



ASI Board of Directors 2018/2019

Savana Doudar
 President & CEO

Kenny Tran
 Executive Vice President

Michelle Tran
 VP of Student & University Affairs

Lucas Dias
 Chair and Chief of Staff

Nick Brown
 CoBA Representative

Naseli Fotoohl
 CoBA Representative

Celeste Espindola
 CHABSS Representative

Faith Garcia
 CHABSS Representative

Mutula Kwangaba
 CHABSS Representative

Hannah Shohara
 CHABSS Representative

Mane Telpian
 CSM Representative

Juan "Johnny" Aceves
 CSM Representative

Ailed Torres
 CEHHS Representative

Paulette Cruz
 CEHHS Representative

Estefania Fraticelli
 Student At Large for
 Sustainability

Alexa Diaz
 Student At Large for
 Diversity & Inclusion

Michael Jones
 Veterans Student Representative

Advisors
 Annie Macias
 Executive Director

Ashley Fennell
 Asst. Director, Government Affairs
 & Initiatives

Standing Invitees
 Lori Brockett
 Association Representative

Michael McDuffie
 Academic Senate Representative

Gail Cole-Avent
 President's Designee

Katy Rees

ASI Board of Directors Minutes 19-10

Friday, April 26, 2019 at 2:30pm

USU 2310 A&B

ITEM	SUBJECT	PRESENTER
01	Call to Order	Lucas Dias Chair & Chief of Staff
02	Roll Call Present: Savana, Kenny, Michelle, Lucas, Naseli, Mutula, Hannah, Johnny, Ailed, Paulette, Estefania, Alexa, Michael, Annie, Ashley, Lori, Michael, Gail, Katy Tardy: Faith, Mane Absent: Nick, Celeste	Lucas Dias Chair & Chief of Staff
03	Recognition of Guests Kendra Rivera, Nayeli Gonzalez, Alexandria Hernandez, Carl Hughes, Neal Hoss, Riley McLaughlin, Jaelyn Freeman, Mariana Rosales, Gabby Garcia, Inique Wilson, Kim Peirce	Lucas Dias Chair & Chief of Staff
04 Action	Approval of Agenda Chair corrected spelling of presenter on item 7 from Neil to Neal. Chair also added Michael McDuffie as Academic Senate Representative Paulette motioned to approve the agenda with amended changes Hannah-2 nd None opposed, abstained Motion Carries	Lucas Dias Chair & Chief of Staff
05 Action	Approval of Minutes Mutula motioned to approve the minutes Alexa-2 nd None opposed, abstained Motion Carries	Lucas Dias Chair & Chief of Staff
06 Information	Open Forum Carl Hughes- concerns regarding events considered lewd or obscene. Consider events that focus on abstinence or celibacy. Kendra Rivera- information regarding Academic Senate resolution about police use of force and safety on campus during the handling in incidents. Reviewed action steps Academic Senate is requesting. Resolution up for approval at Wednesday's meeting.	Lucas Dias Chair & Chief of Staff
07 Information	Undergraduate Academic Advising Location Information Description: Vice President Hoss will discuss and answer any questions about space needs and changes for Undergraduate Academic Advising. Fiscal Impact: None Presenter reviewed goals of Graduation Initiative 2025 as well as results of a working group that evaluated academic advising that included a goal of creating a centralized location on campus. Presenter reviewed that due to the requirements of space needed, academic advising will be moving into 2 nd floor of Kellogg Library which is currently utilized by 24/5 Zone. Presenter continued that another working group is looking to identify new location for 24/5 zone and relocation will be at no cost to ASI. Committee concerns focused on access to resources, student perspective in location decision, and new space with safety and access in mind.	Neal Hoss Vice President for Finance and Administrative Services

<p>08 Information</p>	<p>Review of ASI Corporate Tax Forms 990/199 Description: Review of ASI Corporate Tax forms 990/199 Fiscal Impact: None Presenter reviewed attached document. This document was approved by Joint Audit Committee and must be brought to Board as information item.</p>	<p>Clint Roberts Associate Vice President for Business and Financial Services</p>
<p>09 Action</p>	<p>Approval of ASI 19/20 Budget Description: Review of proposed 2019/20 ASI Budget. Fiscal Impact: None See attached for document reviewed. See attached for PowerPoint presented. Reviewed changes to ASI budget including indirect cost recovery, removal of AVP salary, and increased in BOD compensation. Discussion focused on correcting spelling of COEHHS to CEHHS and concerns about ALF and SEF regarding amounts approved for each. Michelle motioned to approve the ASI 19/20 Budget Mutula-2nd Faith and Paulette abstained None opposed Motion Passes</p>	<p>Kenneth Tran Executive Vice President</p>
<p>10 Action</p>	<p>Changes to ASI Bylaws Description: Changes to reflect current practices and corrections throughout document. Major changes include updated ASI logo, information related to Board compensation, and clarifications in processes. Fiscal Impact: None See attached for document reviewed. Changes include Discussion focused on proposed language regarding students at large following eligibility requirements (article 18- 2.1.3). Committee members felt it was a barrier and removed opportunity for students at large to get involved. Further discussion focused on EO and CO requirements regarding GPA and academic standing. Faith motioned to remove language regarding GPA and standing for students at large (article 18 section 2.1.3) Paulette-2nd Michael opposed Mutula abstained Motion Passes Further discussion focused on grievance process and clarification for BOD member removal. Savana motioned to approve changes to the ASI Bylaws with amended changes Hannah-2nd None opposed, abstained Motion Carries</p>	<p>Annie Macias ASI Executive Director</p> <p>Ashley Fennell Asst. Director of Government Affairs & Initiatives</p> <p>Kenneth Tran Internal Operations Chair</p>
<p>11 Information</p>	<p>Reports See attached for student reports Annie – audit and ASI business services specialist search Ashley- ASI search committee, schedule for on campus interviews, feasibility study updates, transition binders submissions, submit reports, BOD applications due by 5pm, and submit risk forms for all events. Gail – BSC search open forums Michael- Diversity and Inclusion curriculum requirement by Fall 2020</p>	<p>Lucas Dias Chair & Chief of Staff</p>
<p>12 Information</p>	<p>Announcements Lucas – Guests reminder to sign in on sheet Kenny- Festival 78 Hannah- International Fair</p>	<p>Lucas Dias Chair & Chief of Staff</p>

**Associated Students, Inc
of California State University San Marcos**

**Annual Budget
2019 - 2020**



ASSOCIATED STUDENTS, INC (ASI)

Budget Call Timeline for Fiscal Year 2019/2020

DATE	DESCRIPTION
Friday, February 8, 2019	Present the Fiscal Year 2019-2020 budget timeline at the Internal Operations (IO) Committee meeting as an informational item.
Friday, February 8, 2019	Budget request email will be sent out to all ASI.
February 11-22, 2019	Supervisors will meet with their department to discuss their budgets.
February 25 - March 1, 2019	Each department supervisor will meet with the Business Services Analyst to review their proposed budget.
Friday, March 1, 2019	All budget proposals need to be submitted to the Business Services Analyst.
Monday, March 4, 2019	Submission to Internal Operations Committee Chair as an action item for the committee's agenda.
Friday, March 8, 2019	Internal Operations Committee meets to determine new initiatives and review the resulting proposed ASI Master Budget for Fiscal Year 2018-2019. All departments should have a representative in attendance to present their requested budget.
Monday, March 11, 2019	Submission to Board of Directors (BOD) Chair and Chief of Staff as an action item to the Board's agenda.
Friday, March 15, 2019	BOD reviews 19/20 ASI Master Budget
Friday, April 19, 2019	IO meeting reserved for budget adjustment if the budget is not approved by the BOD on March 16th.
Friday, April 26, 2019	BOD meeting reserved for budget adjustment if needed.
Friday, April 26, 2019	ASI memo, 19-20 approved budget, Budget narrative, signed BOD minutes due to President Haynes for signature.

Associated Students, Inc.
California State University San Marcos
Budget Guiding Principles
As of October 12, 2018

<p>Transparency The ASI budget should be timely, simple to understand, and be easily communicated to the campus community and stakeholders.</p>
<p>Adaptability The ASI budget allocations should be consistent with ongoing ASI initiatives and flexible with new initiatives, while keeping in mind mandatory cost increases.</p>
<p>Operational Expenses vs Program Services The ASI budget allocations should review the percentages of the operational expenses and program services to ensure a sustainable ratio exists between the two categories. Operational Expenses are the costs of supporting the student services and programs that ASI provides; such as cost of copy machines, telephones, auditing services, bank charges, etc. Operational Expenses are found in the Management and general categories under the audited financial statements. Program Services are the costs of ASI programs and services such as Campus Activities Board, Cougar Pantry, 24/5 Library Zone, etc.</p>
<p>Maximize Student Opportunities The ASI budget will prioritize student employment opportunities and direct funding support such as ASI Leadership Fund, Student Emergency Fund, Sustainability Projects Fund, etc.</p>

2019 - 2020 ASI Budget Summary

	16-17 Approved Budget	16-17 Actuals Budget	17-18 Approved Budget	17-18 Actuals Budget	18-19 Approved Budget	18-19 Actuals (through Feb 2019)	19-20 Proposed Budget	Notes
Revenue								
Fall Headcount		Higher	19,971	Higher	20,571	Higher	19,731	
Spring headcount		Higher	32,819	Higher	17,819	Higher	14,820	
Fee Amount per semester	\$60	\$50	\$75	\$75	\$75	\$75	\$75	
REVENUE TOTAL	\$ 116,400	\$ 136,330	\$ 2,009,250	\$ 2,215,515	\$ 2,009,250	\$ 1,180,370	\$ 2,009,250	
Expenses								
2101 Operations	\$ 401,937	\$ 617,448	\$ 664,721	\$ 756,343	\$ 420,419	\$ 250,414	\$ 370,518	
2102 Board of Directors	\$ 108,760	\$ 118,357	\$ 276,760	\$ 128,619	\$ 128,644	\$ 61,868	\$ 185,252	
2103 ASI President	\$ 19,908	\$ 30,443	\$ 64,487	\$ 27,193	\$ 75,214	\$ 10,770	\$ 23,897	
2104 LGBTQA Pride Center	\$ 143,573	\$ 145,201	\$ 107,906	\$ 136,712	\$ 189,676	\$ 171,531	\$ 124,781	
2107 Campus Activity Board	\$ 118,260	\$ 233,288	\$ 64,240	\$ 247,289	\$ 251,347	\$ 178,445	\$ 234,262	
2108 Media and Marketing	\$ 107,278	\$ 66,299	\$ 28,450	\$ 143,561	\$ 145,118	\$ 59,317	\$ 173,694	
2110 General Student Programs	\$ 16,300	\$ 29,414	\$ 28,288	\$ 400,128	\$ 242,204	\$ 172,127	\$ 363,775	
2111 ASI Executive Vice								
2113 President	\$ 8,576	\$ 46,434	\$ 1,000	\$ 49,011	\$ 14,546	\$ 70,737	\$ 66,326	
2116 Gender Equity Center	\$ 147,870	\$ 153,481	\$ 32,662	\$ 160,305	\$ 166,028	\$ 87,414	\$ 107,871	
2117 ASI VP of Student & University Affairs	\$ 25,000	\$ 21,346	\$ 20,000	\$ 29,372	\$ 17,180	\$ 11,889	\$ 75,126	
2121 University Cost Recovery	\$ 281,821	\$ 171,928	\$ 145,000	\$ 149,091	\$ 160,250	\$ 140,256	\$ 116,228	
2124 Chair & Chief of Staff	\$ -	\$ 1,300	\$ -	\$ 9,381	\$ 10,086	\$ 7,838	\$ 17,070	
2125 Food Pantry	\$ -	\$ -	\$ -	\$ 52,478	\$ 60,267	\$ 78,580	\$ 122,180	
2126 Festival 78	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00	\$ 4,519.16	\$ 180,000	
CSUM	\$ -	\$ 11,541	\$ -	\$ -	\$ -	\$ -	\$ -	
EXPENSES TOTAL	\$ 1,370,955	\$ 1,975,320	\$ 2,908,180	\$ 2,276,887	\$ 2,008,761	\$ 1,118,560	\$ 2,009,250	
GRAND TOTAL	\$ (60,598)	\$ (214,749)	\$ -	\$ (62,472.00)	\$ 485.84	\$ 68.84	\$ 68.84	
Reserves								
Working Capital & current Operations				\$328,788.16				
Capital Equipment & Acquisition				\$ 60,000.00				21/22 computer refresh
Planned Future Growth				\$140,100.00				21/22 30 year celebration, 22/23 expansion of the pantry to Wellness and Rec Building
RESERVES TOTAL				\$528,888.16				

Associated Students, Inc of CSUSM

Associated Students, Inc of CSUSM

Dept ID		2101 - Operations				
Account #	Class Code	Account Description	17/18 Approved Budget	18/19 Approved Budget	19/20 Proposed Budget	Notes for 19/20
613808	16803	Salaries- Prof Staff - Business Service Specialist	\$ 183,260	\$ 53,000	\$ 62,000	
613808	16803	Benefits - Prof Staff: Business Service Specialist	\$ 90,702	\$ 21,200	\$ 24,800	
613808		General Salary Increase adjustments (GSI)	\$ -	\$ 13,144	\$ 17,700	GSI up to 3% and/or COLA for six professional staff per annual performance evaluation
601201	16803	Salary- Executive Director	\$ 76,902	\$ 110,000	\$ 115,000	
613808	16803	Benefits: Executive Director	\$ 31,094	\$ 44,800	\$ 45,400	
		AVP Position Contribution	\$ -	\$ 60,000	\$ -	
660858		Corp Education Benefits	\$ 9,600	\$ 6,400	\$ 6,400	Educational reimbursement benefit (1 professional staff)
613808	16804	Salaries -Student Assistant	\$ 19,331	\$ 18,000	\$ -	For 19/20 moved to general student programs
613808	16804	Benefits -Student Assistant (4%)	\$ 773	\$ 720	\$ -	Moved to general student programs
613816	16804	Corp Admin charge 8%	\$ 12,148	\$ 14,736	\$ 19,936	
660858		Professional Development	\$ 9,000	\$ 7,350	\$ 7,350	\$825 per staff, \$1200 per semester for staff training
606001		Systemwide Travel	\$ 7,500	\$ 8,000	\$ 8,000	CSUnity (2), CHESS (2), AOA (3), ASUREC (2), SD Advisors (2)
660842		Student Activities	\$ 560	\$ 700		Moved to general student programs
660835		Office Equipment and Computers	\$ 800	\$ 600	\$ 1,200	3 Computers: ED, Business Service Specialist, and conference room, suite entrance digital signage
604001		Telecommunications/Phones	\$ 6,000	\$ 6,000	\$ 6,000	
613810		Auditing Expenses	\$ 20,000	\$ 20,000	\$ 20,000	Contracted with Aldrich (Outside Auditing Firm)
660001		Postage/Mail	\$ 500	\$ 500	\$ 500	
660003		Office Supplies	\$ 11,500	\$ 11,500	\$ 10,000	Toner, paper, water, copier, general office supplies for offices, kitchen
660010		Insurance/CSURMA	\$ 10,668	\$ 9,095	\$ 9,000	
660805		Membership Dues	\$ 2,000	\$ 2,500	\$ 2,500	AOA, NACA
660822		Office Moves/relocation/setup	\$ 3,000	\$ 3,000	\$ 5,100	BOD desk chairs, address suite configurations for ADA
613807		Legal	\$ -	\$ 5,000	\$ 5,000	Compliance
660851		Bank Charges	\$ -	\$ 5,000	\$ 3,000	
			\$ -	\$ -	\$ -	Student Affairs Contribution
		TOTAL	\$ 495,098	\$ 420,445	\$ 370,886	

Dept		2102 - Board of Directors					
Account #	Dept ID	Class Code	Account Descriptions	17/18 Approved Budget	18/19 Approved Budget	19/20 Proposed Budget	Notes for 19/20
613808	2102	16803	Salaries- Prof Staff	\$ 45,997	\$ 54,000	\$ 57,000	
613808	2102	16803	Benefits -Pro Staff	\$ 18,397	\$ 21,600	\$ 22,800	
613816	2102	16803	Corp Admin charge 8%	\$ 5,151	\$ 6,048	\$ 6,384	
606001	2102		Travel	\$ 8,500	\$ 8,500	\$ 8,500	
660842	2102		Student Activities	\$ 36,000	\$ 22,000	\$ 40,668	
660842	2102	10216	Veteran's Rep	\$ -	\$ 2,000	\$ 2,000	
660842	2102	10217	Sustainability Rep	\$ -	\$ 2,000	\$ 2,000	
660842	2102	10218	Diversity & Inclusion Reps	\$ -	\$ 2,000	\$ 5,000	
660842	2102	10220	CSM Reps	\$ -	\$ 2,000	\$ 2,000	
660842	2102	10221	COBA Reps	\$ -	\$ 2,000	\$ 2,000	
660842	2102	10222	COEHHS Reps	\$ -	\$ 2,000	\$ 2,000	
660842	2102	10223	CHABBS Reps	\$ -	\$ 2,000	\$ 2,000	
660842	2102	10224	ASI General Elections	\$ -	\$ 1,000	\$ 1,000	
660835	2102		Office Equip/computers	\$ 1,500	\$ 1,500	\$ 1,800	6 computers: BOD students
			TOTAL	\$ 115,540	\$ 128,648	\$ 155,152	

Parking Passes for all 18 positions	\$338	\$676	\$ 12,168
Scholarships for 14 BOD officers (Not Execs positions)	\$500	\$1,000	\$ 14,000
Hosting CSSA in September 2019			\$ 7,000
BOD Training for Fall and Spring			\$ 3,500
BOD wide events and support for existing initiatives			\$ 4,000
		Total	\$ 40,668

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Dept ID 2103 - ASI President

Account #	Class Code	Account Descriptions	17/18 Approved Budget	18/19 Approved Budget	19/20 Proposed Budget	Notes for 19/20
613808	16804	Salaries-SA	\$ 15,000	\$ 15,500	\$ 13,530	
613808	16804	Benefits - SA 4%	\$ 600	\$ 620	\$ 541.20	
613808	16804	Corp Admin charge 8%	\$ 1,248	\$ 1,290	\$ 1,126	
606001		Travel	\$ 4,000	\$ 6,500	\$ 6,500	
660842		Student Activities	\$ 1,500	\$ 1,000	\$ 1,000	
660835		Office Equip/computers	\$ 300	\$ 300	\$ 300	1 computer; student
TOTAL			\$ 22,648	\$ 25,210	\$ 22,997	

President	Rate	Weeks	Hours	Total
summer (June - Aug)	\$16.50	12	10	\$1,980.00
fall	\$16.50	17	20	\$5,610.00
spring	\$16.50	18	20	\$5,940.00
Total				\$13,530.00

Dept ID 2107 - Campus Activity Board (CAB)

Account #	Class Codes	Account Descriptions	17/18 Approved Budget	18/19 Approved Budget	19/20 Proposed Budget	Notes for 19/20
613808	16803	Salaries- Prof Staff	\$ 46,350	\$ 52,008	\$ 52,443	
613808	16803	Benefits- Prof Staff	\$ 12,540	\$ 20,803	\$ 20,977	
613808	16803	Salary- Grad Assistant	\$ -	\$ 12,980	\$ -	Position not filled.
613808	16803	Benefits -GA 12%	\$ -	\$ 1,558	\$ -	
613808	16804	Salaries-Student Assistants	\$ 52,493	\$ 50,080	\$ 80,425	Outreach specialist line moved to MCT (\$8,707.50)
613808	16804	Benefits- SA 4%	\$ 2,100	\$ 2,003	\$ 2,017	
613816	16803	Corp Admin charge 8%	\$ 2,599	\$ 11,155	\$ 10,069	
660842		Student Activities			\$ 8,000	Moved from Administration
	10701	Novelty and Variety	\$ 20,000	\$ 20,000	\$ 22,500	\$2,500 moved from OTR
	10702	Administration	\$ 6,000	\$ 8,000		
	10703	The Ball	\$ 15,000	\$ 10,000	\$ -	Moved to Pride and Traditions
	10704	Community Service	\$ 9,000	\$ 7,000	\$ 7,000	
	10705	On The Road	\$ 10,000	\$ 10,000	\$ 7,500	Reduced to support Temecula only
	10706	TLAN	\$ 7,000	\$ 5,000	\$ 5,000	
	10707	Cougar Pride & Traditions	\$ 21,000	\$ 21,000	\$ 31,000	
	10711	Alternative Spring Break (ASB)	\$ 15,500	\$ 15,500	\$ 15,500	
	10713	Marketing	\$ 4,500	\$ 4,500	\$ -	Moved to MCT Budget
660835		Office Equip/computers	\$ 1,500	\$ 1,800	\$ 1,800	6 computers: 5 student, 1 staff (Student Engagement Coordinator)
TOTAL			\$ 288,542	\$ 253,387	\$ 294,282	

CAB Specialist -

Temecula	Rate	Weeks	Hours	Total
summer	\$12.00	4	10	\$480.00
fall	\$12.00	19	15	\$3,960.00
spring	\$13.00	19	15	\$5,705.00
Total				\$7,605.00
Total for 1 specialist				\$7,605.00

CAB Specialist -

Second Year with ASI	Rate	Weeks	Hours	Total
summer	\$12.00	5	10	\$600.00
fall	\$12.25	19	15	\$3,491.25
spring	\$13.25	19	15	\$3,776.25
Total				\$7,867.50
Total for 4 specialist				\$31,470.00

CAB Specialist -

Third Year with ASI	Rate	Weeks	Hours	Total
summer	\$12.25	12	10	\$1,470.00
fall	\$12.50	19	20	\$4,750.00
spring	\$13.50	19	20	\$5,130.00
Total				\$11,350.00
Total for 1 specialists				\$11,350.00

CAB Temecula	\$7,605.00
CAB Second Year	\$31,470.00
CAB Third Year	\$11,350.00
Total student wages	\$50,425.00

Associated Students, Inc of CSUSM

Associated Students, Inc of CSUSM

Dept ID 2104 - Pride Center						
Account #	Account Descriptions	17/18 Budget	18/19 Year 1	19/20 Year 2	20/21 Year 3	21/22 Year 4
613808	Salaries- Prof Staff (without ED)	\$ 65,137	\$ 67,053	\$ 67,053	\$ 69,069	\$ 71,137
613808	Pro Staff Benefits (without ED)	\$ 26,054.80	\$ 26,821.20	\$ 26,821.20	\$ 27,625.84	\$ 28,454.61
	Cost of Living Adjustments (3%)			\$ 2,011.59	\$ 2,071.94	\$ 2,134.30
	Salaries - GA		\$ 11,500.00			
	Benefits - GA 12%		\$ 1,380.00			
613808	Salaries-Student Assistants	\$ 41,154	\$ 37,044	\$ 38,155.32	\$ 39,299.98	\$ 40,478.98
613808	UIARSC benefit SA 4%	\$ 1,646.16	\$ 1,482.00	\$ 1,526.21	\$ 1,572.00	\$ 1,619.16
613816	UIARSC Admin charge 8%	\$ 10,719	\$ 11,622	\$ 10,684	\$ 11,005	\$ 11,335
660842	Student Activities	\$ 26,000	\$ 26,000	\$ 26,000	\$ 26,000	\$ 26,000
660858	Professional Development		\$ 825			
660835	Office Equip/computers	\$ 2,700	\$ 2,700	\$ 2,700	\$ 2,700	\$ 2,700
660835	Office Equip/copiers	\$ 3,249	\$ 3,249	\$ 3,249	\$ 3,249	\$ 3,249
	Computer Refresh	\$ -	\$ -	\$ -	\$ -	\$ 13,000
TOTAL		\$ 176,660	\$ 189,676	\$ 178,201	\$ 182,588	\$ 200,308

Pride Totals					
	18/19 Year 1	19/20 Year 2	20/21 Year 3	21/22 Year 4	100% ASI
Scenario 1	500% ASI	70%	80%	90%	100% CSUSM
ASI Contributions	\$ 199,676	\$ 124,751	\$ 147,782	\$ 154,782	\$ -
CSUSM Contributions	\$ -	\$ 64,925	\$ 127,821	\$ 288,306	\$ -

Dept ID 2116 - Gender Equity Center (GEC)						
Account #	Account Descriptions	17/18 Budget	18/19 Year 1	19/20 Year 2	20/21 Year 3	21/22 Year 4
613808	Salaries- Prof Staff (without ED)	\$ 47,377	\$ 52,008	\$ 52,008	\$ 53,568	\$ 55,175
613808	Pro Staff Benefits (without ED)	\$ 18,911	\$ 20,803	\$ 20,803.20	\$ 21,427	\$ 22,070
	Cost of Living Adjustments (3%)			\$ 1,560	\$ 1,607	\$ 1,655
	Salaries - GA		\$ 11,500.00			
	Benefits - GA 12%		\$ 1,380.00			
613808	Salaries-Student Assistants	\$ 41,154	\$ 37,044	\$ 38,155	\$ 39,300	\$ 40,479
613808	Composion benefit SA 4%	\$ 1,646	\$ 1,482	\$ 1,526	\$ 1,572	\$ 1,619
613816	Composion Admin charge 8%	\$ 8,719	\$ 9,937	\$ 8,999	\$ 9,269	\$ 9,547
660842	Student Activities	\$ 26,000	\$ 26,000	\$ 26,000	\$ 26,000	\$ 26,000
660858	Professional Development		\$ 825			
660835	Office Equip/computers	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800
	Computer Refresh	\$ -	\$ -	\$ -	\$ -	\$ -
660835	Office Equip/copiers	\$ 3,249	\$ 3,249	\$ 3,249	\$ 3,249	\$ 3,249
Total		\$ 148,756	\$ 166,028	\$ 154,301	\$ 157,793	\$ 161,595

GEC Totals					
	100% ASI	19/20 Year 2	20/21 Year 3	21/22 Year 4	100% CSUSM
Scenario 1	70%	80%	90%	100% CSUSM	
ASI Contributions	\$ 166,028	\$ 107,874	\$ 127,930	\$ -	
CSUSM Contributions	\$ -	\$ 46,280	\$ 110,456	\$ 161,395	

Pride and GEC Totals					
	100% ASI	19/20 Year 2	20/21 Year 3	21/22 Year 4	100% CSUSM
Scenario 1	70%	80%	90%	100% CSUSM	
ASI Contributions	\$ 369,354	\$ 232,625	\$ 275,712	\$ -	
CSUSM Contributions	\$ -	\$ 111,205	\$ 238,277	\$ 449,701	

*Notes: 18-19 ASI BOD approved scenario 1 for the Pride and GEC centers transition.

Dept ID 2108 - Media & Marketing						
Account #	Class Code	Account Descriptions	17/18 Approved Budget	18/19 approved Budget	19/20 proposed Budget	Notes 2019/2020
613808	16803	Salaries - Prof Staff	\$ 44,932	\$ 50,000	\$ 49,920	
613808	16803	Benefits -Pro Staff	\$ 17,873	\$ 20,000	\$ 19,968	
613808	16804	Salaries-Student Assistants	\$ 34,856	\$ 37,352	\$ 33,370	CAB Outreach Specialist line moved
613808	16804	Benefits SA 4%	\$ 1,994	\$ 1,484	\$ 2,185	
613816	16803	Corp Admin charge 8%	\$ 7,932	\$ 8,798	\$ 10,031	
660842		Student Activities	\$ 23,000	\$ 6,484	\$ 3,000	Printing moved to ASI Operational Supplies
660842	10801	Cougar Pride Swag	\$ -	\$ 10,000	\$ 12,250	1/2 CAB Outreach budget moved to this line
660842	10802	ASI Operational Supplies	\$ -	\$ 9,000	\$ 11,500	
		MCT Equipment	\$ -	\$ -	\$ 3,000	
		Outreach and Volunteer Programs	\$ -	\$ -	\$ 2,250	1/2 CAB Outreach budget moved to this line
660835		Office Equip/computers	\$ 1,800	\$ 2,100	\$ 2,100	7 computers; 6 students, 1 staff (Media and Comm Coordinator)
TOTAL			\$ 121,887	\$ 145,188	\$ 171,524	

MCSpecialist - First Year with ASI					
Rate	Weeks	Hours	Total		
\$12.00	4	15	\$720.00	summer	
\$12.00	19	15	\$3,420.00	fall	
\$13.00	19	15	\$3,705.00	spring	
			Total		\$7,845.00
			Total for 1 specialist		\$7,845.00

MCSpecialist - Second Year with ASI					
Rate	Weeks	Hours	Total		
\$12.00	8	15	\$1,440.00	summer	
\$12.25	19	15	\$3,491.25	fall	
\$13.25	19	15	\$3,776.25	spring	
			Total		\$8,707.50
			Total for 2 specialist		\$17,415.00

MCSpecialist - Third Year with ASI					
Rate	Weeks	Hours	Total		
\$12.25	8	20	\$1,960.00	summer	
\$12.50	19	15	\$3,562.50	fall	
\$13.50	19	15	\$3,847.50	spring	
			Total		\$9,370.00
			Total for 3 specialists		\$28,110.00

MCT First Year	\$7,845.00
MCT Second Year	\$17,415.00
MCT Third Year	\$28,110.00
Total Student Wages	\$53,370.00

Associated Students, Inc of CSUSM

Associated Students, Inc of CSUSM

Dept ID 2110 - General Student Programming

Account #	Class Code	Account Description	17/18 Approved Budget	18/19 Approved Budget	19/20 Proposed Budget	Notes for 19/20
613808	16803	Salaries: Prof Staff	\$ 10,000	\$ 35,360	\$ 40,000	Full time Student Orgs
613808	16803	Benefits: Prof staff	\$ 1,200	\$ 24,144	\$ 16,000	Accounts/Project Specialist
613808	16803	Salaries: Prof Staff			\$ 66,000	Full time staff - Associate Director
610838	16803	Benefits: Prof staff			\$ 26,400	
613808	16804	Salaries-Student Assistant	\$ 6,000	\$ -	\$ 20,124	Front desk student salaries
613808	16804	Benefits - SA 4%	\$ 240	\$ -	\$ 804 96	
613816	16803	Corp Admin charge 8%	\$ 1,395	\$ 3,960	\$ 13,546	
660842		Student Activities		\$ 10,000	\$ 700	Front desk training
660842	11001	ASI Retreats	\$ 9,000	\$ 7,500	\$ 8,500	All ASI Summer Retreat, Mid-Year Retreat
660842	11001	Community Centers Training		\$ 1,500	\$ -	
660842	11002	LEAD	\$ 2,000	\$ 1,500	\$ 1,500	
660842	11003	Social Justice Summit	\$ 2,206	\$ 2,000	\$ 2,000	
660842	11004	24/5 Library	\$ 150,000	\$ 150,000	\$ 150,000	Agreement sunsets in 21/22
660842	11007	Sustainability	\$ 20,000	\$ 15,000	\$ 15,000	
660842	11005	Large Scale Events	\$ 125,000	\$ 100,000	\$ -	A new dept ID was created in 18/19 to better track expenses associated with Festival 78
660835		Office Equip/computers	\$ 1,300	\$ 1,300	\$ 2,200	3 computers; 2 staff (Associate Director and Orgs Acct/Proj Specialist) and 1 student; docu sign support for Student Orgs, SEF, ALF
TOTAL			\$ 328,341	\$ 342,264	\$ 362,775	

Front Desk - First

Year with ASI	Rate	Weeks	Hours	Total
summer	\$ 12.00	4	0	\$ -
fall	\$ 12.00	19	13	\$ 2,964.00
spring	\$ 13.00	19	13	\$ 3,211.00
Total				\$ 6,175.00
Total for 2 Specialist				\$ 12,350.00

Front Desk - Returning with

ASI	Rate	Weeks	Hours	Total
summer	\$ 13.50	13	7	\$ 1,228.50
fall	\$ 13.50	19	13	\$ 3,334.50
spring	\$ 13.00	19	13	\$ 3,211.00
Total for 1 Specialist				\$ 7,774.00

Total Student Wages \$ 20,124.00

Dept ID 2111- Executive Vice President

Account #	Class Code	Account Descriptions	17/18 Actuals Budget	18/19 Approved Budget	19/20 Proposed Budget	Notes for 19/20
613808	16804	Salaries-Student Assistants	\$ 14,000	\$ 14,500	\$ 12,710	
613808	16804	Benefits SA 4%	\$ 560	\$ 580	\$ 508	
613816		Corp Admin charge 8%	\$ 1,165	\$ 1,206	\$ 1,057	
606001		Travel	\$ 1,000	\$ 1,000	\$ 1,000	
660842		Student Activities				
660842	11103	Student Emergency Fund (SEF)	\$ 12,000	\$ 12,000	\$ 15,750	Funds for 63 students @ \$250 each
660842	11104	ASI Leadership Fund (ALF)	\$ 31,500	\$ 35,000	\$ 35,000	
660835		Office Equip/computers	\$ 200	\$ 300	\$ 300	1 computer: student
TOTAL			\$ 68,525	\$ 64,586	\$ 66,326	

Executive VP	Rate	Weeks	Hours	Total
summer (June - Aug)	\$15.50	12	10	\$1,860.00
fall	\$15.50	17	20	\$5,270.00
spring	\$15.50	18	20	\$5,580.00
Total				\$12,710.00

Associated Students, Inc of CSUSM

Associated Students, Inc of CSUSM

Dept ID 2118 - ASI Vice President of Student and University Affairs (VPSUA)

Account #	Class Code	Account Descriptions	17/18 Approved budget	18/19 Approved budget	19/20 Proposed Budget	Notes for 19/20
613808	16804	Salaries-Student Assistants	\$ 14,000	\$ 14,580	\$ 12,710	
613808	16804	Benefits SA 4%	\$ 588	\$ 580	\$ 508	
613816	16804	Corp Admin charge 8%	\$ 1,165	\$ 1,206	\$ 1,057	
606001		Travel	\$ 7,150	\$ 7,150	\$ 7,150	
660842		Student Activities	\$ 4,500	\$ 2,000	\$ 2,000	
660842	11801	Lobby Corp		\$ 1,500	\$ 1,500	
660835		Office Equip/computers	\$ 300	\$ 300	\$ 300	1 computer: student
TOTAL			\$ 27,675	\$ 27,236	\$ 25,226	

Dept ID 2121 - University Cost Recovery

Account #	Account Descriptions	17/18 Approved Budget	18/19 Approved Budget	19/20 Proposed Budget	Notes for 19/20
613814	University Indirect				
613814	Cost Recovery	\$ 52,914	\$ 66,423	\$ 22,185	
613814	Business & Financial Services MOU	\$ 87,885	\$ 88,827	\$ 96,039	
613814	Public Records Request	\$ 5,000	\$ 5,000	\$ -	
TOTAL		\$ 144,999	\$ 160,250	\$ 118,225	

VP SUA	Rate	Weeks	Hours	Total
summer (June - Aug)	\$15.50	12	16	\$1,860.00
fall	\$15.50	17	20	\$5,270.00
spring	\$15.50	18	20	\$5,580.00
Total				\$12,710.00

Associated Students, Inc of CSUSM

Dept ID 2124 - ASI Chair and Chief of Staff

Account #	Class Code	Account Descriptions	17/18 Approved Budget	18/19 Approved Budget	19/20 Proposed Budget	Notes for 19/20
613808	16804	Salaries-Student Assistants	\$ 13,000	\$ 14,500	\$ 12,710	
613808	16804	Benefits SA 4%	\$ 520	\$ 580	\$ 508	
613816	16804	Corp Admin charge 8%	\$ 1,057	\$ 1,206	\$ 1,057	
606001		Travel	\$ 1,000	\$ 1,000	\$ 1,000	
660842		Student Activities	\$ 1,500	\$ 1,500	\$ 1,500	
660835		Office Equip/computers	\$ 300	\$ 300	\$ 300	1 computer: student
		TOTAL	\$ 17,402	\$ 19,086	\$ 17,076	

Chair and Chief of Staff

Staff	Rate	Weeks	Hours	Total
summer (June - Aug)	\$15.50	12	10	\$1,860.00
fall	\$15.50	17	20	\$5,270.00
spring	\$15.50	18	20	\$5,580.00
			Total	\$12,710.00

Associated Students, Inc of CSUSM

Dept ID 2125 - Cougar Pantry

Account #	Class Code	Account Descriptions	17/18 Approved Budget	18/19 Approved Budget	19/20 Proposed Budget	Notes for 19/20
613808	16804	Salaries-Student Assistants	\$ 13,205	\$ 29,150	\$ 33,105	
613808	16804	Benefits SA 4%	\$ 526	\$ 1,166	\$ 1,824	
613808	16804	Salary - Graduate Assistant			\$ 12,425	
613808	16804	Benefits GA 12%			\$ 1,490	
613816	16803	Corp Admin charge 8%	\$ 1,099	\$ 2,425	\$ 3,867	
660842		Student Activities	\$ 65,000	\$ -	\$ 17,800	
660842	12502	Food	\$ -	\$ 20,000	\$ 13,000	Lower cost due to rescuing food for retailers
660842	12501	Operations	\$ -	\$ 2,000	\$ 4,000	
660842	12503	Programming	\$ -	\$ 6,166	\$ 5,000	Cal Fresh Day, Hunger Awareness Week, etc
660835		Office Equip/computers	\$ 900	\$ 900	\$ 900	3 computers: 1 in the Pantry, 2 in ASI suite for students
606001		Travel	\$ -	\$ 5,000	\$ 5,000	Visits to other food pantries, basic needs conference
					\$ 33,000	Commercial van, insurance, DMV registration, 1st year maintenance, CSUSM annual parking pass and gas
		TOTAL	\$ 80,132	\$ 66,609	\$ 132,101	
660842		Chancellor's Office SBBS Grant	\$ -	\$ 40,000	\$ -	One-time grant
		Food Insecurity Fund - Giving Day		\$ (2,162)		One-time funding
		GRAND TOTAL	\$ 80,132.00	\$ 104,647	\$ 132,101	

Pantry Specialist -

First Year with ASI	Rate	Weeks	Hours	Total
summer	\$ 12.00	4	15	\$ 720.00
fall	\$ 12.00	19	15	\$ 3,420.00
spring	\$ 13.00	19	15	\$ 3,705.00
			Total for 2 specialist	\$ 15,690.00

Pantry Specialist -

Second Year with ASI	Rate	Weeks	Hours	Total
summer	\$ 12.00	12	10	\$ 1,440.00
fall	\$ 12.25	19	15	\$ 3,491.25
spring	\$ 13.25	19	15	\$ 3,776.25
			Total for 1 specialist	\$ 8,707.50
			Total for 2 specialists	\$ 17,415.00

Graduate Student

	Rate	Weeks	Hours	Total
summer	\$ 14.00	12	10	\$ 1,680.00
fall	\$ 14.00	19	20	\$ 5,320.00
spring	\$ 14.25	19	20	\$ 5,415.00
			Total for 1 Grad Student	\$ 12,415.00

CP First Year	\$ 15,690.00
CP Second Year	\$ 17,415.00
CP Graduate Assistant	\$ 12,415.00
Total Student Wages	\$ 33,105.00
Total GA Wages	\$ 12,415.00

Associated Students, Inc of CSUSM

Dept ID 2126 - Festival 78

Account #	Class Code	Account Descriptions	17/18 Approved Budget	18/19 Approved Budget	19/20 Proposed Budget	Notes for 19/20
660842	12601	Volunteers		\$ 2,000	\$ 2,000	
660842	12602	Marketing	\$ -	\$ 7,000	\$ 7,000	
660842	12603	Promotions	\$ -	\$ 3,000	\$ 3,000	
660842	12604	Production	\$ -	\$ 31,000	\$ 31,000	
660842	12605	Artist/Hospitality	\$ -	\$ 50,000	\$ 50,000	
660842	12606	Activities/Entertainment	\$ -	\$ 5,000	\$ 5,000	
660842	12607	Décor	\$ -	\$ 2,000	\$ 2,000	
		TOTAL		\$ 100,000	\$ 100,000	

NAME OF THE ORGANIZATION: ASSOCIATED STUDENTS, INC. OF CALIFORNIA
 FEDERAL IDENTIFICATION NUMBER: 33-0556115
 REPORTING PERIOD: 2017

ORGANIZATION TYPE: STATE UNIVERSITY FUNDATION
 ADDRESS: 333 S. WEST ONE VALLEY RD, DORSETT, CA 94521
 PHONE: 706-758-6944

Part III Balance Sheet

Assets	2017	2016
Cash	1,482,132	2,152,432
Accounts receivable	1,472,132	2,152,432
Investments	3,472,132	2,152,432
Real estate	897,013	1,852,128
Other assets	627,272	1,150,261
Liabilities	1,937,432	2,152,432
Net assets	3,472,132	2,152,432

Part IV Officers and Directors

Name	Position	Term
JAMIE BACIAS	EXECUTIVE DIRECTOR	2017-2018
DAVID J. BACIAS	EXECUTIVE DIRECTOR	2017-2018
DAVID J. BACIAS	EXECUTIVE DIRECTOR	2017-2018

Part V Compensation of Officers and Directors

Name	Position	Year	Salary	Other Compensation	Total
JAMIE BACIAS	EXECUTIVE DIRECTOR	2017	0	0	0
DAVID J. BACIAS	EXECUTIVE DIRECTOR	2017	0	0	0
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Section A. All Supporting Organizations

Table with 3 columns: Question, Yes, No

Section B. Type of Supporting Organization

1. Did the organization provide to the recipient organization...

Section C. Type II Supporting Organization

1. Was a majority of the organization's trustees during the year...

Section D. Type III Supporting Organization

Section E. Type IV Supporting Organization

Section A. All Supporting Organizations

Table with 3 columns: Question, Yes, No

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ASSOCIATED STUDENTS, INC. OF CALIFORNIA
STATE UNIVERSITY SAN MARCOS WITH VOUCHER PERMIT

1 Total amount, plus, less other report per attached Form 1042-B
2 2,357,357.
3 8,722
4 86,422
5 2,182,537
6 0
7 2,182,537

15474489 316575 20557_012 2017, 05050 ASSOCIATED STUDENTS, INC. O 20557_01

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ASSOCIATED STUDENTS, INC. OF CALIFORNIA
STATE UNIVERSITY SAN MARCOS

FORM 990, PART III, LINE 8B, PROGRAM SERVICE ACCOMPLISHMENTS:
THE CAMPOS ACTIVITIES BOARD (CAB) ORGANIZES A DIVERSE VARIETY OF ACTIVITIES, EVENTS, AND PROGRAMS FOCUSED ON INCREASING THE QUALITY OF STUDENT LIFE AT CSU. CAB IS COMPOSED OF STUDENT LEADERS AND A PROFESSIONAL STAFF WHO WORK COLLABORATIVELY TOWARD CREATING PROGRAMS THAT ENGAGE ALL CSU STUDENTS, INCLUDING STUDENTS ENROLLING AT THE TERESCUA GATEWAY CAMPUS.
ONE SPACE THAT CELEBRATES AND AFFIRMS STUDENTS AND IDENTIFY WITH IDENTITIES OF EACH STUDENT. THIS SPACE INCLUDES: FRANCHISE, WOMEN'S LEADERS, TRANS LEADERS AND PROGRAMS WITH AFFIRMATION TO THE IDENTITIES OF EACH STUDENT. DIVERSITY AND CULTURE.
THE GENDER EQUITY CENTER (GEC) PROVIDES A VARIETY OF RESOURCES AND OPPORTUNITIES FOR DISCUSSION AND ENGAGEMENT ON DIVERSE TOPICS RELATED TO GENDER IDENTITY AND EXPRESSION, INCLUDING: FRANCHISE, WOMEN'S LEADERS, TRANS LEADERS AND PROGRAMS WITH AFFIRMATION TO THE IDENTITIES OF EACH STUDENT. DIVERSITY AND CULTURE.
THE STUDENT MEMBERSHIP FUND PROVIDES ASSISTANCE TO STUDENTS WHO ENCOUNTER UNEXPECTED FINANCIAL OBSTACLES OR CATASTROPHIC EVENTS THAT INTERRUPT THEIR PROGRESS TOWARD A DEGREE.
THE ASI LEADERSHIP FUND PROVIDES FUNDING FOR STUDENT ORGANIZATIONS' ON-CAMPUS EVENTS AND FOR STUDENT ATTENDANCE AT IN-STATE AND OUT-OF-STATE PROFESSIONAL CONFERENCES.
IN SPRING 2017 A RESOLUTION WAS PASSED TO INCREASE THE ASI STUDENT BODY FROM \$50 TO \$75 PER STUDENT OF THE FOLLOWING BENEFITERS: 2A/5 LIBRARY FUNDING, THE COPPER PARTY, SUSTAINABILITY PROGRAMS AND ADDITIONAL FUNDING FOR MARCH MADNESS EVENTS, THE REFERRATION AND STUDENT INCUBATOR WILL BE EFFECTIVE FALL 2017.

FORM 990, PART VI, SECTION B, LINE 11B:
AN ELECTRONIC FORM OF THE 990 IS MAILED TO EACH BOARD MEMBER FOR REVIEW PRIOR TO FILING. THE FORM 990 IS ALSO REVIEWED BY THE EXECUTIVE DIRECTOR AND THE JOINT AUDIT COMMITTEE PRIOR TO FILING.
FORM 990, PART VI, SECTION 9, LINE 12C:
BOARD MEMBERS AND STAFF ARE REQUIRED TO ANNULAY DISCLOSE AND SIGN A CONFLICT OF INTEREST POLICY AGREEMENTS. THE CONFLICT OF INTEREST POLICY IS DISCUSSED DURING THE FIRST MEETING OF THE BOARD AND AT EACH TIME BOARD MEMBERS AND STAFF SIGN CONFLICT OF INTEREST AGREEMENTS. ALL FORMS ARE REVIEWED AND SIGNED BY A PROGRAM DIRECTOR AND THE EXECUTIVE DIRECTOR. ALL RELATED CONFLICT OF INTEREST ISSUES GO THROUGH THE BOARD'S CONFLICT OF INTEREST POLICY AND SIGNED BY A POSSIBLE CONFLICT OF INTEREST POLICY AND SIGNED BY THE EXECUTIVE DIRECTOR.
ALL DIRECTORS WHO HAVE CONFLICTS OF INTEREST WITH A PROGRAM DIRECTOR AND MEMBERS OF THE BOARD OF DIRECTORS ARE REQUIRED TO SIGN A CONFLICT OF INTEREST POLICY AND SIGNED BY A PROGRAM DIRECTOR AND THE EXECUTIVE DIRECTOR. ALL RELATED CONFLICT OF INTEREST ISSUES GO THROUGH THE BOARD'S CONFLICT OF INTEREST POLICY AND SIGNED BY A POSSIBLE CONFLICT OF INTEREST POLICY AND SIGNED BY THE EXECUTIVE DIRECTOR.
THE APPLICATION OF THE CONFLICT OF INTEREST POLICY IS HIGHLIGHTED BY THESE OCCASIONAL ITEMS WHEN VOTING MEMBERS OF THE INTERNAL OPERATIONS COMMITTEE ON THE BOARD OF DIRECTORS BECAUSE MEMBERS OF ISSUES IN WHICH THEY MAY BE PERSONALLY INVOLVED.
FORM 990, PART VI, SECTION 9, LINE 13:
ALL PERSONNEL OF THE ORGANIZATION ARE EMPLOYEES OF AND ARE PAID BY CROSS CORPORATION. THE ORGANIZATION THEN REIMBURSES CROSS CORPORATION.
CORPORATION IS DEFERRED FOLLOWING THE GUIDELINES SET FORTH BY CROSS CORPORATION, DEPENDING ON THE BASIS FOR THE COMPENSATION AND/OTHER DATA.
15476409 310575 20557.002 2017-05059 ASSOCIATED STUDENTS, INC. O 20557_01

FORM 990, PART III, LINE 8B, PROGRAM SERVICE ACCOMPLISHMENTS:
IS COLLECTED FROM VARIOUS SOURCES, INCLUDING COMPANABILITY STUDIES OF SIMILAR DEPARTMENTS AND ORGANIZATIONS, CHANGES IN THE MICHIGAN STATE LAW RECOMMENDER COPY OF LIVING PRACTITIONER RAISES, BOOTH ADVISORY AND/OR A CHANGE IN JOB DUTIES. THE INFORMATION WITH RECOMMENDATIONS IS THEN FORWARDED TO THE ASI PERSONNEL COMMITTEE AS AN ACTION ITEM AND, THEN, RECORDED IN THE SERVICES; AND THE UNIVERSITY VICE PRESIDENT OF STUDENT AFFAIRS FOR REVIEW. ALL OFFICIAL CHANGES ARE SIGNED BY CROSS CORPORATION ACCORDINGLY.
FORM 990, PART VI, SECTION C, LINE 14:
THE ORGANIZATION DOCUMENTS ARE AVAILABLE ON THE ORGANIZATION'S WEBSITE, WHEN RESPONDING TO A PUBLIC INSPECTION REQUEST FOR ANY ORGANIZATIONAL DOCUMENT ON FORM 990. THE ORGANIZATION WILL RESPOND TO SUCH REQUEST IN A TIMELY MANNER WITHOUT IMPROPERLY DISCLOSURING THE REASON FOR THE PUBLIC INSPECTION REQUEST.
FORM 990, PART VI, SECTION C, LINE 15:
THE DOCUMENTS ARE AVAILABLE FOR INSPECTION ON COPIES AT THE MAIN OFFICE DURING NORMAL BUSINESS HOURS. COPIES OF PRIOR YEARS' FORM 990 ARE AVAILABLE (FOR INSPECTION ON COPIES) AT THE MAIN OFFICE DURING NORMAL BUSINESS HOURS. THE AUDITED FINANCIAL STATEMENTS ARE AVAILABLE (FOR INSPECTION ON COPIES) AT THE MAIN OFFICE DURING BUSINESS HOURS. WHEN RESPONDING TO A PUBLIC INSPECTION REQUEST FOR ANY ORGANIZATIONAL DOCUMENT ON FORM 990 BY ANYONE, THE ORGANIZATION WILL FULFILL SUCH REQUEST IN A TIMELY MANNER WITHOUT IMPROPERLY DISCLOSURING THE REASON FOR THE PUBLIC INSPECTION REQUEST. FINANCIAL AND THE DOCUMENTS ARE ALSO AVAILABLE ON THE ASI WEBSITE.
WWW.CROSS.EDU/ASI

FORM 990, PART III, LINE 8B, PROGRAM SERVICE ACCOMPLISHMENTS:
IS COLLECTED FROM VARIOUS SOURCES, INCLUDING COMPANABILITY STUDIES OF SIMILAR DEPARTMENTS AND ORGANIZATIONS, CHANGES IN THE MICHIGAN STATE LAW RECOMMENDER COPY OF LIVING PRACTITIONER RAISES, BOOTH ADVISORY AND/OR A CHANGE IN JOB DUTIES. THE INFORMATION WITH RECOMMENDATIONS IS THEN FORWARDED TO THE ASI PERSONNEL COMMITTEE AS AN ACTION ITEM AND, THEN, RECORDED IN THE SERVICES; AND THE UNIVERSITY VICE PRESIDENT OF STUDENT AFFAIRS FOR REVIEW. ALL OFFICIAL CHANGES ARE SIGNED BY CROSS CORPORATION ACCORDINGLY.
FORM 990, PART VI, SECTION C, LINE 14:
THE ORGANIZATION DOCUMENTS ARE AVAILABLE ON THE ORGANIZATION'S WEBSITE, WHEN RESPONDING TO A PUBLIC INSPECTION REQUEST FOR ANY ORGANIZATIONAL DOCUMENT ON FORM 990. THE ORGANIZATION WILL RESPOND TO SUCH REQUEST IN A TIMELY MANNER WITHOUT IMPROPERLY DISCLOSURING THE REASON FOR THE PUBLIC INSPECTION REQUEST.
FORM 990, PART VI, SECTION C, LINE 15:
THE DOCUMENTS ARE AVAILABLE FOR INSPECTION ON COPIES AT THE MAIN OFFICE DURING NORMAL BUSINESS HOURS. COPIES OF PRIOR YEARS' FORM 990 ARE AVAILABLE (FOR INSPECTION ON COPIES) AT THE MAIN OFFICE DURING NORMAL BUSINESS HOURS. THE AUDITED FINANCIAL STATEMENTS ARE AVAILABLE (FOR INSPECTION ON COPIES) AT THE MAIN OFFICE DURING BUSINESS HOURS. WHEN RESPONDING TO A PUBLIC INSPECTION REQUEST FOR ANY ORGANIZATIONAL DOCUMENT ON FORM 990 BY ANYONE, THE ORGANIZATION WILL FULFILL SUCH REQUEST IN A TIMELY MANNER WITHOUT IMPROPERLY DISCLOSURING THE REASON FOR THE PUBLIC INSPECTION REQUEST. FINANCIAL AND THE DOCUMENTS ARE ALSO AVAILABLE ON THE ASI WEBSITE.
WWW.CROSS.EDU/ASI

Part III Identification of Related Organizations. Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related organizations during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Total income	(e) End-of-year assets	(f) Direct controlling entity	(g) Public charity status (if section 501(c)(3))	(h) Exempt Code section	(i) Legal domicile (state or foreign country)	(j) EIN	(k) Public charity status (if section 501(c)(3))	(l) Exempt Code section	(m) Legal domicile (state or foreign country)	(n) EIN	(o) Public charity status (if section 501(c)(3))	(p) Exempt Code section	(q) Legal domicile (state or foreign country)	(r) EIN	(s) Public charity status (if section 501(c)(3))	(t) Exempt Code section
CALIFORNIA STATE UNIVERSITY SAN MARCOS - 31-313171, 333 E. NICHOLS VALLEY RD., SAN MARCOS, CA 92069	EDUCATION	CALIFORNIA						CALIFORNIA	31-313171			CALIFORNIA	31-313171			CALIFORNIA	31-313171		
CALIFORNIA STATE UNIVERSITY SAN MARCOS - 31-313171, 333 E. NICHOLS VALLEY RD., SAN MARCOS, CA 92069	EDUCATION	CALIFORNIA						CALIFORNIA	31-313171			CALIFORNIA	31-313171			CALIFORNIA	31-313171		
CALIFORNIA STATE UNIVERSITY SAN MARCOS - 31-313171, 333 E. NICHOLS VALLEY RD., SAN MARCOS, CA 92069	EDUCATION	CALIFORNIA						CALIFORNIA	31-313171			CALIFORNIA	31-313171			CALIFORNIA	31-313171		

Part IV Transactions With Related Organizations. Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related organizations during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Total income	(e) End-of-year assets	(f) Direct controlling entity	(g) Public charity status (if section 501(c)(3))	(h) Exempt Code section	(i) Legal domicile (state or foreign country)	(j) EIN	(k) Public charity status (if section 501(c)(3))	(l) Exempt Code section	(m) Legal domicile (state or foreign country)	(n) EIN	(o) Public charity status (if section 501(c)(3))	(p) Exempt Code section	(q) Legal domicile (state or foreign country)	(r) EIN	(s) Public charity status (if section 501(c)(3))	(t) Exempt Code section
CALIFORNIA STATE UNIVERSITY SAN MARCOS - 31-313171, 333 E. NICHOLS VALLEY RD., SAN MARCOS, CA 92069	EDUCATION	CALIFORNIA						CALIFORNIA	31-313171			CALIFORNIA	31-313171			CALIFORNIA	31-313171		
CALIFORNIA STATE UNIVERSITY SAN MARCOS - 31-313171, 333 E. NICHOLS VALLEY RD., SAN MARCOS, CA 92069	EDUCATION	CALIFORNIA						CALIFORNIA	31-313171			CALIFORNIA	31-313171			CALIFORNIA	31-313171		
CALIFORNIA STATE UNIVERSITY SAN MARCOS - 31-313171, 333 E. NICHOLS VALLEY RD., SAN MARCOS, CA 92069	EDUCATION	CALIFORNIA						CALIFORNIA	31-313171			CALIFORNIA	31-313171			CALIFORNIA	31-313171		

Part V Unrelated Organizations. Complete if the organization answered "Yes" on Form 990, Part IV, line 37, that was not a related organization. See instructions regarding treatment for certain investment arrangements.

(a) Name, address, and EIN of entity	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Total income	(e) End-of-year assets	(f) Direct controlling entity	(g) Public charity status (if section 501(c)(3))	(h) Exempt Code section	(i) Legal domicile (state or foreign country)	(j) EIN	(k) Public charity status (if section 501(c)(3))	(l) Exempt Code section	(m) Legal domicile (state or foreign country)	(n) EIN	(o) Public charity status (if section 501(c)(3))	(p) Exempt Code section	(q) Legal domicile (state or foreign country)	(r) EIN	(s) Public charity status (if section 501(c)(3))	(t) Exempt Code section
CALIFORNIA STATE UNIVERSITY SAN MARCOS - 31-313171, 333 E. NICHOLS VALLEY RD., SAN MARCOS, CA 92069	EDUCATION	CALIFORNIA						CALIFORNIA	31-313171			CALIFORNIA	31-313171			CALIFORNIA	31-313171		
CALIFORNIA STATE UNIVERSITY SAN MARCOS - 31-313171, 333 E. NICHOLS VALLEY RD., SAN MARCOS, CA 92069	EDUCATION	CALIFORNIA						CALIFORNIA	31-313171			CALIFORNIA	31-313171			CALIFORNIA	31-313171		
CALIFORNIA STATE UNIVERSITY SAN MARCOS - 31-313171, 333 E. NICHOLS VALLEY RD., SAN MARCOS, CA 92069	EDUCATION	CALIFORNIA						CALIFORNIA	31-313171			CALIFORNIA	31-313171			CALIFORNIA	31-313171		

Part VI Unrelated Organizations. Complete if the organization answered "Yes" on Form 990, Part IV, line 37, that was not a related organization. See instructions regarding treatment for certain investment arrangements.

(a) Name, address, and EIN of entity	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Total income	(e) End-of-year assets	(f) Direct controlling entity	(g) Public charity status (if section 501(c)(3))	(h) Exempt Code section	(i) Legal domicile (state or foreign country)	(j) EIN	(k) Public charity status (if section 501(c)(3))	(l) Exempt Code section	(m) Legal domicile (state or foreign country)	(n) EIN	(o) Public charity status (if section 501(c)(3))	(p) Exempt Code section	(q) Legal domicile (state or foreign country)	(r) EIN	(s) Public charity status (if section 501(c)(3))	(t) Exempt Code section
CALIFORNIA STATE UNIVERSITY SAN MARCOS - 31-313171, 333 E. NICHOLS VALLEY RD., SAN MARCOS, CA 92069	EDUCATION	CALIFORNIA						CALIFORNIA	31-313171			CALIFORNIA	31-313171			CALIFORNIA	31-313171		
CALIFORNIA STATE UNIVERSITY SAN MARCOS - 31-313171, 333 E. NICHOLS VALLEY RD., SAN MARCOS, CA 92069	EDUCATION	CALIFORNIA						CALIFORNIA	31-313171			CALIFORNIA	31-313171			CALIFORNIA	31-313171		
CALIFORNIA STATE UNIVERSITY SAN MARCOS - 31-313171, 333 E. NICHOLS VALLEY RD., SAN MARCOS, CA 92069	EDUCATION	CALIFORNIA						CALIFORNIA	31-313171			CALIFORNIA	31-313171			CALIFORNIA	31-313171		

Part VII Unrelated Organizations. Complete if the organization answered "Yes" on Form 990, Part IV, line 38, or 39.

(a) Name of related organization	(b) Transaction type (see instructions)	(c) Amount involved	(d) Method of determining amount involved
CALIFORNIA STATE UNIVERSITY SAN MARCOS	P	677,739	COST OF SERVICES
CALIFORNIA STATE UNIVERSITY SAN MARCOS	Q	65,743	COST OF SERVICES
CALIFORNIA STATE UNIVERSITY SAN MARCOS	S	15,495	SHARE OF INVESTMENT RETURN

Employer identification number (EIN) 33-855615
Date filed 04/19/2018

313 S. WHITE OAKS VALLEY RD. UNIT 100
SAN MARCOS, CA 92069

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SAN MARCOS, CA 92069

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313 S. WHITE OAKS VALLEY RD. UNIT 100
SAN MARCOS, CA 92069

ASSOCIATED STUDENTS, INC. OF CALIFORNIA		33-955615
OTHER INCOME		STATEMENT 1
CA 139	DESCRIPTION	AMOUNT
	STUDENT VICE PRESIDENT	2,113.31
	STUDENT REPRESENTATIVE	53,443.
	STUDENT REPRESENTATIVE	1,817,025.
TOTAL TO FORM 199, PART II, LINE 7		

ASSOCIATED STUDENTS, INC. OF CALIFORNIA		33-955615
CONTRIBUTION OF OFFICERS, DIRECTORS AND FINANCERS		STATEMENT 2
CA 139	NAME AND ADDRESS	AMOUNT
	LAUREN BARNER 333 S. THIN OAKS VALLEY RD UO03700 SAN MARCOS, CA 92056-0001	556.
	COLLEEN BOEUF 333 S. THIN OAKS VALLEY RD UO03700 SAN MARCOS, CA 92056-0001	0.
	AARON HUBSCHER 333 S. THIN OAKS VALLEY RD UO03700 SAN MARCOS, CA 92056-0001	0.
	RIK ABRAM 333 S. THIN OAKS VALLEY RD UO03700 SAN MARCOS, CA 92056-0001	676.
	CHRISTOPHER "CHIEF" HARRIS 333 S. THIN OAKS VALLEY RD UO03700 SAN MARCOS, CA 92056-0001	0.
	TRACIA ANDRADA 333 S. THIN OAKS VALLEY RD UO03700 SAN MARCOS, CA 92056-0001	656.
	ANNA BARAN 333 S. THIN OAKS VALLEY RD UO03700 SAN MARCOS, CA 92056-0001	811.
	SARCEL MARTIN 333 S. THIN OAKS VALLEY RD UO03700 SAN MARCOS, CA 92056-0001	0.

STATEMENT(S) 1, 2

ASSOCIATED STUDENTS, INC. OF CALIFORNIA		33-955615
OTHER EXPENSES		STATEMENT 3
CA 139	DESCRIPTION	AMOUNT
	STUDENT ACTIVITIES	642,145.
	STUDENT REPRESENTATIVE	11,707.
	STUDENT REPRESENTATIVE	11,707.
	STUDENT REPRESENTATIVE	4,508.
	STUDENT REPRESENTATIVE	24,411.
	STUDENT REPRESENTATIVE	4,518.
	STUDENT REPRESENTATIVE	169,424.
	STUDENT REPRESENTATIVE	36,175.
	STUDENT REPRESENTATIVE	71,746.
	STUDENT REPRESENTATIVE	40,549.
TOTAL TO FORM 199, PART II, LINE 11		11,567.

STATEMENT(S) 1, 2

ASSOCIATED STUDENTS, INC. OF CALIFORNIA		33-955615
OTHER ASSETS		STATEMENT 4
CA 139	DESCRIPTION	END OF YEAR
	STUDENT REPRESENTATIVE	3,000.
	STUDENT REPRESENTATIVE	3,000.
	STUDENT REPRESENTATIVE	3,000.
TOTAL TO FORM 199, SCHEDULE L, LINE 12		3,000.

STATEMENT(S) 1, 2

ASSOCIATED STUDENTS, INC. OF CALIFORNIA		33-955615
OTHER LIABILITIES		STATEMENT 5
CA 139	DESCRIPTION	END OF YEAR
	STUDENT REPRESENTATIVE	14,432.
	STUDENT REPRESENTATIVE	11,021.
	STUDENT REPRESENTATIVE	208,357.
	STUDENT REPRESENTATIVE	186,922.
	STUDENT REPRESENTATIVE	89,137.
	STUDENT REPRESENTATIVE	582,957.
	STUDENT REPRESENTATIVE	487,351.
TOTAL TO FORM 199, SCHEDULE L, LINE 16		1,145,125.

STATEMENT(S) 3, 4, 5



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**ASSOCIATED STUDENTS, INC. OF
CALIFORNIA STATE UNIVERSITY SAN MARCOS
BYLAWS**

Permissions Content

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ARTICLE 1: NAME AND COLORS

SECTION 1: NAME

The official and legal name of this corporation shall be Associated Students, Inc. of California State University San Marcos, hereinafter to be referred to as ASI. Documents or publications communicating information about programs or services of ASI shall use the name or "ASI" on the cover in a readable size.

SECTION 2: COLORS

The official colors of ASI shall be Blue and White.

ARTICLE 2: CORPORATE LOGO

SECTION 1: ASI CORPORATE LOGO

The ASI corporate logo shall be the symbol shown below



SECTION 2: ASI LOGO USE

The ASI Corporate Logo shall be used for all corporate official documents, certificates, and awards to symbolize the real approval and representation of ASI.

SECTION 3: ASI LOGO MODIFICATION

The ASI logo may be modified by the ASI Board of Directors, if approved by a majority vote of those directors in attendance at a regular or special meeting.

ARTICLE 3: NONPARTISAN ACTIVITIES

Associated Students, Inc. of California State University San Marcos is organized for charitable purposes, as a supporting organization, within the meaning of sections 601(e)(3) and 606(n)(2) of the United States Internal Revenue Code. No substantial part of the activities of ASI shall consist of carrying on propaganda, or otherwise attempting to influence in any political campaign, including the publishing or distribution of statements on behalf of any candidate for public office.

ARTICLE 4: PRINCIPAL PLACE OF BUSINESS

The principal place for the transaction of business of ASI shall be:

California State University San Marcos
323 South Twin Oaks Valley Road
San Marcos, California, 92068-0001

Any change of location shall be approved by a majority vote of the ASI Board of Directors.

President: <input type="text"/>
Vice President: <input type="text"/>
Secretary: <input type="text"/>

ARTICLE 5: VISION, MISSION, AND CORE VALUES

SECTION 1: VISION STATEMENT

ASI strives to provide representation, to offer an inclusive environment, and to promote campus pride for all students at California State University San Marcos.

SECTION 2: MISSION STATEMENT

ASI serves, engages, and empowers students.

SECTION 3: CORE VALUES

Advocacy ASI actively investigates issues and represents the student voice in the governance of the campus, community, and state.

Solidarity ASI is committed to promoting a unified community and establishing an inclusive and supportive environment.

Integrity ASI stays true to its commitments, maintaining transparency in its actions and upholds its accountability to students.

ARTICLE 6: MEMBERSHIP

SECTION 1: MEMBERSHIP

Membership in ASI shall be granted to all students enrolled at California State University San Marcos and who have paid the ASI student body fee at California State University San Marcos in any regular, limited, or special session of the University.

SECTION 2: MEMBERSHIP RIGHTS

Members shall have the right to vote in ASI elections, hold office in ASI, be employed as student employees by ASI, and participate in all activities sponsored in whole or part by ASI. Members may also petition the ASI Board of Directors and appear before the ASI Board of Directors.

SECTION 3: CONDITIONS

3.1 Only students enrolled at the University and in good academic and disciplinary good standing with the University shall be members of the ASI.

3.2 Membership in ASI shall not be restricted on the basis of race, religion, creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, and veteran status.

3.3 Membership in ASI shall not be transferable.

ARTICLE 7: GOVERNANCE

SECTION 1: CORPORATE GOVERNANCE

ASI has the right to self-governance pursuant to the California Education Code sections 86300, 86301, and 86302, California Corporations Code section 5110 et seq, and subject to the regulations of the State of California, the Trustees of the California State University and University Rules, Regulations, and Policies.

SECTION 2: POWERS AND AUTHORITIES

The corporate powers, business, and affairs of ASI shall be exercised, controlled, and conducted by the ASI Board of Directors and ASI Executive Officers consisting of an ASI President, an ASI Executive Vice President, an ASI Vice President of Student & University Affairs, and an ASI Chair.

ARTICLE 2: Section 6 herein. Notification will be executed within five (5) business days by the ASI President. The retreats are as follows:

- 3.1 **ASI Executive Officer On-Boarding Process**
 - 3.1.1 Executive Officers shall attend meetings scheduled with University Vice President's and ~~senior campus leaders~~ as part of the on-boarding process, ~~as well as meeting with the Vice President of Student Affairs.~~
- 3.2 **ASI Executive Officer Development Retreat**

The ASI President may plan and direct the ASI Executive Officer Development Retreat before the first day of the Fall semester.
- 3.3 **Executive Officer Mid-Year Development Retreat**

At the ASI President's direction, the ASI President shall plan and direct the ASI Executive Officer Mid-Year Development Retreat before the first day of the Spring semester.

- SECTION 4: COMPENSATION**
For Executive Officers to be eligible for compensation in serving in their respective offices, each must:
- 4.1 Serve a minimum of twenty (20) hours per week during the academic year (fall and spring semesters). These hours may include time spent in the ASI Board of Directors' office, in committee assignments, attending ASI and campus events, participating in the California State Student Association and other statewide advocacy, and participating in all pertinent meetings.
 - 4.2 Serve a minimum of ten (10) hours per week during the summer session.
 - 4.3 Shall be compensated with an hourly wage, priority registration, and term parking passes.
 - 4.3.1 All hours and/or effort shall be reported on timesheets and those hours worked must be in accordance with current employment authorizations on file with ASI Human Resources. All time reported shall be true and correct and affirmed under penalty of perjury.
 - 4.3.2 Any overtime worked must be approved in writing by the ASI Executive Director or designee prior to being performed.

SECTION 5: TRANSITION PLAN
Each Executive Officer shall be responsible for developing and executing a successful transition plan for the officer's successor, ~~of the respective executive position.~~

SECTION 6: STRATEGIC PARTNER
Each ASI leader shall serve as a strategic partner with the ASI President, ASI Board of Directors, ASI Executive Director, and ASI Professional Staff in developing and implementing ASI goals, actions, strategic priorities, and initiatives.

ARTICLE 10.2: POWERS AND DUTIES OF THE EXECUTIVE OFFICERS AND EXECUTIVE COMMITTEE

SECTION 1: POWERS
The ASI Executive Officers shall have the authority to administer and execute the ASI Bylaws, the ASI policies and procedures, and any directive as may be adopted by the ASI Board of Directors.

- SECTION 2: EXECUTIVE COMMITTEE MEMBERSHIP**
2.1 The Executive Committee shall consist of the following members:
 - 2.1.1 Members:
 - 2.1.1.1 ASI President

- 2.1.1.2 ASI Executive Vice President
- 2.1.1.3 ASI Vice President of Student and University Affairs
- 2.1.1.4 ASI Chair & Chief of Staff
- 2.1.2 Advisors:
 - 2.1.2.1 ASI Executive Director
 - 2.1.2.2 ASI staff representative designated by ASI Executive Director

- SECTION 3: EXECUTIVE COMMITTEE DUTIES AND RESPONSIBILITIES**
- 3.1 Maintain responsibility for the oversight of ASI. Day-to-day management of each of the functional areas of ASI is delegated to ASI professional staff, under the oversight of the Executive Director.
 - 3.2 Make recommendations for agenda items for the ASI Board of Directors meetings.
 - 3.3 Acts on behalf of the ASI Board of Directors during periods when the ASI Board of Directors are not in session, including summer and winter intercessions (from the final Board meeting in April/May until the first Board meeting in ~~September~~ September; from the final Board meeting in December until the first Board meeting in January/February). ~~as set forth in ARTICLE 5.17, Section 2 herein.~~
 - 3.4 Serve as a screening committee on motions of ASI, for referral to the ASI Board of Directors as appropriate.
 - 3.5 Make fiscal decisions for ASI limited to no more than 6% of the current annual operating budget. Any decisions which change the organizational structure or scope of services of ASI shall be approved by the ASI Board of Directors. All actions shall be documented in minutes available to all Board members and posted on ASI's website.
 - 3.6 Make recommendations to the ASI Board of Directors.
 - 3.7 Recommends Policies and Procedures, including amendments thereto, to the ASI Board of Directors for their approval.
 - 3.8 Review and make recommendations to the ASI Board of Directors about changes to the corporate structure.
 - 3.9 Aids in the development of policy, reports, and annual highlights for ASI, including but not limited to the ASI Annual Report.
 - 3.10 Reviews financial and audit statements of ASI.
 - 3.11 ~~Reviews and approves recommendations of ASI employees relating to working conditions, including but not limited to 40% of the employees' compensation. The ASI Executive Committee shall seek the input from Human Resources of CSUSM's Corporate Services and the recommendations shall be documented in minutes available to all Board members and posted on ASI's website. MOVED TO PERSONNEL COMMITTEE.~~

Personnel Policy: End

- 6.1.2 Serve as the official delegate and voting representative to the California State Student Association (CSSA), including traveling to and actively participating in monthly CSSA plenary meetings at various CSU campuses. Travel to CSSA is dependent on budget allocations each fiscal year.
 - 6.1.3 Update and inform the ASI Student Advocacy Committee and/or ASI Board of Directors regarding relevant issues, policies, and legislation in the California State University (CSU) system, California State Student Association (CSSA), and California State Legislature which have potential impact on CSU students.
 - 6.1.4 Consult with the ASI President, ASI Student Advocacy Committee, and/or Board of Directors as appropriate on informational and action items of CSSA.
 - 6.1.5 Coordinate student participation in rallies, protests, and actions that advocate for CSU students consistent with the ASI's policies of incorporation, these Bylaws, the rules and regulations applicable to the ASI, and the laws of the State of California.
 - 6.1.6 Coordinate and ensure the success of Lobby Corps in engagement in legislative advocacy and voter education and registration.
 - 6.1.7 Ensure that ASI travel policy, paperwork, and guidelines are followed when arranging travel to CSSA meetings and other off-campus meetings and events. Consult with the Designated ASI Professional Staff as needed for guidance.
 - 6.1.8 Author resolutions for consideration by the ASI Board of Directors, in collaboration with Board representatives and the ASI Student Advocacy Committee.
 - 6.1.9 Fulfill other duties as assigned in order to develop and implement ASI goals, actions, strategic priorities, and initiatives.
- 6.2 Meetings and Committees: The ASI Vice President of Student and University Affairs shall:**
- 6.2.1 Chair the ASI Student Advocacy Committee.
 - 6.2.2 Serve as a member of the ASI Executive Committee.
 - 6.2.3 Serve as a member of the ASI Board of Directors.
 - 6.2.4 Serve as a member of the ASI Personnel Committee.
 - 6.2.5 Serve as a member of the California State Student Association (CSSA).
 - 6.2.6 Serve as the student designee on the City of San Marcos School and Neighborhood Relations Commission, including consulting with the CSUSB administrator designees on the Commission as needed.
 - 6.2.7 Attend Academic Senate meetings. The Vice President of Student and Academic Affairs assumes the voting senator position on the Academic Senate when the ASI President is unavailable to attend meetings, or at the discretion of the ASI President.
 - 6.2.8 Serve as a representative on the Student Fee Advisory Committee (SFAC) convened by the CSUSB Vice President of Student Affairs.
 - 6.2.9 Entertain or attend meetings with the following individuals as needed:
 - 6.2.9.1 CSUSB Vice President of Student Affairs and/or Dean of Students
 - 6.2.9.2 CSUSB Provost and Vice President for Academic Affairs
 - 6.2.9.3 ASI President
 - 6.2.9.4 ASI Executive Director and/or Designated ASI Professional Staff

SECTION 7: DUTIES OF THE ASI CHAIR AND CHIEF OF STAFF

- 7.1 General: The Chair & Chief of Staff shall:**
- 7.1.1 Have working knowledge of all State Bylaws, the ASI's Policies and Procedures, and any other Rules and Regulations that may be applicable to the ASI.
 - 7.1.2 Have proficiency in running meetings using Robert's Rules of Order, Newly Revised.
 - 7.1.3 Call for agenda items for the ASI Board of Directors, ASI Executive Committee, and other committees as designated by the ASI President.
 - 7.1.4 Distribute and post finalized agendas for the ASI Board of Directors, ASI Executive Committee, and other assigned committees as required by the Gloria Romero Open Meeting Act.
 - 7.1.5 Approve all meeting minutes of the ASI Board of Directors, Executive Committee,

- and other assigned committees.
 - 7.1.6 Serve as principle aide for the ASI Executive Officers.
 - 7.1.7 Serve as lead to the student representatives on the ASI Board of Directors, meeting regularly with each representative to ensure completion of office hours, attendance at committee meetings, and outreach to constituents.
 - 7.1.8 Appoint student representatives to Internal ASI Committees and University Committees, as requested by the Academic Senate, Office of the University President, and other campus partners. Appointments to the Election Committee must be ratified by the ASI Board of Directors.
 - 7.1.9 Remove student representatives from ASI and University Committees when they fail to meet expectations of committee effectiveness and participation.
 - 7.1.10 Assist the ASI President in organizational matters related to the ASI Board of Directors and other ASI committees as appropriate.
 - 7.1.11 Assist with the recruitment of students and the organization of interviews for open and/or appointed positions on the ASI Board of Directors.
 - 7.1.12 Assist in maintaining transition binders for the ASI Board of Directors.
 - 7.1.13 Fulfill other duties as assigned in order to develop and implement ASI goals, actions, strategic priorities, and initiatives.
- 7.2 Meetings and Committees: The Chair & Chief of Staff shall:**
- 7.2.1 Attend meetings with the following individuals as needed:
 - 7.2.1.1 ASI President
 - 7.2.1.2 ASI Executive Officers
 - 7.2.1.3 ASI Executive Director and/or Designated ASI Professional Staff
 - 7.2.1.4 ~~Members of the ASI Board of Directors~~
 - 7.2.2 Chair the ASI Board of Directors
 - 7.2.3 Chair the ASI Executive Committee
 - 7.2.4 Chair other committees as designated by the ASI President.
 - 7.2.5 Serve as a member of the ASI Personnel Committee

ARTICLE 110: BOARD COMPOSITION, SELECTION, DEVELOPMENT AND VACANCY

SECTION 1: COMPOSITION
The ASI Board of Directors shall be composed of the voting members hereinafter to be called Executive Officers, Special Officers, and Representatives.

SECTION 2: DIRECTORS, ADVISORS AND STANDING REPRESENTATIVES

- 2.1 Voting Members:**
- 2.1.1 Chair & Chief of Staff
 - 2.1.2 ASI President
 - 2.1.3 Executive Vice President
 - 2.1.4 Vice President of Student and University Affairs
 - 2.1.5 College of Humanities, Arts, Behavioral, and Social Sciences Representative
 - 2.1.6 College of Business Administration Representative
 - 2.1.7 College of Education, Health, and Human Services Representative
 - 2.1.8 College of Science and Mathematics Representative
 - 2.1.9 Student-at-Large Representative for Diversity and Inclusion
 - 2.1.10 Student-at-Large Representative for Sustainability
 - 2.1.11 Veterans Student Representative

2.2 Non-Voting Members:

- 2.2.1 ASI Executive Director

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- 2.5 Keep records of minutes noting all the acts and proceedings of ASI.
- 2.6 Prepare, amend, and present the Annual Budget of ASI to the President of the University.
- 2.7 Provide an ASI Election Packet by which the General Election and any Special Election can be called and conducted.
- 2.8 Take other action as may be authorized and directed by law.
- 2.10 Receive and consider reports from all officers of ASI, advisors of ASI, and any other agent or employee deemed necessary.

SECTION 3: DUTIES AND RESPONSIBILITIES

- 3.1 The ASI Board of Directors meetings shall serve as a venue for voting student and University community opinions and ideas, taking action on same as deemed appropriate.
- 3.2 The ASI Board of Directors shall make recommendations to the University President, based on informed and strategic advocacy on behalf of students.
- 3.3 The Board of Directors shall consider Resolutions. Approval of resolutions is based on a majority vote of the voting membership.
- 3.4 Upon review of the recommendations by the Internal Operations Committee, the Board of Directors shall approve any changes to the ASI's Articles of Incorporation and Bylaws.
- 3.5 Upon review of the recommendations by the Internal Operations Committee, the ASI Board of Directors shall annually approve the ASI Master Budget. The Board of Directors shall also approve any mid-year changes to the budget in excess of 5% of the annual budget.
- 3.6 The ASI Board of Directors shall annually review the ASI's United States Internal Revenue Service 990 Tax Forms.
- 3.7 The ASI Board of Directors shall notify new members of the ASI Board of Directors, as well as any Committee members required by University process.
- 3.8 The ASI Board of Directors shall support and advocate on behalf of all ASI programs and activities.
- 3.9 Representation:
 - 3.9.1 Represent views, issues, and concerns of the members of their constituency.
 - 3.9.2 Commit to creating an inclusive campus environment for the student population.
 - 3.9.3 Represent the student body at large in the decisions and discussions of the ASI Board of Directors.
- 3.10 Constituent Outreach:
 - 3.10.1 Seek out the concerns, desires, and opinions of the general student body.
 - 3.10.2 Present resolutions to the ASI Board of Directors regarding any issues that pertain to the general student body and which ASI may have the power to address.
 - 3.10.3 Ensure the activities, actions, and policies of ASI are implemented in the interests of the students of California State University San Marcos and/or ASI.
 - 3.10.4 Work with proper administration to comply with and promote mandated sustainable practices within ASI and the University as a whole.
- 3.11 Budget:
 - 3.11.1 Maintain responsibility for expenditure of their respective budget and practice proper spending based on college-related efforts.
 - 3.11.2 In coordination with the designated ASI Professional Staff assess their budget annually and revise as necessary.
- 3.12 Committees:

- 3.12.1 College Representatives shall have committee participation duties on committees within ASI committees and within the University committees.
- 3.12.2 Participate on two (2) University Committees; or participate on the ASI Internal Operations Committee and one University Committee.
- 3.12.3 Participate on the Student Advocacy Committee and one (1) ASI Standing Committee for the duration of their term in office.
- 3.13 ASI and General Student Representation Visibility:
 - 3.13.1 Participate in ASI events and activities promoting ASI programs and services to the CSUSM student body.
 - 3.13.2 Utilize such events to promote service as an ASI Representative.
 - 3.13.3 Recommended to attend and/or participate in at least three (3) ASI events or programs per semester.

SECTION 4: COMPENSATION

- 4.1 Board members are recommended to serve a minimum of five (5) hours per week within the following guidelines: A minimum of two (2) hours may be served in the ASI Board of Directors' office within posted office hours, <https://www.csusm.edu/office-hours>, (Monday-Friday from 9am-5pm). These hours may be completed on two (2) separate days of the week. Additionally, a minimum of three (3) hours may be served on committees, college representation tasks, and attending ASI and other campus organization events. This includes attendance at ASI Board of Directors meetings and ASI internal committee assignments.
- 4.2 Board members shall receive priority registration, [scholarships](https://www.csusm.edu/transportation), and a semester University parking pass. If the Board member already purchased a University parking pass, a meal plan and/or University Bookstore gift card shall be given to the Board member.

SECTION 5: COLLEGE APPOINTMENT

- 5.1 The number of College Representative seats on the ASI Board of Directors for each college shall be determined by the size of each college and formulated by the ASI Board of Directors and shall be reviewed annually during the Fall semester and after the University reports the enrollment census numbers.
- 5.2 In the event that the University officially establishes a new college that college shall receive one (1) seat on the ASI Board of Directors by default and as student population increases within that college, reapportionment of that college shall comply with the same process aforementioned in this section.

5.3 The ASI President and ASI Executive Director shall bring this for review and approval to the ASI Board of Directors prior to the session of the ASI Elections, and no other change is allowable.

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SECTION 6: DUTIES OF THE COLLEGE REPRESENTATIVES

As elected members of the ASI Board of Directors, College Representatives (colleges as identified in CSUSM campus catalog) have an affirmative duty to fulfill their articulated obligations to the students of California State University San Marcos and ASI, including the following:

- 6.1 Representative Obligation:
 - 6.1.1 Represent views, issues and concerns of the members of their constituency.
 - 6.1.2 Address issues of inequity and social injustices that affect their constituents.
 - 6.1.3 Commit to creating an inclusive environment within their college.
 - 6.1.4 Represent their respective college constituents in the decisions and discussions of the ASI Board of Directors.

ARTICLE 1.32: SPECIAL OFFICERS

SECTION 1: COMPOSITION

The ASI may have Special Officers such as the Veterans Student Representative.

SECTION 2: SPECIAL OFFICER SELECTION

At the ASI President's sole discretion, the ASI President shall appoint all Special Officers subject to approval by the ASI Board of Directors at a regular or special meeting by an affirmative vote of two-thirds (2/3) of the members of the ASI Board of Directors.

SECTION 3: AUTHORITY MANAGEMENT

The ASI Board of Directors shall have the authority and responsibility to specify the duties of all Special Officers.

ARTICLE 1.34: DUTIES OF THE SPECIAL OFFICERS

SECTION 1: DUTIES OF THE VETERANS STUDENT REPRESENTATIVE

As an appointed member of the ASI Board of Directors, the Veterans Student Representative will have an affirmative duty to fulfill their entrusted obligations to the students of California State University San Marcos and ASI, including the following:

- 1.1 Representative Obligations:
 - 1.1.1 Represent views, issues, and concerns of the members of their constituency.
 - 1.1.2 Advise, advocate for, and educate on the issues and needs of students and campus communities in the discussions and decisions of the ASI Board of Directors.
 - 1.1.3 Commit to creating an inclusive and welcoming campus climate at CSUSB for our veteran and military student population.
- 1.2 Consultant Outreach:
 - 1.2.1 Seek to understand the concerns, desires, needs, and opinions of veterans and active duty military communities of CSUSB.
 - 1.2.2 Present resolutions to the ASI Board of Directors for consideration on issues that pertain to military/veteran students in which ASI may have the power to address.
 - 1.2.3 Ensure the activities, actions, and policies of ASI are implemented in the interests of the students of California State University, San Marcos and/or ASI.
- 1.4 Consultative Meetings:

Meet with ASI and University staff, administrators, faculty, and students regarding pertinent issues. Staff and administrators may include [but is not limited to](#): the Veterans Center Director, Veterans Services Coordinator, Director of Disabled Students (Accessibility Support Services), [Chief Counselor, Clinical, and Support Services](#), [President of Office of Inclusive Excellence](#), and others as deemed appropriate.
- 1.5 Reports:

Submit a Report on a time specified by the ASI Chair & Chief of Staff to the ASI Board of Directors about Veteran, active duty military, military dependent, co-sponsorship meetings, committee service, and ASI events and activities shall be included in this report. The report shall be posted [by](#) the ASI [on its website](#).

ARTICLE 1.11: MEETINGS

SECTION 1: MEETING PROCEDURES

- 1.1 All meetings of the ASI Executive Committee, Board of Directors, Standing Committee, and Ad Hoc Committees shall be conducted in accordance with all applicable laws of the State of California including but not limited to the [Doris Romero Open Meetings Act of 2000](#) as contained in the California Education Code section 82000 et seq. All ASI meetings shall be conducted by the current edition of [Robert's Rules of Order, Revised](#). All meetings of the ASI Executive Committee, ASI Board of Directors, Standing Committee, and ASI Ad Hoc Committees shall be open and held in public, and all persons shall be permitted to attend meetings except for closed sessions held in accordance with California Education Code section 82007.
- 1.2 Written notice of all ASI Executive Committee, ASI Board of Directors, Standing Committee, and ASI Ad Hoc Committee meetings shall be posted at least seventy-two (72) hours prior to the commencement of the meeting. An agenda containing a brief description of each item of business to be transacted or discussed, including closed session items shall be included in the notice.
- 1.3 The ASI Executive Committee shall act on Associated Students, Inc. matters and fulfill the official powers of the ASI Board of Directors during summer sessions and winter intersessions.
- 1.4 All actions of ASI Executive Committee, ASI Board of Directors, Standing Committee, and ASI Ad Hoc Committee shall be recorded in meeting minutes.

SECTION 2: CLOSED SESSION

The ASI Board of Directors and/or any ASI Committee may hold closed session items to the agenda for a meeting or a portion of a meeting in which the meeting and/or item is closed to all but the members of said committee including advisors and standing Representatives.

SECTION 3: SPECIAL AND EMERGENCY MEETINGS

Special meetings of the ASI Board of Directors, ASI Executive Committee or ASI Committees may be called at any time by the presiding officer of the respective committee or by a majority of the membership of the respective committee in accordance with California Education Code section 82000.6. Emergency meetings may only be called in accordance with California Education Code section 82000.6.

SECTION 4: AGENDAS AND MINUTES

- 4.1 The Chair of all ASI Committees shall prepare agendas and minutes [in accordance with](#) [California ASI procedural rules](#).
- 4.2 Agendas and minutes for the ASI Board of Directors and ASI Executive Committee shall be kept via hardcopy and electronically.
- 4.3 Agendas and minutes for all other ASI Committees shall be kept electronically.
- 4.5 Every agenda for all ASI Board of Directors and committee meetings at minimum shall include:
 - Call to order
 - Roll Call
 - Recognition of Guests
 - Approval of Agenda
 - Approval of Minutes (if applicable)
 - Open ForumAny applicable agenda items with brief descriptions (action, information, discussion, reference materials, presentation)
 - Announcements
 - Adjournment

SECTION 5: QUORUM

- 1.1 Internal Operations Committee Duties and Responsibilities:**
- 1.2.1 Review proposed budgets for annual election process.
 - 1.2.2 Make recommendations to the ASI Board of Directors regarding the ASI annual budget allocation.
 - 1.2.3 Give consideration and attention to financial matters brought to the Internal Operations Committee, when appropriate.
 - 1.2.4 Review and make recommendations to the ASI Board of Directors regarding charges greater than five percent (5%) in the current annual operating budget, including transfer of funds from corporate reserves.
 - 1.2.5 May review ASI Resolutions prior to consideration by the ASI Student Advocacy Committee and/or the ASI Board of Directors.
 - 1.2.6 Receive grievances or complaints brought against any elected or appointed member of the ASI Board of Directors. The ASI Internal Operations Committee shall review and respond to any such grievances and complaints and make a recommendation to the ASI Board of Directors for action.

1.2.6.1 Any grievance brought against a member of the ASI Board of Directors must be filed promptly and early in the process of the resolution.

1.2.6.2 The Internal Operations Committee shall have no jurisdiction or authority regarding any grievance or complaint about the ASI elections and/or process. All grievances and complaints about the ASI elections process and candidates for office shall be directed to the ASI Election Committee.

1.2.6.3 Procedures for other grievances received are dependent upon nature of grievance.

SECTION 2: STUDENT ADVOCACY COMMITTEE

- 2.1 The Student Advocacy Committee shall consist of the following members:**
- 2.1.1 Voting Members:**
 - 2.1.1.1 All College Representatives
 - 2.1.1.2 All Student-at-Large Representatives
 - 2.1.1.3 Veterans Student Representative
 - 2.1.1.4 ASI Vice President of Student and University Affairs
 - 2.1.2 Advisors:**
 - 2.1.2.1 CSUBM Dean of Students or designated representative
 - 2.1.2.2 ASI staff member designated by the ASI Executive Director
 - 2.1.3 Officers:**
 - 2.1.3.1 The Chair of the Committee shall be the ASI Vice President of Student and University Affairs
 - 2.1.3.2 The Vice Chair of the Committee shall be elected from the voting membership of the Committee
- 2.2 Student Advocacy Committee Duties and Responsibilities:**
- 2.2.1 Shall identify and discuss concerns and issues impacting students at California State University San Marcos and within the California State University (CSU) system.
 - 2.2.2 Shall be informed of governmental, legislative, and political agenda items under

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- 2.2.3 Shall review ASI Resolutions prior to consideration by the ASI Board of Directors and make recommendations unless the ASI Board of Directors determines that the Resolution should not be considered by the Student Advocacy Committee. *Resolutions may be brought against the ASI Board of Directors only under the resolution contained and per their approval.*
- 2.2.4 May receive concerns brought by students against University processes and practices and may forward concerns to the ASI Board of Directors for consideration and/or action.

SECTION 3: PERSONNEL COMMITTEE

- 3.1 The Personnel Committee shall consist of the following members:**
- 3.1.1 Voting Members:**
 - 3.1.1.1 ASI President
 - 3.1.1.2 ASI Executive Vice President
 - 3.1.1.3 ASI Vice President for Student and University Affairs
 - 3.1.1.4 ASI Chair and Chief of Staff
 - 3.1.2 Non-Voting Members:**
 - 3.1.2.1 CSUBM Student Affairs Representative appointed by the Vice President of Student Affairs
 - 3.1.2.2 CSUBM Corporation Human Resources representative appointed by the CSUBM Corporation Director of Human Resources
 - 3.1.3 Officers:**
 - 3.1.3.1 The Chair of the Committee shall be the Chair & Chief of Staff
 - 3.1.3.2 The Vice Chair of the Committee shall be the ASI President
- 3.2 Personnel Committee Duties and Responsibilities:**
- 3.2.1 Oversees ASI's role in the process for the Annual ASI Board of Directors Review of the ASI Executive Director and/or appropriate ASI professional staff members as determined by the committee members. The review as identified herein shall be conducted in strict adherence to the confidentiality appropriate to personnel matters and in accordance with any applicable provisions in the California Corporations Code and/or the California Education Code.
 - 3.2.2 Ensure that student input and feedback regarding the performance of the ASI Executive Director and other ASI professional staff to be incorporated into evaluation process for inclusion in the MFP evaluation, annual evaluation, and/or personnel file, as appropriate.
 - 3.2.3 Ensure that the ASI Board of Directors members shall complete the evaluation prior to the end of their appointment.
 - 3.2.4 Establishes a timeline of review process.
 - 3.2.5 Analyzes all information received regarding the individual's performance and prepare a written confidential report to be submitted in the staff's formal evaluation process. The report shall:
 - 3.2.5.1 Summarize the committee's findings.
 - 3.2.5.2 Comment on the Executive Director's and/or ASI professional staff achievements and performance.
 - 3.2.5.3 Include recommendations with regard to the promotion, compensation level and overall employment status of the Executive Director. However, the ~~Executive Vice President for Student Affairs~~ retains final

- Leadership to be in good standing academically and with no disciplinary action that would disqualify the person as a student at the University.
- 6.2.3 The committee shall take all nominations in consideration and shall make all final decisions regarding awards for the Tubert Leadership Awards Night.
- 6.2.4 Assist with the implementation and execution of ASI Tubert Leadership Awards Night (TLAN).
- 6.2.5 Awards shall be given with the utmost objectivity and fairness without regard to race, color, religion, sex, gender, age, national origin, ancestry, physical or mental disability, sexual orientation, marital status, veteran status, military status, political affiliation, or medical condition or other category protected by federal, state and local law.
- 6.2.6 All awards, titles, descriptions, and criteria shall be noted in a packet dispersed among members of the Awards Committee and others as necessary.

SECTION 6: SUSTAINABILITY PROJECTS COMMITTEE

- 6.1 The Sustainability Projects Committee shall consist of the following members:
- 6.1.1 Voting Members:
- 6.1.1.1 ASI Student At Large Representative for Sustainability or ASI Board of Directors member, as designated by the ASI President.
- 6.1.1.2 Two (2) CSUSM students at large not affiliated with ASI as designated by the ASI President.
- 6.1.1.3 One (1) student representative selected from Environmental Studies Department.
- 6.1.1.4 ~~One ASI Board of Directors member, as designated by the Chair and Chief of Staff.~~
- 6.1.2 Advisors:
- 6.1.2.1 Sustainability Manager or designee, Office of Safety, Risk, and Sustainability.
- 6.1.2.2 One (1) ASI professional staff as designated by the ASI Executive Director.
- 6.1.3 Standing Representatives:
- 6.1.3.1 One (1) staff member, Facility Services or Planning, Design, & Construction.
- 6.1.3.2 One (1) staff member, Energy Management & Utility Services.
- 6.1.3.3 ~~One (1) staff member, Planning, Design, & Construction.~~
- 6.1.4 Officers:
- 6.1.4.1 The Chair of the Committee shall be the Student At Large Representative for Sustainability. In the event that there is no Student At Large Representative for Sustainability currently holding said office, the Chair of the Committee shall be appointed by the ASI President/Board of Directors.
- 6.1.4.2 The Vice Chair of the Committee shall be selected by the members entitled to vote on the Committee.
- 6.2 Sustainability Projects Committee Duties and Responsibilities:
- 6.2.1 Determine goals for the allocation of funds.
- 6.2.2 Review project applications and determine allocation of funds.
- 6.2.3 Report on projects receiving funds.
- 6.2.4 Establish timeline of review process.
- 6.2.5 Determine if potential projects meet the requirements and goals of the Committee.

- 6.2.6 Report approved projects and totals to the ASI Board of Directors.
- 6.2.7 Submit approved projects to the ASI Executive Director for final approval.

SECTION 7: JOINT AUDIT COMMITTEE

The Joint Audit Committee (the JAC) oversees internal financial control practices, corporate compliance activities, and outside auditors for the Boards of Directors of the California State University San Marcos Corporation (CSUSM), the California State University San Marcos Foundation (Foundation) and Associated Students Inc. of California State University San Marcos (ASI) respectively. JAC has been formed by formal action of each Board to gain time and effort efficiencies, reduce audit costs and take advantage of common audit attributes.

7.1 Joint Audit Committee Delegation of Authority and Responsibility

The CSUSM Corporation, Foundation, ASI have authorized the JAC to have the following authority:

- Review and assess the adequacy of the JAC charge statement and recommended changes to the respective Boards for joint approval.
- Participate in the selection or discharge of the external auditor.
- Review policies and procedures as needed for the purpose of assuring the adequacy of internal controls and financial reporting procedures.
- Review the annual audited financial statements with the independent audit firm, including any issues encountered in conducting the audit and make a recommendation to the respective Boards.
- Review the annual exempt organization return (IRS Form 990/EOT) prepared by the independent audit firm in conjunction with the annual financial audit and make recommendations to the respective Boards.
- Review and discuss any management letter or any communication letters provided by the outside auditor and responses provided by management.
- Report to the respective auxiliary Boards and make recommendations to the Boards periodically on matters within the Charge Statement.
- Call closed meetings to discuss with independent audit firm representatives or any member of management of the participating organizations as may be required under circumstances within the Charge Statement.
- Report to any or all of the respective Boards as circumstances may require, such matters as conflict of interest, private investment or other insider transactions, the use of the organization's funds for illegal payment, and any other questionable practices that may come to the attention of JAC.
- Inform the respective Boards of developments in accounting principles that will affect the auditee, as well as relevant rulings by the IRS and other regulatory bodies.

7.2 Joint Audit Committee Membership

The JAC will be composed of at least five members consisting of the following: Two (2) Board members appointed from and by each respective Board. Board chair and treasurers (including CFOs) may not serve on the JAC.

The JAC may include additional respective Board members or persons who are non-Board members, as the JAC may determine. Each Board shall appoint JAC members for terms specified by each participating organization.

The JAC Chair shall be a CSUSM Corporation Board member appointed by the CSUSM Corporation Board Chair. The JAC Chair may not serve simultaneously as a finance committee member of an operating Board.

the petitioners are valid students and in good standing at California State University San Marcos as determined by impartial University personnel.

SECTION 3: RECALL ELECTION

A recall election shall be held not less than fifteen (15) or more than forty-five (45) calendar days after the filing of the petition. Such the period shall within thirty (30) days of the last day of the semester, then the vote shall take place the following semester, following notification of the recall by the ASI Board of Directors.

SECTION 4: NOTIFICATION

Notice of any recall must be announced to the members of ASI at least twice prior to the recall election.

SECTION 5: BALLOTS

BalLOTS for a recall election shall list each name separately.

SECTION 6: VOTES

A two-thirds (2/3) majority of affirmative votes shall be required to remove a member of the ASI Board of Directors.

SECTION 7: VACANCY

In the event an ASI Board of Directors member is removed from office through a recall election, ARTICLE 13, Section 6 of these Bylaws shall be followed to fill the vacancy.

SECTION 8: REMOVAL BY BOARD OF DIRECTORS

The ASI Board of Directors shall have the authority to remove a member for cause provided that:

8.1 The cause is specified in these Bylaws and was in effect at the beginning of the member's term of office.

8.2 The cause is related to the eligibility requirements of the member to continue in office, breach of duties and responsibilities outlined in these Bylaws or the ASI *Code of Governance and Procedure*, but not of any fiduciary duty, or failure to comply with any agreed policies (i.e. attendance policy). Members removed for failure to meet eligibility requirements in ARTICLE 10, Section 1 will be removed administratively and will not be subject to the removal process outlined in Section 8.3.

8.3 The action is done in good faith and in a fair and reasonable manner and conducted in accordance with the following practices:

8.3.1 The allegations against a member of the ASI Board of Directors must be initiated in writing by any member of the ASI Board of Directors to the ASI President and/or ASI Executive Director.

8.3.2 The accused member shall receive written notice of the special hearing of the ASI Internal Operations Committee at least seven (7) business days prior to the date set for the hearing. The notice of the hearing shall include an outline of the allegations against the member including the name of the initiator.

8.3.3 The special hearing of the ASI Internal Operations Committee shall be conducted in open session and is subject to and must comply with the Gloria Romero Open Meetings Act of 2000 set out in the Education Code section 69506 et seq.

8.3.4 The findings and any recommendations of the ASI Internal Operations Committee shall be presented in writing to the ASI Board of Directors for approval with a copy to the accused member.

8.3.5 The ASI Board of Directors may remove a member as provided in these ASI Bylaws with the approval of two-thirds (2/3) of the ASI Board of Directors at a regular or special meeting.

8.3.6 The accused member may present their case before the ASI Board of Directors, either orally or in written form.

8.3.7 The decision by the ASI Board of Directors to remove a member is final.

ARTICLE 2643: ASI EMPLOYEES AND FACILITIES

SECTION 1: BASIS

The Officers of the ASI Board of Directors shall be assisted in their duties and responsibilities by employees, including an Executive Director.

SECTION 2: PROVISIONS

ASI members shall not be employed as a Professional staff member. Salaries, working conditions, and benefits shall be set in accordance with the rules, regulations, and laws applicable to a person employed in the State of California.

SECTION 3: EXECUTIVE DIRECTOR

The ASI Executive Director shall serve as the Chief Administrative Officer of the ASI and reports directly to the CSUSM *President*. The President of Student *Leadership*, the *Executive Vice President of Student Leadership*, has the authority to employ, evaluate, and dismiss the ASI Executive Director, in consultation with and approval by the ASI Board of Directors. The ASI Executive Director works closely with the ASI Officers and the ASI Board of Directors to help *achieve* the Mission, Vision and Values of ASI.

ARTICLE 2654: AUDIT

An audit of the official books of ASI shall take place annually within the requirements of the California State University system and California State University San Marcos. The audit will be conducted by an independent agency at the end of each fiscal year in accordance with applicable law and accounting standards. Additional audits may be approved by a two-thirds vote of the ASI Board of Directors.

ARTICLE 2666: MISCELLANEOUS PROVISIONS

SECTION 1: CORPORATE REQUIREMENTS

ASI, in all respects, shall conform to the requirements of the California State University system and California State University San Marcos.

SECTION 2: CORPORATE AFFILIATIONS

The Corporation shall not affiliate with any organization that participates in such discriminatory practices, or knowingly conducts business with any establishment that participates in such discriminatory practices.

SECTION 3: OTHER OPERATING REQUIREMENTS

All operating requirements outlined in these Bylaws, the ASI Articles of Incorporation, ASI Policies, or other instruments of the laws of the State of California shall not be in conflict.

ARTICLE 2826: OVERSIGHT BY THE CSUSM PRESIDENT

The President of California State University San Marcos is responsible for the educational effectiveness, academic excellence, and general welfare of the University. As an auxiliary, student body organization of the University, ASI recognizes it is an integral part of the University and is subject to the supervision of the University President as specified in the Auxiliary Organization Operating Agreement. ASI shall conduct its operations in accordance with the Auxiliary Organization Operating Agreement and any policies and procedures that may be established by the CSU Board of Trustees and the University President.

ARTICLE 2987: DISSOLUTION

Upon dissolution of the corporation, net assets other than trust funds shall be distributed to a successor approved by the President of the campus and by the Chancellor. If, upon dissolution,

4.26 Reports

Name *	Hannah Shohara
Position on Board *	CHABBS Rep
News: Highlights and successes related to your position (i.e. meetings, past events, new campus/community partners) *	<ul style="list-style-type: none">- The CHABSS honor chord ceremony went well - we had a photo booth and gave out ASI swag to around 150 students- We are going to set up a meeting with the incoming interim dean to introduce the new CHABSS reps- I am tabling at the Internship Fair on 5/2
Updates on your ASI and University Committees *	<ul style="list-style-type: none">-I just had my last APC meeting where we wrapped up the program discontinuation policy for the year.-SAC revised the student grade appeal policy to allow students to online materials and clarified the grading symbols policy- We are working on our wellness google doc for ASI SAC
Upcoming Events and New Initiatives/Collaborations *	We have a little surprise with the new CHABSS people, but I don't want it to show up in the minutes, because it's a surprise. Stay tuned!!!
Areas of concern related to your position and its constituents. *	We need a better way to contact students. ASI should have access to more student data. If we want to email all students in a major, I think we should have access to that mailing list because university committees have given ASI responsibility to disseminate department information, but we have no systematic way to address that. Social media is not an acceptable way to inform students about serious matters.
Name *	Naseli Fotoohi
Position on Board *	CoBA Representative
News: Highlights and successes related to your position (i.e. meetings, past events, new campus/community partners) *	went in again to GEC again to try speaking with Abrahan regarding financial collaboration on the EWF, didn't catch him but plan to go in again on friday!
Updates on your ASI and University Committees *	Woooo we passed the budget in IO finally!

Upcoming Events and New Initiatives/Collaborations *

Looking with nick at our budget to see if we can buy treats for CoBA students to support them during finals week

Areas of concern related to your position and its constituents. *

Finished my binder with all the information I've learned this past year! to pass onto the new CoBA rep working on getting more business female students to apply

Name *

Paulctte Cruz

Position on Board *

College of Education Health and Human Services

News: Highlights and successes related to your position (i.e. meetings, past events, new campus/community partners) *

This past Thursday, CEHHS representatives (myself) and the Diversity and Inclusion Representative partnered up to bring an informative and educational event to campus. The event consisted of a documentary screening along with a panel to discuss the importance of mental health and the different ways in which it affects people. The event specifically discussed anxiety through personal life stories and research shared by counselors/psychologists. Although we did not have a big turnout, we still had a good conversation between the panelists and the audience members. I would suggest that this event be done again in the future!

Updates on your ASI and University Committees *

Elections committee met to provide feedback on the elections guidelines and process. We plan on asking the individuals and slates who ran to provide their feedback on the overall process and the guidelines. After that we plan on meeting one more time to finalize the changes.

Upcoming Events and New Initiatives/Collaborations *

On May 7th we plan on tabling at the Stress Less Relaxation Stations event hosted by the Student Health and Counseling Services. This is still in the planning so we will update ya'll on what we will exactly be doing at the event.

Areas of concern related to your position and its constituents. *

An area of concern is marketing and how we can improve the promotion of events on campus. I also think we need to have more events for students at the Temecula campus.

Name *

Alexa Diaz

Position on Board *

Diversity & Inclusion

News: Highlights and successes related to your position (i.e. meetings, past events, new campus/community partners)

Highlights-

- 1) International Fair was successful in collaboration with Global Education! Met many international students and provided ASI resources to students
- 2) Angst Documentary and panel discussion was also a success in collaboration with CEIHS reps
Met with Anthony & Ali, two student officers for the Kamalayan Alliance. Finalized details for our collaboration on the Pilipino Showcase coming up May 2
- 3) Earth Week was amazing! Volunteered for Trash Talk on Tuesday
- 4) Take Back the Night was very powerful. ASI tabled to provide information about Title IX and ASI support resources

Successes-

- 1) The action item I presented was voted on by the board and approved. Starting Fall 2019, there will be 2 Diversity and Inclusion Representatives
- 2) My bylaws were amended on Section 8.3 to incorporate the following specialized programs for reach out efforts and support: "DREAMers Resource Office, Project Rebound, Global Education, American Language and Culture Institute, TRIO Student Support Services, the College Assistance Migrant Program (CAMP), Pathways to Academic Success and Opportunities (PASO), ACE Scholars Services, California Indian Culture and Sovereignty Center, and others as deemed appropriate."

Updates on your ASI and University Committees * Student Grievance Committee - No meetings have been made this semester
Student Media Advisory Council - No meetings have been made this semester

Upcoming Events and New Initiatives/Collaborations *
1) Meeting with the upcoming Diversity and Inclusion Rep to discuss her role as well as ways in which she can help promote the second position opening up in the fall.
2) CALMing Textbooks Initiative - tabling April 29
3) KA Pilipino Showcase Collaboration - May 2

Areas of concern related to your position and its constituents. *
1) Police incident has still not been addressed via office of communications or by the university President
2) Housing insecurity - students have shared with me their concerns with the upcoming year as dorms have become impacted and many were placed on a waiting list this academic year

Name * Alexa Diaz

Position on Board * Diversity & Inclusion

News: Highlights and successes related to your position (i.e. meetings, past events, new campus/community partners)

Highlights-

1) International Fair was successful in collaboration with Global Education! Met many international students and provided ASI resources to students

2) Angst Documentary and panel discussion was also a success in collaboration with CEHHS reps

Met with Anthony & Ali, two student officers for the Kamalayan Alliance. Finalized details for our collaboration on the Pilipino Showcase coming up May 2

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2) Housing insecurity - students have shared with me their concerns with the upcoming year as dorms have become impacted and many were placed on a waiting list this academic year

Name * juan aceves

Position on Board * csm rep

News: Highlights and successes related to your position (i.e. meetings, past events, new campus/community partners) * no really big things, but grievance committee is fixing up its student grievance policy for APC

Updates on your ASI and University Committees * no really big things, but grievance committee is fixing up its student grievance policy for APC

Upcoming Events and New Initiatives/Collaborations * n/a

Areas of concern related to your position and its constituents. * n/a

Name * Estefania Fraticelli

Position on Board * Sustainability Rep.

News: Highlights and successes related to your position (i.e. meetings, past events, new campus/community partners) * Monday : Grab N' Go - over 100 people attended
Tuesday : Trash Talk - over 100 people attended
Wednesday : Ecofeminism - two classes attended
Thursday : Clean Vibes - several volunteers came to clean up the campus

Updates on your ASI and University Committees * SPF is reviewing applications and will be meeting next Friday to discuss new projects and budget allocations

Upcoming Events and New Initiatives/Collaborations * Clean Vibes will be volunteering at Festival 78 tomorrow!

Areas of concern related to your position and its constituents. * no concerns :)!

Name * Ailed Torres

Position on Board * CEHHS Rep

News: Highlights and successes related to your position (i.e. meetings, past events, new campus/community partners) * -Angst Documentary on 4/18 was small but it was a success!
-Volunteered for Stef's Grab & Go and that was a very well received/popular event

**Updates on your ASI and University
Committees *** N/A

**Upcoming Events and New
Initiatives/Collaborations *** N/A

**Areas of concern related to your position
and its constituents. *** N/A
