



ASI Board of Directors Committee

2019/2020

Jaelyn Freeman
 Chair and Chief of Staff

Kenny Tran
 President & CEO

Mariana Rosales
 Executive Vice President

Michelle Tran
 VP of Student & University Affairs

Tim Pelayo
 CoBA Representative

Emily Borgeson
 CoBA Representative

Inique Wilson
 CHABSS Representative

Rylee Spencer
 CHABSS Representative

Shovan Vatandoust
 CHABSS Representative

Devon Kimbrough
 CHABSS Representative

Arianna Camino
 CSM Representative

Nick Lavelly
 CSM Representative

Keith Lin
 CEHHS Representative

Genesis Quezada
 CEHHS Representative

Eliese Holt
 Sustainability Representative

Gabby Garcia
 Diversity & Inclusion Representative

VACANT
 Diversity & Inclusion Representative

VACANT
 Veterans Representative

Advisors

Annie Macias
 Executive Director

Ashley Fennell
 Assoc. Director, Government Affairs
 & Initiatives

Standing Invitees

Michelle Romans

ASI Board of Directors Committee Agenda 20-15

Friday, April 24th, 2020 at 2:30pm

Meeting URL: <https://csusm.zoom.us/j/316277028>

Posted: Monday, April 21st, 2020 at 12:00pm

This meeting is being facilitated through an online zoom format, consistent with the Governor's Executive Order N25-20, suspending certain open meeting law restrictions.

ITEM	SUBJECT	PRESENTER
01	Call to Order this meeting is called to order at 2:31 PM	Jaelyn Freeman Chair & Chief of Staff
02	Roll Call Present: Kenny, Mariana, Michelle, Tim, Emily, Rylee, Shovan, Devon, Arianna, Nick, Keith, Genessis, Eliese, Gabby, Jaelyn Absent: Inique Advisors: Annie, Ashley, Invitees: Michelle, Gail Cole-Avent, Clint Roberts	Jaelyn Freeman Chair & Chief of Staff
03	Recognition of Guests The chair will look at Guest register list	Jaelyn Freeman Chair & Chief of Staff
04 Action	Approval of Agenda The chair will move to approve the agenda by consent vote	Jaelyn Freeman Chair & Chief of Staff
05 Action	Approval of Minutes The chair will move to approve the minutes by consent vote	Jaelyn Freeman Chair & Chief of Staff
06 Information	Open Forum* Zameer: wondered why the school was shutting down access to certain services that students pay for, yet making no concession to provide refunds for those services that could no longer be utilized due to COVID-19.	Jaelyn Freeman Chair & Chief of Staff
07 Action	Approval of ASI 20/21 Budget Description: Review of proposed 20/21 ASI Budget. Fiscal Impact: Yes; 20/21 full budget is up for review & approval. Mariana talked about how the budgets need to be brought to President Neufeldt by a deadline. She also mentioned that this budget was approved by the IO committee. Mariana explained the budget guidelines. She also talked about the Budget Summary. Due to a tight meeting Mariana will be writing questions down and answering them at a later time. She also announced that the Centers are still in the budget because she did not want to mess up the calculations, but shows that in 20/21 will no longer be funding the centers. She also announces that some of the funds will be going to help provide office space for one of ASI's Pro-Staff and to expand the Cougar Pantry. She reviews all 4 Execs budgets. She then goes over the Campus Activities Board budget summary and explains why there was an increase. Mariana explains the Media Communications Team Budgets as well and how they were able to attend a	Mariana Rosales Executive Vice President Annie Macias Executive Director Shavon moves to approve the budget Gabby seco

	<p>conference that was beneficial to expand publicizing creatively. She then reviews the importance of a Graduate Assistant position. She then goes over the Cougar Pantry and the changes in salaries. Festival 78 budget has been increased because since minimum wage increases so does the production.</p> <p>Kenny answers a question about Festival 78 budget and what is being done with the 19/20 funding. Kalie expands on the process of how purchasing items, headliners, and the publicizing were already bought and taken out of the funds. As for the rest of the budget, the committee is exploring different ways to still engage students.</p> <p>Jaelyn asked to more clarification on why the Centers are no longer being funded. Mariana expands on how</p> <p>Shovan asked why is there an increase for Festival 78 for the 20/21. Mariana answered that the CAB committee had to use the money to get an artist. Kalie agreed with the statement and also added that some of the funds were being taken straight out of the committee's budget so they had to move some money over.</p> <p>Shovan moves to approve the budget Keith seconds Motion carries</p>	
<p>08 Information</p>	<p>Review of ASI Corporate Tax Forms 990/199 Description: Committee will review ASI Corporate Tax forms 990/199. Fiscal Impact: None</p> <p>Clint explained the various information on the shared 2019-2020 990 Tax Form. Clint provides information including the net assets, revenue, supplement information, related organizations and unrelated partnerships. Clint also explains the expenses. He then talks about the net line and what they had on reserve. He then explains that this form is 50 pages long and reviews the checklist provided in the form. He then provides information on the statement of revenue. The next page he reviews is the statement of functional expenses. Clint shows the assets sheet and the process of the movement of money.</p> <p>Annie adds on the 990 forms and how they disclose the renewal report to an attorney. She also announced that they have an ongoing investigation with the DA.</p> <p>Kenny said that he is releasing a statement right after the meeting. He also addresses the fraud statement and that they are still waiting on the outcome of the ongoing investigation.</p>	<p>Annie Macias Executive Director</p> <p>Clint Roberts Associate Vice President for Business and Financial Services</p>

<p>09 Discussion</p>	<p>Changes to ASI Bylaws for 20/21 Description: Committee will review on-going changes to Bylaws. Fiscal Impact: None</p> <p>Jaelyn and Ashley have been working on the changes to the bylaws. Ashley announces that the biggest changes are to the CHABBS reps. Then go into detail on the changes within the Bylaws. The changes are with the terms of office, compensations, and languages within the Vice President and University affairs, college representation, and committees. Ashley urges the board to read over the document and report any add one or issues they might have.</p>	<p>Jaelyn Freeman Chair & Chief of Staff</p> <p>Ashley Fennell Associate Director, Government Affairs & Initiatives</p>
<p>10 Information</p>	<p>Reports Kenny: reports that he attended a webinar about the academic policies on 4/20. Kenny and Michael had a meeting with President Neufeldt. He also announces that the Tukwut award night will be happening online. On May 7th, there is a memorial observance. Kenny also mentions about the payment plan for the summer.</p> <p>Mariana reports that there are still many SEF applications and helping Tim transitions to the next year's position. She also mentions that IO had their last meeting last week.</p> <p>Michelle reports is very similar to Kennys'. She gives for information on the Academic Senate. She also mentions that the Fall 2020 school year; with classes and enrollment decrease.</p> <p>Tim reports that he has been helping with the new COBA reps for next year.</p> <p>Emily reports is that she has been helping alongside Tim training the new COBA reps.</p> <p>Rylee reports that she had a meeting with the upcoming CHABBS Reps.</p> <p>Shovan reports the same as Rylee</p> <p>Ariana reports the awards night. She announces her notes of the Academic Senate policies.</p> <p>Keith reports that Michelle sent out his notes with the nursing staff and the Dean. He also explained that the dean is doing everything they can to help benefit the students. Jaelyn extends the committee until 4:05</p> <p>Genessis reports that the vacant board applications are due at 5 pm today.</p> <p>Eliese reports that this is the last day of Earth Week. She also expressed the outcome of the Earth Day webinar they had. She also announced the SPF applications.</p>	<p>Jaelyn Freeman Chair & Chief of Staff</p>

	<p>Gabby reports that she is working with the new diversity Rep for next year.</p> <p>Jaelyn reports that she is training as well. She also is working with the funding applications. She also announces the final statements are now up. She also extends the meeting until 4:10 P.M.</p> <p>Annie reports that she is creating scenarios with the upcoming year and how ASI can help benefit the students.</p> <p>Ashley reports that she had a meeting about the construction of Cougar Pantry. She also announced that the Cougar Pantry was back on Wednesday and they were able to serve about 118 students. She also expanded that the Pantry is still using the van and being cautious with the COVID-19 guidelines.</p> <p>Michelle Romans reported that MYCSUSM day is May 5th.</p>	
11 Information	Announcements	Jaelyn Freeman Chair & Chief of Staff
12 Action	Adjournment At the will of the chair this meeting is adjourned at 4:09 P.M.	Jaelyn Freeman Chair & Chief of Staff

* Public comment will be limited to a maximum of 5 minutes per guest. Chair will determine allocated amount per meeting.

I, Dylan Crivello, 20/21 ASI Chair & Chief of Staff, hereby certify that the above minutes were amended and approved by Board of Directors of Associated Students, Inc., at a regularly scheduled meeting held on August 21, 2020


09/14/20

Dylan Crivello
Date

From: [Jaelyn Freeman](#)
To: [Ashley Fennell](#)
Subject: Guest List for last BOD meeting
Date: Monday, May 4, 2020 4:01:33 PM

Michael Garrett, Jose Lopez, Diana Cumming, Clint Roberts, Kalie Sabajo, Sara Quinn, Michelle Romans, Deborah Davis, Gail Cole-Avent, Allie Garcia, Sara Veth, Caleb Standley, Jordan Lanter, Kim Peirce, Zameer Karim, Christian Uriostegui, Julianna Gutierrez.

Associated Students, Inc
of California State University San Marcos

Annual Budget
2020-2021



ASSOCIATED STUDENTS, INC. (ASI)

Budget Call Timeline for Fiscal Year 2019/2020

Date	Description
Friday, January 31, 2020	Budget request email will be sent out to all ASI.
February 3-7, 2020	ASI Supervisors will meet with their students from the ASI entities to review prior year expenses to actuals, discuss needs and begin developing a budget.
February 10-14, 2020	Each department supervisor will meet with the ASI Business Services Analyst to review their proposed budget.
Friday, February 21, 2020	All budget proposals need to be submitted to the ASI Business Services Analyst
Monday, March 9, 2020	Submission to the Internal Operations Committee Chair as an action item for the Internal Operations committee's agenda.
Friday, March 13, 2020	Internal Operations Committee meets to determine new initiatives and review the proposed ASI master budget for Fiscal Year 2020-2021. All departments should have a student representative in attendance to present their requested budget.
Monday, March 16, 2020	Submission to Board of Directors (BOD) Chair and Chief of Staff as an action item to the Board's agenda.
Friday March 20, 2020	BOD reviews and approves 20/21 ASI Master Budget.
Friday, April 17, 2020	IO meeting reserved for budget adjustment if the budget is not approved by the BOD on March 16th
Friday, April 24, 2020	BOD meeting reserved for budget adjustment if needed
Friday, May 1, 2020	ASI memo, 20-21 approved budget narrative, signed BOD minutes due to CSUSM President Neudfelt for signature.

Potential Budget Approval Date by Board of Directors

24-Apr-20

Associated Students, Inc of CSU San Marcos
Budget Guiding Principles
As of October 12, 2018

Transparency:

The ASI budget should be timely, simple to understand, and be easily communicated to the campus community and stakeholders.

Adaptability:

The ASI budget allocations should be consistent with ongoing ASI initiatives and flexible with new initiatives, while keeping in mind mandatory cost increases.

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.

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.

2019 - 2020 ASI Budget Summary

		18/19 Approved Budget	19/20 Approved Budget	20/21 Proposed Budget	Notes
Revenue					
	Fall Headcount	13,971	13,971	13,395	
	Spring headcount	12,819	12,819	13,395	
	Fee Amount per semester	\$ 75	\$ 75	\$ 75	
	REVENUE TOTAL	\$ 2,009,250	\$ 2,009,250	\$ 2,009,250	
Expenses					
	2101 Operations	\$ 420,445	\$ 368,220	\$ 389,439	
	2102 Board of Directors	\$ 128,648	\$ 155,152	\$ 154,476	
	2103 ASI President	\$ 25,210	\$ 22,997	\$ 25,485	
	2104 LBTQA Pride Center	\$ 189,676	\$ 124,741	\$ -	
	2107 Campus Activity Board	\$ 253,386	\$ 236,768	\$ 254,626	
	2108 Media and Marketing	\$ 145,138	\$ 177,025	\$ 206,430	
	2110 General Student Programs	\$ 342,264	\$ 377,775	\$ 423,205	
	2111 ASI Executive Vice President	\$ 64,586	\$ 66,326	\$ 73,708	
	2116 Gender Equity Center	\$ 166,028	\$ 107,871	\$ -	
	2118 ASI VP of Student & University Affairs	\$ 27,236	\$ 25,226	\$ 27,608	
	2121 University Cost Recovery	\$ 160,250	\$ 118,225	\$ 118,225	
	2124 Chair & Chief of Staff	\$ 19,086	\$ 17,076	\$ 19,458	
	2125 Food Pantry	\$ 66,809	\$ 173,809	\$ 169,030	
	2126 Festival 78	\$ 100,000	\$ 100,000	\$ 131,000	
	EXPENSES TOTAL	\$ 2,108,763	\$ 2,071,212	\$ 1,992,690	

GRAND TOTAL \$ (99,513) \$ (61,962) \$ 16,560

Dept. ID: 2001 Operations | Chargebacks: 210101

Account #	Class Code	Account Description	18/19 Approved Budget	19/20 Approved Budget	20/21 Proposed Budget	Notes
613808	16803	Salaries - Pro Staff: Business Service Specialist	\$ 53,000	\$ 62,000	\$ 54,048	
613808	16803	Benefits - Pro Staff: Business Service Speciatlist	\$ 21,200	\$ 24,800	\$ 21,619	
613808		General Salary Increase adjustments (GSI)	\$ 13,144	\$ 17,700	\$ 23,160	
613808	16803	Salary - Executive Director	\$ 110,000	\$ 116,000	\$ 123,000	
613808	16803	Benefits - Executive Director	\$ 44,000	\$ 46,400	\$ 49,200	
		AVP Position Contribution	\$ 60,000	\$ -	\$ -	
660858		Corp Education Benefits	\$ 6,400	\$ 6,400	\$ 6,400	
613808	16804	Salaries - Student Assistant	\$ 18,000	\$ -	\$ -	
613808	16804	Benefits - Student Assistant (4%)	\$ 720	\$ -	\$ -	
613816	16804	Corp Admin Charge 8%	\$ 14,736	\$ 19,936	\$ 19,829	
660858		Prof. Development	\$ 7,350	\$ 7,350	\$ 7,350	
606001		Systemwide Travel	\$ 8,000	\$ 8,000	\$ 8,000	
660842		Student Activities	\$ 700	\$ -	\$ -	
604001		Office Equipment and Computers	\$ 600	\$ 1,200	\$ -	
604001		Telecommunications/ Phones	\$ 6,000	\$ 6,000	\$ 6,000	
613810		Auditing Expenses	\$ 20,000	\$ 20,000	\$ 25,000	
660001		Postage/Mail	\$ 500	\$ 500	\$ 500	
660003		Office Supplies	\$ 11,500	\$ 10,000	\$ 10,000	
660010		Insurance/CSURMA	\$ 9,095	\$ 9,000	\$ 7,929	
660010		Dividend	\$ -	\$ (2,666)	\$ (1,596)	
660805		Membership Dues	\$ 2,500	\$ 2,500	\$ 2,500	
660822		Office Moves/relocation/set up	\$ 3,000	\$ 5,100	\$ 20,000	Potential MCT Coord. Move, one more staff move, move minolta copier to cube.
613807		Legal	\$ 5,000	\$ 5,000	\$ 5,000	
660851		Bank Charges	\$ 5,000	\$ 3,000	\$ 1,500	
		Total	\$ 420,445	\$ 368,220	\$ 389,439	

Dept. ID: 2001 Operations | Chargebacks: 210101

GSI Calculation:

Staff	Salary	Benefits	8% Corp Cost	Total
Executive Director	\$ 123,000	\$ 49,200	\$ 13,776	\$ 185,976
Associate Director of Student Engagement	\$ 75,000	\$ 30,000	\$ 8,400	\$ 113,400
Associate Director of Gov. Affairs & Initiatives	\$ 65,000	\$ 26,000	\$ 7,280	\$ 98,280
Business Service Specialist	\$ 54,048	\$ 21,619	\$ 6,053	\$ 81,721
Student Engagement Coordinator	\$ 58,337	\$ 23,335	\$ 6,534	\$ 88,206
Media & Communications Coordinator	\$ 54,080	\$ 21,632	\$ 6,057	\$ 81,769
Student Organizations and Projects Specialist	\$ 41,600	\$ 16,640	\$ 4,659	\$ 62,899
Cougar Pantry Coordinator	\$ 39,520	\$ 15,808	\$ 4,426	\$ 59,754
Total:				\$ 772,005
3% Increase for GSI				\$ 23,160

Dept. ID: 2102 Board of Directors

Account #	Dept. ID	Class Code	Account Description	18/19 Approved Budget	19/20 Approved Budget	20/21 Proposed Budget	Notes
613808	2102	16803	Salaries - Pro Staff: A.D. of Government Affairs & Initiatives	\$ 54,000	\$ 57,000	\$ 65,000	
613808	2102	16803	Benefits - Pro Staff: A.D. of Government Affairs & Initiatives	\$ 21,600	\$ 22,800	\$ 26,000	
613816	2102	16803	Corp Admin Charge 8%	\$ 6,048	\$ 6,384	\$ 7,280	
606001	2102		Travel	\$ 8,500	\$ 8,500	\$ 8,500	CSUnity, CHES
660842	2102		Student Activities	\$ 22,000	\$ 40,668	\$ 33,196	
660842	2102	10216	Veteran's Rep	\$ 2,000	\$ 2,000	\$ 1,500	Decreased based on usage
660842	2102	10218	Sustainability Rep	\$ 2,000	\$ 2,000	\$ 1,500	Decreased based on usage
660842	2102	10218	Diversity & Inclusion Reps	\$ 2,000	\$ 5,000	\$ 3,000	Decreased based on usage
660842	2102	10220	CSM Reps	\$ 2,000	\$ 2,000	\$ 1,500	Decreased based on usage
660842	2102	10221	COBA Reps	\$ 2,000	\$ 2,000	\$ 1,500	Decreased based on usage
660842	2102	10222	COEHHS Reps	\$ 2,000	\$ 2,000	\$ 1,500	Decreased based on usage
660842	2102	10223	CHABBS Reps	\$ 2,000	\$ 2,000	\$ 1,500	Decreased based on usage
660842	2102	10224	ASI General Elections	\$ 1,000	\$ 1,000	\$ 2,500	Increased for more outreach & activities
660835	2102		Office Equipment and Computers	\$ 1,500	\$ 1,800	\$ -	
			Total	\$ 128,648	\$ 155,152	\$ 154,476	

Detail for the Student Activities line

	19/20	20/21
Parking passes for all 16 position	\$ 338	\$ 10,816
Parking passes for 4 execs for Summer	\$ 235	\$ 1,880
Scholarships for 12 BOD officers (Execs excluded)	\$ 500	\$ 12,000
Hosting CSSA in September 2019		0
BOD Training for Fall and Spring		4000
BOD wide events and support for existing initiatives		4500
Total	\$ 41,608	\$ 33,196

Dept. ID: 2103 ASI President

Account #	Class Code	Account Descriptions	18/19 Approved Budget	19/20 Approved Budget	20/21 Proposed Budget	Notes
613808	16804	Salaries - SA	\$ 15,500	\$ 13,530	\$ 16,013	Minimum wage increase and increase in summer hours
613808	16804	Benefits - SA 4%	\$ 620	\$ 541	\$ 641	
613808	16804	Corp Admin charge 8%	\$ 1,290	\$ 1,126	\$ 1,332	
606001		Travel	\$ 6,500	\$ 6,500	\$ 6,500	CSSA
660842		Student Activities	\$ 1,000	\$ 1,000	\$ 1,000	
660835		Office Equipment/Computers	\$ 300	\$ 300	\$ -	
		TOTAL	\$ 25,210	\$ 22,997	\$ 25,485	

President	Rate	Weeks	Hours	Total
summer (June - Aug)	\$16.50	12	10	\$1,980
fall	\$16.50	17	20	\$5,610
spring	\$16.50	18	20	\$5,940
			Total	\$13,530

20/21

President	Rate	Weeks	Hours	Total
summer (June - Aug)	\$17.50	13	15	\$3,413
fall	\$17.50	19	20	\$6,650
spring	\$17.50	17	20	\$5,950
			Total	\$16,013

Dept. ID: 2107 Campus Activities Board (CAB)

Account #	Class Code	Account Description	18/19 Approved Budget	19/20 Approved Budget	20/21 Proposed Budget	Notes
613808	16803	Salaries - Pro Staff: Student Engagement Coordinator	\$ 52,008	\$ 54,088	\$ 58,337	
613808	16803	Benefits - Pro Staff: Student Engagement Coordinator	\$ 20,803	\$ 21,635	\$ 23,335	
613808	16803	Salary - Grad Assistant	\$ 12,980	\$ -	\$ -	
613808	16803	Benefits - GA 12%	\$ 1,558	\$ -	\$ -	
613808	16804	Salaries - Student Assistants	\$ 50,080	\$ 50,425	\$ 62,207	Increased to reflect work
613808	16804	Benefits - SA 4%	\$ 2,003	\$ 2,017	\$ 2,488	
613816	16803	Corp Admin Charge 8%	\$ 11,155	\$ 10,253	\$ 11,709	
660842		Student Activities	\$ -	\$ 8,000	\$ 8,000	
660842	10701	Novelty & Variety	\$ 20,000	\$ 22,500	\$ 22,500	
660842	10702	Administration	\$ 8,000	\$ -	\$ -	
660842	10703	The Ball	\$ 10,000	\$ -	\$ -	
660842	10704	Community Service	\$ 7,000	\$ 7,000	\$ 7,000	
660842	10705	On The Road	\$ 10,000	\$ 7,500	\$ 7,500	
660842	10706	TLAN	\$ 5,000	\$ 5,000	\$ 5,000	
660842	10707	Cougar Pride & Traditions	\$ 21,000	\$ 31,000	\$ 31,000	
660842	10711	Alternative Spring Break	\$ 15,500	\$ 15,550	\$ 15,550	
660842	10713	Marketing	\$ 4,500	\$ -	\$ -	
660835		Office Equip/Computers	\$ 1,800	\$ 1,800	\$ -	
Total			\$ 253,386	\$ 236,768	\$ 254,626	

CAB Specialist -

Temecula	Rate	Weeks	Hours	Total
summer	\$13.00	4	10	\$520.00
fall	\$13.00	19	15	\$3,705.00
spring	\$14.00	19	15	\$3,990.00
Total				\$8,215.00
Total for 1 specialist				\$8,215.00

CAB Specialist - First

Year with ASI	Rate	Weeks	Hours	Total
summer	\$13.00	5	10	\$650.00
fall	\$13.00	19	17	\$4,199.00
spring	\$14.00	19	20	\$5,320.00
Total				\$10,169.00
Total for 3 specialist				\$30,507.00

Dept. ID: 2107 Campus Activities Board (CAB)

CAB Specialist -

Second Year with ASI	Rate	Weeks	Hours	Total
summer	\$13.00	12	10	\$1,560.00
fall	\$13.25	19	17	\$4,279.75
spring	\$14.25	19	20	\$5,415.00
Total				\$11,254.75
Total for 1 specialists				\$11,254.75

CAB Specialist - Pride

& Traditions (Festival

78)	Rate	Weeks	Hours	Total
summer	\$13.25	12	10	\$1,590.00
fall	\$13.50	19	20	\$5,130.00
spring	\$14.50	19	20	\$5,510.00
Total				\$12,230.00
Total for 1 specialists				\$12,230.00

CAB Temecula	\$8,215.00
CAB First Year	\$30,507.00
CAB Second Year	\$11,254.75
CAB Festival 78	\$12,230.00
Total	\$62,207

Dept. ID: 2108 Media & Marketing

Account #	Class Code	Account Description	18/19 Approved Budget	19/20 Approved Budget	20/21 Proposed Budget	Notes
613808	16803	Salaries - Pro Staff: Media & Communications Coordinator	\$ 50,000	\$ 53,558	\$ 54,080	
613808	16803	Benefits - Pro Staff: Media & Communications Coordinator	\$ 20,000	\$ 21,423	\$ 21,632	
613808	16804	Salaries - Student Assistants	\$ 37,352	\$ 53,370	\$ 68,475	Adding one multimedia student specialist
613808	16804	Benefits - SA 4%	\$ 1,494	\$ 2,135	\$ 2,739	
613816	16803	Corp Admin Charge 8%	\$ 8,708	\$ 10,439	\$ 11,754	
660842		Student Activities	\$ 6,484	\$ 3,000	\$ 6,250	Attendance for MCT (was funded by IRA in 19/20)
660842	10801	Cougar Pride Swag	\$ 10,000	\$ 12,250	\$ 15,000	HYPE, ASI outreach program costs, ASI stock swag, tabling suppliesprint materials (orientation, gel, etc.)
660842	10802	ASI Operational Supplies	\$ 9,000	\$ 11,500	\$ 11,500	Name tags, ASI shirts, business cards, volunteer, paper for Bertha, ink, subscriptions
660842	10802	MCT Equipment	\$ -	\$ 5,000	\$ 15,000	Did not receive IRA funding this year. \$4,000 added Spring 2020.
660842	10802	Outreach & Volunteer Programs	\$ -	\$ 2,250	\$ -	Moved to outreach
660835		Office Equip/Computers	\$ 2,100	\$ 2,100	\$ -	
		Total	\$ 145,138	\$ 177,025	\$ 206,430	

		IRA Funding		\$15,000		One time funding for equipment and conference
		GRAND TOTAL:		\$192,025		

Dept. ID: 2108 Media & Marketing

MC Specialist - First

Year with ASI	Rate	Weeks	Hours	Total
summer	\$13.00	4	15	\$780.00
fall	\$13.00	19	15	\$3,705.00
winter	\$13.00	2	15	\$390.00
spring	\$14.00	19	15	\$3,990.00
Total				\$8,865.00
Total for 2 specialist				\$17,730.00

MC Specialist -

Second Year with ASI

Year with ASI	Rate	Weeks	Hours	Total
summer	\$13.00	8	15	\$1,560.00
fall	\$13.25	19	15	\$3,776.25
winter	\$13.25	2	15	\$397.50
spring	\$14.25	19	15	\$4,061.25
Total				\$9,795.00
Total for 4 specialist				\$39,180.00

MC Specialist - Third

Year with ASI

Year with ASI	Rate	Weeks	Hours	Total
summer	\$13.25	12	20	\$3,180.00
fall	\$13.50	19	15	\$3,847.50
winter	\$13.50	2	15	\$405.00
spring	\$14.50	19	15	\$4,132.50
Total				\$11,565.00
Total for 1 specialists				\$11,565.00

MCT First Year	\$17,730.00
MCT Second Year	\$39,180.00
MCT Third Year	\$11,565.00
Total Student Wages	\$68,475.00

Dept. ID: 2110 General Student Programs

Account #	Class Code	Account Description	18/19 Approved Budget	19/20 Approved Budget	20/21 Proposed Budget	Notes
613808	16803	Salaries - Student Organizations & Projects Specialist	\$ 35,360	\$ 40,000	\$ 41,600	Hourly employee at 40 hrs per 52 weeks
613808	16803	Benefits - Student Organizations & Projects Specialist	\$ 14,144	\$ 16,000	\$ 16,640	
613808	16803	Salaries - Associate Director of Student Engagement	\$ -	\$ 66,000	\$ 75,000	
610838	16803	Benefits - Associate Director of Student Engagement	\$ -	\$ 26,400	\$ 30,000	
613808	16803	Salary - Grad Assistant	\$ -	\$ -	\$ 12,980	
613808	16803	Benefits - GA 12%	\$ -	\$ -	\$ 1,558	
613808	16804	Salaries - Student Assistant	\$ -	\$ 20,124	\$ 28,284	
613808	16804	Benefits - SA 4%	\$ -	\$ 805	\$ 1,131	
613816	16803	Corp Admin charge 8%	\$ 3,960	\$ 13,546	\$ 15,412	
660842		Student Activities	\$ 10,000	\$ 700	\$ 700	Front desk training
660842	11001	ASI Retreats	\$ 7,500	\$ 8,500	\$ 15,500	All ASI Summer Retreat, Mid-Year Retreat, ASI Annual Banquet, stoles
660842	11001	Community Centers Training	\$ 1,500	\$ -	\$ -	
660842	11002	LEAD	\$ 1,500	\$ 1,500	\$ 1,500	
660842	11003	Social Justice Summit	\$ 2,000	\$ 2,000	\$ 2,000	
660842	11004	24/5 Library	\$ 150,000	\$ 150,000	\$ 150,000	Agreement sunsets in 21/22
660842	11007	Sustainability	\$ 15,000	\$ 15,000	\$ 15,000	
		USU Art	\$ -	\$ -	\$ 3,500	
660842	11005	Large Scale Events	\$ 100,000	\$ -	\$ -	A new dept ID was created in 18/19 to better track Festival 78 expenses
110006		FA Equipment		\$ 15,000	\$ -	Golf Cart - Allocated Spring 2020
660835		Office Equip/Computers	\$ 1,300	\$ 2,200	\$ 12,400	
		Total	\$ 342,264	\$ 377,775	\$ 423,205	

Dept. ID: 2110 General Student Programs

Front Desk - First Year

with ASI	Rate	Weeks	Hours	Total
summer	\$ 13.00	2	0	\$ -
Retreat/Training	\$13.00	2	15	\$ 390
fall	\$ 13.00	19	15	\$ 3,705
spring	\$ 14.00	17	15	\$ 3,570
Total				\$ 7,665
Total for 1 Specialist				\$ 7,665

Front Desk -

Returning with ASI

Retreat/Tr	Rate	Weeks	Hours	Total
aining	\$ 13.50	2	15	\$ 405
summer	\$ 13.50	13	7	\$ 1,229
fall	\$ 13.50	19	15	\$ 3,848
spring	\$ 14.50	17	15	\$ 3,698
Total for 3 Specialist				\$ 16,443
Total Student Wages				\$ 28,284

E.D. Assistant

Returning with ASI	Weeks	Hours	Total
Summer	\$ 14.50	0	8 \$ -
Fall	\$ 14.50	19	8 \$ 2,204.00
Spring	\$ 14.50	17	8 \$ 1,972.00
Total		1 Student	\$ 4,176.00

Graduate Assistant

Weeks	Hours	Total
summer \$ 15	12	10 \$ 1,800.00
fall \$ 15	19	20 \$ 5,700.00
spring \$ 16	19	20 \$ 6,080.00
Total for 1 Grad Student		\$ 13,580

Technology Items

Digital signage outside of ASI suite		\$300
Computers		
Conference Room	1	
BOD	11 4 Exec, 6 BOD, 1 staff	
Design	7 6 students & 1 staff	
CAB	7 5 students, 1 Temecula student & 1 staff	
CP	4 2 ASI suite, 1 pantry, 1 surface pro	
Suite	5 4 staff & front office	
Total	35	\$300 \$10,500
Total Charges for IITS		\$ 10,800

Dept. ID: 2111 Executive Vice President

Account #	Class Code	Account Descriptions	18/19 Approved Budget	19/20 Approved Budget	20/21 Proposed Budget	Notes
613808	16804	Salaries - SA	\$ 14,500	\$ 12,710	\$ 15,098	Minimum wage increase and increase in summer hours
613808	16804	Benefits - SA 4%	\$ 580	\$ 508	\$ 604	
613816		Corp Admin charge 8%	\$ 1,206	\$ 1,057	\$ 1,256	
606001		Travel	\$ 1,000	\$ 1,000	\$ 1,000	
660842	11103	Student Emergency Fund	\$ 12,000	\$ 15,750	\$ 20,750	\$5,000 added Spring 2020
660842	11104	ASI Leadership Fund	\$ 35,000	\$ 35,000	\$ 35,000	
660835		Office Equip/Computers	\$ 300	\$ 300		
		TOTAL	\$ 64,586	\$ 66,326	\$ 73,708	

Executive Vice

President	Rate	Weeks	Hours	Total
summer (June - Aug)	\$15.50	12	10	\$1,860
fall	\$15.50	17	20	\$5,270
spring	\$15.50	18	20	\$5,580
Total				\$12,710

20/21

Executive Vice

President	Rate	Weeks	Hours	Total
summer (June - Aug)	\$16.50	13	15	\$3,218
fall	\$16.50	19	20	\$6,270
spring	\$16.50	17	20	\$5,610
Total				\$15,098

Dept. ID: 2118 Vice President of Student and University Affairs (VP SUA)

Account #	Class Code	Account Descriptions	18/19 Approved Budget	19/20 Approved Budget	20/21 Proposed Budget	Notes
613808	16804	Salaries - SA	\$ 14,500	\$ 12,710	\$ 15,098	Minimum wage increase and increase in summer hours
613808	16804	Benefits - SA 4%	\$ 580	\$ 508	\$ 604	
613816	16804	Corp Admin charge 8%	\$ 1,206	\$ 1,057	\$ 1,256	
606001		Travel	\$ 7,150	\$ 7,150	\$ 7,150	
660842		Student Activities	\$ 2,000	\$ 2,000	\$ 2,000	
660842	11801	Lobby Corp	\$ 1,500	\$ 1,500	\$ 1,500	
660835		Office Equip/Computers	\$ 300	\$ 300	\$ -	
		TOTAL	\$ 27,236	\$ 25,226	\$ 27,608	

19/20

VP SUA	Rate	Weeks	Hours	Total
summer (June - Aug)	\$15.50	12	10	\$1,860
fall	\$15.50	17	20	\$5,270
spring	\$15.50	18	20	\$5,580
			Total	\$12,710

20/21

VP SUA	Rate	Weeks	Hours	Total
summer (June - Aug)	\$16.50	13	15	\$3,218
fall	\$16.50	19	20	\$6,270
spring	\$16.50	17	20	\$5,610
			Total	\$15,098

Dept. ID: 2121 University Cost Recovery

Account #	Account Descriptions	18/19 Approved Budget	19/20 Approved Budget	20/21 Proposed Budget	Notes
613814	University Indirect Cost Recovery	\$ 66,423	\$ 22,186	\$ 22,186	
613814	Business & Financial Services MOU	\$ 88,827	\$ 96,039	\$ 96,039	
613814	Public Records Request	\$ 5,000	\$ -	\$ -	
	TOTAL	\$ 160,250	\$ 118,225	\$ 118,225	

Dept. ID: 2124 Chief and Chair

Account #	Class Code	Account Descriptions	18/19 Approved Budget	19/20 Approved Budget	20/21 Proposed Budget	Notes
613808	16804	Salaries - SA	\$ 14,500	\$ 12,710	\$ 15,098	Minimum wage increase and increase in summer hours
613808	16804	Benefits - SA 4%	\$ 580	\$ 508	\$ 604	
613816	16804	Corp Admin charge 8%	\$ 1,206	\$ 1,057	\$ 1,256	
606001		Travel	\$ 1,000	\$ 1,000	\$ 1,000	
660842		Student Activitites	\$ 1,500	\$ 1,500	\$ 1,500	
660835		Office Equip/Computers	\$ 300	\$ 300	\$ -	
		TOTAL	\$ 19,086	\$ 17,076	\$ 19,458	

19/20

Chief & Chair	Rate	Weeks	Hours	Total
summer (June - Aug)	\$15.50	12	10	\$1,860
fall	\$15.50	17	20	\$5,270
spring	\$15.50	18	20	\$5,580
			Total	\$12,710

20/21

Chief & Chair	Rate	Weeks	Hours	Total
summer (June - Aug)	\$16.50	13	15	\$3,218
fall	\$16.50	19	20	\$6,270
spring	\$16.50	17	20	\$5,610
			Total	\$15,098

Dept. ID: 2125 Cougar Pantry

Account #	Class Code	Account Descriptions	18/19 Approved Budget	19/20 Approved Budget	20/21 Proposed Budget	Notes
613808	16803	Salaries -Cougar Pantry Coordinator	\$ -	\$ 27,585	\$ 39,520	Hourly employee at 40hrs. For 52 weeks
613808	16803	Benefits -Cougar Pantry Coordinator	\$ -	\$ 11,034	\$ 15,808	
613808	16804	Salaries -Student Asstistants	\$ 29,150	\$ 33,105	\$ 55,000	Adding CalFresh position, one Cougar Pantry specialist and increases in minimum wage
613808	16804	Benefits - SA 4%	\$ 1,166	\$ 1,324	\$ 2,200	
613808	16804	Salaries -Graduate Assistant	\$ -	\$ 12,415	\$ -	GA into Coordinator Position
613808	16804	Benefits -GA 12%	\$ -	\$ 1,490	\$ -	
613816	16803	Corp Admin Charge 8%	\$ 2,425	\$ 6,956	\$ 9,002	
660842		Student Activities	\$ -	\$ 17,000	\$ 10,000	Decrease based on need
660842	12502	Food	\$ 20,000	\$ 13,000	\$ 20,000	Increasing based on need
660842	12501	Operations	\$ 2,000	\$ 4,000	\$ 5,000	Increasing based on need
660842	12503	Programing	\$ 6,168	\$ 5,000	\$ -	
660835		Office Equip/Computers	\$ 900	\$ 900	\$ -	
606001		Travel	\$ 5,000	\$ 5,000	\$ 5,000	
		Van	\$ -	\$ 35,000	\$ 2,000	insurance, DMV registration
		Van	\$ -	\$ -	\$ 5,500	Maintanance and Repairs, gas , parking pass
		Total	\$ 66,809	\$ 173,809	\$ 169,030	

660842		Chancellor's Office SB85 Grant	\$ 40,000	\$ -		One-time grant
		Chancellor's Office SB84 Grant			\$ 300,000	One-time funding
		Food Insecurity Fund - Giving Day	\$ (2,162)			One-time funding
		GRAND TOTAL	\$ 104,647	\$ 173,809	\$ 469,030	

Dept. ID: 2125 Cougar Pantry

Pantry Specialist - First	Rate	Weeks	Hours	Total
summer	\$ 13.00	4	5	\$ 260.00
fall	\$ 13.00	19	15	\$ 3,705.00
spring	\$ 14.00	19	15	\$ 3,990.00
Total for 1 specialist				\$ 7,955.00
Total for 2 specialist				\$ 15,910.00

Pantry Specialist -

Second Year with ASI	Rate	Weeks	Hours	Total
summer	\$ 13.50	12	10	\$ 1,620.00
fall	\$ 13.50	19	15	\$ 3,847.50
spring	\$ 14.50	19	15	\$ 4,132.50
Total for 1 specialist				\$ 9,600.00
Total for 2 specialists				\$ 19,200.00

Pantry Specialist - Third

Year with ASI	Rate	Weeks	Hours	Total
summer	\$ 14.00	12	10	\$ 1,680.00
fall	\$ 14.00	19	15	\$ 3,990.00
spring	\$ 15.00	19	15	\$ 4,275.00
Total for 1 specialist				\$ 9,945.00
Total for 2 specialist:				\$ 19,890.00

Total Student Wages	\$ 55,000.00
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Dept. ID: 2126 Festival 78

Account #	Class Code	Account Descriptions	18/19 Approved Budget	19/20 Approved Budget	20/21 Proposed Budget	Notes
660842	12601	Volunteers	\$ 2,000	\$ 2,000	\$ 2,000	
660842	12602	Marketing	\$ 7,000	\$ 7,000	\$ 7,000	
660842	12603	Promotions	\$ 3,000	\$ 3,000	\$ 6,000	Increased due to previous years being used from CAB budget.
660842	12604	Production	\$ 31,000	\$ 31,000	\$ 40,000	Will increase as scale of artist and number of attendees grows
660842	12605	Artist/Hospitality	\$ 50,000	\$ 50,000	\$ 66,000	
660842	12606	Activities/Entertainment	\$ 5,000	\$ 5,000	\$ 7,000	\$10,000 added Spring 2020
660842	12607	Décor	\$ 2,000	\$ 2,000	\$ 2,000	
660842	NEW	Art	\$ -	\$ -	\$ 1,000	Creating a line item for CAFÉ team
		TOTAL	\$ 100,000	\$ 100,000	\$ 131,000	

Return of Organization Exempt From Income Tax
Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

▶ Do not enter social security numbers on this form as it may be made public.
▶ Go to www.irs.gov/Form990 for instructions and the latest information.

A For the 2018 calendar year, or tax year beginning **JUL 1, 2018** and ending **JUN 30, 2019**

B Check if applicable: Address change Name change Initial return Final return/terminated Amended return Application pending	C Name of organization ASSOCIATED STUDENTS, INC. OF CALIFORNIA STATE UNIVERSITY SAN MARCOS Doing business as		D Employer identification number 33-0556915
	Number and street (or P.O. box if mail is not delivered to street address) Room/suite 333 S. TWIN OAKS VALLEY RD USU3700		E Telephone number 760-750-4994
	City or town, state or province, country, and ZIP or foreign postal code SAN MARCOS, CA 92096-0001		G Gross receipts \$ 2,300,503.
	F Name and address of principal officer: ANNIE MACIAS, PH.D SAME AS C ABOVE		H(a) Is this a group return for subordinates? Yes X No H(b) Are all subordinates included? Yes No If "No," attach a list. (see instructions) H(c) Group exemption number ▶
I Tax-exempt status: <input checked="" type="checkbox"/> 501(c)(3) 501(c) () (insert no.) 4947(a)(1) or 527			
J Website: ▶ WWW.CSUSM.EDU/ASI			
K Form of organization: <input checked="" type="checkbox"/> Corporation Trust Association Other ▶		L Year of formation: 1994	M State of legal domicile: CA

Part I Summary

Activities & Governance	1	Briefly describe the organization's mission or most significant activities: ASSOCIATED STUDENTS, INC. OF CSUSM SERVES, ENGAGES, AND EMPOWERS STUDENTS.		
	2	Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
	3	Number of voting members of the governing body (Part VI, line 1a)	3	18
	4	Number of independent voting members of the governing body (Part VI, line 1b)	4	14
	5	Total number of individuals employed in calendar year 2018 (Part V, line 2a)	5	0
	6	Total number of volunteers (estimate if necessary)	6	28
	7a	Total unrelated business revenue from Part VIII, column (C), line 12	7a	0.
7b	Net unrelated business taxable income from Form 990-T, line 38	7b	0.	
Revenue	8	Contributions and grants (Part VIII, line 1h)	Prior Year 0.	Current Year 0.
	9	Program service revenue (Part VIII, line 2g)	2,167,035.	2,282,699.
	10	Investment income (Part VIII, column (A), lines 3, 4, and 7d)	15,495.	17,804.
	11	Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	0.	0.
	12	Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	2,182,530.	2,300,503.
Expenses	13	Grants and similar amounts paid (Part IX, column (A), lines 1-3)	0.	0.
	14	Benefits paid to or for members (Part IX, column (A), line 4)	0.	0.
	15	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	1,052,129.	1,024,541.
	16a	Professional fundraising fees (Part IX, column (A), line 11e)	0.	0.
	b	Total fundraising expenses (Part IX, column (D), line 25) ▶ 0.		
	17	Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	1,150,261.	968,975.
18	Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	2,202,390.	1,993,516.	
19	Revenue less expenses. Subtract line 18 from line 12	-19,860.	306,987.	
Net Assets or Fund Balances	20	Total assets (Part X, line 16)	Beginning of Current Year 980,075.	End of Year 1,221,411.
	21	Total liabilities (Part X, line 26)	511,487.	445,836.
	22	Net assets or fund balances. Subtract line 21 from line 20	468,588.	775,575.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer ANNIE MACIAS, PH.D, EXECUTIVE DIRECTOR		Date _____		
	Type or print name and title				
Paid Preparer Use Only	Print/Type preparer's name ELSA A. ROMERO	Preparer's signature _____	Date 04/06/20	Check if self-employed <input type="checkbox"/>	PTIN P00485021
	Firm's name ▶ ALDRICH CPAS AND ADVISORS, LLP Firm's address ▶ 7676 HAZARD CENTER DRIVE, STE 1300 SAN DIEGO, CA 92108			Firm's EIN ▶ 93-0623286 Phone no. (619) 810-4940	

May the IRS discuss this return with the preparer shown above? (see instructions) **Yes** **No**

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III X

1 Briefly describe the organization's mission:
TO PROVIDE AN OFFICIAL VOICE TO EXPRESS STUDENT OPINIONS, TO FOSTER AWARENESS OF STUDENT ISSUES AND TO PROTECT THE RIGHTS & INTERESTS OF THE STUDENTS OF CALIFORNIA STATE UNIVERSITY SAN MARCOS.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? Yes No
If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? Yes No
If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code: _____) (Expenses \$ 1,475,111. including grants of \$ _____) (Revenue \$ 2,282,699.)
ASI IS THE OFFICIAL VOICE TO EXPRESS STUDENT OPINIONS, FOSTER AWARENESS OF STUDENT ISSUES, AND PROTECT THE RIGHTS AND INTERESTS OF STUDENTS. AS A PRIMARY ENTITY OF CAMPUS LIFE, ASI AFFORDS STUDENTS A VARIETY OF WAYS TO SERVE THEIR COMMUNITIES, ENGAGE IN THE DIVERSE LIFE OF THE UNIVERSITY, AND EMPOWER THEMSELVES AS STUDENT LEADERS BY ENGAGING IN THE FOLLOWING AREAS:

THE ASI BOARD OF DIRECTORS: COMPOSED OF 18 STUDENT-ELECTED POSITIONS THAT SERVE AS THE STUDENT VOICE ON CAMPUS VIA PARTICIPATION IN UNIVERSITY COMMITTEES, CSU SYSTEM WISE AND STATE-WIDE ADVOCACY.

4b (Code: _____) (Expenses \$ _____ including grants of \$ _____) (Revenue \$ _____)

4c (Code: _____) (Expenses \$ _____ including grants of \$ _____) (Revenue \$ _____)

4d Other program services (Describe in Schedule O.)
(Expenses \$ _____ including grants of \$ _____) (Revenue \$ _____)

4e Total program service expenses **▶ 1,475,111.**

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? <i>If "Yes," complete Schedule A</i>	1 X	
2 Is the organization required to complete <i>Schedule B, Schedule of Contributors</i> ?	2	X
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? <i>If "Yes," complete Schedule C, Part I</i>	3	X
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? <i>If "Yes," complete Schedule C, Part II</i>	4	X
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? <i>If "Yes," complete Schedule C, Part III</i>	5	X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? <i>If "Yes," complete Schedule D, Part I</i>	6	X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? <i>If "Yes," complete Schedule D, Part II</i>	7	X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? <i>If "Yes," complete Schedule D, Part III</i>	8	X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? <i>If "Yes," complete Schedule D, Part IV</i>	9	X
10 Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi-endowments? <i>If "Yes," complete Schedule D, Part V</i>	10	X
11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? <i>If "Yes," complete Schedule D, Part VI</i>	11a X	
b Did the organization report an amount for investments - other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VII</i>	11b	X
c Did the organization report an amount for investments - program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VIII</i>	11c	X
d Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part IX</i>	11d	X
e Did the organization report an amount for other liabilities in Part X, line 25? <i>If "Yes," complete Schedule D, Part X</i>	11e X	
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? <i>If "Yes," complete Schedule D, Part X</i>	11f X	
12a Did the organization obtain separate, independent audited financial statements for the tax year? <i>If "Yes," complete Schedule D, Parts XI and XII</i>	12a X	
b Was the organization included in consolidated, independent audited financial statements for the tax year? <i>If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional</i>	12b X	
13 Is the organization a school described in section 170(b)(1)(A)(ii)? <i>If "Yes," complete Schedule E</i>	13	X
14a Did the organization maintain an office, employees, or agents outside of the United States?	14a	X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? <i>If "Yes," complete Schedule F, Parts I and IV</i>	14b	X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? <i>If "Yes," complete Schedule F, Parts II and IV</i>	15	X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? <i>If "Yes," complete Schedule F, Parts III and IV</i>	16	X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? <i>If "Yes," complete Schedule G, Part I</i>	17	X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? <i>If "Yes," complete Schedule G, Part II</i>	18	X
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? <i>If "Yes," complete Schedule G, Part III</i>	19	X
20a Did the organization operate one or more hospital facilities? <i>If "Yes," complete Schedule H</i>	20a	X
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?	20b	
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? <i>If "Yes," complete Schedule I, Parts I and II</i>	21	X

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

Form 990 (2018)

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Part IV Checklist of Required Schedules *(continued)*

	Yes	No
22 Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? <i>If "Yes," complete Schedule I, Parts I and III</i>		X
23 Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? <i>If "Yes," complete Schedule J</i>	X	
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? <i>If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a</i>		X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
d Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		
25a Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? <i>If "Yes," complete Schedule L, Part I</i>		X
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? <i>If "Yes," complete Schedule L, Part I</i>		X
26 Did the organization report any amount on Part X, line 5, 6, or 22 for receivables from or payables to any current or former officers, directors, trustees, key employees, highest compensated employees, or disqualified persons? <i>If "Yes," complete Schedule L, Part II</i>		X
27 Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity or family member of any of these persons? <i>If "Yes," complete Schedule L, Part III</i>		X
28 Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions):		
a A current or former officer, director, trustee, or key employee? <i>If "Yes," complete Schedule L, Part IV</i>		X
b A family member of a current or former officer, director, trustee, or key employee? <i>If "Yes," complete Schedule L, Part IV</i>		X
c An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof) was an officer, director, trustee, or direct or indirect owner? <i>If "Yes," complete Schedule L, Part IV</i>		X
29 Did the organization receive more than \$25,000 in non-cash contributions? <i>If "Yes," complete Schedule M</i>		X
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? <i>If "Yes," complete Schedule M</i>		X
31 Did the organization liquidate, terminate, or dissolve and cease operations? <i>If "Yes," complete Schedule N, Part I</i>		X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? <i>If "Yes," complete Schedule N, Part II</i>		X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? <i>If "Yes," complete Schedule R, Part I</i>		X
34 Was the organization related to any tax-exempt or taxable entity? <i>If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1</i>	X	
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?		X
b If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? <i>If "Yes," complete Schedule R, Part V, line 2</i>		
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? <i>If "Yes," complete Schedule R, Part V, line 2</i>	X	
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? <i>If "Yes," complete Schedule R, Part VI</i>		X
38 Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19?	X	

Note. All Form 990 filers are required to complete Schedule O

Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response or note to any line in this Part V

	Yes	No
1a Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable		11
b Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable		0
c Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	X	

Part V Statements Regarding Other IRS Filings and Tax Compliance (continued)

		Yes	No
2a	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return		
	2a 0		
b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns? Note. If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions)	2b	
3a	Did the organization have unrelated business gross income of \$1,000 or more during the year?	3a	X
b	If "Yes," has it filed a Form 990-T for this year? If "No" to line 3b, provide an explanation in Schedule O	3b	
4a	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	4a	X
b	If "Yes," enter the name of the foreign country: See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		
5a	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?	5a	X
b	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	5b	X
c	If "Yes" to line 5a or 5b, did the organization file Form 8886-T?	5c	
6a	Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?	6a	X
b	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	6b	
7	Organizations that may receive deductible contributions under section 170(c).		
a	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?	7a	X
b	If "Yes," did the organization notify the donor of the value of the goods or services provided?	7b	
c	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?	7c	X
d	If "Yes," indicate the number of Forms 8282 filed during the year	7d	
e	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	7e	X
f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	7f	X
g	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?	7g	
h	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?	7h	
8	Sponsoring organizations maintaining donor advised funds. Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?	8	
9	Sponsoring organizations maintaining donor advised funds.		
a	Did the sponsoring organization make any taxable distributions under section 4966?	9a	
b	Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?	9b	
10	Section 501(c)(7) organizations. Enter:		
a	Initiation fees and capital contributions included on Part VIII, line 12	10a	
b	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities	10b	
11	Section 501(c)(12) organizations. Enter:		
a	Gross income from members or shareholders	11a	
b	Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.)	11b	
12a	Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041?	12a	
b	If "Yes," enter the amount of tax-exempt interest received or accrued during the year	12b	
13	Section 501(c)(29) qualified nonprofit health insurance issuers.		
a	Is the organization licensed to issue qualified health plans in more than one state? Note. See the instructions for additional information the organization must report on Schedule O.	13a	
b	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans	13b	
c	Enter the amount of reserves on hand	13c	
14a	Did the organization receive any payments for indoor tanning services during the tax year?	14a	X
b	If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O	14b	
15	Is the organization subject to the section 4960 tax on payment(s) of more than \$1,000,000 in remuneration or excess parachute payment(s) during the year? If "Yes," see instructions and file Form 4720, Schedule N.	15	X
16	Is the organization an educational institution subject to the section 4968 excise tax on net investment income? If "Yes," complete Form 4720, Schedule O.	16	X

Part VI Governance, Management, and Disclosure For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI

Section A. Governing Body and Management

			Yes	No
1a Enter the number of voting members of the governing body at the end of the tax year If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain in Schedule O.	1a	18		
b Enter the number of voting members included in line 1a, above, who are independent	1b	14		
2 Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?	2			<input checked="" type="checkbox"/>
3 Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, or trustees, or key employees to a management company or other person?	3			<input checked="" type="checkbox"/>
4 Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?	4			<input checked="" type="checkbox"/>
5 Did the organization become aware during the year of a significant diversion of the organization's assets?	5			<input checked="" type="checkbox"/>
6 Did the organization have members or stockholders?	6			<input checked="" type="checkbox"/>
7a Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?	7a			<input checked="" type="checkbox"/>
b Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?	7b			<input checked="" type="checkbox"/>
8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:				
a The governing body?	8a		<input checked="" type="checkbox"/>	
b Each committee with authority to act on behalf of the governing body?	8b		<input checked="" type="checkbox"/>	
9 Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses in Schedule O	9			<input checked="" type="checkbox"/>

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

			Yes	No
10a Did the organization have local chapters, branches, or affiliates?	10a			<input checked="" type="checkbox"/>
b If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?	10b			
11a Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	11a		<input checked="" type="checkbox"/>	
b Describe in Schedule O the process, if any, used by the organization to review this Form 990.				
12a Did the organization have a written conflict of interest policy? If "No," go to line 13	12a		<input checked="" type="checkbox"/>	
b Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	12b		<input checked="" type="checkbox"/>	
c Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this was done	12c		<input checked="" type="checkbox"/>	
13 Did the organization have a written whistleblower policy?	13		<input checked="" type="checkbox"/>	
14 Did the organization have a written document retention and destruction policy?	14		<input checked="" type="checkbox"/>	
15 Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?				
a The organization's CEO, Executive Director, or top management official	15a			<input checked="" type="checkbox"/>
b Other officers or key employees of the organization	15b			<input checked="" type="checkbox"/>
If "Yes" to line 15a or 15b, describe the process in Schedule O (see instructions).				
16a Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?	16a			<input checked="" type="checkbox"/>
b If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?	16b			

Section C. Disclosure

- 17** List the states with which a copy of this Form 990 is required to be filed **▶ CA**
- 18** Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.
 Own website Another's website Upon request Other (explain in Schedule O)
- 19** Describe in Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.
- 20** State the name, address, and telephone number of the person who possesses the organization's books and records **▶**
DIANA CUMMING - 760-750-4470
333 S. TWIN OAKS VALLEY ROAD, SAN MARCOS, CA 92096-0001

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

Check if Schedule O contains a response or note to any line in this Part VII

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees, if any. See instructions for definition of "key employee."
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

List persons in the following order: individual trustees or directors; institutional trustees; officers; key employees; highest compensated employees; and former such persons.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and Title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) SAVANA DOUDAR FORMER PRESIDENT	20.00	X		X			856.	7,869.	544.	
(2) KENNETH TRAN PRESIDENT	20.00	X		X			518.	9,335.	502.	
(3) MARIANA ROSALES EXECUTIVE VICE PRESIDENT	20.00	X		X			0.	1,413.	0.	
(4) MICHELLE TRAN VP OF STUDENT & UNIVERSITY AFFAIRS	20.00	X		X			856.	7,309.	464.	
(5) LUCAS DIAS FORMER CHAIR AND CHIEF OF STAFF	20.00	X		X			518.	9,887.	402.	
(6) JAE FREEMAN CHAIR AND CHIEF OF STAFF	20.00	X		X			0.	0.	0.	
(7) NICHOLAS BROWN STUDENT REPRESENTATIVE	5.00	X					338.	6,752.	0.	
(8) NASELI FOTOOHI STUDENT REPRESENTATIVE	5.00	X					338.	5,587.	0.	
(9) MANE TELPIAN STUDENT REPRESENTATIVE	5.00	X					338.	632.	0.	
(10) JUAN ACEVES STUDENT REPRESENTATIVE	5.00	X					676.	0.	0.	
(11) PAULETTE CRUZ STUDENT REPRESENTATIVE	5.00	X					338.	7,903.	0.	
(12) AILED TORRES STUDENT REPRESENTATIVE	5.00	X					338.	5,887.	0.	
(13) FAITH MARIE GARCIA STUDENT REPRESENTATIVE	5.00	X					338.	0.	0.	
(14) MUTULA OLIVIER KWANGABA STUDENT REPRESENTATIVE	5.00	X					338.	3,287.	0.	
(15) HANNAH SHOHARA STUDENT REPRESENTATIVE	5.00	X					338.	2,536.	0.	
(16) CELESTE ESPINDOLA STUDENT REPRESENTATIVE	5.00	X					338.	0.	0.	
(17) ALEXA DIAZ STUDENT REPRESENTATIVE	5.00	X					233.	2,169.	0.	

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Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(18) ESTEFANIA FRATICELLI STUDENT REPRESENTATIVE	5.00	X					338.	0.	0.	
(19) EMILY BORGESON STUDENT REPRESENTATIVE	5.00	X					0.	0.	0.	
(20) TIM PELAYO STUDENT REPRESENTATIVE	5.00	X					0.	0.	0.	
(21) ARI CAMINO STUDENT REPRESENTATIVE	5.00	X					0.	0.	0.	
(22) NICK LAVELY STUDENT REPRESENTATIVE	5.00	X					0.	2,267.	0.	
(23) KEITH LIN STUDENT REPRESENTATIVE	5.00	X					0.	0.	0.	
(24) GENESSIS QUEZADA STUDENT REPRESENTATIVE	5.00	X					0.	0.	0.	
(25) DEVON KIMBROUGH STUDENT REPRESENTATIVE	5.00	X					0.	0.	0.	
(26) SHO VAN VATANDOUST STUDENT REPRESENTATIVE	5.00	X					0.	0.	0.	
1b Sub-total							7,037.	72,833.	1,912.	
c Total from continuation sheets to Part VII, Section A							4,732.	138,306.	64,507.	
d Total (add lines 1b and 1c)							11,769.	211,139.	66,419.	

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization 0

	Yes	No
3 Did the organization list any former officer, director, or trustee, key employee, or highest compensated employee on line 1a? <i>If "Yes," complete Schedule J for such individual</i>		X
4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? <i>If "Yes," complete Schedule J for such individual</i>	X	
5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? <i>If "Yes," complete Schedule J for such person</i>		X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation
NONE		

2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization 0

SEE PART VII, SECTION A CONTINUATION SHEETS

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Part VII Section A. **Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees** (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (check all that apply)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(27) INIQUE WILSON STUDENT REPRESENTATIVE	5.00	X						0.	0.	0.
(28) RYLEE SPENCER STUDENT REPRESENTATIVE	5.00	X						0.	0.	0.
(29) GABBY GARCIA STUDENT REPRESENTATIVE	5.00	X						0.	2,988.	0.
(30) SHAHD SHKOKANI STUDENT REPRESENTATIVE	5.00	X						0.	1,392.	0.
(31) ELIESE HOLT STUDENT REPRESENTATIVE	5.00	X						0.	0.	0.
(32) MICHAEL JONES FORMER VETERANS REP	5.00	X						338.	0.	0.
(33) RICHARD BAGU VETERANS REP	5.00	X						0.	0.	0.
(34) LOUIS ADAMSEL ASI PRESIDENT	20.00	X						338.	5,948.	9,338.
(35) REX ANDRADE EXECUTIVE VICE PRESIDENT	20.00	X						338.	4,389.	176.
(36) YOMIRA ZAMORA VP OF STUDENT & UNIVERSITY AFFAIRS	20.00	X						338.	5,852.	234.
(37) ANNA RAPADA CHAIR AND CHIEF OF STAFF	20.00	X						338.	3,987.	159.
(38) MATHEW RICHARD COBA REPRESENTATIVE	5.00	X						338.	0.	0.
(39) AJ VEGA CHABSS REPRESENTATIVE	5.00	X						338.	0.	0.
(40) KEVIN PALOMINO CHABSS REPRESENTATIVE	5.00	X						338.	0.	0.
(41) MEGHAN APARI CEHHS REPRESENTATIVE	5.00	X						338.	0.	0.
(42) JENNA HERNANDEZ CEHHS REPRESENTATIVE	5.00	X						338.	0.	0.
(43) GAMALIEL LOPEZ-CERVERA CSM REPRESENTATIVE	5.00	X						338.	0.	0.
(44) JOSHUA FORONDA STUDENT AT LARGE REPRESENTATIVE FOR	5.00	X						338.	0.	0.
(45) KIMBERLY ANDERSON STUDENT AT LARGE FOR SUSTAINABILITY	5.00	X						338.	0.	0.
(46) CASSIE WOLF VETERANS REP	5.00	X						338.	0.	0.
Total to Part VII, Section A, line 1c										

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Part VIII Statement of Revenue

Check if Schedule O contains a response or note to any line in this Part VIII _____

			(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512 - 514	
Contributions, Gifts, Grants and Other Similar Amounts	1 a Federated campaigns	1a					
	b Membership dues	1b					
	c Fundraising events	1c					
	d Related organizations	1d					
	e Government grants (contributions)	1e					
	f All other contributions, gifts, grants, and similar amounts not included above	1f					
	g Noncash contributions included in lines 1a-1f: \$						
	h Total. Add lines 1a-1f						
Program Service Revenue	2 a STUDENT FEES	Business Code 900099	2,200,972.	2,200,972.			
	b STUDENT ACTIVITIES	900099	81,727.	81,727.			
	c						
	d						
	e						
	f All other program service revenue						
	g Total. Add lines 2a-2f		2,282,699.				
Other Revenue	3 Investment income (including dividends, interest, and other similar amounts)		17,804.			17,804.	
	4 Income from investment of tax-exempt bond proceeds						
	5 Royalties						
	6 a Gross rents	(i) Real	(ii) Personal				
		b Less: rental expenses					
		c Rental income or (loss)					
		d Net rental income or (loss)					
	7 a Gross amount from sales of assets other than inventory	(i) Securities	(ii) Other				
		b Less: cost or other basis and sales expenses					
		c Gain or (loss)					
		d Net gain or (loss)					
	8 a Gross income from fundraising events (not including \$ _____ of contributions reported on line 1c). See Part IV, line 18	a					
		b Less: direct expenses	b				
		c Net income or (loss) from fundraising events					
	9 a Gross income from gaming activities. See Part IV, line 19	a					
b Less: direct expenses		b					
c Net income or (loss) from gaming activities							
10 a Gross sales of inventory, less returns and allowances	a						
	b Less: cost of goods sold	b					
	c Net income or (loss) from sales of inventory						
Miscellaneous Revenue		Business Code					
11 a							
	b						
	c						
	d All other revenue						
	e Total. Add lines 11a-11d						
12 Total revenue. See instructions			2,300,503.	2,282,699.	0.	17,804.	

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Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX **X**

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21				
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	11,769.	11,769.		
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	949,251.	808,164.	141,087.	
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits				
10 Payroll taxes	63,521.	54,870.	8,651.	
11 Fees for services (non-employees):				
a Management				
b Legal	3,190.		3,190.	
c Accounting	180,250.		180,250.	
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Sch O.)	77,615.	9,317.	68,298.	
12 Advertising and promotion				
13 Office expenses	12,442.	1,743.	10,699.	
14 Information technology				
15 Royalties				
16 Occupancy				
17 Travel	30,508.	25,395.	5,113.	
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest	1,159.	1,159.		
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	6,450.		6,450.	
23 Insurance	6,259.		6,259.	
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a STUDENT ACTIVITIES	532,645.	530,414.	2,231.	0.
b OTHER EXPENSES	79,944.	440.	79,504.	0.
c OTHER RENTAL AND LEASE	30,992.	30,727.	265.	0.
d PROFESSIONAL DEVELOPMEN	7,521.	1,113.	6,408.	0.
e All other expenses				
25 Total functional expenses. Add lines 1 through 24e	1,993,516.	1,475,111.	518,405.	0.
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation.				

Check here if following SOP 98-2 (ASC 958-720)

**ASSOCIATED STUDENTS, INC. OF CALIFORNIA
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Part X Balance Sheet

Check if Schedule O contains a response or note to any line in this Part X

		(A) Beginning of year		(B) End of year
Assets	1 Cash - non-interest-bearing	1,700.	1	1,300.
	2 Savings and temporary cash investments	254,920.	2	484,468.
	3 Pledges and grants receivable, net		3	
	4 Accounts receivable, net	703,450.	4	722,088.
	5 Loans and other receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L			5
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instr). Complete Part II of Sch L			6
	7 Notes and loans receivable, net			7
	8 Inventories for sale or use			8
	9 Prepaid expenses and deferred charges			9
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	47,779.		
	b Less: accumulated depreciation	37,224.	17,005.	10c
	11 Investments - publicly traded securities			11
	12 Investments - other securities. See Part IV, line 11			12
	13 Investments - program-related. See Part IV, line 11			13
	14 Intangible assets			14
	15 Other assets. See Part IV, line 11	3,000.		3,000.
16 Total assets. Add lines 1 through 15 (must equal line 34)	980,075.	16	1,221,411.	
Liabilities	17 Accounts payable and accrued expenses	24,237.	17	8,222.
	18 Grants payable		18	
	19 Deferred revenue	89,187.	19	58,017.
	20 Tax-exempt bond liabilities		20	
	21 Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22 Loans and other payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L			22
	23 Secured mortgages and notes payable to unrelated third parties		23	
	24 Unsecured notes and loans payable to unrelated third parties		24	
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D	398,063.	25	379,597.
	26 Total liabilities. Add lines 17 through 25	511,487.	26	445,836.
Net Assets or Fund Balances	Organizations that follow SFAS 117 (ASC 958), check here <input checked="" type="checkbox"/> and complete lines 27 through 29, and lines 33 and 34.			
	27 Unrestricted net assets	468,588.	27	775,575.
	28 Temporarily restricted net assets		28	
	29 Permanently restricted net assets		29	
	Organizations that do not follow SFAS 117 (ASC 958), check here <input type="checkbox"/> and complete lines 30 through 34.			
	30 Capital stock or trust principal, or current funds		30	
	31 Paid-in or capital surplus, or land, building, or equipment fund		31	
	32 Retained earnings, endowment, accumulated income, or other funds		32	
33 Total net assets or fund balances	468,588.	33	775,575.	
34 Total liabilities and net assets/fund balances	980,075.	34	1,221,411.	

Form **990** (2018)

Part XI Reconciliation of Net Assets

Check if Schedule O contains a response or note to any line in this Part XI

1	Total revenue (must equal Part VIII, column (A), line 12)	1	2,300,503.
2	Total expenses (must equal Part IX, column (A), line 25)	2	1,993,516.
3	Revenue less expenses. Subtract line 2 from line 1	3	306,987.
4	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))	4	468,588.
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain in Schedule O)	9	0.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 33, column (B))	10	775,575.

Part XII Financial Statements and Reporting

Check if Schedule O contains a response or note to any line in this Part XII

		Yes	No
1	Accounting method used to prepare the Form 990: Cash <input type="checkbox"/> Accrual <input checked="" type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O.		
2a	Were the organization's financial statements compiled or reviewed by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: Separate basis Consolidated basis Both consolidated and separate basis		X
b	Were the organization's financial statements audited by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: Separate basis Consolidated basis <input checked="" type="checkbox"/> Both consolidated and separate basis	X	
c	If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O.	X	
3a	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?		X
b	If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits		

Form 990 (2018)

SCHEDULE A
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Public Charity Status and Public Support

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.
▶ Attach to Form 990 or Form 990-EZ.

▶ Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2018

Open to Public Inspection

Name of the organization **ASSOCIATED STUDENTS, INC. OF CALIFORNIA STATE UNIVERSITY SAN MARCOS** Employer identification number **33-0556915**

Part I Reason for Public Charity Status (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1 A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i)**.
- 2 A school described in **section 170(b)(1)(A)(ii)**. (Attach Schedule E (Form 990 or 990-EZ).)
- 3 A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii)**.
- 4 A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii)**. Enter the hospital's name, city, and state: _____
- 5 An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv)**. (Complete Part II.)
- 6 A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v)**.
- 7 An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 8 A community trust described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 9 An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: _____
- 10 An organization that normally receives: (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions - subject to certain exceptions, and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2)**. (Complete Part III.)
- 11 An organization organized and operated exclusively to test for public safety. See **section 509(a)(4)**.
- 12 An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2)**. See **section 509(a)(3)**. Check the box in lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
 - a **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
 - b **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
 - c **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
 - d **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
 - e Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
 - f Enter the number of supported organizations 1
 - g Provide the following information about the supported organization(s).

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1-10 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
			Yes	No		
CALIFORNIA STATE UNIVERSITY SAN MARCOS	33-0535371	5	X		0.	496,462.
Total					0.	496,462.

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ▶	(a) 2014	(b) 2015	(c) 2016	(d) 2017	(e) 2018	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge ...						
4 Total. Add lines 1 through 3						
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 Public support. Subtract line 5 from line 4.						

Section B. Total Support

Calendar year (or fiscal year beginning in) ▶	(a) 2014	(b) 2015	(c) 2016	(d) 2017	(e) 2018	(f) Total
7 Amounts from line 4						
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources ...						
9 Net income from unrelated business activities, whether or not the business is regularly carried on ...						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
11 Total support. Add lines 7 through 10						
12 Gross receipts from related activities, etc. (see instructions)					12	
13 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here						

Section C. Computation of Public Support Percentage

14 Public support percentage for 2018 (line 6, column (f) divided by line 11, column (f))	14	%
15 Public support percentage from 2017 Schedule A, Part II, line 14	15	%
16a 33 1/3% support test - 2018. If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization		▶
b 33 1/3% support test - 2017. If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization		▶
17a 10% -facts-and-circumstances test - 2018. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization		▶
b 10% -facts-and-circumstances test - 2017. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization		▶
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions		▶

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ▶	(a) 2014	(b) 2015	(c) 2016	(d) 2017	(e) 2018	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose						
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 Total. Add lines 1 through 5						
7a Amounts included on lines 1, 2, and 3 received from disqualified persons						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year						
c Add lines 7a and 7b						
8 Public support. (Subtract line 7c from line 6.)						

Section B. Total Support

Calendar year (or fiscal year beginning in) ▶	(a) 2014	(b) 2015	(c) 2016	(d) 2017	(e) 2018	(f) Total
9 Amounts from line 6						
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources						
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b						
11 Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
13 Total support. (Add lines 9, 10c, 11, and 12.)						

14 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and **stop here** ▶

Section C. Computation of Public Support Percentage

15 Public support percentage for 2018 (line 8, column (f), divided by line 13, column (f))	15	%
16 Public support percentage from 2017 Schedule A, Part III, line 15	16	%

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2018 (line 10c, column (f), divided by line 13, column (f))	17	%
18 Investment income percentage from 2017 Schedule A, Part III, line 17	18	%

19a 33 1/3% support tests - 2018. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization ▶

b 33 1/3% support tests - 2017. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization ▶

20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions ▶

Part IV Supporting Organizations

(Complete only if you checked a box in line 12 on Part I. If you checked 12a of Part I, complete Sections A and B. If you checked 12b of Part I, complete Sections A and C. If you checked 12c of Part I, complete Sections A, D, and E. If you checked 12d of Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

	Yes	No
1 Are all of the organization's supported organizations listed by name in the organization's governing documents? <i>If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.</i>	X	
2 Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? <i>If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).</i>		X
3a Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? <i>If "Yes," answer (b) and (c) below.</i>		X
b Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? <i>If "Yes," describe in Part VI when and how the organization made the determination.</i>		
c Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? <i>If "Yes," explain in Part VI what controls the organization put in place to ensure such use.</i>		
4a Was any supported organization not organized in the United States ("foreign supported organization")? <i>If "Yes," and if you checked 12a or 12b in Part I, answer (b) and (c) below.</i>		X
b Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? <i>If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.</i>		
c Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? <i>If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.</i>		
5a Did the organization add, substitute, or remove any supported organizations during the tax year? <i>If "Yes," answer (b) and (c) below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).</i>		X
b Type I or Type II only. Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
c Substitutions only. Was the substitution the result of an event beyond the organization's control?		
6 Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? <i>If "Yes," provide detail in Part VI.</i>		X
7 Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? <i>If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).</i>		X
8 Did the organization make a loan to a disqualified person (as defined in section 4958) not described in line 7? <i>If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).</i>		X
9a Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? <i>If "Yes," provide detail in Part VI.</i>		X
b Did one or more disqualified persons (as defined in line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? <i>If "Yes," provide detail in Part VI.</i>		X
c Did a disqualified person (as defined in line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? <i>If "Yes," provide detail in Part VI.</i>		X
10a Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? <i>If "Yes," answer 10b below.</i>		X
b Did the organization have any excess business holdings in the tax year? <i>(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)</i>		

Part IV Supporting Organizations (continued)

	Yes	No
11 Has the organization accepted a gift or contribution from any of the following persons?		
a A person who directly or indirectly controls, either alone or together with persons described in (b) and (c) below, the governing body of a supported organization?		X
b A family member of a person described in (a) above?		X
c A 35% controlled entity of a person described in (a) or (b) above? If "Yes" to a, b, or c, provide detail in Part VI.		X

Section B. Type I Supporting Organizations

	Yes	No
1 Did the directors, trustees, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's directors or trustees at all times during the tax year? If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove directors or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.		
2 Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.		

Section C. Type II Supporting Organizations

	Yes	No
1 Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).		

Section D. All Type III Supporting Organizations

	Yes	No
1 Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?	X	
2 Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).	X	
3 By reason of the relationship described in (2), did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.		X

Section E. Type III Functionally Integrated Supporting Organizations

1 Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).		
a <input checked="" type="checkbox"/> The organization satisfied the Activities Test. Complete line 2 below.		
b The organization is the parent of each of its supported organizations. Complete line 3 below.		
c The organization supported a governmental entity. Describe in Part VI how you supported a government entity (see instructions).		
2 Activities Test. Answer (a) and (b) below.		
a Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.	X	
b Did the activities described in (a) constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.	X	
3 Parent of Supported Organizations. Answer (a) and (b) below.		
a Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? Provide details in Part VI.		
b Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If "Yes," describe in Part VI the role played by the organization in this regard.		

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

1 Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI.) **See instructions.** All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A - Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1 Net short-term capital gain	1		
2 Recoveries of prior-year distributions	2		
3 Other gross income (see instructions)	3		
4 Add lines 1 through 3	4		
5 Depreciation and depletion	5		
6 Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6		
7 Other expenses (see instructions)	7		
8 Adjusted Net Income (subtract lines 5, 6, and 7 from line 4)	8		

Section B - Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1 Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):			
a Average monthly value of securities	1a		
b Average monthly cash balances	1b		
c Fair market value of other non-exempt-use assets	1c		
d Total (add lines 1a, 1b, and 1c)	1d		
e Discount claimed for blockage or other factors (explain in detail in Part VI):			
2 Acquisition indebtedness applicable to non-exempt-use assets	2		
3 Subtract line 2 from line 1d	3		
4 Cash deemed held for exempt use. Enter 1-1/2% of line 3 (for greater amount, see instructions)	4		
5 Net value of non-exempt-use assets (subtract line 4 from line 3)	5		
6 Multiply line 5 by .035	6		
7 Recoveries of prior-year distributions	7		
8 Minimum Asset Amount (add line 7 to line 6)	8		

Section C - Distributable Amount		(A) Prior Year	Current Year
1 Adjusted net income for prior year (from Section A, line 8, Column A)	1		
2 Enter 85% of line 1	2		
3 Minimum asset amount for prior year (from Section B, line 8, Column A)	3		
4 Enter greater of line 2 or line 3	4		
5 Income tax imposed in prior year	5		
6 Distributable Amount. Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions)	6		
7 Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).			

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)

Section D - Distributions	Current Year
1 Amounts paid to supported organizations to accomplish exempt purposes	
2 Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	
3 Administrative expenses paid to accomplish exempt purposes of supported organizations	
4 Amounts paid to acquire exempt-use assets	
5 Qualified set-aside amounts (prior IRS approval required)	
6 Other distributions (describe in Part VI). See instructions.	
7 Total annual distributions. Add lines 1 through 6.	
8 Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.	
9 Distributable amount for 2018 from Section C, line 6	
10 Line 8 amount divided by line 9 amount	

Section E - Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2018	(iii) Distributable Amount for 2018
1 Distributable amount for 2018 from Section C, line 6			
2 Underdistributions, if any, for years prior to 2018 (reasonable cause required- explain in Part VI). See instructions.			
3 Excess distributions carryover, if any, to 2018			
a From 2013			
b From 2014			
c From 2015			
d From 2016			
e From 2017			
f Total of lines 3a through e			
g Applied to underdistributions of prior years			
h Applied to 2018 distributable amount			
i Carryover from 2013 not applied (see instructions)			
j Remainder. Subtract lines 3g, 3h, and 3i from 3f.			
4 Distributions for 2018 from Section D, line 7: \$			
a Applied to underdistributions of prior years			
b Applied to 2018 distributable amount			
c Remainder. Subtract lines 4a and 4b from 4.			
5 Remaining underdistributions for years prior to 2018, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI . See instructions.			
6 Remaining underdistributions for 2018. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI . See instructions.			
7 Excess distributions carryover to 2019. Add lines 3j and 4c.			
8 Breakdown of line 7:			
a Excess from 2014			
b Excess from 2015			
c Excess from 2016			
d Excess from 2017			
e Excess from 2018			

Part VI **Supplemental Information.** Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

SECTION E, LINE 2A:

THE ORGANIZATION HAS ONE SUPPORTED ORGANIZATION, WHICH IS CALIFORNIA STATE UNIVERSITY SAN MARCOS, "CSUSM". THE ORGANIZATION'S GOVERNING DOCUMENTS SPECIFICALLY STATE THAT THE PURPOSE OF THE ORGANIZATION IS TO BENEFIT THE STUDENTS OF CSUSM.

THE ORGANIZATION PROVIDES AN EMAIL TO A PRINCIPAL OFFICER OF THE UNIVERSITY WHICH DESCRIBES THE FINANCIAL SUPPORT THAT WAS PROVIDED TO THE UNIVERSITY BY THE ORGANIZATION, IN ADDITION TO PROVIDING A COPY OF THE TAX RETURN AN EMAIL LINK IS PROVIDED FOR WHICH THE PRINCIPAL CAN ACCESS THE GOVERNING DOCUMENTS.

OFFICERS AND DIRECTORS OF THE ORGANIZATION ARE ELECTED AND/OR APPOINTED TO THE BOARD. CSUSM MAINTAINS A CLOSE WORKING RELATIONSHIP WITH THE ORGANIZATION. DUE TO THIS CLOSE WORKING RELATIONSHIP, THE CAMPUS PRESIDENT HAS FINAL AUTHORITY OVER THE OPERATION OF THE AUXILIARY, INCLUDING IT'S ASSETS.

THE ORGANIZATION ADMINISTERS VARIOUS STUDENT PROGRAMS AND ACTIVITIES. STUDENT ACTIVITY FEES AND OTHER REVENUES ARE COLLECTED FOR THE SUPPORT OF STUDENT-RELATED PROGRAMS, STAFF SALARIES AND FOR THE ACQUISITION OF ASSETS THAT BENEFIT THE STUDENT BODY.

SECTION E, LINE 2B:

ALL OF THE ACTIVITIES DIRECTLY FURTHER THE MISSION OF CSUSM AND WOULD BE CARRIED OUT BY CSUSM IF NOT FOR THE INVOLVEMENT OF THE ORGANIZATION.

SCHEDULE D
(Form 990)

Department of the Treasury
Internal Revenue Service

Supplemental Financial Statements

▶ **Complete if the organization answered "Yes" on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.**
▶ **Attach to Form 990.**

▶ **Go to www.irs.gov/Form990 for instructions and the latest information.**

OMB No. 1545-0047

2018

Open to Public Inspection

Name of the organization ASSOCIATED STUDENTS, INC. OF CALIFORNIA STATE UNIVERSITY SAN MARCOS
Employer identification number 33-0556915

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts. Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate value of contributions to (during year)		
3 Aggregate value of grants from (during year)		
4 Aggregate value at end of year		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control?	Yes	No
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit?	Yes	No

Part II Conservation Easements. Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).

Preservation of land for public use (e.g., recreation or education)	Preservation of a historically important land area
Protection of natural habitat	Preservation of a certified historic structure
Preservation of open space	

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements	2a
b Total acreage restricted by conservation easements	2b
c Number of conservation easements on a certified historic structure included in (a)	2c
d Number of conservation easements included in (c) acquired after 7/25/06, and not on a historic structure listed in the National Register	2d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year ▶ _____

4 Number of states where property subject to conservation easement is located ▶ _____

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds?

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶ _____

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶ \$ _____

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)?

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement, and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets. Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

1a If the organization elected, as permitted under SFAS 116 (ASC 958), not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide, in Part XIII, the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under SFAS 116 (ASC 958), to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:

(i) Revenue included on Form 990, Part VIII, line 1

(ii) Assets included in Form 990, Part X

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under SFAS 116 (ASC 958) relating to these items:

a Revenue included on Form 990, Part VIII, line 1

b Assets included in Form 990, Part X

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990. Schedule D (Form 990) 2018

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets *(continued)*

3 Using the organization's acquisition, accession, and other records, check any of the following that are a significant use of its collection items (check all that apply):

- | | |
|--|------------------------------------|
| a Public exhibition | d Loan or exchange programs |
| b Scholarly research | e Other _____ |
| c Preservation for future generations | |

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.

5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? Yes No

Part IV Escrow and Custodial Arrangements. Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? Yes No

b If "Yes," explain the arrangement in Part XIII and complete the following table:

	Amount
c Beginning balance	1c
d Additions during the year	1d
e Distributions during the year	1e
f Ending balance	1f

2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? Yes No

b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII

Part V Endowment Funds. Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

- a** Board designated or quasi-endowment _____ %
- b** Permanent endowment _____ %
- c** Temporarily restricted endowment _____ %

The percentages on lines 2a, 2b, and 2c should equal 100%.

3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

	Yes	No
(i) unrelated organizations	3a(i)	
(ii) related organizations	3a(ii)	
b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R?	3b	

4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land				
b Buildings				
c Leasehold improvements				
d Equipment		47,779.	37,224.	10,555.
e Other				
Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.)				10,555.

Part VII Investments - Other Securities.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely-held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
Total. (Col. (b) must equal Form 990, Part X, col. (B) line 12.) ▶		

Part VIII Investments - Program Related.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
Total. (Col. (b) must equal Form 990, Part X, col. (B) line 13.) ▶		

Part IX Other Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. (Column (b) must equal Form 990, Part X, col. (B) line 15.) ▶	

Part X Other Liabilities.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2) CAPITAL LEASE OBLIGATION	9,417.
(3) DUE TO RELATED PARTIES	370,180.
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. (Column (b) must equal Form 990, Part X, col. (B) line 25.) ▶	379,597.

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FIN 48 (ASC 740). Check here if the text of the footnote has been provided in Part XIII

Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return.

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements		1	2,388,308.
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:			
a	Net unrealized gains (losses) on investments	2a		
b	Donated services and use of facilities	2b	87,805.	
c	Recoveries of prior year grants	2c		
d	Other (Describe in Part XIII.)	2d		
e	Add lines 2a through 2d		2e	87,805.
3	Subtract line 2e from line 1		3	2,300,503.
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:			
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a		
b	Other (Describe in Part XIII.)	4b		
c	Add lines 4a and 4b		4c	0.
5	Total revenue. Add lines 3 and 4c . (This must equal Form 990, Part I, line 12.)		5	2,300,503.

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return.

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total expenses and losses per audited financial statements		1	2,081,321.
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:			
a	Donated services and use of facilities	2a	87,805.	
b	Prior year adjustments	2b		
c	Other losses	2c		
d	Other (Describe in Part XIII.)	2d		
e	Add lines 2a through 2d		2e	87,805.
3	Subtract line 2e from line 1		3	1,993,516.
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:			
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a		
b	Other (Describe in Part XIII.)	4b		
c	Add lines 4a and 4b		4c	0.
5	Total expenses. Add lines 3 and 4c . (This must equal Form 990, Part I, line 18.)		5	1,993,516.

Part XIII Supplemental Information.

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

PART X, LINE 2:

THE ORGANIZATION FOLLOWS ACCOUNTING STANDARDS GENERALLY ACCEPTED IN THE UNITED STATES OF AMERICA RELATED TO THE RECOGNITION OF UNCERTAIN TAX POSITIONS. THE ORGANIZATION RECOGNIZES ACCRUED INTEREST AND PENALTIES ASSOCIATED WITH UNCERTAIN TAX POSITIONS AS PART OF THE STATEMENT OF ACTIVITIES, WHEN APPLICABLE. MANAGEMENT HAS DETERMINED THAT THE ORGANIZATION HAS NO UNCERTAIN TAX POSITIONS AT JUNE 30, 2019 AND 2018 AND THEREFORE NO AMOUNTS HAVE BEEN ACCRUED.

**SCHEDULE J
(Form 990)**

Compensation Information

OMB No. 1545-0047

2018

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

For certain Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees
 ▶ Complete if the organization answered "Yes" on Form 990, Part IV, line 23.
 ▶ Attach to Form 990.
 ▶ Go to www.irs.gov/Form990 for instructions and the latest information.

Name of the organization **ASSOCIATED STUDENTS, INC. OF CALIFORNIA
STATE UNIVERSITY SAN MARCOS** Employer identification number **33-0556915**

Part I Questions Regarding Compensation

- 1a** Check the appropriate box(es) if the organization provided any of the following to or for a person listed on Form 990, Part VII, Section A, line 1a. Complete Part III to provide any relevant information regarding these items.
- | | |
|---|---|
| First-class or charter travel | Housing allowance or residence for personal use |
| Travel for companions | Payments for business use of personal residence |
| Tax indemnification and gross-up payments | Health or social club dues or initiation fees |
| Discretionary spending account | Personal services (such as maid, chauffeur, chef) |
- b** If any of the boxes on line 1a are checked, did the organization follow a written policy regarding payment or reimbursement or provision of all of the expenses described above? If "No," complete Part III to explain
- 2** Did the organization require substantiation prior to reimbursing or allowing expenses incurred by all directors, trustees, and officers, including the CEO/Executive Director, regarding the items checked on line 1a?
- 3** Indicate which, if any, of the following the filing organization used to establish the compensation of the organization's CEO/Executive Director. Check all that apply. Do not check any boxes for methods used by a related organization to establish compensation of the CEO/Executive Director, but explain in Part III.
- | | |
|-------------------------------------|---|
| Compensation committee | Written employment contract |
| Independent compensation consultant | Compensation survey or study |
| Form 990 of other organizations | Approval by the board or compensation committee |
- 4** During the year, did any person listed on Form 990, Part VII, Section A, line 1a, with respect to the filing organization or a related organization:
- a** Receive a severance payment or change-of-control payment?
- b** Participate in, or receive payment from, a supplemental nonqualified retirement plan?
- c** Participate in, or receive payment from, an equity-based compensation arrangement?
- If "Yes" to any of lines 4a-c, list the persons and provide the applicable amounts for each item in Part III.
- Only section 501(c)(3), 501(c)(4), and 501(c)(29) organizations must complete lines 5-9.**
- 5** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the revenues of:
- a** The organization?
- b** Any related organization?
- If "Yes" on line 5a or 5b, describe in Part III.
- 6** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the net earnings of:
- a** The organization?
- b** Any related organization?
- If "Yes" on line 6a or 6b, describe in Part III.
- 7** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization provide any nonfixed payments not described on lines 5 and 6? If "Yes," describe in Part III
- 8** Were any amounts reported on Form 990, Part VII, paid or accrued pursuant to a contract that was subject to the initial contract exception described in Regulations section 53.4958-4(a)(3)? If "Yes," describe in Part III
- 9** If "Yes" on line 8, did the organization also follow the rebuttable presumption procedure described in Regulations section 53.4958-6(c)?

	Yes	No
1b		
2		
4a		X
4b		X
4c		X
5a		X
5b		X
6a		X
6b		X
7		X
8		X
9		

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule J (Form 990) 2018

Part III Supplemental Information

Provide the information, explanation, or descriptions required for Part I, lines 1a, 1b, 3, 4a, 4b, 4c, 5a, 5b, 6a, 6b, 7, and 8, and for Part II. Also complete this part for any additional information.

PART I, LINE 3:

ALL PERSONNEL OF THE ORGANIZATION ARE EMPLOYEES OF AND ARE PAID BY CSUSM CORPORATION. THE ORGANIZATION REIMBURSES CSUSM CORPORATION. ALL COMPENSATION IS DETERMINED FOLLOWING THE GUIDELINES SET FORWARD BY CSUSM CORPORATION AND/OR THE UNIVERSITY. DEPENDING ON THE BASIS FOR THE COMPENSATION ADJUSTMENT, DATA IS COLLECTED FROM VARIOUS SOURCES, INCLUDING COMPARABILITY OF SIMILAR MANAGEMENT POSITIONS WITHIN THE CSU CAMPUS AND SIMILAR POSITIONS WITHIN THE AUXILIARIES OF THE CSU THROUGH THE AUXILIARY ORGANIZATIONS ASSOCIATION (AOA) SALARY SURVEY WHICH IS COMPLETED BI-ANNUALLY, CHANGES IN THE MINIMUM WAGE LAW, RECOMMENDED COST OF LIVING PERCENTAGE RAISES, EQUITY ADJUSTMENT AND/OR A CHANGE IN JOB DUTIES. THE INFORMATION WITH RECOMMENDATIONS IS THEN PRESENTED TO THE ASI PERSONNEL COMMITTEE AS AN ACTION ITEM AND, THUS, RECORDED IN THE MINUTES; AND THE UNIVERSITY VICE PRESIDENT OF STUDENT AFFAIRS FOR REVIEW. ALL OFFICIAL CHANGES ARE SIGNED BY CSUSM CORPORATION OR THE UNIVERSITY, ACCORDINGLY.

SCHEDULE O
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.

▶ Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

2018

Open to Public
Inspection

Name of the organization	ASSOCIATED STUDENTS, INC. OF CALIFORNIA STATE UNIVERSITY SAN MARCOS	Employer identification number 33-0556915
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FORM 990, PART III, LINE 4A, PROGRAM SERVICE ACCOMPLISHMENTS:

THE CAMPUS ACTIVITIES BOARD (CAB) ORGANIZES A DIVERSE VARIETY OF
ACTIVITIES, EVENTS, AND PROGRAMS FOCUSED ON INCREASING THE QUALITY OF
STUDENT LIFE AT CSUSM. CAB IS COMPRISED OF STUDENT MEMBERS AND ASI
PROFESSIONAL STAFF WHO WORK COLLABORATIVELY TOWARD CREATING PROGRAMS
THAT ENGAGE ALL CSUSM STUDENTS, INCLUDING STUDENTS ENROLLED AT THE
TEMECULA SATELLITE CAMPUSES.

THE STUDENT EMERGENCY FUND PROVIDES ASSISTANCE TO STUDENTS WHO
ENCOUNTER UNFORESEEN FINANCIAL EMERGENCIES OR CATASTROPHIC EVENTS THAT
DISRUPT THEIR PROGRESS TOWARDS 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 REFERENDUM WAS PASSED TO INCREASE THE ASI STUDENT BODY
FEE FROM \$50 TO \$75 FOR SUPPORT OF THE FOLLOWING NEW INITIATIVES: 24/5
LIBRARY PROJECT, THE ASI COUGAR PANTRY, SUSTAINABILITY PROJECTS AND
ADDITIONAL FUNDING FOR MAJOR CAMPUS EVENTS. THE REFERENDUM AND STUDENT
FEE INCREASE WILL BE EFFECTIVE FALL 2018.

FORM 990, PART VI, SECTION B, LINE 11B:

AN ELECTRONIC FORM OF THE 990 IS EMAILED 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.

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule O (Form 990 or 990-EZ) (2018)

832211 10-10-18

Name of the organization ASSOCIATED STUDENTS, INC. OF CALIFORNIA STATE UNIVERSITY SAN MARCOS	Employer identification number 33-0556915
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FORM 990, PART VI, SECTION B, LINE 12C:

BOARD MEMBERS AND STAFF ARE REQUIRED TO ANNUALLY DISCLOSE AND SIGN A CONFLICT OF INTEREST POLICY AGREEMENTS. THE CONFLICT OF INTEREST POLICY IS DISCUSSED DURING THE FIRST MEETING OF THE FISCAL YEAR AT WHICH TIME BOARD MEMBERS AND STAFF SIGN CONFLICT OF INTEREST FORMS. ALL FORMS ARE REVIEWED AND SIGNED BY THE EXECUTIVE DIRECTOR. ALL RELATED CONFLICT OF INTEREST ISSUES GO THROUGH A THREE PERSON REVIEW WHERE QUESTIONS REGARDING A POSSIBLE BREAK OF POLICY ARE BROUGHT TO THE PROGRAM DIRECTOR OR THE EXECUTIVE DIRECTOR.

ALL DIRECTORS WHO HAVE CONTROL OVER A DEPARTMENT BUDGET AND MEMBERS OF THE BOARD OF DIRECTORS ARE REMINDED THROUGHOUT THE YEAR THAT THEY MUST BE DILIGENT IN THE APPLICATION OF THE CONFLICT OF INTEREST POLICY AND WITHDRAW THEMSELVES WHEN APPROPRIATE. THE APPLICATION OF THE CONFLICT OF INTEREST POLICY IS EVIDENCED BY THOSE OCCASIONAL TIMES WHEN VOTING MEMBERS OF THE INTERNAL OPERATIONS COMMITTEE OR THE BOARD OF DIRECTORS RECUSE THEMSELVES ON ISSUES IN WHICH THEY MAY BE PERSONALLY INVOLVED.

FORM 990, PART VI, SECTION B, LINE 15:

ALL PERSONNEL OF THE ORGANIZATION ARE EMPLOYEES OF AND ARE PAID BY CSUSM CORPORATION. THE ORGANIZATION THEN REIMBURSES CSUSM CORPORATION. ALL COMPENSATION IS DETERMINED FOLLOWING THE GUIDELINES SET FORWARD BY CSUSM CORPORATION. DEPENDING ON THE BASIS FOR THE COMPENSATION ADJUSTMENT, DATA IS COLLECTED FROM VARIOUS SOURCES, INCLUDING COMPARABILITY STUDIES OF SIMILAR DEPARTMENTS AND ORGANIZATIONS, CHANGES IN THE MINIMUM WAGE LAW, RECOMMENDED COST OF LIVING PERCENTAGE ADJUSTMENTS, EQUITY ADJUSTMENT AND/OR A CHANGE IN JOB DUTIES. THE INFORMATION WITH RECOMMENDATIONS IS THEN PRESENTED TO THE ASI PERSONNEL COMMITTEE AS AN ACTION ITEM AND, THUS,

Name of the organization ASSOCIATED STUDENTS, INC. OF CALIFORNIA STATE UNIVERSITY SAN MARCOS	Employer identification number 33-0556915
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RECORDED IN THE MINUTES; AND THE UNIVERSITY VICE PRESIDENT OF STUDENT AFFAIRS FOR REVIEW. ALL OFFICIAL CHANGES ARE SIGNED BY CSUSM CORPORATION ACCORDINGLY.

FORM 990, PART VI, SECTION C, LINE 18:

THE ORGANIZATION DOCUMENTS ARE AVAILABLE ON THE ORGANIZATION'S WEBSITE. WHEN RESPONDING TO A PUBLIC INSPECTION REQUEST FOR ANY ORGANIZATIONAL DOCUMENT OR FORM 990, THE ORGANIZATION WILL FULFILL SUCH REQUEST IN A TIMELY FASHION WITHOUT INQUIRING AS TO THE REASON FOR THE PUBLIC INSPECTION REQUEST.

FORM 990, PART VI, SECTION C, LINE 19:

THE DOCUMENTS ARE AVAILABLE (FOR INSPECTION OR COPYING) AT THE MAIN OFFICE DURING NORMAL BUSINESS HOURS. COPIES OF PRIOR YEARS' FORM 990 AND AUDITED FINANCIAL STATEMENTS ARE AVAILABLE (FOR INSPECTION OR COPYING) AT THE MAIN OFFICE DURING NORMAL BUSINESS HOURS AND POST IT TO THE WEBSITE . WHEN RESPONDING TO A PUBLIC INSPECTION REQUEST FOR ANY ORGANIZATIONAL DOCUMENT OR FORM 990 BY ANYONE, THE ORGANIZATION WILL FULFILL SUCH REQUEST IN A TIMELY FASHION WITHOUT INQUIRING AS TO THE REASON FOR THE PUBLIC INSPECTION REQUEST.

FROM 990, PART IX, LINE 5-10:

AMOUNTS REPORTED REPRESENT DISBURSEMENTS TO OTHER EXEMPT RELATED ORGANIZATIONS FOR SERVICES RENDERED TO THE FILING ORGANIZATION. THE FILING ORGANIZATION DOES NOT REPORT EMPLOYEES UNDER PART V, LINE 2A AS IT HAS ENTERED INTO CONTRACT AGREEMENTS WITH RELATED ORGANIZATIONS FOR FINANCIAL AND ADMINISTRATIVE SUPPORT SERVICES CONDUCTED UNDER THE DIRECTION OF THE FILING ORGANIZATION.

Name of the organization ASSOCIATED STUDENTS, INC. OF CALIFORNIA STATE UNIVERSITY SAN MARCOS	Employer identification number 33-0556915
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DRAFT

**SCHEDULE R
(Form 990)**

Department of the Treasury
Internal Revenue Service

Related Organizations and Unrelated Partnerships

▶ Complete if the organization answered "Yes" on Form 990, Part IV, line 33, 34, 35b, 36, or 37.
▶ Attach to Form 990.

▶ Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2018
Open to Public
Inspection

Name of the organization **ASSOCIATED STUDENTS, INC. OF CALIFORNIA
STATE UNIVERSITY SAN MARCOS** Employer identification number **33-0556915**

Part I Identification of Disregarded Entities. Complete if the organization answered "Yes" on Form 990, Part IV, line 33.

(a) Name, address, and EIN (if applicable) of disregarded entity	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Total income	(e) End-of-year assets	(f) Direct controlling entity

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

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Exempt Code section	(e) Public charity status (if section 501(c)(3))	(f) Direct controlling entity	(g) Section 512(b)(13) controlled entity?	
						Yes	No
CALIFORNIA STATE UNIVERSITY SAN MARCOS - 33-0535371, 333 S. TWIN OAKS VALLEY RD., SAN MARCOS, CA 92096	HIGHER EDUCATION	CALIFORNIA	115				X
CALIFORNIA STATE UNIVERSITY SAN MARCOS CORPORATION - 33-0397688, 435 E. CARMEL STREET, SAN MARCOS, CA 92078	ADMINISTRATION AND BUSINESS SERVICES	CALIFORNIA	501(C)(3)	LINE 5			X
CALIFORNIA STATE UNIVERSITY SAN MARCOS FOUNDATION - 80-0390564, 333 S. TWIN OAKS VALLEY RD., SAN MARCOS, CA 92096	FUNDRAISING & GRANTS ADMINISTRATION	CALIFORNIA	501(C)(3)	LINE 5			X

For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule R (Form 990) 2018

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

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Direct controlling entity	(e) Predominant income (related, unrelated, excluded from tax under sections 512-514)	(f) Share of total income	(g) Share of end-of-year assets	(h) Disproportionate allocations?		(i) Code V-UBI amount in box 20 of Schedule K-1 (Form 1065)	(j) General or managing partner?		(k) Percentage ownership
							Yes	No		Yes	No	

Part IV Identification of Related Organizations Taxable as a Corporation or Trust. Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related organizations treated as a corporation or trust during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Direct controlling entity	(e) Type of entity (C corp, S corp, or trust)	(f) Share of total income	(g) Share of end-of-year assets	(h) Percentage ownership	(i) Section 512(b)(13) controlled entity?	
								Yes	No

Part V Transactions With Related Organizations. Complete if the organization answered "Yes" on Form 990, Part IV, line 34, 35b, or 36.

Note: Complete line 1 if any entity is listed in Parts II, III, or IV of this schedule.

1 During the tax year, did the organization engage in any of the following transactions with one or more related organizations listed in Parts II-IV?

	Yes	No
a Receipt of (i) interest, (ii) annuities, (iii) royalties, or (iv) rent from a controlled entity		X
b Gift, grant, or capital contribution to related organization(s)		X
c Gift, grant, or capital contribution from related organization(s)		X
d Loans or loan guarantees to or for related organization(s)		X
e Loans or loan guarantees by related organization(s)		X
f Dividends from related organization(s)		X
g Sale of assets to related organization(s)		X
h Purchase of assets from related organization(s)		X
i Exchange of assets with related organization(s)		X
j Lease of facilities, equipment, or other assets to related organization(s)	X	
k Lease of facilities, equipment, or other assets from related organization(s)	X	
l Performance of services or membership or fundraising solicitations for related organization(s)		X
m Performance of services or membership or fundraising solicitations by related organization(s)	X	
n Sharing of facilities, equipment, mailing lists, or other assets with related organization(s)		X
o Sharing of paid employees with related organization(s)	X	
p Reimbursement paid to related organization(s) for expenses	X	
q Reimbursement paid by related organization(s) for expenses	X	
r Other transfer of cash or property to related organization(s)		X
s Other transfer of cash or property from related organization(s)	X	

2 If the answer to any of the above is "Yes," see the instructions for information on who must complete this line, including covered relationships and transaction thresholds.

(a) Name of related organization	(b) Transaction type (a-s)	(c) Amount involved	(d) Method of determining amount involved
(1) CALIFORNIA STATE UNIVERSITY SAN MARCOS	P	496,462.	COST OF SERVICES
(2) CALIFORNIA STATE UNIVERSITY SAN MARCOS	Q	47,296.	COST OF SERVICES
(3) CALIFORNIA STATE UNIVERSITY SAN MARCOS	S	17,797.	SHARE OF INVESTMENT RETURN
(4)			
(5)			
(6)			

Part VII Supplemental Information.

Provide additional information for responses to questions on Schedule R. See instructions.

DRAFT

Application for Automatic Extension of Time To File an Exempt Organization Return

Department of the Treasury
Internal Revenue Service

▶ **File a separate application for each return.**
▶ **Go to www.irs.gov/Form8868 for the latest information.**

Electronic filing (e-file). You can electronically file Form 8868 to request a 6-month automatic extension of time to file any of the forms listed below with the exception of Form 8870, Information Return for Transfers Associated With Certain Personal Benefit Contracts, for which an extension request must be sent to the IRS in paper format (see instructions). For more details on the electronic filing of this form, visit www.irs.gov/e-file-providers/e-file-for-charities-and-non-profits.

Automatic 6-Month Extension of Time. Only submit original (no copies needed).

All corporations required to file an income tax return other than Form 990-T (including 1120-C filers), partnerships, REMICs, and trusts must use Form 7004 to request an extension of time to file income tax returns.

	Enter filer's identifying number	
Type or print	Name of exempt organization or other filer, see instructions. ASSOCIATED STUDENTS, INC. OF CALIFORNIA STATE UNIVERSITY SAN MARCOS	Employer identification number (EIN) or 33-0556915
File by the due date for filing your return. See instructions.	Number, street, and room or suite no. If a P.O. box, see instructions. 333 S. TWIN OAKS VALLEY RD USU3700	Social security number (SSN)
	City, town or post office, state, and ZIP code. For a foreign address, see instructions. SAN MARCOS, CA 92096-0001	

Enter the Return Code for the return that this application is for (file a separate application for each return) 0 | 1

Application Is For	Return Code	Application Is For	Return Code
Form 990 or Form 990-EZ	01	Form 990-T (corporation)	07
Form 990-BL	02	Form 1041-A	08
Form 4720 (individual)	03	Form 4720 (other than individual)	09
Form 990-PF	04	Form 5227	10
Form 990-T (sec. 401(a) or 408(a) trust)	05	Form 6069	11
Form 990-T (trust other than above)	06	Form 8870	12

DIANA CUMMING

- The books are in the care of ▶ **333 S. TWIN OAKS VALLEY ROAD - SAN MARCOS, CA 92096-0001**
Telephone No. ▶ **760-750-4470** Fax No. ▶ _____
- If the organization does not have an office or place of business in the United States, check this box
- If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN) _____. If this is for the whole group, check this box . If it is for part of the group, check this box and attach a list with the names and EINs of all members the extension is for.

1 I request an automatic 6-month extension of time until MAY 15, 2020, to file the exempt organization return for the organization named above. The extension is for the organization's return for:

▶ calendar year _____ or

▶ **X** tax year beginning JUL 1, 2018, and ending JUN 30, 2019.

2 If the tax year entered in line 1 is for less than 12 months, check reason: Initial return Final return
Change in accounting period

3a If this application is for Forms 990-BL, 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions.	3a	\$	0.
b If this application is for Forms 990-PF, 990-T, 4720, or 6069, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit.	3b	\$	0.
c Balance due. Subtract line 3b from line 3a. Include your payment with this form, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions.	3c	\$	0.

Caution: If you are going to make an electronic funds withdrawal (direct debit) with this Form 8868, see Form 8453-EO and Form 8879-EO for payment instructions.

California Exempt Organization Annual Information Return

Calendar Year 2018 or fiscal year beginning (mm/dd/yyyy) 07/01/2018, and ending (mm/dd/yyyy) 06/30/2019

Corporation/Organization name ASSOCIATED STUDENTS, INC. OF CALIFORNIA STATE UNIVERSITY SAN MARCOS California corporation number 1893108

Additional information. See instructions. FEIN 33-0556915

Street address (suite or room) 333 S. TWIN OAKS VALLEY RD USU3700 PMB no.

City SAN MARCOS State CA ZIP code 92096-0001

Foreign country name Foreign province/state/country Foreign postal code

Form sections A through P with checkboxes for filing status, accounting method, and other organizational details.

Part I Complete Part I unless not required to file this form. See General Information B and C.

Table with 17 rows detailing Receipts and Revenues, Expenses, and Filing Fee. Includes columns for line number, description, and amount.

Sign Here and Paid Preparer's Use Only sections containing signatures, titles, dates, and firm information for ALDRICH CPAS AND ADVISORS, LLP.

May the FTB discuss this return with the preparer shown above? See instructions [X] Yes No

Part II Organizations with gross receipts of more than \$50,000 and private foundations regardless of amount of gross receipts - complete Part II or furnish substitute information.

Receipts from Other Sources	1	Gross sales or receipts from all business activities. See instructions	•	1		00
	2	Interest	•	2	17,804	00
	3	Dividends	•	3		00
	4	Gross rents	•	4		00
	5	Gross royalties	•	5		00
	6	Gross amount received from sale of assets (See Instructions)	•	6		00
	7	Other income	•	7	2,282,699	00
	8	Total gross sales or receipts from other sources. Add line 1 through line 7. Enter here and on Side 1, Part I, line 1	•	8	2,300,503	00
	9	Contributions, gifts, grants, and similar amounts paid	•	9		00
	10	Disbursements to or for members	•	10		00
	11	Compensation of officers, directors, and trustees	•	11	11,769	00
	12	Other salaries and wages	•	12	949,251	00
	13	Interest	•	13	1,159	00
	14	Taxes	•	14	63,521	00
	15	Rents	•	15		00
	16	Depreciation and depletion (See instructions)	•	16	6,450	00
	17	Other Expenses and Disbursements	•	17	961,366	00
	18	Total expenses and disbursements. Add line 9 through line 17. Enter here and on Side 1, Part I, line 9	•	18	1,993,516	00

Schedule L Balance Sheet		Beginning of taxable year		End of taxable year	
		(a)	(b)	(c)	(d)
Assets					
1	Cash		256,620	•	485,768
2	Net accounts receivable		703,450	•	722,088
3	Net notes receivable			•	
4	Inventories			•	
5	Federal and state government obligations			•	
6	Investments in other bonds			•	
7	Investments in stock			•	
8	Mortgage loans			•	
9	Other investments			•	
10	a Depreciable assets	47,779		47,779	
	b Less accumulated depreciation	(30,774)	17,005	(37,224)	10,555
11	Land			•	
12	Other assets STMT 4		3,000	•	3,000
13	Total assets		980,075		1,221,411
Liabilities and net worth					
14	Accounts payable		24,237	•	8,222
15	Contributions, gifts, or grants payable			•	
16	Bonds and notes payable			•	
17	Mortgages payable			•	
18	Other liabilities STMT 5		487,250		437,614
19	Capital stock or principal fund			•	
20	Paid-in or capital surplus. Attach reconciliation			•	
21	Retained earnings or income fund		468,588	•	775,575
22	Total liabilities and net worth		980,075		1,221,411

Schedule M-1 Reconciliation of income per books with income per return			
Do not complete this schedule if the amount on Schedule L, line 13, column (d), is less than \$50,000.			
1	Net income per books	•	306,987
2	Federal income tax	•	
3	Excess of capital losses over capital gains	•	
4	Income not recorded on books this year	•	
5	Expenses recorded on books this year not deducted in this return	•	
6	Total. Add line 1 through line 5		306,987
7	Income recorded on books this year not included in this return	•	
8	Deductions in this return not charged against book income this year	•	
9	Total. Add line 7 and line 8		
10	Net income per return. Subtract line 9 from line 6		306,987

CA 199	OTHER INCOME	STATEMENT	1
DESCRIPTION		AMOUNT	
STUDENT FEES		2,200,972.	
STUDENT ACTIVITIES		81,727.	
TOTAL TO FORM 199, PART II, LINE 7		2,282,699.	

CA 199	COMPENSATION OF OFFICERS, DIRECTORS AND TRUSTEES	STATEMENT	2
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NAME AND ADDRESS	TITLE AND AVERAGE HRS WORKED/WK	COMPENSATION
SAVANA DOUDAR 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	FORMER PRESIDENT 20.00	856.
KENNETH TRAN 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	PRESIDENT 20.00	518.
MARIANA ROSALES 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	EXECUTIVE VICE PRESIDENT 20.00	0.
MICHELLE TRAN 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	VP OF STUDENT & UNIVERSITY 20.00	856.
LUCAS DIAS 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	FORMER CHAIR AND CHIEF OF 20.00	518.
JAE FREEMAN 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	CHAIR AND CHIEF OF STAFF 20.00	0.
NICHOLAS BROWN 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	STUDENT REPRESENTATIVE 5.00	338.
NASELI FOTOOHI 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	STUDENT REPRESENTATIVE 5.00	338.

MANE TELPIAN 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	STUDENT REPRESENTATIVE 5.00	338.
JUAN ACEVES 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	STUDENT REPRESENTATIVE 5.00	676.
PAULETTE CRUZ 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	STUDENT REPRESENTATIVE 5.00	338.
AILED TORRES 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	STUDENT REPRESENTATIVE 5.00	338.
FAITH MARIE GARCIA 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	STUDENT REPRESENTATIVE 5.00	338.
MUTULA OLIVIER KWANGABA 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	STUDENT REPRESENTATIVE 5.00	338.
HANNAH SHOHARA 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	STUDENT REPRESENTATIVE 5.00	338.
CELESTE ESPINDOLA 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	STUDENT REPRESENTATIVE 5.00	338.
ALEXA DIAZ 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	STUDENT REPRESENTATIVE 5.00	233.
ESTEFANIA FRATICELLI 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	STUDENT REPRESENTATIVE 5.00	338.
EMILY BORGESON 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	STUDENT REPRESENTATIVE 5.00	0.
TIM PELAYO 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	STUDENT REPRESENTATIVE 5.00	0.
ARI CAMINO 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	STUDENT REPRESENTATIVE 5.00	0.

NICK LAVELY 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	STUDENT REPRESENTATIVE 5.00	0.
KEITH LIN 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	STUDENT REPRESENTATIVE 5.00	0.
GENESSIS QUEZADA 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	STUDENT REPRESENTATIVE 5.00	0.
DEVON KIMBROUGH 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	STUDENT REPRESENTATIVE 5.00	0.
SHOVAN VATANDOUST 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	STUDENT REPRESENTATIVE 5.00	0.
INIQUE WILSON 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	STUDENT REPRESENTATIVE 5.00	0.
RYLEE SPENCER 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	STUDENT REPRESENTATIVE 5.00	0.
GABBY GARCIA 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	STUDENT REPRESENTATIVE 5.00	0.
SHAHD SHKOKANI 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	STUDENT REPRESENTATIVE 5.00	0.
ELIESE HOLT 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	STUDENT REPRESENTATIVE 5.00	0.
MICHAEL JONES 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	FORMER VETERANS REP 5.00	338.
RICHARD BAGU 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	VETERANS REP 5.00	0.
LOUIS ADAMSEL 333 S. TWIN OAKS VALLEY RD USU3700 SAN MARCOS, CA 92096-0001	ASI PRESIDENT 20.00	338.

REX ANDRADE 333 S. TWIN OAKS VALLEY RD SAN MARCOS, CA 92096-0001	USU3700 EXECUTIVE VICE PRESIDENT 20.00	338.
YOMIRA ZAMORA 333 S. TWIN OAKS VALLEY RD SAN MARCOS, CA 92096-0001	USU3700 VP OF STUDENT & UNIVERSITY 20.00	338.
ANNA RAPADA 333 S. TWIN OAKS VALLEY RD SAN MARCOS, CA 92096-0001	USU3700 CHAIR AND CHIEF OF STAFF 20.00	338.
MATHEW RICHARD 333 S. TWIN OAKS VALLEY RD SAN MARCOS, CA 92096-0001	USU3700 COBA REPRESENTATIVE 5.00	338.
AJ VEGA 333 S. TWIN OAKS VALLEY RD SAN MARCOS, CA 92096-0001	USU3700 CHABSS REPRESENTATIVE 5.00	338.
KEVIN PALOMINO 333 S. TWIN OAKS VALLEY RD SAN MARCOS, CA 92096-0001	USU3700 CHABSS REPRESENTATIVE 5.00	338.
MEGHAN APARI 333 S. TWIN OAKS VALLEY RD SAN MARCOS, CA 92096-0001	USU3700 CEHHS REPRESENTATIVE 5.00	338.
JENNA HERNANDEZ 333 S. TWIN OAKS VALLEY RD SAN MARCOS, CA 92096-0001	USU3700 CEHHS REPRESENTATIVE 5.00	338.
GAMALIEL LOPEZ-CERVERA 333 S. TWIN OAKS VALLEY RD SAN MARCOS, CA 92096-0001	USU3700 CSM REPRESENTATIVE 5.00	338.
JOSHUA FORONDA 333 S. TWIN OAKS VALLEY RD SAN MARCOS, CA 92096-0001	USU3700 STUDENT AT LARGE REPRESENT 5.00	338.
KIMBERLY ANDERSON 333 S. TWIN OAKS VALLEY RD SAN MARCOS, CA 92096-0001	USU3700 STUDENT AT LARGE FOR SUSTA 5.00	338.
CASSIE WOLF 333 S. TWIN OAKS VALLEY RD SAN MARCOS, CA 92096-0001	USU3700 VETERANS REP 5.00	338.
ANNIE MACIAS 333 S. TWIN OAKS VALLEY RD SAN MARCOS, CA 92096-0001	USU3700 EXECUTIVE DIRECTOR/ADVISOR 40.00	0.

TOTAL TO FORM 199, PART II, LINE 11

11,769.

CA 199	OTHER EXPENSES	STATEMENT	3
DESCRIPTION		AMOUNT	
STUDENT ACTIVITIES		532,645.	
OTHER EXPENSES		79,944.	
OTHER RENTAL AND LEASE		30,992.	
PROFESSIONAL DEVELOPMEN		7,521.	
LEGAL FEES		3,190.	
ACCOUNTING FEES		180,250.	
OTHER PROFESSIONAL FEES		77,615.	
OFFICE EXPENSES		12,442.	
TRAVEL		30,508.	
INSURANCE		6,259.	
TOTAL TO FORM 199, PART II, LINE 17		961,366.	

CA 199	OTHER ASSETS	STATEMENT	4
DESCRIPTION	BEG. OF YEAR	END OF YEAR	
DEPOSITS	3,000.	3,000.	
TOTAL TO FORM 199, SCHEDULE L, LINE 12	3,000.	3,000.	

CA 199	OTHER LIABILITIES	STATEMENT	5
DESCRIPTION	BEG. OF YEAR	END OF YEAR	
CAPITAL LEASE OBLIGATION	14,432.	9,417.	
DUE TO RELATED PARTIES	383,631.	370,180.	
DEFERRED REVENUE	89,187.	58,017.	
TOTAL TO FORM 199, SCHEDULE L, LINE 18	487,250.	437,614.	

**ANNUAL REGISTRATION RENEWAL FEE REPORT
 TO ATTORNEY GENERAL OF CALIFORNIA**
 Section 12586 and 12587, California Government Code
 11 Cal. Code Regs. section 301-307, 311 and 312

(For Registry Use Only)

Failure to submit this report annually no later than four months and fifteen days after the end of the organization's accounting period may result in the loss of tax exemption and the assessment of a minimum tax of \$800, plus interest, and/or fines or filing penalties. Revenue & Taxation Code section 23703; Government Code section 12586.1. IRS extensions will be honored.

<p><u>ASSOCIATED STUDENTS, INC. OF CALIFORNIA</u> <u>STATE UNIVERSITY SAN MARCOS</u> <small>Name of Organization</small></p> <hr/> <p>List all DBAs and names the organization uses or has used</p> <p><u>333 S. TWIN OAKS VALLEY RD USU3700</u> <small>Address (Number and Street)</small></p> <p><u>SAN MARCOS, CA 92096-0001</u> <small>City or Town, State, and ZIP Code</small></p> <p><u>760-750-4994</u> <u>AMACIAS@CSUSM.EDU</u> <small>Telephone Number</small> <small>E-mail Address</small></p>	<p>Check if: <input type="checkbox"/> Change of address <input type="checkbox"/> Amended report</p> <hr/> <p>State Charity Registration Number <u>CT94999</u></p> <p>Corporation or Organization No. <u>1893108</u></p> <p>Federal Employer ID No. <u>33-0556915</u></p>
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ANNUAL REGISTRATION RENEWAL FEE SCHEDULE (11 Cal. Code Regs. sections 301-307, 311, and 312)
 Make Check Payable to Department of Justice

Gross Annual Revenue	Fee	Gross Annual Revenue	Fee	Gross Annual Revenue	Fee
Less than \$25,000	0	Between \$100,001 and \$250,000	\$50	Between \$1,000,001 and \$10 million	\$150
Between \$25,000 and \$100,000	\$25	Between \$250,001 and \$1 million	\$75	Between \$10,000,001 and \$50 million	\$225
				Greater than \$50 million	\$300

PART A - ACTIVITIES

For your most recent full accounting period (beginning 07/01/2018 ending 06/30/2019) list:

Gross Annual Revenue \$ <u>2,300,503</u>	Noncash Contributions \$ <u>0</u>	Total Assets \$ <u>1,221,411</u>
Program Expenses \$ <u>1,475,111</u>	Total Expenses \$ <u>1,993,516</u>	

PART B - STATEMENTS REGARDING ORGANIZATION DURING THE PERIOD OF THIS REPORT

Note: All questions must be answered. If you answer "yes" to any of the questions below, you must attach a separate page providing an explanation and details for each "yes" response. Please review RRF-1 instructions for information required.

	Yes	No
1. During this reporting period, were there any contracts, loans, leases or other financial transactions between the organization and any officer, director or trustee thereof, either directly or with an entity in which any such officer, director or trustee had any financial interest?		X
2. During this reporting period, was there any theft, embezzlement, diversion or misuse of the organization's charitable property or funds? SEE STATEMENT 6	X	
3. During this reporting period, were any organization funds used to pay any penalty, fine or judgment?		X
4. During this reporting period, were the services of a commercial fundraiser, fundraising counsel for charitable purposes, or commercial coventurer used?		X
5. During this reporting period, did the organization receive any governmental funding?		X
6. During this reporting period, did the organization hold a raffle for charitable purposes?		X
7. Does the organization conduct a vehicle donation program?		X
8. Did the organization conduct an independent audit and prepare audited financial statements in accordance with generally accepted accounting principles for this reporting period?	X	
9. At the end of this reporting period, did the organization hold restricted net assets, while reporting negative unrestricted net assets?		X

I declare under penalty of perjury that I have examined this report, including accompanying documents, and to the best of my knowledge and belief, the content is true, correct and complete, and I am authorized to sign.

<u>ANNIE MACIAS, PH.D</u>	<u>EXECUTIVE DIRECTOR</u>
<small>Signature of Authorized Agent</small>	<small>Printed Name</small>
	<small>Title</small>
	<small>Date</small>

4. THE ORGANIZATION'S BANK ACCOUNT WAS CLOSED, AND A NEW BANK ACCOUNT WAS OPEN WITH A DIFFERENT BANKING INSTITUTION. THE NEW BANKING INSTITUTION PROVIDES ADDITIONAL RESOURCES TO ACCOUNTING AND MANAGEMENT FOR MONITORING TRANSACTIONS, MONTHLY RECONCILIATIONS AND TRACKING OF PAYMENTS AND CHECKS (COMPLETED JUNE 2019).

5. IMPLEMENTED A BUSINESS CREDIT CARD PROGRAM WITH A NEW BANKING INSTITUTION AND ESTABLISHED INTERNAL CONTROLS PROCEDURES FOR THE SET-UP, MONITORING, AND RECONCILIATION OF CREDIT CARD ACCOUNTS. THE NEW INSTITUTION PROVIDES IMPROVED MONITORING TOOLS AND ADDITIONAL RESOURCES FOR THE CREDIT CARD PROGRAM ADMINISTRATOR. IN ADDITION, THE PROGRAM ADMINISTRATOR DOES NOT HOLD A BUSINESS CREDIT CARD OR HAS THE ACCESS TO PROCESS ANY ELECTRONIC PAYMENTS WITH THE BUSINESS BANK ACCOUNT (COMPLETED JUNE 2019).

6. ESTABLISHED EDUCATION AND TRAINING PROCEDURES TO BUSINESS CREDIT CARD HOLDERS ON THE CORPORATE CREDIT POLICY, CONFLICT OF INTEREST POLICY, HOSPITALITY AND RECONCILIATION PROCESSES ONCE PER ACADEMIC YEAR TYPICALLY DURING THE SUMMER MONTHS (COMPLETED JUNE 2019).

7. IMPLEMENTED ADDITIONAL PROCEDURES TO STRENGTHEN INTERNAL CONTROLS OVER CREDIT CARD ACCOUNTS, WHICH INCLUDE THE FOLLOWING PROCESSES;

A. EACH CREDIT CARD HOLDER IS REQUIRED TO COMPLETE A MONTHLY RECONCILIATION.

B. REVIEW AND SIGN OFF OF THE MONTHLY RECONCILIATION BY THE SUPERVISOR OF THE CREDIT CARD HOLDER. (COMPLETED JANUARY 2019)

C. THE PROGRAM ADMINISTRATOR PERFORMS A MONTHLY INTERNAL AUDIT OF ALL CREDIT CARD ACCOUNT RECONCILIATIONS, TO DETERMINE THAT PROCEDURES ARE FOLLOWED ACCORDING TO POLICY. (COMPLETED DECEMBER 2019).



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

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FOREWORD

The primary governing documents for the Associated Students, Inc. (ASI) of California State University San Marcos shall be its Articles of Incorporation, Bylaws, Policies and Procedures, and applicable provisions of the California Education Code and the California Corporations Code pertaining to a nonprofit public benefit corporation. The intention of these Bylaws is to set forth the governing documents for the operation of the Associated Student, Inc. and implement the Articles of Incorporation. The ASI's Policies and Procedures shall be consistent with the Bylaws.

DEFINITIONS

The following statements clarify the expression of terms utilized throughout these Bylaws.

University: Wherever “University” is referenced, it shall mean California State University San Marcos unless otherwise indicated.

Associated Students, Inc. (ASI): The Associated Students, Inc. of California State University San Marcos shall be referred throughout as “ASI” unless otherwise indicated.

Board of Directors (BOD): The ASI Board of Directors shall be referred throughout as “BOD” unless otherwise indicated.

Fiscal Year: Wherever “fiscal year” is referenced, it shall mean the first day of July and shall terminate on the last day of June of the following year.

Viewpoint Neutrality: A process in which all funding or allocation decisions governing the allocation of mandatory student association fees are made pursuant to narrow, objective, and definite standards, and which does not involve the exercise of judgment or formation of an opinion concerning the content of the event, or is otherwise affected in any way by the viewpoint of a student organization or the proposed event.

Memorandum of Understanding (MOU):

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 this name or "ASI" on the cover in a readable size.

SECTION 2: COLORS

The official colors of ASI shall be Blue, Black, 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 final 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 501(c) (3) and 509(a)(3) 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 intervene 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
333 South Twin Oaks Valley Road
San Marcos, California, 92096-0001

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

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, maintains 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 currently 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 standing with the University shall be members of the ASI.
- 3.2 Membership in ASI shall not be restricted on the basis of race, religious 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-government pursuant to the California Education Code sections 89300, 89301, and 89302, 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 & Chief of Staff.

ARTICLE 8: EXECUTIVE OFFICERS AND BOARD OF DIRECTORS

ELIGIBILITY

SECTION 1: ELIGIBILITY REQUIREMENTS

- 1.1 Students must meet the following requirements in order to be eligible for elected or appointed officers of the ASI Board of Directors:
 - 1.1.1 Shall be a member of ASI.
 - 1.1.2 Student representatives, candidates, and incumbents for office must be in good standing at CSUSM and shall not be on any academic, disciplinary, or administrative probation as may be determined by the University in accordance with University Rules and Regulations. This status must be maintained for the duration of any member's term in office.
 - 1.1.3 Maintain a minimum 2.0 CSUSM semester grade point average (GPA) in accordance with the California State University (CSU) Chancellor's Office requirements and a minimum 2.5 cumulative grade point average at CSUSM. This includes the semester prior to election or appointment to maintain the minimum CSUSM semester and cumulative CSUSM GPA requirement while in office.
 - 1.1.4 Shall be a currently enrolled student of California State University San Marcos.
 - 1.1.4.1 Undergraduate student candidates:
 - 1.1.4.1.1 Must maintain at least six (6) CSUSM units per semester while running for office and must earn at least six (6) CSUSM units per semester while holding office.
 - 1.1.4.1.2 Must have completed at least one semester prior to the election, earning a minimum of six (6) CSUSM units.
 - 1.1.4.1.3 Are allowed to earn a maximum of 150 semester units or 125 percent of the units required for their declared baccalaureate degree(s), whichever is greater. Students holding more than this number of units will no longer be eligible for office and shall be required to immediately resign from office.
 - 1.1.4.2 Graduate and Credential student candidates
 - 1.1.4.2.1 Must maintain three (3) CSUSM units per semester while running for office and must earn at least three (3) CSUSM units per semester while holding office.
 - 1.1.4.2.2 Must be currently enrolled in a minimum of three (3) CSUSM units to be eligible.
 - 1.1.4.2.3 Allowed to earn a maximum of 50 total semester units or 167 percent of the units required for their declared graduate degree(s) or credential, whichever is greater. Students holding more than this number of units will no longer be eligible for office.
 - 1.1.5 Coursework for which a grade of "Incomplete", "F", or "W" is recorded shall not count toward the minimum semester unit load.
 - 1.1.6 The eligibility requirements set forth herein must be maintained while in office. If at any time while in office, an officer and/or director becomes subject to probation by the University of any kind, the individual will be immediately disqualified from serving as an officer and/or director and shall be required to immediately resign from office. Shall not be a current student employee or professional employee in any ASI entity.

SECTION 2: VERIFICATION

- 2.1 Any student elected or appointed to office and/or the ASI Board of Directors shall have their eligibility requirements verified before officially taking office as set forth herein. Academic and disciplinary eligibility shall be verified each semester or when ASI is notified of any changes by the officer and/or director or by the University. If at any time while in office, an officer and/or director becomes subject to probation by the University of any kind, the individual will be immediately disqualified from serving as an officer and/or director and shall be required to immediately resign from office.
- 2.2 All GPA and units' requirements, including from other institutions, must be confirmed by CSUSM and finalized by ASI application deadline.

SECTION 3: TERMS OF OFFICE

- 3.1 ASI Executive Officers and Student Representatives: Elected or appointed ASI Executive Officers and Student Representatives may serve no more than two terms in the same position and shall officially be active after the Oath of Office as set forth in ARTICLE 19.
- 3.2

SECTION 4: CONFLICT OF INTEREST AND ANNUAL STATEMENTS

- 4.1 Any students elected or appointed to an office are required to sign and abide by the Expectations and Responsibilities Agreement, Conflict of Interest Agreement and other forms as deemed necessary and appropriate by the Executive Director, as ratified by the ASI Board of Directors.
- 4.2 The ASI Executive Director or designated ASI professional staff member shall have official responsibility for these documents and ASI shall maintain on file a current copy of each student's signed agreements.

SECTION 5: INELIGIBILITY TO SERVE (REMOVAL FROM OFFICE)

In the event that the Internal Operations Committee recommends the removal of a Board, and the ASI Board of Directors concurs that member is not in compliance with any of these Bylaws, this will result resulting in that member's removal from the ASI Board of Directors, and that member shall be ineligible for appointment or election to any other ASI office as set forth in ARTICLE 24, Section 8 herein.

SECTION 6: RESIGNING FROM OFFICE

If an ASI Board member is unable to continue their duties, the ASI Board member shall immediately submit their written resignation to the ASI President. The ASI President will follow ARTICLE 11, Section 5.3 to fill the vacancy.

ARTICLE 9: EXECUTIVE OFFICERS

SECTION 1: COMPOSITION

The ASI Executive Officers of ASI shall be the ASI President, ASI Executive Vice President, ASI Vice President of Student and University Affairs, and ASI Chair and Chief of Staff.

SECTION 2: AUTHORITY MANAGEMENT

The authority and duties of the ASI Executive Officers may be amended by the ASI Board of Directors, Consistent with Corporations Code Section 5213(a).

SECTION 3: RETREAT & TRAININGS

ASI Executive Officers shall attend an officially designated ASI Executive retreat(s) in addition to the ASI Board of Directors retreat(s), planned and directed by the ASI President. ASI Staff, Employee(s), and Special Officer(s) shall not be required to attend unless determined at the sole discretion of the ASI President. An ASI Executive Officers who fails to attend any retreat, without a prior approved absence by the ASI President, shall be subject to the procedures set forth in ARTICLE 23, Section 8 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

ASI Executive Officers shall attend meetings scheduled with University Vice Presidents and various campus partners as part of the on-boarding process.

- 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.
- 3.2 Executive Officer Mid-Year Development Retreat
At the ASI President, discretion, 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 maximum 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 up to fifteen (15) (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 authorization 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 ASI Executive Officer shall be responsible for developing and executing a successful transition plan for the officer's successor.

SECTION 6: STRATEGIC PARTNER

Each ASI student leader serves 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: 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

SECTION 3: EXECUTIVE COMMITTEE DUTIES AND RESPONSIBILITIES

- 3.1 Maintains 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 Makes 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 August/September; from the final Board meeting in December until the first Board meeting in January/February).
- 3.4 Serves as a screening committee on matters of ASI, for referral to the ASI Board of Directors as appropriate.
- 3.5 Makes fiscal decisions for ASI limited to no more than 5% 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
- 3.7 Recommends Policies and Procedures, including amendments thereto, to the ASI Board of Directors for their approval.
- 3.8 Reviews and makes 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.

SECTION 4: DUTIES OF ASI PRESIDENT

- 4.1 General: The ASI President shall:
 - 4.1.1 Serve as the Chief Executive Officer (CEO) for ASI.
 - 4.1.2 Provide direction to and supervision of the members of the ASI Board of Directors.
 - 4.1.3 Have the authority to call meetings, including special meetings, of the ASI Board of Directors and all internal ASI committees in conjunction of the Chair of that committee.
 - 4.1.4 Have the authority to appoint a President's designee for any committee assignment for which the President is designated but cannot attend.
 - 4.1.5 Appoint any Special Officer to the ASI Board of Directors, with ratification by the ASI Board of Directors.
 - 4.1.6 Serve as a delegate, and alternative voting member, to the California State Student Association (CSSA), including traveling to and actively participating in CSSA plenary meetings at various CSU campuses. Travel to CSSA is dependent on budget allocations each fiscal year.
 - 4.1.7 Serve as the official spokesperson and liaison of ASI to the University administration and campus community.
 - 4.1.8 Represent California State University San Marcos at the annual Education for Leadership in Public Service Seminar hosted by the Panetta Institute at CSU Monterey Bay each summer. If the President has already participated in this seminar or is unable to attend, the President shall recommend an alternate participant to the Office of the University President.
 - 4.1.9 Ensure that actions and decisions of the ASI Board of Directors are in accordance with the ASI's Articles of Incorporation, these Bylaws, and its Policies and Procedures, and Resolutions and in consultation with the ASI Executive Director and/or other designated ASI professional staff members.
 - 4.1.10 Plan and coordinate ASI retreats and leadership trainings, in collaboration with the

- designated ASI professional staff members and/or the ASI Executive Director.
- 4.1.11 Confirm the good standing and eligibility of all members of the ASI Board of Directors, in collaboration with the designated ASI professional staff member.
- 4.1.12 Initiate and oversee a process to fill vacancies on the ASI Board of Directors. Selected candidates shall be ratified by the ASI Board of Directors.
- 4.1.13 Bring college apportionment totals to the ASI Board of Directors prior to the commencement of ASI Elections process and after census is completed in order to review and approve number of positions on the ASI Board, per ARTICLE 12, SECTION 5.
- 4.1.13 Fulfill other duties as assigned in order to develop and implement ASI goals, actions, strategic priorities, and initiatives.

4.2 Meetings and Committees: The ASI President shall:

- 4.2.1 Chair the ASI Awards Committee.
- 4.2.2 Serve as a voting member and Vice Chair of the ASI Executive Committee.
- 4.2.3 Serve as a voting member and Vice Chair of the ASI Board of Directors
- 4.2.4 Serve as a voting member of the ASI Internal Operations Committee.
- 4.2.5 Serve as a voting member of the ASI Personnel Committee
- 4.2.6 Serve as a voting member on the following University committees as applicable, or appoint a designee if unavailable to serve:
 - 4.2.6.1 Academic Senate
 - 4.2.6.2 University Budget Committee
 - 4.2.6.3 Student Fee Advisory Committee
 - 4.2.6.4 CSUSM Corporation Board of Directors
- 4.2.7 Attend monthly plenary meetings of the California State Student Association.
- 4.2.8 Attend meetings with the following individuals as needed:
 - 4.2.8.1 CSUSM President
 - 4.2.8.2 CSUSM Vice President of Student Affairs
 - 4.2.8.3 CSUSM Provost and Vice President of Academic Affairs.
 - 4.2.8.4 Associate Vice President of Student Life
 - 4.2.8.45 ASI Executive Director
 - 4.2.8.6 Members of the ASI Executive Committee and ASI Board of Directors
 - 4.2.8.7 Others as deemed appropriate and necessary

SECTION 5: DUTIES OF ASI EXECUTIVE VICE PRESIDENT

- 5.1 General: The Executive Vice President shall:
 - 5.1.1 Assume the duties and responsibilities of the ASI President when absent.
 - 5.1.2 Serve as the Chief Financial Officer (CFO) for ASI.
 - 5.1.3 Review the ASI Corporate Reserves Policy and make recommendations for use of continuing appropriations to the ASI Executive Board and/or ASI Board of Directors, in consultation with the ASI Executive Director and/or designated ASI professional staff members.
 - 5.1.4 Collaborate with the ASI Executive Director and designated ASI professional staff to prepare materials for the annual ASI budget allocation process.
 - 5.1.5 Make budget and fiscal recommendations to the appropriate ASI committees, ASI Executive Committee, and/or ASI Board of Directors, in consultation with the ASI Executive Director and/or designated ASI professional staff members.
 - 5.1.6 Review the ASI annual budget with the ASI Board of Directors and appropriate ASI committees and maintain an updated copy of the approved budget.
 - 5.1.7 Present reports of the financial condition of ASI to the ASI Board of Directors at their request or when deemed necessary.
 - 5.1.8 Review and approve completed requisitions, in accordance with policies and procedures.
 - 5.1.9 Coordinate the ASI Leadership Fund (ALF), in collaboration with designated ASI professional staff. This includes reviewing and updating ALF guidelines at least annually, approving ALF applications which fall within funding guidelines, and

- tracking distributions and balance of the fund.
- 5.1.10 Track and maintain balance of the Student Emergency Fund (SEF), in collaboration with designated ASI professional staff. This includes working with the SEF work group to distribute funds and reviewing and updating SEF guidelines at least annually.
- 5.1.11 Review and make recommendations regarding ASI space utilization and facilities to the appropriate ASI committees, ASI Executive Committee, and/or ASI Board of Directors, in consultation with the ASI Executive Director and/or designated ASI professional staff members.
- 5.1.12 Ensure actions and decisions of the ASI Board of Directors are in accordance with the ASI Bylaws, resolutions, and policies.
- 5.1.13 Recommend corporate operational policies and guidelines to the ASI Executive Committee, ASI Board of Directors, and appropriate ASI committees, in consultation with the ASI President and ASI Executive Director and/or designated ASI professional staff members.
- 5.1.14 Fulfill other duties as assigned in order to develop and implement ASI goals, actions, strategic priorities, and initiatives.

5.2 Meetings and Committees: The ASI Executive Vice President shall:

- 5.2.1 Chair the ASI Internal Operations Committee.
- 5.2.2 Chair the appropriate subcommittees designated by the ASI President.
- 5.2.3 Serve as a member of the ASI Executive Committee.
- 5.2.4 Serve as a member of the ASI Board of Directors.
- 5.2.5 Serve as a member of the ASI Personnel Committee.
- 5.2.6 Serve as a member of the Joint Audit Committee.
- 5.2.7 Serve as a non-voting student representative on the University Budget Committee (UBC) as applicable. The Executive Vice President assumes the voting position on UBC when the ASI President is unavailable to attend meetings, or at the designation of the ASI President.
- 5.2.8 Attend meetings with the following individuals as needed:
 - 5.2.8.1 CSUSM Vice President of Finance and Administrative Services and/or designee
 - 5.2.8.2 ASI President
 - 5.2.8.3 ASI Executive Director and/or Designated ASI professional staff members
 - 5.2.8.4 Other campus partners as deemed appropriate and necessary
 - 5.2.8.5 Other ASI Board of Directors members as deemed appropriate and necessary

SECTION 6: DUTIES OF ASI VICE PRESIDENT OF STUDENT AND UNIVERSITY AFFAIRS

- 6.1 General: The ASI Vice President of Student and University Affairs shall:
 - 6.1.1 Serve as the official government relations liaison on behalf of ASI to the campus and local community to oversee student issues and advocacy related matters.
 - 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 campus and CSU- wide initiatives that advocate for CSU students consistent with the ASI's Articles 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 Meet on an as-needed basis with each student representative on the ASI Board of Directors or students at large to discuss student and university issues and develop advocacy action plans as appropriate. Consultation with ASI Professional Staff is encouraged prior to meetings.
 - 6.1.10 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 CSUSM administrator designee 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 designation of the ASI President.
 - 6.2.8 Serve as a representative on the Student Fee Advisory Committee (SFAC) convened by the CSUSM Vice President of Student Affairs should the ASI President be unable to attend..
 - 6.2.9 Entertain or attend meetings with the following individuals as needed:
 - 6.2.9.1 CSUSM Vice President of Student Affairs and/or Dean of Students
 - 6.2.9.2 CSUSM 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
 - 6.2.9.5 Members of the CSUSM Office of Community Engagement
 - 6.2.9.6 Other campus partners as deemed appropriate and necessary
 - 6.2.9.7 Other ASI Board of Directors members as deemed appropriate and necessary

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 these Bylaws, , ASI Board of Directors processes, 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, ASI Personnel 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, ASI Personnel 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 Work in collaboration with ASI Executive Vice President to appoint ASI Board of Directors members and student representatives to internal ASI Committees and University Committees, as requested by the Academic Senate, Office of the University President, and other campus partners. Appointees to the ASI Elections 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 attendance and participation. ASI Board of Directors members who fail to meet requirements of position will be brought to Internal Operations Committee for removal per ARTICLE 24, Section 8.
 - 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 of the ASI Personnel Committee
 - 7.2.5 Chair other committees as designated by the ASI President.

ARTICLE 11: 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 Representatives
 - 2.1.6 College of Business Administration Representatives
 - 2.1.7 College of Education, Health, and Human Services Representatives
 - 2.1.8 College of Science, Technology, Engineering, and Mathematics Representatives
 - 2.1.9 Student-at-Large Representatives for Diversity and Inclusion
 - 2.1.10 Student-at-Large Representative for Sustainability
 - 2.1.11 Veterans Student Representative

- 2.2 Non-Voting Members:
 - Advisors:
 - 2.2.1 ASI Executive Director
 - 2.2.2 ASI staff representative designated by the Executive Director
- 2.3 Standing Representatives:
 - 2.3.1 CSUSM President or Designee
 - 2.3.2 CSUSM Vice President of Finance and Administrative Services or Designee
 - 2.3.3 Alumni Association Representative
 - 2.3.4 Academic Senate Chair or Designee
 - 2.3.5 CSUSM Corporation Staff Representative

SECTION 3: SELECTION

- 3.1 The ASI Board of Directors, excluding any Special Officers, shall be elected by a vote of the members of ASI as outlined in Article 6 of these ASI Bylaws. The General Election is to be held a week prior to spring break, each spring term, unless otherwise stipulated in these ASI Bylaws.
 - 3.1.1 All Executive Officers, and each Student Representative-at-Large shall be elected by the student body at large.
 - 3.1.2 All College Representatives shall be elected only by their respective college constituency.
 - 3.1.3 Standing Representatives shall be appointed by a designator (i.e., Alumni Association appointing a representative).
- 3.2 Special Officers shall be appointed by the ASI President and not elected as set forth in ARTICLE 13, Section 2 herein.
- 3.3 The ASI Board of Directors may recommend additional rules, regulations, and procedures for ASI Elections to the ASI Elections Committee.

SECTION 4: TRAINING AND LEADERSHIP DEVELOPMENT

All voting members of the ASI Board of Directors are required to attend mandatory retreats.. ASI staff attendance at ASI Board of Directors trainings shall be at the ASI President's discretion, with the exception of the All-ASI Development Retreat and ASI Mid-Year Retreat. The dates shall be approved by incoming ASI Board of Directors and are subject to change by a unanimous vote. A Board member who fails to attend any retreat and/or training will be subject to removal as provided by ARTICLE 24, Section 8 herein. The ASI President will notify the ASI Board member of potential removal within five (5) business days following a retreat or training. The mandatory retreats and trainings are as follows:

- 4.1 ASI Board of Directors Transition Process and Training

Following the election of the new ASI Board of Directors, a mandatory transitional process and training shall be held at least two (2) weeks prior to the transition of formal authority. All incumbent Board members and Board member-elects shall meet during this transition time to further their knowledge of ASI and their respective positions. Each officer-elect, representative-elect, incumbent officer and incumbent representative shall attend the last ASI Board of Director's meeting of the spring semester. The Oath of Office shall be administered at this ASI Board of Director's meeting. Official Authority of the Members-elect of the ASI Board of Directors shall commence with outgoing officers relieved of their duties after the oath.
- 4.2 ASI Board of Directors Training

A mandatory training shall be held the week prior to all-ASI development training & retreat. All Board members will use this time to further their knowledge of ASI, Board of Directors, and their respective positions. Each officer shall receive training dates in the elections packet or during application process.
- 4.3 All ASI Development Retreat

A mandatory retreat shall be held during the week prior to the start of the fall semester.

Mandatory attendees shall include all members of the ASI Board of Directors as well as other student and staff employees of ASI. Specific dates of this retreat shall be determined prior to the ASI General Election and included in election materials.

4.4 ASI Board of Directors Mid-Year Development Retreat

A mandatory retreat shall be held within the first two weeks of the beginning of the spring semester. Mandatory attendees shall include all members of the ASI Board of Directors.

SECTION 5: VACANCY

Any vacancy in an elected or appointed position on the ASI Board of Directors shall be filled by special election or appointment, in accordance with the following:

- 5.1 Any person appointed or elected shall meet the qualifications as stated in ARTICLE 8, Section 1, Eligibility, and any other qualifications as stated in these ASI Bylaws and any other provision as set forth herein for a vacant position.
- 5.2 Any person appointed or elected to fill a vacancy shall hold the position for the unexpired term of their predecessor and shall be subject to the power of removal or recall.
- 5.3 The ASI President shall announce vacancies and publicly solicit applications in such forums as the student newspaper and any other campus media in compliance with the California Code of Regulations, Title 5. The ASI President shall determine the application period, which shall be a minimum of two (2) weeks, in addition to the frequency and method of advertisement. Once this has been established, the ASI President shall report the process to fill vacancy to the ASI Board of Directors.
- 5.4 Applications shall be screened, and interviews shall be conducted using criteria appropriate for fulfilling the requirements of the vacant position, as determined by the ASI President, and shall coordinate the interview process in coordination with ASI Professional Staff.
- 5.5 In the event of a vacancy of the ASI President, succession shall be given to the ASI Executive Vice President. The vacant Executive Vice President office shall be filled in accordance with this section.
- 5.6 In the event both the President and Executive Vice President offices are vacant, a special election shall be conducted. The ASI Board of Directors shall appoint an interim President until the special election has concluded and the person has taken the Oath of Office.
- 5.7 The resigning member shall not be eligible for reapplication to a different ASI Board of Director Position for that academic year unless the individual is assuming the role of an Executive Officer position.

ARTICLE 12: POWERS AND DUTIES OF THE ASI BOARD OF DIRECTORS

SECTION 1: POWERS

The ASI Board of Directors shall have the authority to determine the goals, policies and procedures, and governing practices of ASI.

SECTION 2: GOVERNANCE AUTHORITY

The ASI Board of Directors shall have the power and authority to do the following:

- 2.1 Govern the operation of ASI and approve policies and procedures in accordance with the Articles of Incorporation, these Bylaws, the laws of the State of California, and the rules, regulations and policies of the Trustees and the Chancellor of the California State University, and the California State University San Marcos. The ASI Board of Directors shall have the authority to amend the Articles of Incorporation and Bylaws to implement any law and/or regulations that may affect the ASI.
- 2.2 Adopt policies that carry out the intent of these Bylaws with specific rules, procedures, and position descriptions.
- 2.3 Pass Resolutions by a majority vote of the voting membership.
- 2.4 Incur indebtedness and set a schedule of charges for the conduct of business. Terms and the amounts shall be entered in the meeting minutes of the ASI Board of Directors.

- 2.5 Approve and terminate the services of professional agents such as attorneys and/or accountants and determine their scope of work as may be deemed necessary.
- 2.6 Keep records of minutes noting all the acts and proceedings of ASI.
- 2.7 Prepare, amend, and present the Annual Budget of ASI to the President of the University.
- 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 voicing student and University community opinions and ideas, taking action on items 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 ASI 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 ASI 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 ASI 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 ratify 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 a sustainable 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 expenditures of their respective budget and practice proper spending based on college-related or constituent- related representation and outreach 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 Board members shall have committee participation duties on committees within ASI committees and within the University committees.
- 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 ten (-10) hours per week within the following breakdown: A minimum of two (2) hours may be served in the ASI Board of Director's office within posted business hours of the ASI office. These hours may be completed on two (2) separate days of the week. Additionally, other hours may be served on committees, student representation tasks, and working at ASI and other campus organization events. This includes attendance at ASI Board of Directors meetings and committee assignments.
- 4.2 Board members shall receive priority registration, semester scholarship, and a semester University parking pass while in office. If the Board member already purchased a University parking pass, a meal plan card, or University Bookstore gift card shall be given to the Board member.

SECTION 5: COLLEGE REPRESENTATION

- 5.1
- 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.
- 5.3

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 entrusted 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 injustice 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 as well as in appointed committees and spaces.
 - 6.1.5 Fulfill other duties as assigned in order to develop and implement ASI goals, actions, strategic priorities, and initiatives.
- 6.2 Constituency Outreach and Meetings:
 - 6.2.1 Consult and cooperate with all organizations within their constituency and seek out the concerns, desires, and opinions of their respective college, inclusive of all majors within their college.
 - 6.2.2 Present resolutions to the ASI Board of Directors for consideration regarding any issues that pertain to their respective college and which ASI may have the power to address.

- 6.2.3 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.
- 6.2.4 Serve as liaisons to student organizations with affiliations to their college.
- 6.2.5 Meet with the appropriate student organizations, classes, and campus partners to present issues and concerns of their college constituents.
- 6.5.6 Assist in college graduation and recognition ceremonies, as requested.
- 6.3 Committees:
 - 6.3.1 Board members shall have committee participation duties on committees within ASI committees and within the University committees.

- 6. College Meetings:
 - 6.4.1 Meet with the appropriate College Dean to present issues and concerns of their college constituents. Work to address student concerns and issues.
 - 6.4.2 Meet with the appropriate department Chairs to present issues and concerns of their college constituents.
 - 6.4.3 Collaborate within retrospective college to host at least one (1) event or effort to aide in student outreach or education related to the college per semester.

- 6.5 Reports:

Submit a Report as a time specified by the ASI Chair & Chief of Staff to the ASI Board of Directors about representative obligations, consistency outreach and meetings, committees, and college meetings as noted above. . The report shall be posted on the ASI website.

SECTION 7: DUTIES OF THE STUDENT REPRESENTATIVE AT LARGE FOR SUSTAINABILITY

As an elected member of the ASI Board of Directors, the Student Representative at Large for Sustainability shall have the following duties and responsibilities:

- 7.1 Representative Obligation:
 - 7.1.1 Represent views, issues, and concerns of the members of their constituency.
 - 7.1.2 Commit to creating a sustainable campus environment for the student population and campus community.
 - 7.1.3 Represent the student body at large in the decisions and discussions of the ASI Board of Directors as well as in appointed committees and spaces.
 - 7.1.4 Fulfill other duties as assigned in order to develop and implement ASI goals, actions, strategic priorities, and initiatives

- 7.2 Constituency Outreach and Meetings:
 - 7.2.1 Seek out the concerns, desires, and opinions of the general student body.
 - 7.2.2 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.
 - 7.2.3 Ensure the activities, actions, and policies of ASI are implemented in the interests of the students of California State University San Marcos and/or the ASI.
 - 7.2.4 Work with proper administration to comply with and promote mandated sustainable practices within ASI and the University as a whole.
 - 7.2.5 Meet with the appropriate campus partners and student organizations to present issues and concerns of their constituents as they relate to sustainability.
 - 7.2.6 Serve on committees related to sustainability efforts to represent the student perspective, when applicable.

- 7.4 Committees
 - 7.4.1 Board members shall have committee participation duties on committees within ASI committees and within the University committees.
 - 7.4.2 Serve as Chair for Sustainability Projects Funding Committee

- 7.5 Reports:
 - 7.5.1 Submit a Report as a time specified by the ASI Chair & Chief of Staff to the ASI Board of Directors about representative obligations, consistency outreach and meetings, committees, and meetings as noted above. . The report shall be posted on the ASI website.

SECTION 8: DUTIES OF THE STUDENT REPRESENTATIVES AT LARGE FOR DIVERSITY AND INCLUSION

As elected members of the ASI Board of Directors, the Student Representatives at Large for Diversity and Inclusion will have an affirmative duty to fulfill their entrusted obligations to the students of California State University San Marcos and the ASI, including the following:

- 8.1 Representative Obligation:
 - 8.1.1 Represent views, issues, and concerns of the members of their constituency.
 - 8.1.2 Assess, advocate for, and educate on the issues and needs of underrepresented and underserved campus communities in the discussions and decisions of the ASI Board of Directors.
 - 8.1.3 Address issues of inequity and social injustice that affect their constituents.
 - 8.1.4 Commit to creating an inclusive campus climate at CSUSM.

- 8.2 Constituency Outreach and Meetings:
 - 8.2.1 Seek to understand the concerns, desires, needs, and opinions of the underrepresented and underserved communities of CSUSM.
 - 8.2.2 Present resolutions to the ASI Board of Directors for consideration on social justice issues that pertain to the general student body and which ASI may have the power to address.
 - 8.2.3 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.
 - 8.2.4. Meet with ASI and University staff, administrators, faculty, and students regarding pertinent social justice and/or campus climate issues. Such as the following offices but not limited to: The Office of Inclusive Excellence, Cross Cultural Center, LGBTQA Pride Center, Gender Equity Center, Latin@ Center, Black Student Center, Disability Support Services, Educational Opportunity Program (EOP), National Latino Research Center, 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.

- 8.3 Committees
 - 8.3.1 Board members shall have committee participation duties on committees within ASI committees and within the University committees.

- 8. Reports:
 - 8.4.1 Submit a Report as a time specified by the ASI Chair & Chief of Staff to the ASI Board of Directors about representative

obligations, consistency outreach and meetings, committees, and college meetings as noted above. . The report shall be posted on the ASI website.

ARTICLE 13: 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 14: 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 Obligation:
 - 1.1.1 Represent views, issues, and concerns of the members of their constituency.
 - 1.1.2 Assess, 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 CSUSM for our veteran and military student population.
- 1.2. Constituency Outreach and Meetings:
 - 1.2.1 Seek to understand the concerns, desires, needs, and opinions of veterans and active duty military communities of CSUSM.
 - 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
 - 1.2.4 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 Disability Support Services, Chief Diversity Officer and Associated Vice President of Office of Inclusive Excellence, and others as deemed appropriate.
- 1.3 Committees
 - 1.3.1 Board members shall have committee participation duties on committees within ASI committees and within the University committees.
- 1.4 Reports:
 - 1.6.1 Submit a Report as a time specified by the ASI Chair & Chief of Staff to the ASI Board of Directors about representative obligations, consistency outreach and meetings, committees, and college meetings as noted above. The report shall be posted on the ASI website.

ARTICLE 15: MEETINGS

SECTION 1: MEETING PROCEDURES

- 1.1 All meetings of the ASI Executive Committee, Board of Directors, Standing Committees, and Ad Hoc Committees shall be conducted in accordance with all applicable laws of the State of California including but not limited to the Gloria Romero Open Meetings Act of 2000 as contained in the California Education Code section 89305 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, ASI Standing Committees, 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 89307.
- 1.2 Written notice of all ASI Executive Committee, ASI Board of Directors, ASI Standing Committees, and ASI Ad Hoc Committees 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 intercession.
- 1.4 All actions of ASI Executive Committee, ASI Board of Directors, ASI Standing Committees, and ASI Ad Hoc Committees shall be recorded in meeting minutes.

SECTION 2: CLOSED SESSION

The ASI Board of Directors and/or any ASI Committees can add 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 89306.5. Emergency meetings may only be called in accordance with California Education Code section 89306.5.

SECTION 4: AGENDAS AND MINUTES

- 4.1 The Chair of all ASI Committees shall prepare agendas and minutes, in coordination with designated ASI professional staff.
- 4.2 Agendas and minutes for the ASI Board of Directors and ASI Executive Committee shall be kept via hardcopy and electronically.
- 4.2 Agendas and minutes for all other ASI Committees shall be kept electronically.
- 4.3 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 Forum
 - Any applicable agenda items with brief descriptions (action, information,

discussion, reference materials, presentation)
Reports
Announcements
Adjournment

SECTION 5: QUORUM

A quorum of the ASI Board of Directors, ASI Executive Committee, ASI Standing Committees, and/or ASI Ad Hoc Committees shall be fifty-percent plus one voting members in attendance.

SECTION 6: VOTING

Members of the ASI Board of Directors shall have one (1) vote each. Members of ASI Committees shall have one (1) vote each. Standing Representatives and/or advisors are not voting members of the ASI Board of Directors, Executive Committee, Standing Committees, or Ad Hoc Committees.

SECTION 7: USE OF PROXIES

Proxies shall not be allowed for any committee including but not limited to the ASI Board of Directors, Executive Committee, Standing Committees, and any Ad Hoc Committee.

ARTICLE 16: PARLIAMENTARIAN

The ASI Chair and Chief of Staff may appoint a Parliamentarian with duties consistent with the current edition of *Robert's Rules of Order*.

ARTICLE 17: RESOLUTIONS

SECTION 1: DEVELOPING RESOLUTIONS

Resolutions formally express the opinion of the ASI Board of Directors as a whole. Resolutions may be authored by any ASI Board of Directors member but should be coordinated with the ASI Vice President of Student & University Affairs as stated in ARTICLE 10, Section 6.1.8.

SECTION 2: RESOLUTIONS APPROVALS

Resolutions must be reviewed and approved by the ASI Student Advocacy Committee prior to review and final approval by the ASI Board of Directors as stated in ARTICLE 19, Section 2.2.3.

ARTICLE 18: COMMITTEES

SECTION 1: COMMITTEE ESTABLISHMENT

During the term of office, the ASI President shall, with the approval of the ASI Board of Directors by a majority vote, have the authority to establish new Standing and Ad Hoc Committees necessary to assist the ASI Board of Directors in the governance of ASI. The ASI President may appoint a short-term work group or task force to assist ASI in accomplishing a specific goal or task. Each committee established by the ASI Board of Directors shall have a written charge statement describing its purpose and authority and other relevant information. Committees having authority to act on behalf of the Board shall be composed exclusively of Board members.

SECTION 2: COMMITTEE MEMBERSHIP AND SELECTION

Members of ASI committees shall be as follows:

- 2.1 Voting Members:
 - 2.1.1 The ASI Chair & Chief of Staff shall appoint members to each committee.
 - 2.1.2 Appointments to the ASI Elections Committee require approval by the ASI Board of Directors.
- 2.2 Advisors and Standing Representatives:
 - 2.2.1 Each committee will have at least one ASI professional staff advisor appointed by

the ASI Executive Director, with the exceptions of the ASI Personnel Committee and ASI Elections Committee.

- 2.2.1 Standing Representatives may also be included in committee membership based on recommendation from the Committee Chair, ASI Chair and Chief of Staff, or ASI Executive Director.

SECTION 3: COMMITTEE OFFICERS

The Officers of ASI Committees shall have the following responsibilities:

- 3.1 The Chair of any ASI Committee shall prepare and cause to be posted in accordance with the requirements of California Education Code section 89305.5, conduct meeting efficiently within the prescribed estimated time for the meeting, help foster participation during meetings, and all relevant information to be discussed and considered at the meetings to insure effective decisions are made and implemented. The Chair of an ASI Committee, excluding the ASI Board of Directors and ASI Executive Committee, shall only vote in the event of a tie.
- 3.2 If the Chair is unable to attend a meeting of an ASI Committee, the Vice Chair shall assume the responsibilities of the Chair.

SECTION 4: STANDING COMMITTEES

- 4.1 Standing Committees shall include but are not limited to the following: ASI Student Advocacy Committee, ASI Executive Committee, ASI Internal Operations Committee, ASI Sustainability Projects Committee, ASI Personnel Committee, ASI Elections Committee, and Joint Audit Committee.
- 4.2 Except as provided in these Bylaws, Standing Committees shall be advisory to the ASI Board of Directors and subject to the direction of the ASI Board of Directors.

SECTION 5: AD HOC COMMITTEES

- 5.2 Ad-Hoc Committees shall be advisory and subject to the direction of the ASI Board of Directors.

ARTICLE 19: STANDING COMMITTEES

SECTION 1: INTERNAL OPERATIONS COMMITTEE

- 1.1 The Internal Operations Committee shall consist of the following members:
 - 1.1.1 Voting Members:
 - 1.1.1.1 ASI Executive Vice President
 - 1.1.1.2 ASI President
 - 1.1.1.3 Four (4) members of the ASI Board of Directors
 - 1.1.1.4 Four (4) students at large
 - 1.1.2 Advisors:
 - 1.1.2.1 ASI Executive Director
 - 1.1.2.2 ASI Professional Staff designated by the ASI Executive Director
 - 1.1.2.3 University CFO or Designee
 - 1.1.3 Officers:
 - 1.1.3.1 The Chair of the Committee shall be the ASI Executive Vice President
 - 1.1.3.2 The Vice Chair of the Committee shall be the ASI President
- 1.1 Internal Operations Committee Duties and Responsibilities:
 - 1.2.1 Review proposed budgets for annual allocation 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 changes greater than five percent (5%) to 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 grievances brought against a member of the ASI Board of Directors member shall follow process set forth in ARTICLE 23, Section 8.3
 - 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 Elections Committee.
 - 1.2.6.3 Procedures for other grievances received are dependent upon nature of grievance.
- 1.2.7 Review and make recommendations to the ASI Board of Directors regarding significant changes in ASI programs and services, scope of operations, and space. These decisions shall take into consideration the overall impact to student access, availability, and use.

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 CSUSM 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 consideration by the California State Student Association.
 - 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 straight to ASI Board of Directors only under time sensitive constraints and per Chair 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 CSUSM Student Affairs Representative appointed by the Vice President of Student Affairs
- 3.1.2.2 CSUSM Corporation Human Resources representative appointed by the CSUSM 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 procedure 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 reviews 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 Ensures 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 MPP evaluation, annual evaluation, and/or personnel file, as appropriate.
- 3.2.3 Ensures 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 Associate Vice President of Student Life retains final authority over a review of the ASI Executive Director and the ASI Executive Director retains final authority over a review of a member of his or her professional staff. For all ASI professional staff reviewed, their respective supervisor

will determine goals and next steps in regard to promotion, compensation, and overall employment status. Notwithstanding the forgoing, the report(s) by the ASI Personnel Committee shall be presented to the ASI Board of Directors in a closed session for its review and approval unless the person who is being reviewed notifies the ASI Board of Directors' Chair that the review can be presented in a meeting open to the public.

- 3.2.6 Reviews and approves reclassifications of ASI employees, including authorizing changes in salary of no more than 15% of the employee's current salary.

SECTION 4: ASI ELECTIONS COMMITTEE

4.1 The ASI Elections Committee shall consist of the following members:

4.1.1 Voting Members:

4.1.1.1 Three (3) member of the ASI Board of Directors, who are not running for office in the current election cycle.

4.1.1.2 Four (4) CSUSM students not affiliated with ASI, who are not running for office.

4.1.2 Advisors

4.1.2.1 Dean of Students or Designee

4.1.2.2 Chief Diversity Officer and Associate Vice President, Inclusive Excellence or Designee

4.1.3 Standing Representatives

4.1.3.1 ASI Executive Director or designee

4.1.3.2 ASI Professional Staff as designated by the ASI Executive Director

4.1.4 Officers

4.1.4.1 The Chair of the Committee shall be one of the ASI Board of Directors representatives as designated by the Chair & Chief of Staff.

4.1.4.2 The Vice Chair of the Committee shall be elected from the voting membership of the Committee.

4.2 Elections Committee Duties and Responsibilities:

4.2.1 Shall plan and oversee all elections of the ASI Board of Directors in compliance with the ASI Elections Packet, University Policies, and all laws and regulations of the State of California.

4.2.2 Shall be responsible for advertising matters and issues surrounding elections, including but not limited to the application timeline, election dates, forums, and candidate meetings. Shall be responsible for coordinating and advertising elections.

4.2.3 Shall ensure that candidates are informed of and adhere to policies and procedures set forth in the ASI Elections Packets.

4.2.4 Have the capacity to determine consequences of a violation of the ASI Elections Packet. Consequences to a candidate, which may include removal of a candidate from the elections process, require a two-thirds (2/3) vote.

4.2.5 Have the responsibility to investigate the allegations of candidate misconduct in accordance with rules and procedures as may be established by the ASI Elections Committee that insure the process is fair, open, follows due process, and provides that the member under investigation is presumed innocent.

4.2.6 Shall publicly post the election results by noon on the Friday of elections week

unless the ASI Elections Committee determines that there is an irregularity or other issue about an election that presents the posting of the elections results as set forth herein. If the ASI Elections Committee determines that there was or is an irregularity or other issue about an election which prevents the posting of results, those candidates impacted will be notified a minimum of 12 hours prior to the scheduled posting of results, if time allows. Irregularities and/or outstanding issues shall be resolved by the ASI Elections Committee and results posted as expediently as possible.

- 4.2.7 Shall be responsible for advertising and promoting voter turnout throughout the elections.
- 4.2.8 Shall receive any and all grievances, charges of misconduct or irregularities, appeals, or complaints brought against any candidates. The Committee shall review and respond to all grievances, charges of misconduct, irregularities, and complaints aforementioned.

SECTION 5: AWARDS COMMITTEE

5.1 The Awards Committee shall consist of the following members:

5.1.1 Voting Members:

- 5.1.1.1 ASI President
- 5.1.1.2 Two (2) additional members of the ASI Board of Directors
- 5.1.1.3 Three (3) CSUSM students not affiliated with ASI
- 5.1.1.4 One (1) ASI staff representative designated by the Executive Director
- 5.1.1.5 One (1) University Student Union professional staff representative
- 5.1.1.6 One (1) University Student Life and Leadership staff representative
- 5.1.1.7 One (1) University Housing Staff Representative
- 5.1.1.8 One (1) Campus Recreation Staff Representative

5.1.2 Advisors

- 5.1.2.1 Two (2) ASI professional staff as designated by the ASI Executive Director

5.1.3 Officers

- 5.1.3.1 The Chair of the Committee shall be the ASI President
- 5.1.3.2 The Vice Chair of the Committee shall be elected from the voting membership of the Committee

5.2 The Awards Committee Duties and Responsibilities:

- 5.2.1 The Chair works with advisors to send to all recognized student organizations and ASI Board of Directors a letter of notification outlining award categories, the time and place the awards are to be presented, and a nomination form(s) for those to place nominations, unless otherwise stipulated in this code.
- 5.2.2 Student organization nominees shall be verified by University Student Life and Leadership to be in good standing academically and with no disciplinary action that would disqualify the person as a student at the University.
- 5.2.3 The committee shall take all nominations in consideration and shall make all final decisions regarding awards for the Tukwut Leadership Awards Night.
- 5.2.4 Assist with the implementation and execution of ASI Tukwut Leadership Awards Night (TLAN).
- 5.2.5 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, veterans status, military status, political affiliation, or medical condition or other category protected by federal, state and local law.

- 5.2.6 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
 - 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
 - 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.
 - 6.1.4.2 The Vice Chair of the Committee shall be the ASI Board members 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 Corporation”), 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 recommend 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 operating 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 returns (IRS Forms 990/990T), 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 inurement 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 auxiliaries, 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 chairs 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 appointing Board.

No JAC member shall be a member of a finance committee of respective Board. The JAC will not include members of a participating organization or University staff, although staff members are permitted to attend meetings.

7.3 Joint Audit Committee Meetings

JAC meetings shall be conducted consistent with the open meeting law requirements of the respective Boards. The JAC may adopt implementing meeting procedures.

The JAC will meet at least three times each fiscal year: prior to audit work beginning, to receive the annual financial audit reports and to review tax returns. Additional meetings will be held as required.

At the end of each meeting, time will be provided in which the Committee may converse separately with audit firm representatives without the presence of staff.

ARTICLE 20: OATH OF OFFICE

SECTION 1: APPLICATION

The Oath of Office of ASI shall be affirmed by all ~~new~~ Associated Students, Inc. elected and appointed officials.

SECTION 2: OATH OF OFFICE

I, (full name), as duly elected or appointed (officer/representative) of Associated Students, Incorporated of California State University San Marcos, do affirm that I will faithfully execute the duties of this office as provided by the established Bylaws. I will strive to establish representative government, maintain academic freedom, and defend student rights. I will work toward the strengthening of the cooperation between the ASI Board of Directors and the University administration. I will strive to enhance my leadership qualities and academic success. With these thoughts in mind, I shall work toward the betterment of ASI and California State University San Marcos; I so affirm.

SECTION 3: ADMINISTRATION

The Oath shall be administered to the succeeding ASI President by the outgoing ASI President or CSUSM Vice President of Student Affairs or designee. After the incoming ASI President is sworn in, the ASI President shall then administer the Oath of Office to the newly elected members of the ASI Board of Directors. Special Officers and any appointed officers will be sworn in following the affirmative vote by the ASI Board of Directors on the presidential appointment(s).

ARTICLE 21: RATIFICATION AND AMENDMENT OF BYLAWS

SECTION 1: AMENDMENT OF BYLAWS BY ASI BOARD OF DIRECTORS

These Bylaws may be adopted by a two-third (2/3) vote of the ASI Board of Directors unless an amendment would materially and adversely affect the rights of ASI members as to voting or transfer which in said case the amendment shall require a majority vote of the valid votes cast in the election to adopt the amendment.

SECTION 2: PETITION TO AMEND BYLAWS BY MEMBERS

If a proposed amendment to the Bylaws is proposed by a member of the ASI, a petition shall contain a statement of purpose and be signed by not less than ten percent (10%) of the members of ASI. The petition must contain a printed name, signature, and student identification number of each petitioner. The petition shall be accepted upon the certification of status of the petitioners as members of the ASI by impartial University personnel. The ASI Board of Directors shall, within a reasonable time of thirty to sixty (30 – 60) days, convene and call for an election for the purposes of considering the proposed amendment specified by the petition. Amendments to these Bylaws shall be ratified by the affirmative vote of a majority (50% + 1) of those votes cast in an election open to the membership of ASI.

ARTICLE 22: ELECTIONS

SECTION 1: GENERAL ELECTION

Scheduled annually for all Associated Students, Inc. elected positions. Special issues, such as a fee referendum or amendments to the ASI Bylaws, may also be included in the general election. The general election is held annually during the spring term the week prior to spring break. If students are not in session due to university closure, alternate dates for the general election shall be determined by the ASI Elections Committee.

SECTION 2: SPECIAL ELECTION

An election called to determine special issues, including but not limited to fee referendum, recall elections, amendments to Bylaws, or to fill a vacancy of office. A special election may be called at the discretion of the ASI Board of Directors in consultation with the ASI Elections Committee.

SECTION 3: RUN-OFF ELECTIONS

Follows a general or special election when a tie (equal votes) exists between candidates, or a tie regarding special issues. Run-off elections shall be held the second or third week after a general or special election.

SECTION 4: ELECTIONS REGULATIONS

The ASI Elections Committee is governed by the ASI Bylaws and approved ASI guidelines and packet. The ASI Elections Committee has authority to oversee the ASI Elections and complaint process. Specifics regarding the ASI Elections are stated in ASI Election Guidelines and packet.

SECTION 5: COLLEGE REPRESENTATION

Candidates for college-specific seats must have a declared major appropriate to that college as defined by the University at the time of submitting their election packet. In the event that a college representative of the ASI Board of Directors changes their major outside of the representing college, they shall no longer serve their term as a member of the ASI Board of Directors and shall resign. The Student Representative-at-Large positions may be filled by any active member pending eligibility requirements as stated in ARTICLE 8, Section 1.

ARTICLE 23: REFERENDUM

The referendum process enables the ASI Board of Directors to submit legislation affecting ASI to members for ratification and members must vote to approve. A majority vote of the ASI Board of Directors is required to place a referendum item on the ballot.

ARTICLE 24: RECALL AND REMOVAL OF BOARD MEMBERS

SECTION 1: RECALL

Members of ASI may seek to recall a member of the ASI Board of Directors by submitting a petition signed by ten percent (10%) of members eligible to cast votes for that particular office. The petition shall be submitted to the Chair of the ASI Elections Committee. If the Chairperson of the ASI Elections Committee is the member cited in the petition, the petition shall be submitted to the ASI Executive Director and the Chairperson must vacate their position as Chair.

SECTION 2: RECALL PETITION CONTENTS

A recall petition shall contain a statement of reason(s) for seeking the recall of a member of the ASI Board of Directors. The petition must contain a printed name, signature, and student identification number of each petitioner. The petition will be accepted upon the certification that 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. Shall the period fall within thirty (30) days of the last day of the semester, then the vote shall take place the following semester, following reaffirmation 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 5 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 Policy and Procedure, breach 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 8, Section 1 will be removed administratively and will not be subject to the removal process outlined
- 8.3 The action is done in good faith and in a fair and reasonable manner and conducted in accordance with the following practice:
 - 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 excluding 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 89305 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 25: 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 Associate Vice President of Student Life. The Associate Vice President of Student Life 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 fulfill the Mission, Vision and Values of ASI.

ARTICLE 26: 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 27: 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

This 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 28: 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 at the University, ASI recognizes it is an integral part of the University and is subject to the supervision the University President as specified in the Auxiliary Organization Operating Agreement. ASI shall conduct its operation 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 29: DISSOLUTION

Upon dissolution of this 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, this corporation holds any assets in trust, such assets shall be disposed of in such a manner as may be directed by decree of the Superior Court of the county in which this corporation's principal office is located upon petition therefor by the Attorney General or by any person concerned in the liquidation. In no event shall any assets be distributed to any member, director, or officer of this corporation.

ARTICLE 30: VIEWPOINT NEUTRALITY PRINCIPLES APPLICABLE TO REALLOCATION OF STUDENT FEES

All ASI decisions reallocating Student Association Fees for viewpoint expressive events shall be done in a viewpoint neutral way. Further details on the viewpoint neutral principles can be found within the "CSUSM-ASI Viewpoint Neutrality Policy and General Procedures." The Board of Directors of ASI shall adopt policies and procedures to ensure implementation of this standard.

CERTIFICATION

I certify that on the _____ day of _____, 2020, the Board of Directors of the Associated Students, Inc. of California State University San Marcos adopted the above amended Bylaws with the written concurrence of the University President.

Kenny Tran, ASI President

4.24 Reports

Name *	Tim Pelayo
Position on Board *	CoBA Rep.
Highlights and successes related to your position (i.e. meetings, past events, new campus/community partners) *	None. Committee highlights below.
What ASI Committees are you currently sitting on? *	Student Advocacy Committee
Updates on ASI Committees: *	Nothing to report currently, working on edits/updates to SAC bylaws
What University Committees are you currently sitting on? *	Academic Policy Committee (APC) Disability Access & Compliance Committee (DACC) Environmental Health, Occupational and Public Safety Committee
Updates on University Committees *	<p>EHOPS Committee meeting took place 4/9/20. New business discussions about BOT Health & Safety Audit Final Report, successful audit with "reasonable assurance that risks were being managed and objectives were met". Campus employee training HS program needed some improvements to ensure that all employees received the required HS training and improvements to HAZMAT procedures. Post audit, campus will establish a process to notify employees with overdue and incomplete trainings. More information about post audit briefing can be provided if needed.</p> <p>APC resolution titled "Temporary Modification of Academic Policies due to the COVID-19 Pandemic" was voted on and unanimously approved by Academic Senate on 4/8/20 at 2:15 pm. President Neufeldt and Interim Provost Ranjeeta Basu signed the revised Grading Symbols Policy 160-99 which directly relates to the recent resolution that increases the maximum number of units students may take for CR/NC from 9 to 15 this semester.</p>
Other University committees you're sitting on, but are not listed above:	None.

Upcoming Events and New Initiatives/Collaborations *

None.

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

CoBA students were given a survey to address any concerns they may have with Fall 2020 enrollment due to COVID-19, will be contacting COBA org. leaders and dean later on to get findings/conclusions on this survey given to students.

Name *

Eliese Holt

Position on Board *

Sustainability Rep

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

Earth Week Website is up & all Earth week details have been finalized including:

Earth month "Tips of the Day" in which ASI is posting tips to be sustainable on Tuesdays and Thursdays

Earth week "Challenges of the Day" in which ASI has transformed tips into challenges for more active participation

Earth week favorites template in which students may fill out & repost on their stories for a chance to win sustainable prizes (how I intend to use up some/the rest of my budget)

"50 years of Earth Day: Looking at Now and Beyond" Faculty panel - a planned event transferred to an online platform: zoom, happening on Earth Day, but will be recorded and available to watch at anytime after the event.

What ASI Committees are you currently sitting on? *

Sustainability Projects Committee

Updates on ASI Committees: *

We are discussing potential postponement of SPF application deadline.

SPF recipient Lindsey Cain is still able to utilize her funds for an online "Vegan Made Easy" cooking demo, which will be posted on the friday of Earth Week.

What University Committees are you currently sitting on? * Budget and Long-range Planning (BLP)

Updates on University Committees * BLP is discussing potential financial implications of COVID-19 on the university.

Other University committees you're sitting on, but are not listed above: none

Upcoming Events and New Initiatives/Collaborations * Lots happening during Earth Week

Areas of concern related to your position and its constituents. * Virtual Fair - should it even happen? Or is it just too much to handle right now?

Name * Nicholas Lavelly

Position on Board * CSM Representative

Highlights and successes related to your position (i.e. meetings, past events, new campus/community partners) * - Finalizing the plan with our budget

What ASI Committees are you currently sitting on? * Elections Committee

Updates on ASI Committees: * Its done

What University Committees are you currently sitting on? * Faculty Awards Selection Committee (FASC)
Student Grade Appeal Committee

Updates on University Committees *	FASC: N/A Grade Appeal: There is one claim currently and will be processing soon
Upcoming Events and New Initiatives/Collaborations *	Coronavirus killed off everything "upcoming"
Areas of concern related to your position and its constituents. *	Welp I don't have a job and I would like one.
Name *	Mariana Rosales
Position on Board *	Executive Vice President
Highlights and successes related to your position (i.e. meetings, past events, new campus/community partners) *	Student Emergency Fund/Student Relief Fund -Not sure how successful this is being but I think we've solidified a way of integrating the applications together. Basically all the applications will go through SEF before being sent to Financial Services for their additional support.
What ASI Committees are you currently sitting on? *	Internal Operations
Updates on ASI Committees: *	Internal Operations -We have a meeting this Friday 4/17. Packed agenda involving a refund from Corp, updates on SEF funds and budget approval. Joint Audit -Will meet 4/21 to approve the 990 tax forms Personnel Committee -Completed all eval writing, sent to Alan. Will be doing the evals with ProStaff 4/24 Exec Committee -Last one was cancelled
What University Committees are you currently sitting on? *	Student Fee Advisory Committee
Updates on University Committees *	Student Fee Advisory Committee -Will be reviewing existing student fees to make sure they are still accurate and reasonable. That's really the only university committee that I sit on that is having action

right now. Everything else is on a pause which is nice cause it gives me time to do SEF applications.

Other University committees you're sitting on, but are not listed above:

Provost Search Committee
-Provost search still continued despite the hiring freeze since we were already so far into it. Waiting for President Neufeldt on a final decision with the committees recommendation.

Upcoming Events and New Initiatives/Collaborations *

Does the Student Relief Fund/SEF count for this? If so, updates are on the first question :)

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

N/A

My SEF folder on Outlook is having fun.

Name *

Inique Wilson

Position on Board *

Chabbs rep

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

Meeting with new Asi chabss reps, deans, A&L covid-19 feedback, and current chabss reps.

What ASI Committees are you currently sitting on? *

Internal Operations

Updates on ASI Committees: *

n/a

What University Committees are you currently sitting on? *

Arts & Lectures Committee

Updates on University Committees *

Covid-19 feedback for A&L and SPF application extended till fall

Upcoming Events and New Initiatives/Collaborations *

new Asi chabss reps

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

n/a

Name *	Devon Kimbrough
Position on Board *	CHABSS Representative
Highlights and successes related to your position (i.e. meetings, past events, new campus/community partners) *	We have decided to put the remainder of our budget to SEF.
What ASI Committees are you currently sitting on? *	Internal Operations Student Advocacy Committee
Updates on ASI Committees: *	-IO 3/13 Meeting cancelled - Met with Mariana before school closure to go over budget which will be voted on next meeting (4/17) - SAC 3/27 Meeting cancelled
What University Committees are you currently sitting on? *	Technology Policy & Advisory Committee (TPAC)
Updates on University Committees *	N/A
Other University committees you're sitting on, but are not listed above:	N/A
Upcoming Events and New Initiatives/Collaborations *	- We've created a GroupMe with the new CHABSS reps and we have set up 2-3 meetings in the next few weeks to assist with onboarding as well as collaborating on a powerpoint to present to the new reps
Areas of concern related to your position and its constituents. *	N/A
<hr/>	
Name *	Arianna Camino
Position on Board *	CSM Representative
Highlights and successes related to your position	Had a great meeting with an interested potential csm rep for the following semester.

(i.e. meetings, past events, new campus/community partners) *

What ASI Committees are you currently sitting on? * Awards Committee
Student Advocacy Committee

Updates on ASI Committees: * Awards Committee met on March 13, 2020 at 12:00pm where a discussion to determine a method to host the award ceremony virtually underwent.
TLAN nominations were extended for noon on April 10th.
Friday April 17th the committee will review nominations and select winners
Record videos the following week (20th) of the selected winners
Social Media announcement of winners is projected to go live on Thursday April 30th

What University Committees are you currently sitting on? * Academic Policy Committee (APC)
Student Fee Advisory Committee

Updates on University Committees *

Student Fee Advisory Committee:

The last time SFAC met was on Tue 2/18/2020 12:00 PM - 1:00 PM.

The meeting schedule for march 17th was cancelled and our next meeting will be held over zoom ... Apr 21, 2020 12:00 PM.

Academic Policy Committee:

Wed. March 25, 2020 1:45pm – 3:45pm APC planned to discuss UNDERGRADUATE CATALOG RIGHTS POLICY APC 342-09 and WITHDRAWAL POLICY POLICY APC 336-08 over Microsoft Teams, I think it was just me who attended, I did not hear from Tim during this meeting. This meeting resulted after the senate had requested them to come up with a solution in response to COVID-19 that just undertook and shifted the campus to a virtual instruction. This was the meeting that each voting member was assigned a policy to review and determine what political implications would be affected by the unforeseen circumstance.

Wed Apr 1, 2020 1:45pm – 3:45pm (PDT) COVID Resolution Meeting was held during Spring Break, Michelle Tran and Jaelyn Freeman sat in on behalf of Tim and me.

6th of April: Academic Policy had Interim Provost Ranjeeta Basu and President Neufeldt signed the revised Grade Policy Changes. This version of the policy is salient to the recent Resolution insofar as it increases the maximum number of units

students may take for a CR/NC grade from nine (9) to fifteen (15).

8th of April: Academic Senate unanimously approved and supported the Temporary Modification of Campus Policy Changes. The approved resolution applied to the following campus policies: APC 160-99 “Grading Symbols”, GEC 743-90 “Credit/No Credit Grade Option for General Education Courses”, APC 336-08 “Withdrawal” , APC 309-06 “Course Repeat and GPA Adjustment”, APC 236-02 “Undergraduate

Probation, Disqualification, and Reinstatement Policies” , APC 237-02 “Graduate Probation, Disqualification, and Reinstatement Policies” , APC 381-11 “Independent Study, Research, and Internship Courses” , APC 245-02 “Service Learning” SAC 714-15 “Student Internships”.

April 15th: Next meeting held over Microsoft Teams where APC will discuss, vote on, and, hopefully, pass the Catalog Rights policy by tomorrow.

Upcoming Events and New Initiatives/Collaborations n/a
*

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

Name *

Keith Lin

Position on Board *

CEHHS Rep

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

Talking to nursing about what to do about their courses.

What ASI Committees are you currently sitting on? *

Internal Operations

Updates on ASI Committees: *

N/A

What University Committees are you currently sitting on? *

University Curriculum Committee (UCC)

Updates on University Committees *	Still just pushing courses through.
Upcoming Events and New Initiatives/Collaborations *	RIP Hoping to get my nutrition event to be done next year.
Areas of concern related to your position and its constituents. *	Graduating on time at least for nursing. Everyone else seems good.
Name *	Emily Borgeson
Position on Board *	CoBA Rep
Highlights and successes related to your position (i.e. meetings, past events, new campus/community partners) *	Tim and I had a 1.5 hour meeting with Caleb Standley, the new CoBA Rep elect. We talked about our experiences in the position, what to look forward to, things to be aware of, etc. What I really wanted to hear from him was what his expectations are and what he wants to accomplish. He said he really wants to increase student engagement within CoBA by interacting and building stronger relationships with the students orgs within CoBA. I felt like he was very receptive to our advice and I think he will be a great new addition to the Board.
What ASI Committees are you currently sitting on? *	Awards Committee
Updates on ASI Committees: *	Unfortunately, I was late to the Awards Committee meeting and it was closed session so I wasn't able to join. I will be getting updates from Kenny.
What University Committees are you currently sitting on? *	Student Grievance Committee
Updates on University Committees *	A student grievance was filed so the committee was going to assemble and meet, however the head of the committee said that people who are going to serve on the committee need to be able to commit to being on it through the Fall semester of 2020. I told him I would be graduating and we decided that it wouldn't make sense for me to serve on the committee. I connected him with Jae so there could be better communication and she could help him find someone for the committee.

Upcoming Events and New Initiatives/Collaborations *

No other updates!

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

N/A

Name *

Arianna Camino

Position on Board *

CSM Rep

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

NA

What ASI Committees are you currently sitting on? *

Awards Committee
Student Advocacy Committee

Updates on ASI Committees: *

Student Advocacy Committee meeting scheduled for Friday, March 27th was cancelled the next will be held May 1st

Save the date!: TLAN will be held live on Friday May 8th at 5pm via zoom.

What University Committees are you currently sitting on? *

Academic Policy Committee (APC)
Student Fee Advisory Committee

Updates on University Committees *

Student Fee Advisory Committee:

Met on Tuesday 4/21 to review the recommendation of Extended Learning (EL) fees to be mandatory instead of opt-in for EL degree seeking students. The fees include Student Health & Counseling Services as well as the Recreation Fee.

We decided to table the recommendation due to the time limit and aim towards reviewing all EL and state student fees affected by the pandemic.

Academic Policy Committee:

APC will present to Academic Senate the following:

APC document 342-09 “Undergraduate Catalog Rights, If and when passed by Academic Senate, it will facilitate the implementation of the new diversity course requirement.

APC 193-00: “Inactive Courses the policy” aiming to provide students with a clear and definitive list of active courses in which they might enroll as well as clarifying the processes surrounding the reporting and compilation of inactive courses by CSUSM departments, programs, and Academic Programs.

In response to the questions raised about the PROPOSED ADDENDUM TO AS 755-19 RESOLUTION CALLING FOR TEMPORARY MODIFICATION OF ACADEMIC POLICIES DUE TO THE COVID-19 PANDEMIC, AS 755-19 1st clause clarifies the intended scope of AS 755-19. Five-week and eight-week courses that were offered in the first half of the Spring semester were completed before face-to-face instruction ended.

2nd clause extends the scope of AS 755-19 by applying certain provisions to courses offered in the 2020 Summer Session

3rd resolved clause addresses the need to create an archive to help inform the campus community of the novel and continuing changes to academic policies and so that long-term issues arising from these temporary changes can be resolved. As an example of the latter, the April 15 memorandum allows students to repeat a course for a letter grade if a grade of CR was earned in that course during Spring 2020. There is no expiration limit on a student’s right to repeat this course and – while this may be common knowledge now – it will be easy for this provision to be forgotten in a few years.

There will be continuous discussion with EC and Academic Senate and CO regarding campus wide policy.

Upcoming Events and N/A

New

Initiatives/Collaborations

*

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

I'm concerned about the fact that Nick and I haven't gotten around yet to reallocate the remaining budget. As of now I know we both agreed to reward ubereats credit or some form of food delivery to those who achieved deans list last semester. I personally would like to use the remaining balance to provide some kind of science related challenge for quarantined CSM students as they power through their finals, along with a gift card to the swag shop as a prize. I just don't know how I would specifically target the CSM group. Nick seems to be pretty much on board with any of my suggestions. I know MCT is packed with social media requests at least from what I've heard so far. So I hope this could be implemented prior to the semester ending.

Name * Eliese Holt

Position on Board * ASI Sustainability Rep

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

"50 years of Earth Day: Looking at Now & Beyond" Zoom Conference was a really awesome event! I didn't know what to expect from it, but it went incredibly well for the circumstances. There were about 15 audience members the whole time and discussion lasted until the very last 10 minutes - a nearly 2-hour webinar! (I thought we were going to end much earlier -HA) I thought the chosen panel was ideal in the fact that it represented an interdisciplinary perspective between social studies, physical sciences, biology, conservation, health. However, the panel consisted of only white speakers. Constructing this panel again, I would more thoughtfully consider this factor.

What ASI Committees are you currently sitting on? * Sustainability Projects Committee

Updates on ASI Committees: * The SPF application deadline has been extended to Fall semester. It will now be up to the next Sustainability rep to create a timeline and their committee approve of the 2020/2021 projects.

I just need to send a thank you email to my committee and we will be complete.

What University Committees are you currently sitting on? * Budget and Long-range Planning (BLP)

Updates on University Committees * All meetings are cancelled until further notice.

Upcoming Events and New Initiatives/Collaborations * Only a few days left of Earth Week! Then all of my events of the year will be essentially complete.

I am still working on my final folder with notes for the next Sustainability representative. Almost done with them!

Areas of concern related to your position and its constituents. * the end of the semester!

Name * Shovan Vatandoust

Position on Board * CHABSS Rep.

Highlights and successes related to your position (i.e. meetings, past events, new campus/community partners) * On April 22nd, 2020 me and the other CHABSS Reps had a meeting with the new CHABSS Reps and it was very good. We talked about what we did this year and gave them a view pointers for next year.

What ASI Committees are you currently sitting on? *	Student Advocacy Committee Elections Committee
Updates on ASI Committees: *	None at this time.
What University Committees are you currently sitting on? *	Disability Access & Compliance Committee (DACC)
Updates on University Committees *	None at this time.
Other University committees you're sitting on, but are not listed above:	None at this time.
Upcoming Events and New Initiatives/Collaborations *	None at this time.
Areas of concern related to your position and its constituents. *	None at this time.
Name *	Tim Pelayo
Position on Board *	CoBA Rep.
Highlights and successes related to your position (i.e. meetings, past events, new campus/community partners) *	None
What ASI Committees are you currently sitting on? *	Student Advocacy Committee
Updates on ASI Committees: *	None
What University Committees are you currently sitting on? *	Academic Policy Committee (APC) Disability Access & Compliance Committee (DACC) Environmental Health, Occupational and Public Safety Committee
Updates on University Committees *	None

Upcoming Events and New Initiatives/Collaborations *	None
Areas of concern related to your position and its constituents. *	None
Name *	Rylee Spencer
Position on Board *	CHABSS
Highlights and successes related to your position (i.e. meetings, past events, new campus/community partners) *	We met with Leo to discuss the faculty leniency. We were happy to here CHABSS in encouraging all their departments to push for C/NC We also met with the new reps to go over some basics, who to know, etc
What ASI Committees are you currently sitting on? *	Student Advocacy Committee Elections Committee
Updates on ASI Committees: *	n/a
What University Committees are you currently sitting on? *	Graduation Initiative Steering Committee
Updates on University Committees *	GISC met and they are looking to create a map of resources for students specif to the departments/colleges
Other University committees you're sitting on, but are not listed above:	n/a
Upcoming Events and New Initiatives/Collaborations *	n/a
Areas of concern related to your position and its constituents. *	n/a
Name *	Mariana Rosales
Position on Board *	Executive VP

Highlights and successes related to your position (i.e. meetings, past events, new campus/community partners) *	BUDGET JUST GOT APPROVED - I'm so sorry this is after but I'm happy to be typing this.
What ASI Committees are you currently sitting on? *	Internal Operations
Updates on ASI Committees: *	Internal Operations -Budget got approved at our last meeting. Personnel -Completed all pro staff evals, seemed successful!
What University Committees are you currently sitting on? *	Co-Curricular Funding Committee Student Fee Advisory Committee
Updates on University Committees *	Student Fee Advisory Committee -The committee is looking at putting all increases in fees on a pause and with before increasing any possible fees, they are going to be looking at looking at existing fees and seeing what (if any) can be decreased. This came from the original idea of wanting to make the mental health fee mandatory instead of opt-in and we came to the conclusion that timing is not best to make those kind of changes.
Other University committees you're sitting on, but are not listed above:	Provost Search Committee -Meeting with Provost 4/24 with the committee to welcome him! President Neufeldt move forward with Carl Kemnitz. Common Read Committee -Meeting with the committee to review programming and events for Fall based on survey results for the common read selection. Student Emergency Grant Committee -Just got an email about this this week because they're having their first meeting next week. I gave them my availability and asked if I'm able to bring Tim and they said yes.
Upcoming Events and New Initiatives/Collaborations *	-None I believe
Areas of concern related to your position and its constituents. *	-Questions related to refunds from different fees. I feel like we need to look into a better response to this. -BIGGEST concern: saying goodbye to everyone.

Name *	Kenneth Tran
Position on Board *	President & CEO
Highlights and successes related to your position (i.e. meetings, past events, new campus/community partners) *	<p>ASI Connect with the ASI Execs - 4/20 with key speakers who were involved with the academic policy changes</p> <p>ASI President Transition is ongoing with Michael Garrett</p> <p>President Exit/On-Boarding Meeting with Neufeldt</p>
What ASI Committees are you currently sitting on? *	<p>Internal Operations</p> <p>Awards Committee</p>
Updates on ASI Committees: *	<p>ASI Awards Committee - Tukwut Leadership Awards Night is May 8th @ 5 PM!</p> <p>ASI Internal Operations Committee - Budget Approved!</p> <p>Personnel Committee - The Execs gave final evaluations to Pro-Staff</p>
What University Committees are you currently sitting on? *	Student Fee Advisory Committee
Updates on University Committees *	Student Fee Advisory Committee - There was a proposal to make fees associated with SHCS and Campus Rec fees mandatory for EL students. However, SFAC is committed to not raising student fees the remainder of the semester.
Upcoming Events and New Initiatives/Collaborations *	Memorial Day Event with Veterans Services - May 7th @ 12 PM Via Zoom
Areas of concern related to your position and its constituents. *	<p>Enrollment Planning Advisory Group - New Advisory Group</p> <p>Advise the president on enrollment issues related to CSUSM's strategic plan</p> <p>Recommending policies related to CSUSM's enrollment growth.</p> <p>Forecasting and tracking enrollment performance indicators, identifying emerging concerns and trends related to CSUSM's ability to achieve enrollment goals</p>

Payment Plans for Summer & Fall 2020 - Student Financial Services

For the upcoming Summer term, we will be offering an optional (free) payment plan. Students will need to sign up for it (the same as how they did for Spring, but with no fee). There will be 3 installments (May/June/July)

For Fall '20, we are rolling out a new approach. All students will have 4 installments/due dates (Aug/Sep/Oct/Nov) by default. There is nothing to sign up for, or opt-in to, and it will be free of charge. This approach allows all students to "pay as you go" (and as mentioned, at no extra cost). The 4 installments will equally divide all charges on the account equally.

Students have the option of paying as they go, or they can pay in-full, it's their choice. Financial aid will apply towards these installments the same as it does now, paying the first installment, and if more exists, paying the 2nd, then 3rd, etc. One of the bonuses with this approach is that students who go from part-time to full-time after the first due-date, the additional charges will spread out equally to the remaining 3 installments. In the "old" way, those added charges would spread equally among the 4 due-dates, which resulted in students owing a payment retroactively.

As you may know, the plan is to have Housing charges appear on student accounts for Fall '20. This was one of the reasons for the default 4-installment "pay as you go" model, as we were aware that student account balances were going to be larger than in the past, and we wanted everyone to have the option and comfort of having the ability to spread those payments out over 4 months. Something important to note with this change: If a student has financial aid in excess of the tuition and fees on their account, it will apply towards their housing charges, prior to creating a refund. This will make it easier for students to budget out their payments (especially when they know their 'anticipated aid' amount).

For students with spring past-due balances - we are working with students daily to try to setup special payment arrangements, knowing how difficult repayment might be at this time. Those special arrangements are at no cost. We encourage anyone concerned about their balance, etc to contact SFS so we can work out a repayment strategy together.

We've removed registration holds for students with Spring past-due accounts, so that they can register for Fall '20, and not have their education interrupted.