stocked and stored correctly throughout the department.
- Operated machinery so all large home appliances were placed on pallets and stored correctly.

Research Assistant for Dr. Dofe, *CSUF*; Fullerton, CA May 2022 - June 2022

- Responsible for conducting computational experiments and collecting data on computer hardware obfuscation techniques.
- Used Xilinx Vivado to conduct the experiments and used Microsoft Excel for data analysis.

EXTRACURRICULARS

Treasurer, *CSUF Gaming Club*; Fullerton, CA January 2022 - Present

- Manage finances, execute financial decisions, and promote conflict resolution.
- Communicate with school administration over club funding.
- Organize fundraisers and twitch live streams to increase club funds.
- Perform executive decisions relating to club affairs with the club's President, Vice President, and Secretary; and communicate decisions with the community.

FPS Manager, *CSUF Gaming Club*; Fullerton, CA October 2021 - December 2021

- Managed First Person Shooter community discord chats and events.
- Hosted events and tournaments related to First Person Shooter games.
- Communicated with the executive board and other managers for event collaborations and event prizing.

Gaming Club Representative, *CSUF Siege Planning Committee*; Fullerton, CA February 2022 - Present

- Representative for the CSUF Gaming Club.
- Collaborated with the CSUF League of Legends Club and CSUF Video Gaming Development Club in creating a free-to-enter exposition.
- Organizer of the Siege Valorant Community Clash Tournament.

HONORS AND AWARDS

- CSUF Dean's List (Fall 2020, Fall 2021, and Spring 2022)
- SJB Summa Cum Laude (May 2020)
- SJB Principal Honors Roll (Fall 2017 - Spring 2020)
- SJB High Honors Roll (Fall 2016 - Spring 2017)
- Sierra Pacific Engineering and Products Scholarship Recipient (2020)

SKILLS

- Proficient in mathematics
- Professional in computer construction
- Strong at multitasking by prioritizing tasks and deadlines
- Self-driven and positive attitude

ASI Board of Directors Vacancy Application 2022-23

COMPLETE

#5

This application is for vacant seats on the Associated Students, CSUF, Incorporated Board of Directors.

Available Seat(s):

- 1 Director seat(s) Representing the College of Communication
 - 1 Director seat(s) Representing the College of Natural Sciences & Mathematics
- (Term for 2022-2023 School Year --- from date of appointment through May 31, 2023)

PLEASE NOTE: Interviews are schedule during a meeting of the ASI Governance Committee, which meets on Thursdays at 2:30pm. Applicants will be contacted after submitting the application and having eligibility verified to confirm an interview.

Eligibility:

1. Applicant must meet the eligibility and qualification requirements as stated in the bylaws:

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

-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.

-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.

-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.

-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.

-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.

2. Must be able to attend weekly Board of Directors meetings during semesters (Tuesdays 1:15pm-3:45pm)

3. May be required to attend weekly ASI Committee meetings (Thursdays 1:15pm-3:45pm)
4. May be required to attend other group, council, and/or commission meetings, as assigned (TBD for 2022-2023 school year)
5. Must be able to attend college Inter-Club Council meetings (TBD for 2022-2023 school year)

General Responsibilities:

1. Act as a liaison between ASI and college constituents
2. Communicate regularly with clubs, organizations, and the Inter-Club Council within your college
3. Meet regularly with college Assistant Dean for Student Affairs
4. Make appropriate decisions on issues affecting CSUF students and the corporation of Associated Students

Successful applicant will be awarded a Student Leadership Scholarship.

CREATED



PUBLIC

Sep 14th 2022, 9:29:16 pm

IP ADDRESS



*** CERTIFICATION OF ACADEMIC PROGRESS REQUIRED FOR APPLICATIONS** Applicants for office in the Associated Students, CSUF, Inc. must meet academic and university requirements to be to hold office. The form below is intended to present the majority of these requirements and to expedite the procedure whereby your application and continuing eligibility can be verified. For a complete statement of qualifications, please see Article X of the ASI Bylaws. **REQUIREMENTS OF APPLICANT:** All applicants must have been enrolled at CSUF for at least one semester, must be in good standing with the university, must not be on probation, and must have earned a CSUF semester grade point average of 2.0 in the past semester and have a CSUF cumulative grade point average of 2.5 for all classes at CSUF. In addition, all Board of Directors candidates must be enrolled in the college for which they are running or meet any special qualifications, as stated in the ASI Bylaws. **ACADEMIC REQUIREMENTS WHILE HOLDING OFFICE:** Undergraduate Student: Minimum GPA per semester required: 2.0 Minimum CSUF cumulative GPA required: 2.5 Current units enrolled in: 6 or more Graduate Student: Minimum GPA per semester required: 2.0 Minimum CSUF cumulative GPA required: 2.5 Current units enrolled in: 3 or more (The maximum units allowed while in office are 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.) I certify that I am an eligible applicant based on the academic requirements listed above and that I will complete the required 6 units of credit for undergraduate student applicants or the required 3 units of credit for graduate student applicants while running for office. I also certify that I fully understand the academic progress regulations and that I will be disqualified from office upon failing to meet these requirements.

I hereby acknowledge that I have read, understand, and agree to the preceding statements.

*** POSITION RESPONSIBILITIES AND COMMITMENT** Applicants must understand and agree to uphold the following responsibilities and commitments: **CERTIFICATION OF AGREEMENT:** I agree, if appointed to serve as a Board of Directors Member, to be available during the Fall and Spring semesters on Tuesdays and Thursdays between 1:00 PM and 4:00 PM in order to attend ASI Board of Directors meetings and committee meetings. I agree, if elected, to be available for mandatory Training/Planning/Retreat programs tentatively scheduled for: - January 10, 11 and 12, 8am-5pm each day, January Retreat and Training Sessions *dates may adjust with advance notice as program and academic calendar is finalized I agree, if elected to serve as a member of the ASI Board of Directors, to incorporate the following responsibilities into my role, per ASI Policy Concerning Board of Directors Operations: 1. 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. 2. 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). 3. 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 Inter-club council chair, Inter-club council members, and their assistant dean. 4. 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. 5. When time permits, the Board Chair may schedule ASI promotional events for the Board to carry out after the adjournment of Board Meetings. 6. 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. 7. No member of the ASI Board of Directors shall serve as an officer or director of an ASI program, funding council, or board. 8. No member of the ASI Board of Directors shall be employed by the Associated Students Inc. **ANY INFRACTION OF THESE ABOVE AGREEMENTS MAY RESULT IN MY IMMEDIATE REMOVAL FROM OFFICE/POSITION**

I hereby acknowledge that I have read, understand, and agree to the preceding statements.

*** Name**

Nicholas Furtado



er



*** Secondary Phone Number**



*** Student Email Address (@csu.fullerton.edu)**

[REDACTED]

*** Applicant CWID**

[REDACTED]

*** CSUF Major(s) (and Minor(s), if applicable)**

Biological Sciences (Molecular Biology & Biotechnology)

*** Which Board of Directors position are you applying for?: (Drop down)**

College of Natural Sciences and Mathematics

*** Semesters Completed at CSUF**

2

*** Units Completed at CSUF:**

30

*** Units In Progress at CSUF (this semester)**

13

*** CSUF Class Level**

Senior

*** Expected CSUF Graduation Date (MM/YY)**

12/23

*** What do you believe is the role of ASI on our campus and how does that role relate to this position?**

The role of ASI on our campus is pivotal. The beating heart of student life, if you will. ASI represents many different facets of the University, from Student Government to Greek Life, to Events, and even to Facilities for the Students (gym, TSU, etc.). The overall goal of ASI in my life is to improve the quality of life of the students on campus and ensure that the voice of students is heard in an equitable manner that will have a positive impact on the entire student population at CSUF.

The Director position for NSM (and all other colleges!) is an extremely important one. One, that in my eyes, is looked over by my peers in the Natural Sciences. Its significance is one that has an impact on the College, and University as a whole. The Director is the voice for their respective college to ASI and in my case the College of Natural Sciences and Mathematics (NSM). The Director position relates to my view of ASI in such a way that it grants us the ability to be heard. Additionally, the Director serves as the voice of student-led organizations within the College of NSM and serves as a bridge of communication for the ASI back to the College of NSM and its respective organizations, thus creating an effective mode of communication of the Colleges needs, wants, comments, or complaints.

*** Tell us about any relevant past involvement or work experience that you have and how it will help you as a Director for your college.**

United States Air Force -- For 7 years, I served in the United States Air Force (USAF), and am considered a non-traditional student. Through my service, I have developed an unwavering loyalty and commitment to the activities that I choose to commit myself to. Furthermore, through those 7 years, I have led upwards of 50 people. At my final, most recent duty station in 2021-2022, I managed up to 45 people and oversaw \$500M worth of Air Force assets, which were critical to our national defense. Not only have I led people in their jobs, but I have also volunteered my time to be a vice president of an organization that was designed to improve the quality of life of Airmen while we were deployed. In a similar manner, we reported our status, events, and our needs to our local leaders and were the bridge of concern for our leaders and peers. I have also led/participated in many other events, which improved the quality of life of my community. My experience in the Air Force will help me effectively communicate with my peers on the Board of Directors and my peers within the College of NSM to set in place an action plan for improvement in the future based on the feedback received from the College of NSM.

American Red Cross -- During my time in Rota, Spain, I was a coined "Special Events Team Lead". I assisted the local Red Cross Office in planning, coordinating, running, and staffing events. Cohesively, we successfully led 3 events per quarter (12/year), and built a strong 250-300 volunteer base. Not only did these events aid the local military community, but the local Spanish community as well, as we found ourselves doing beach cleanups, community support events, etc. My experience with the Red Cross allows me to be able to coordinate and plan effectively, which will be useful in setting up meetings with the College, working with people's schedules, and ensuring that we effectively do what's best for the community at large (big picture).

Arizona State University -- This is one of my favorite stories to tell. As an online student at Arizona State University, it felt like we were more disadvantaged than our immersion (in-person) peers at university, with a lack of representation and voice. In May-June of 2020, during the Pandemic, a small team of 10-15 people got together to form an Online Student Government Advocacy Group, one of which would give Online Students representation. Here I began as a Co-Director of Outreach and Communication. We put together the University's first "Welcome Week" for Online Students ever! Which, by the way, is a legacy that still occurs to this day!

In October of 2020, I was elected Vice President of Policy & Operations, as I enjoyed doing a lot of the background things (planning, policy, etc.). We, as a forming Government, set into motion an action plan. This action plan consisted of solidifying senate roles and responsibilities, appointing a Judicial Branch, establishing a Book Scholarship, and, most importantly, becoming an official Student Government within the Associated Students of ASU (ASASU). My initial goal as Vice President of Policy and Operations was to set a foundation for our Executive Board and Senate, as they were pivotal to both policy and operations of the organizations. Through trial and error, we were able to make tweaks that were effective and beneficial to the Student Body Government.

In December of 2021, our President decided to step-down, which left me to take the position. I accepted the position and got to work. While juggling two positions, the Presidency, Operations & Policy, we accomplished three of our goals, and it was now time to tackle the final one: become an official student government within the ASASU. After weeks of planning with my fellow Student Body Presidents, we got them on board to put us in their ballot to make us an official Student Government. With all of that being said, these three roles in the Online Student Government Advocacy Group have given me the skills needed to be able to support ASI and the University in such a way that we can truly get things done. It made me realize that there is something thrilling about enacting change and being proactive. It taught me that with patience and perseverance, we could be the change. Overall, it showed me how to fight for what I believe in and how to ensure that I can provide a quality learning environment for my fellow students.

American Red Cross -- During my time in Rota, Spain, I was a coined "Special Events Team Lead". I assisted the local Red Cross Office in planning, coordinating, running, and staffing events. Cohesively, we successfully led 3 events per quarter (12/year), and built a strong 250-300 volunteer base. Not only did these events aid the local military community, but the local Spanish community as well, as we found ourselves doing beach cleanups, community support events, etc.

Arizona State University --

*** Why are you applying to the ASI Board of Directors? What do you hope to accomplish and/or get out of the experience?**

I'm applying to the ASI Board of Directors because as mentioned earlier, I feel as if the Natural Science Students often "shoot themselves in the foot", because we're so busy with academics. However, that's not the case with me. I understand the importance of being a voice for those within academia and believe it's important.

This experience for me, wouldn't be one that I would like to get a whole lot out of. What I want to do with this position is set up the next group of NSM students for success and allow them to see that with some perseverance and a voice, we can strive to be greater, and that there is always room for growth.

*** Please state any other information that you believe should be considered in this application.**

I'm sure by now you're probably wondering what happened with my ASU Online Student Government goals.

Well, now in 2022, the Student Government has dissolved and been absorbed into each respective College, such as we see here. So instead of being an entire Student Government, we now have a voice within each student's respective college, as well as a representative in the ASASU to be a liaison and voice for those individuals as required.

*** Resume. Please upload your resume in PDF format.**



*** Associated Students, CSUF, Inc. California State University, Fullerton Voluntary Authorization for Educational Record Disclosure A. University Policy University policy prohibits the release of personally identifiable information from the educational records of students without their prior written authorization. Exceptions to this policy include: a) release of such information to a specified list of officials with legitimate educational interest in the record, b) the release of such information in response to a court order, health or safety emergency, or approved research project, or c) the release of public directory information which has not been previously restricted by the student. B. Associated Students, CSUF, Inc. Authorization I authorize Associated Students, CSUF, Inc. to access my academic transcript/record to verify my eligibility for its programs and/or positions. I understand that the information accessed may include, but not be limited to, semester and/or overall/cumulative/CSUF grade point averages, unit totals, number of semesters completed, and/or conduct/disciplinary records. I understand the purpose of this disclosure is to ensure that I meet the minimum requirements established by the university and the ASI. I understand that this authorization will remain in effect as long as I remain involved with a position or program of the ASI and/or do not submit a revocation of this authorization to ASI Leader and Program Development.**

I hereby acknowledge that I have read, understand, and agree to the preceding statement.

*** Digital Signature of Authorization and Certification of Application Enter Your Name**

Nicholas Furtado

*** Enter your CWID**



*** Date**



Nicholas Furtado

Senior Logistics Analyst

Forward-thinking team leader possessing first-rate interpersonal, organizational and time management skills. Personable and reputable professional commended for expanding relationships with existing clients by continuously proposing solutions to meet objectives. Interested in



Work History

Feb 2021 – **Senior Logistics Analyst**

Current *United State Air Force, Minot, North Dakota*

- Supervised 15 employees and coordinated distribution of \$300M in products for 30 customer accounts supporting two organizational goals.
- Developed comprehensive training plan ensuring compliance for 100 employees, rectifying 30+ erroneous records.
- Utilized Continuous Improvement methodologies, enhancing logistical operations, reducing deficits by \$1M.
- Established a comprehensive tracking system for active investigations, decreasing a backlog of 8 active investigations and returning \$3M to the organizational account
- Provided Quality Assurance on Supply Chain theories resolving 8 organizational program management errors, and enhancing organizational output to better meet stakeholder requirements.

Mar 2017 – **Logistics Analyst Supervisor**

Jan 2021 *United States Air Force, Rota, Spain*

- Applied practical Supply Chain methodologies, managing team of 10 employees and monitored 6 customer accounts worth \$58M.
- Audited logistical and budgeting reports and \$200M in shipments, reported Supply Chain Deficiencies to organizational leaders, identifying \$5M in erroneous shipments.
- Analyzed and coordinated the ongoing logistical functions for multiple governmental organizations, reducing customer wait time by 45%.
- Enhanced records management processes by converting all relevant and required documentation to digital formatting.

Nov 2014 – **Logistics Analyst**

Mar 2017 *United States Air Force, Lakenheath, United Kingdom*

- Monitored 2 customer accounts worth \$17M, resolving 500 inventory discrepancies worth \$10K.
- Established detailed tracking system for \$340M, streamlining asset visibility for 5,000 customers.
- Oversaw a team of 2 employees, audited 35,000 records and identified 290 errors, implemented records management processes, beating organizational standards by 4 days



Education

- Dec 2023** **Bachelor of Science: Molecular Biology & Biotechnology**
California State University, Fullerton – Fullerton, CA *GPA: 3.33*
- May 2018** **Applied Suicide Intervention Skills Training (ASIST)**
LivingWorks
- Jan 2019** **Senior Leadership and Management Development Course**
Remote -- United States Air Force
- Sep 2017** **Leadership and Management Development Course**
Montgomery, AL -- United States Air Force
- Dec 2017** **Associate of Science: Logistics Management**
Community College of The Air Force - Montgomery, AL



Community Involvement

- May 2020 - May 2021** **Arizona State University Online Student Government Advocacy Group President**
Arizona State University – Tempe, AZ
- Oversaw a team of 20 to 30 colleagues and decisively drafted and planned a Student Government (Advocacy Group), requiring a fully developed a Constitution, Bylaws, Senate and Judicial Branch.
 - Coordinated with University Deans, Leaders and Student-Leaders to establish an Official Online Student Government within the University.
 - Developed marketing materials to promote organization to fellow Online Students, effectively kicking off Arizona State University’s first-ever Annual “Welcome Week” for Online Students, drawing 200+ Students.
- Mar 2018 – Mar 2020** **Department of Defense Sexual Assault Prevention and Response Victims Advocate**
Rota Naval Station, Spain
- Attended 40-hour training and additional ancillary trainings in order to aid and resources for individuals who were victims of Sexual Assault.
 - Dedicated 160+ hours of on-call work to support local community.
 - Single point of contact as an organizational Victim Advocate for 250 employees.
- Jan 2017 - Jan 2020** **American Red Cross Team Lead**
Rota Naval Station, Spain
- Managed 500+ volunteers and 5,000 volunteer hours yearly.
 - Established and maintained volunteer schedules and events.



CALIFORNIA STATE UNIVERSITY, FULLERTON™

**A RESOLUTION AMENDING ASI POLICY CONCERNING BOARD OF DIRECTORS
OPERATIONS**

Sponsors: Isabella Galvan and Morgan Diaz

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

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

WHEREAS, ASI Policy Concerning Board of Directors Operations provides guidance on board and committee meeting operations; and

WHEREAS, the recommended changes update the policy to be in further accordance with California law and in alignment with current meeting practice; and

WHEREAS, the recommended changes add needed clarity for expected meeting conduct that ensures efficient disposal of business and the ability for all members, presenters, and members of the public to participate in meetings; therefore let it be

RESOLVED, ASI approves the amendments to the ASI Policy Concerning Board of Directors Operations; and let it be finally

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

Adopted by the Board of Directors of the Associated Students Inc., California State University, Fullerton on the **DATE** day of **MONTH** in the year two thousand and twenty two.

Isabella Galvan
Chair, Board of Directors

Ramón Aquino
Secretary, Board of Directors

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 5230, 5233, 89906, 89907, 89908 and 89909, all ASI Board of Directors members must submit a Certification of Non-Conflict of Interest Statement as outlined below:

I have read California Education Code Sections 5230, 5233, 89906, 89907, 89908 and 89909, 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.

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.

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 who 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.

All official business of ASI done on a personal device may be subject to subpoena.

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. All members must refrain from using personal devices to relay confidential 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.

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.

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 CSU Fullerton 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 CSU Fullerton 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 Director, and the CSU Fullerton 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 they 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 CSUU Fullerton 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 CSU Fullerton 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.

e. Due Care

A Director or Executive Officer will be entitled to rely on information, professional opinions, reports or statements, including financial statements and other financial data, in each case prepared or presented by:

- ASI staff;
- Legal counsel;
- Independent accountants; or
- A committee upon which the board member does not serve.

2. TERM OF OFFICE

Directors shall serve a one-year term, following the general election shall commence June 1 and end the following May 31. Directors elected to fill a vacancy shall serve the remainder of the original term.

Resignation of a Director

In the event a Director should resign, a written notice of resignation must be submitted to Chair of the Board of Directors and the Executive Director.

3. RESPONSIBILITIES OF THE BOARD

a. Director Duties and Responsibilities

Each Board member shall be required to and held accountable for:

- Communicate and behave with a high degree of ethics and professionalism, which includes but is not limited to purposefulness and respect.
- Advocate for student concerns from their respective colleges or from CSU Fullerton. Directors will engage the students of their college in discussion about relevant college-specific and/or university-wide concerns.
- Meet with the ASI Board of Directors Chair a minimum of once per semester.
- Meet with their respective college Deans at least once per semester.
- Meet with the ASI Executive Director and ASI Associate Executive Director at least once per semester
- Submit goals to the ASI Board of Directors Chair and the ASI Executive Director at a time near the beginning of the academic year as determined by the Chair
- Update the Vice Chair weekly with a brief report of activities within the committees, commissions, and/or councils that they may sit on
- Attend (prepared and on time) for the entire duration of all meetings of the Board of Directors which take place ~~every~~ Tuesdays from 1:15 – approximately 3:45 P.M.
 - Board members are allowed two excused absences per semester.
- Serve on an ASI standing committee and be a liaison to at least one of the following:
 - Association for Inter Cultural Awareness (AICA),
 - Community Service Inter-club Council (CSICC),
 - Sports Club Inter-club Council (SCICC),
 - Mesa Cooperativa,
 - Black Student Union (BSU),
 - Resident Student Association (RSA),
 - Inter Fraternity Council (IFC),
 - National Pan-Hellenic Council (NPHC),
 - PanHellenic Council (PHC), and
 - Multicultural Greek Council (MGC)
 - South West Asian North African ICC (SWANA ICC).
- 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.
- 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.
- Report to the Board on issues and concerns from their college.
 - Two college 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.
- Responsible for grading ASI scholarship applications during both fall and spring semesters.

Each Board member shall not:

- Serve as another elected or appointed position within ASI or as leadership on a funding or funded council.
- Be employed by Associated Students Inc.

b. Appointments

The Board of Directors shall confirm all presidential appointments 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, Chief Communications Officer, and Chief Inclusion and Diversity Officer.
- The Board may remove presidential appointments by a two-thirds vote.
- The Board may override with a two-thirds vote any decision of the ASI President to remove/or replace any presidential appointment.

c. Attendance

Attendance is 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):
 - Absence due to scheduled classes are not excused.
 - For absence to be excused, the Chair must be properly notified, at least twenty-four (24) hours', prior to the meeting unless the Director is physically unable to do so.
- 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 stated on the agenda.
 - A member may only be counted as absent from a standing committee meeting if that member properly notified the chair.

d. 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 must 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 Board of Directors Treasurer, five Directors, and the ASI Executive Director.

4. 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 or resolution, with the exception of the budget, back to the Board within two weeks. The chair of the committee is responsible for presiding over the meetings and reporting the committee's recommendations to the Board.

a. General Composition of Committees

All ASI Committees must be composed of at least a majority of students. The chairs of ASI committees must be students. The chair and standing liaison members will not be counted when determining if a committee is composed of at least a majority of students. No committee shall consist of two Board members serving from the same college.

b. Director Membership on Committees

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 Advisory Committee

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

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 and one (1) member of the ASI Finance Committee. The previously stated members must be students, may not be ASI Executives, staff, or unpaid volunteers in an operational position of the organization. No member may serve if they have a financial interest in ASI. Other voting members of the committee shall include two members from the campus community. All members must be approved by the Board of Directors with a majority vote.

The Audit Committee shall meet at least two times annually.

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 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 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 and accounting processes and any recommendations that the independent auditor may have.
- Indicate how any issues 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.

d. Finance Committee

The Finance Committee shall be composed of no more than four directors and the Board of Directors Treasurer. Finance Committee makes recommendations on financial matters and policy concerning organizational finances. Finance Committee holds hearings on and refers its budget recommendations to the Board. The Board acts on the Finance Committee's recommendations and sends the budget to the University President for approval. The Treasurer will chair the Finance Committee.

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

e. Governance Committee

The Governance Committee shall be composed of four directors and the Board of Directors Vice Chair. Governance Committee makes recommendations concerning policy, Bylaws, and the Articles of Incorporation to the Board. Governance Committee is responsible for recommending Director vacancies, and interviewing and recommending applicants for vacant Director positions during the academic term. The Vice Chair will chair the committee.

The Governance Committee will meet bi-weekly 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.
- Recommend vacancy declarations.
- Fill vacancies on the ASI Board of Directors.
- Hear concerns and offer advice and/or resolutions subject to Board approval.

Declaring Vacancies

The alleged failure of a Director or Officer to uphold board conduct standards or perform prescribed duties in effect when the term began, may be formally referred to the Governance Committee by a student, university official, Director, Officer, or the Executive Director to conduct a review. Recommendations on vacancy declarations shall be sent to the Board for approval. Declaration of vacancy of a Board member or Officer shall create a vacancy to be filled in accordance with ASI policy.

Failure to maintain eligibility (academic or otherwise) or attendance requirements result in immediate and automatic declaration of vacancy. Directors may appeal only immediate declarations for attendance (not for eligibility), and must do so by the next regularly scheduled Board of Directors meeting immediately following the- declaration. Appeals and requests for reinstatement must be submitted in writing. Reinstatement requires a three-fourths vote of the Board of Directors and results in reinstatement. Declarations of vacancy resulting from ineligibility based on CSU established requirements (academic and otherwise) are not appealable.

Requests for reinstatement may only be submitted after eligibility has been reestablished by the Office of the Vice President for Student Affairs. Changes, corrections, or other modifications to grades or academic records must follow standard university process and do not reestablish eligibility. Eligibility can only be reestablished at the completion of the standard university process and after a recheck and certification of eligibility by the Office of the Vice President for Student Affairs. Requests for reinstatement may only be submitted if the position has remained vacant.

Filling Vacancies

In the event of a vacant student position on the Board of Directors exists between the election and the end of the second week of classes of the next spring semester the first runner-up shall be offered the position. If they accept, the appointment shall be approved by the Board of Directors. If they do not accept, the position will be offered to the subsequent runner-up.

If there is not an available candidate, the Governance Committee shall recommend a Director for appointment to a majority vote approval by the Board.

- 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 stated in ASI Policy.

f. Children's Center Advisory Committee

The purpose of the Children's Center Advisory Committee, a standing advisory committee of the 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. The committee offers varied perspectives and expertise to assist the program in fulfilling its mission. The committee must have all appointed positions filled by four weeks after the start of Fall semester of that academic year.

The Children's Center Advisory Committee will meet at least three times during the academic year.

The committee reviews and makes recommendations to the 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 CSU Fullerton entities and with community entities
- Children's Center Director must bring management issues to the attention of the committee.
- Any member may bring agenda items before the committee.
- In addition, the committee 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 Advisory Committee must be composed of the following:

Voting:

- ASI Board of Directors Vice Chair
- 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

Standing Liaison Members:

- Children's Center Director
- ASI Executive Director or designee
- University Chief Financial Officer or designee

g. Facilities Committee

The Facilities Committee shall be composed of no more than four directors and the Board of Directors Secretary. The Facilities Committee makes recommendations concerning ASI facility operations, renovations, and improvements, including the Titan Student Union, Student Recreation Center, and Children's Center. The Facilities Committee makes recommendations concerning building operating hours, club space allocations, and facility operating policy. The Secretary will chair the Facilities Committee.

The Facilities Committee will meet monthly during the academic year.

h. Programs Assessment Committee

The Programs Assessment Committee shall be composed of no more than four directors and the Board of Directors Secretary. The Programs Assessment Committee reviews and assesses ASI programs and services and provides feedback and recommendations on program improvements. The Programs Assessment Committee makes recommendations on new program offerings and acquisitions for the ASI art collection. The Secretary will chair the Programs Assessment Committee.

The Programs Assessment Committee will meet monthly during the academic year.

5. BOARD LEADERSHIP

a. Chair

The Board will elect a Director to serve as Chair. The Chair must be elected at the first meeting in June and serves from that meeting through May 31. The ASI President serves as Chair in absence of the Chair and Vice Chair.

The Chair of the Board of Directors:

- Presides over all Board of Directors meetings
- Appoints each Director to serve on at least one standing committees and act as a liaison no later than three (3) legal business days before the first meeting of the fall and spring semesters, except the Audit Committee, to one of the following:
 - Programming Board;
 - Association for InterCultural Awareness (AICA);
 - Funded councils (Inter Fraternity Council, Multicultural Greek Council, National Panhellenic Council, Panhellenic, Resident Student Association); or
 - Funding councils (Black Student Union, Community Service ICC, Mesa Cooperativa, Sports Club ICC, South West Asian North African ICC)
- Appoints the required number of Directors on any ASI ad hoc committee
- Schedules ASI promotional events for the Board to carry out after the adjournment of Board Meetings when time permits
- ASI Board Chair shall be responsible for reinforcing ASI office hours
- Maintains regular communication with the Executive Officers, Programming Board and AICA, and funded and funding councils
- Directs the work of the Vice Chair, Secretary, and Treasurer
- Has the responsibility to hold the Directors accountable for their goals
- Serves as a standing liaison member to all ASI committees except the Audit Committee
- Chair or designee will serve as representative of the Board of Directors on the Student Athletics Advisory Council and the Academic Senate
 - Chair or designee serves for one year or the duration of the position providing they remain a member of the Board of Directors during that period. If the Board of Directors representative is unable to complete the term, the Chair will select a representative to complete the vacated position within ten (10) days after the position is declared vacant
- Chair, working with the Vice Chair, Secretary, and Treasurer and the Director of ~~Leader and Program Development~~Student Government, are 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

Vacancy of the Chair

The removal of the Chair will occur by a two-thirds vote of the Board of Directors or in the event that the Chair loses the position as Director.

In the event the Chair should resign, a written notice of resignation must be submitted to the ASI President and Executive Director.

Filling Chair Vacancy

In the event of a vacancy in the position of Chair through resignation, removal, recall, ineligibility, or death,

the Vice Chair will assume the position of the Chair, and a new Vice Chair will be elected by the Board of Directors at the meeting which the vacancy is announced.

b. Vice Chair

The Board of Directors will elect a Director to serve as Vice Chair. The Vice Chair will be elected at the first meeting in June and serves from that meeting through May 31. In the event the position is not elected in the June meeting, a special meeting shall be called to fill the position within three weeks.

The Vice Chair of the Board of Directors:

- Presides over Board of Directors meetings in absence of the Chair
- Presides over the Governance Committee and Children's Center Advisory Committee
- Assists the Chair of the Board of Directors
- Has the responsibility for setting guidelines for Director's College Reports and Executive Senate Reports
- Disseminates information about the Directors weekly activities within the committees, commissions, and/or councils that they may sit on
- Assists the Chair of the Board of Directors with enforcing ASI Bylaws and Policies
- Assists the Chair of the Board of Directors in developing a curriculum to be discussed at Board of Directors retreats, additional board development training, and other internal issues related to the Board
- Maintains regular communication with the Board of Directors Chair, the Executive Officers, Programming Board and AICA, and funded and funding councils

Vacancy of the Vice Chair

The removal of the Vice Chair will occur by a two-thirds vote of the Board of Directors or in the event that the Vice Chair loses their position as Director.

In the event the Vice Chair should resign, a written notice of their resignation must be submitted to the Chair of the Board of Directors and Executive Director.

Filling Vice Chair Vacancy

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

c. Treasurer

The Board of Directors will elect a Director to serve as Treasurer. The Treasurer will be elected at the first meeting in June and serves from that meeting through May 31. In the event the position is not elected in the June meeting, a special meeting shall be called to fill the position within three weeks.

The Treasurer of the Board of Directors:

- Presides over the Finance Committee
- Presents monthly, or as needed, to the Board of Directors a detailed report of the financial conditions of ASI
 - The report will include budget language or financial policy implementation, any outstanding debt owed to ASI, any line item transfers performed by the Treasurer or the Finance Committee, and the current balance of the Contingency Account
- Ensures compliance with the financial policies of ASI
- Reports the fiscal budget recommendations of the Finance Committee to the Board of Directors on or before the first meeting in April of each fiscal year

- Oversees the budget development for the next fiscal year with the assistance of the Executive Director and appropriate ASI staff and maintain regular communication with the student leaders who oversee a budget within ASI
- Assists the Board of Directors Chair in developing a curriculum to be discussed at the Board of Directors mandatory retreats, additional board development training, and other internal issues related to the Board
- Maintains regular communication with the Board of Directors Chair and Executive Officers

Vacancy of the Treasurer

The removal of the Treasurer will occur by a two-thirds vote of the Board of Directors or in the event that the Treasurer loses their position as Director.

In the event the Treasurer should resign, a written notice of their resignation must be submitted to the Chair of the Board of Directors and Executive Director.

Filling Treasurer Vacancy

In the event of a vacancy in the position of Treasurer through resignation, removal, recall, ineligibility, or death, a new Treasurer will be elected at the meeting at which the vacancy is announced.

d. Secretary

The Board of Directors will elect a Director to serve as Secretary. The Secretary will be elected at the first meeting in June and serves from that meeting through May 31. In the event the position is not elected in the June meeting, a special meeting shall be called to fill the position within three weeks.

The Secretary of the Board of Directors:

- Presides over the Facilities Committee and the Programs Assessment Committee
- Certifies all records of the Board of Directors when requested and executes documents on behalf of the Board as required for legal documents
- Assists the Board of Directors Chair in developing a curriculum to be discussed at the Board of Directors mandatory retreats, additional board development training, and other internal issues related to the Board
- Maintains regular communication with the Board of Directors Chair and Executive Officers

Vacancy of the Secretary

The removal of the Secretary will occur by a two-thirds vote of the Board of Directors or in the event that the Secretary loses their position as Director.

In the event the Secretary should resign, a written notice of their resignation must be submitted to the Chair of the Board of Directors and Executive Director.

Filling Secretary Vacancy

In the event of a vacancy in the position of Secretary through resignation, removal, recall, ineligibility, or death, a new Secretary will be elected at the meeting at which the vacancy is announced.

6. AGENDAS FOR BOARD MEETINGS

All items shall be sponsored by a member of the Board of Directors. Directors sponsoring items shall provide, to the Chair of the Board of Directors, a written (either typed or printed) copy of the proposed action and all supporting documents four or more legal days prior to the Board of Directors or Committee meeting. Items coming from committee shall be placed on the agenda before items from individuals. The Recording Secretary shall make available, for public inspection, a copy of each proposal. 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 must 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.

7. PUBLIC SPEAKING TIME

The Public Speaking Time is hereby established as a forum, which enables the Board of Directors and the 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 up to 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.

8. REGULAR MEETINGS

The Board 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 bi-weekly on Tuesdays between from~~ 1:15 PM to approximately 3:45 PM. For each semester, the Board will approve the schedule of dates and locations for regular meetings (pursuant to Education Code Section 89305.5). The Board of Directors will hold ~~summer meetings during the summer, as called by the Chair; 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)).

a. Consent Calendar

The consent calendar is an administrative tool for the Board of Director to grant approvals to required items that are routine, procedural, and likely to be noncontroversial. A consent calendar may be presented by the board or committee chair at the beginning of a meeting. Items may be removed from the consent agenda on the request of any one member. Items not removed are adopted by general consent without debate. Removed items will be taken up/considered during new business. Items up for consideration on the consent calendar must be provided in advance of the meeting. The chair determines whether an item belongs on the consent calendar.

Process

- ~~Items up for consideration on the consent calendar must be provided in advance and distributed with the agenda package in sufficient time to be read by all members prior to the meeting.~~
- ~~The chair determines whether an item belongs on the consent agenda.~~
- ~~The chair or designated staff prepares a numbered list of the consent items and distributes it along with the meeting agenda.~~
- ~~At the beginning of the meeting the chair asks members which items they wish to remove from the consent calendar to be discussed individually.~~
- ~~If any member requests that an item be removed from the consent calendar, it must be removed and added to new business. Members may request that an item be removed for any reason. They may wish, for example, to discuss the item, to ask questions about the item, or to hold a vote on the item.~~
- ~~When there are no more items to be removed, the Chair reads out the numbers of the remaining consent items. Then the Chair states: "If there is no objection, these items will be adopted." After pausing for any objections, the chair states "As there are no objections, these items are adopted." It is not necessary to ask for a show of hands.~~
- ~~When preparing the minutes, the Recording Secretary includes the full text of the items that were adopted as part of the consent calendar~~

9. CLOSED MEETINGSSSESSION

The Board or committees, may hold a closed meetingssession from which the public is excluded only if it has provided sufficient notice of such meeting-session 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 meetingssession, the Board of Directors or committee, shall disclose on its posted agenda and in an open, public, regular meeting the item(s) to be discussed in the closed meetingssession. No other items shall be considered in the closed meetingssession. Immediately after any closed meeting-session, the Board of Directors or committee, it shall reconvene into a public regular meeting prior to adjournment and make disclosure of what actions, if any, were taken in the closed meetingssession.

10. SPECIAL MEETINGS

A special meeting may be called by providing written notice at least twenty-four (24) hours prior to the meeting, pursuant to Education Code section 89306.5. Notice will be given electronically to all parties directly affected and included on the ASI Website. Special meetings of the Board of Directors may be called by the University President, the Chair, or by a majority of the members. Special meetings of standing committees may be called by the Chair of the committee or by a majority of the members.

11. TELECONFERENCE MEETINGS

The Board or committees may use teleconferencing (virtual meetings) for any regular, special, or emergency meeting, pursuant to Education Code section 89301.5. Notice will be given in accordance with the requirements for the type of meeting and will include platform and access information for the meeting.

11.12. 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 89306.5;

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.

13. MEETING CONDUCT

The Board and all of its committees will conduct meetings in a way that ensures the efficient disposal of business appearing on the agenda and the ability for all members, presenters, and members of the public to attend, view, hear, and participate in the meeting, as appropriate and in accordance with established law, regulation, and policy.

Members, presenters, and members of the public may not take action or exhibit behaviors that impede or obstruct the ability of others to attend, view, hear, or participate in the meeting. Members, presenters, and members of the public are also prohibited from possessing items in the meeting location that could impede or obstruct this ability or cause threat of harm, including, but not limited to:

- Displays, such as posters or signs, with dimensions larger than 18 inches by 24 inches
- Displays, such as posters or signs, affixed to poles, stands, handles, etc.
- Amplified sound, such as speakers, or other noise makers
- Props, confetti, streamers, or other decorations or adornments
- Weapons or items that could be used to inflict physical harm
- Other items already prohibited under law or university or ASI policy

In the event that any meeting is willfully interrupted by a group or groups of persons so as to render the orderly conduct of the meeting unfeasible, and order cannot be restored by the removal of individuals who are willfully interrupting the meeting, the Chair of the meeting may recess the meeting and order the meeting room cleared and/or the teleconference temporarily suspended. Once the room is cleared, the

meeting can continue in session. Only matters appearing on the agenda may be considered in that session. Representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend the session. Other individuals not responsible for willfully disturbing the orderly conduct of the meeting may be readmitted to the session upon approval of the Chair (pursuant to Education Code section 89307.1).

The disturbance and the individuals participating therein may be reported to the appropriate university department, which may include the Dean of Students/Student Conduct office. Individuals participating in the disturbance may be subject to the university conduct process.

12.14. _____SPECIAL ASI PARKING PRIVILEGES

The Associated Students Inc. authorizes certain leadership positions Faculty/Staff parking access 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 their 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 Vice President (1)
- ASI Chief Campus Relations Officer (1)
- ASI Chief Governmental Officer (1)
- ASI Chief Communications Officer (1)
- ASI Chief Inclusion and Diversity Officer (1)
- ASI Elections Director (1)
- ~~ASI Programming Board Directors (2)~~
- ASI Association for Inter-Cultural Awareness Administrative Chair (1)

Upon resignation or removal of any of the above mentioned officers their Faculty/Staff parking access shall be returned to the University within one week. Any student who is then appointed or elected to fill the vacant position shall receive the Faculty/Staff parking access.

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

CSU Fullerton parking permits must be purchased from the University at the regular cost by the above-mentioned leaders.

13.15. _____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 Secretary of the Board of Directors for review to assess the impact on existing policies and Bylaws. After said review by the Secretary, 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.

DATE APPROVED:	09/05/2017
DATE REVISED:	05/08/2018
	12/04/2018
	03/26/2019
	05/07/2019
	04/20/2021
	<u>***10/18/2022</u>