

# POLICY CONCERNING STUDENT LEADER FINANCIAL AWARDS

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## PURPOSE

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

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## WHO SHOULD KNOW THIS POLICY

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

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

Terms	Definitions
<b>Agreement Forms</b>	Required forms to serve in an ASI Student Leadership position, including Pledge Commitments.

## STANDARDS

### 1. TYPES OF FINANCIAL AWARDS

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

#### Category 1: ASI Executive/Fiduciary

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

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

**Category 2: ASI Team Leaders**

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

- ASI Executive Officers
- ASI Commission Directors/Leads
- ASI Programming Directors
- Elections Director

**Category 3: ASI Board and Team Members**

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

- ASI Board of Directors Members
- Programming Coordinators
- Commission Coordinators
- Elections Coordinators

**Category 4: Other ASI Positions**

- Camp Titan Co-Directors
- IRA Chair

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

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

**2. ADMINISTRATION OF FINANCIAL AWARDS**

*a. Agreement Forms*

Prior to the start of a leadership position that carries a financial award, students must sign appropriate forms with ASI Leader and Program Development.

*b. Disbursements*

Category 1 and 2 financial awards are disbursed in summer, fall and spring semesters. All other financial awards are disbursed in fall and spring semesters. Disbursements end immediately upon the end of a term or upon voluntary or involuntary departure of the position. In the event of a departure from the position prior to the anticipated end of term, a portion of the disbursed financial award may be required to be refunded.

*c. New Financial Awards*

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

*Award Amounts*

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

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

### **3. PLEDGE COMMITMENTS**

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

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**DATE APPROVED:** 05/08/18  
**DATE REVISED:** 04/20/2021