

**A RESOLUTION TO AMEND THE POLICY CONCERNING STUDENT APPOINTMENTS**

**Sponsor:** Governance Committee

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

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

**WHEREAS**, the ASI Policy Concerning Student Appointments provides guidance on student appointments to non-elected ASI student leadership roles as well as Academic Senate and University Committees, including the eligibility requirements and approval process by the ASI Board of Directors; and

**WHEREAS**, periodically ASI as an organization must review its policies to ensure that current operations mirror the requirements as outlined in these governing documents and that minor language, grammar, spelling, and punctuation corrections are made; and

**WHEREAS**, the ASI Policy Concerning Student Appointments was established in fall 2017 and last revised in spring 2019 and spring 2021; and

**WHEREAS**, the ASI Governance Ambassadors program was established in partnership with the Vice President for Student Affairs office in the 2022-2023 academic year to create 20 student leadership roles to serve on Academic Senate and university-wide committees each year, ultimately replacing the Presidential Appointee Commission; and

**WHEREAS**, a resolution amending the ASI Policy Concerning ASI Elections<sup>1</sup> in fall 2024 included language to codify the responsibility of elected student officers to attend mandatory ASI Student Government trainings to ensure accountability in serving the student body; and

**WHEREAS**, the Office of the Chancellor has provided system-wide guidelines known as the CSU Minimum Qualifications for Student Office Holders<sup>2</sup> which establishes eligibility criteria for student leaders while running or holding a student leadership office at California State University campuses; and

**WHEREAS**, the suggested revisions to the Policy Concerning Student Appointments include

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<sup>1</sup> <https://asi.fullerton.edu/wp-content/uploads/2024/12/A-Resolution-Amending-Policy-Concerning-ASI-Elections.pdf>

<sup>2</sup> See attachment

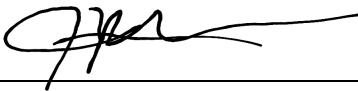
clarification of the policy title and purpose to encompass its guidance of the appointment process and eligibility requirements, training attendance requirement language for appointed student leaders, and updating the appointment approval by the ASI Board of Directors process given the replacement of the Presidential Appointee Commission with the ASI Governance Ambassador program; and

**WHEREAS**, the recommended changes to the policy include other minor language, grammar, title updates, and punctuation corrections; therefore, let it be

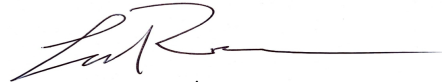
**RESOLVED**, ASI approves the amendments to the ASI Policy Concerning Student Appointments effective immediately to update the policy name to Policy Concerning Student Leader Appointments and Eligibility, add clarity to the policy purpose, include relevant system-wide eligibility criteria language, enhance accountability measures for student leader training attendance, reflect the ASI Governance Ambassador program, and correct other minor language, grammar, spelling, title updates, and punctuation errors; and let it be finally

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

Adopted by the Board of Directors of the Associated Students Inc., California State University, Fullerton on the second of December in the year two thousand and twenty-five.



Joe Morales  
2025-12-03 19:59 UTC  
Chair, Board of Directors



Luca Romero  
2025-12-03 02:53 UTC  
Secretary, Board of Directors

## **POLICY CONCERNING STUDENT LEADER APPOINTMENTS AND ELIGIBILITY**

### **PURPOSE**

The policy outlines student appointments to Associated Students Inc., California State University, Fullerton (ASI) Student Government programs and committees and commissions of ASI, the Academic Senate, and University Committees. ~~This policy is designed to fill Board of Directors seats vacated due to resignation, recall, ineligibility, or death.~~ The policy provides direction on presidential appointments requiring approval by the ASI Board of Directors and eligibility requirements for all ASI student leadership positions as established by the CSU Minimum Qualifications for Student Office Holders.

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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 |

### **STANDARDS**

#### **1. PRESIDENTIAL APPOINTMENTS**

All student appointments to Committees, Executive Officer, Governance Ambassador, Elections, and Commission roles shall be Presidential Appointments. This does not include the appointment of members of the ASI Board of Directors to Board Committees. All student appointments to Academic Senate Committees and university-wide Committees shall be Presidential Appointments. Exceptions shall be made when the Academic Senate Committee or university-wide Committee has established specific appointment guidelines. ~~All Presidential Appointments of this nature must be enrolled and in good standing at the time of appointment. Failure to meet and maintain these qualifications will result in ineligibility for appointment.~~

#### **2. PRESIDENTIAL APPOINTMENTS APPROVAL BY THE ASI BOARD OF DIRECTORS**

All Presidential Appointments to Executive Officer, Governance Ambassador, Elections, and Commission roles shall require Paid appointments requiring approval by the ASI Board of Directors, shall require a A copy of the Presidential Appointee's application shall be submitted to each Board member prior to the meeting in which the Presidential Appointee's approval appears on the agenda.

The following information shall be contained in a data sheet attached to the application:

- The number of applications received for the position.
- Those involved in the interviewing process.

- A short summary of the position for which the person is being approved.

Presidential Appointments for Executive Officer positions cannot be confirmed until the student appointee is presented in person before the ASI Board of Directors.

A list of committee appointee(s) must be posted at least three (3) working days before potential appointees can actively participate in their respective Committees. Posting areas shall include, but are not limited to, ASI Executive Offices and/or a posting area of the ASI.

Every other week the ASI President must submit to the membership a list of all vacancies that require a Presidential appointee. The above mentioned list of Presidential appointments shall be distributed via posting in the ASI Executive Offices and/or a posting area of the ASI.

### 3. ELIGIBILITY FOR ASI LEADERSHIP POSITIONS

At the time of filing for candidacy or application for a leadership position and throughout their term, ~~the following~~ ASI student leaders must meet and maintain the requirements outlined below. All students must ~~also~~ be in good standing and must not be on academic or disciplinary probation. Once grades are finalized by the university at the end of a regular semester (fall and spring), eligibility is checked and certified by the Office of the Vice President for Student Affairs and Strategic Enrollment Management. 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 and Strategic Enrollment Management. Eligibility requirements established by the CSU system are not able to be suspended by the ASI Board of Directors, and ineligibility based on CSU established requirements are not appealable.

#### Unit Load

Undergraduate student leaders must earn six (6) semester units of credit each semester. Graduate student leaders must earn three (3) semester units of credit each semester, ~~and~~

#### Maximum Allowable Units

Undergraduate student leaders 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 leaders are allowed to earn a maximum of 50 semester units. Student leaders holding over that number of units will not be eligible, ~~and~~

#### Residency

Undergraduate student leaders must be matriculated and have been enrolled at CSU-Cal State Fullerton for one semester preceding their application for a leadership position earning a total of at least six (6) semester units during that semester. Graduate student leaders must be matriculated and have earned at least three (3) semester units per term of continuous attendance as a new graduate student to be eligible. New graduate students who received a bachelor's degree or credential within the past three (3) years from CSU-Cal State Fullerton must have earned a total of twelve (12) units during ~~his or her~~ their last year as an undergraduate to be eligible. ~~Graduate student leaders must have earned at least six (6) semester units per term of continuous attendance as a new graduate student to be eligible, and~~

#### Faculty/Staff

A student leader may not be a member of the faculty or staff at CSU-Cal State Fullerton or its auxiliaries, including current and prior ASI professional staff. This does not apply to faculty or staff appointed positions. Graduate assistants shall not be considered faculty or staff.

#### a. Category 1 Major Office Holders

##### Grade Point Average

All student leaders holding a major office position within category 1 must be in good standing, must not be on probation, must have earned a Cal StateSU Fullerton semester grade point average of 2.0 and a Cal StateSU Fullerton cumulative grade point average of 2.5 for all classes at Cal StateSU Fullerton

during the semester prior to filing for candidacy or application, and must maintain these standards ~~and~~

**Student Leader Positions:**

- Student Members of the [ASI](#) Board of Directors
- ASI Executive Officers

- ~~Commission, Elections, and Programming Directors and Coordinators~~

*b. ~~Category 2~~ Minor Office Holders*

**Grade Point Average**

All student leaders holding a minor office position ~~within category 2~~ must be in good standing, must not be on probation, must have earned a Cal State ~~SU~~ Fullerton semester grade point average of 2.0 and a CSU-Cal State Fullerton cumulative grade point average of 2.0 for all classes at CSU Fullerton during the semester prior to their application, and must maintain these standards.

**Student Leader Positions:**

- ~~Academic Senate, University Wide, and Ad hoc Committee Members~~ ASI Governance Ambassadors
- ASI Commission Directors, Coordinators, and Programming volunteers
- ASI Elections Director and Coordinators
- ~~Camp Titan Program Staff and Counselors~~

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**Training Attendance**

All student officers are required to attend leadership development training dates throughout their term. Excusals may be granted for unanticipated illness, emergency, or university business relating to the responsibilities of the student leadership role. Academic, employment, or external leadership involvement duties are the responsibility of the student leader to manage and maintain with their respective faculty, employer, or other supervisor.

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Failure to meet and maintain these qualifications during the term will result in ineligibility for the position and may include a prorated loss of financial award.

**DATE APPROVED: 09/19/2017**

**DATE REVISED: 04/30/2019**

**DATE REVISED: 04/20/2021**

**DATE REVISED: 12/02/2025**