

ASI ELECTIONS INFO SESSION

2023-2024

(learn about ASI)

ASSOCIATED STUDENTS, INC.

CAL STATE EAST BAY

2023-2024 Elections Committee

TBD, Chair

TBD, Vice Chair

TBD, Events & Marketing Coordinator

TBD, Volunteers Coordinator (Events & Marketing Support)

TBD, Ethics Coordinator

Advisors:

James Carroll (Executive Director, ASI)

Ashley Depappa (Interim Coordinator of Government Advising, ASI)

Heather Gardley (Director, Student Conduct, Rights & Responsibilities)

Krystle Tonga (Director, Student Life & Leadership Programs)

ASSOCIATED STUDENTS, INC.

CAL STATE EAST BAY



Associated Students Inc.

101

Understanding the organization and
the roles of board members.

How does ASI exist?



TITLE V OF THE CALIFORNIA
EDUCATION CODE- STATES WE ARE
AN ENTITY OF THE CSU SYSTEM



OPERATE UNDER REGULATIONS
ESTABLISHED BY THE CALIFORNIA
BOARD OF TRUSTEES OF THE CSU

The Organization



**Located: ASI Business
Center- Original UU 314**



6 Professional Staff



**15-18 Student
Assistants**

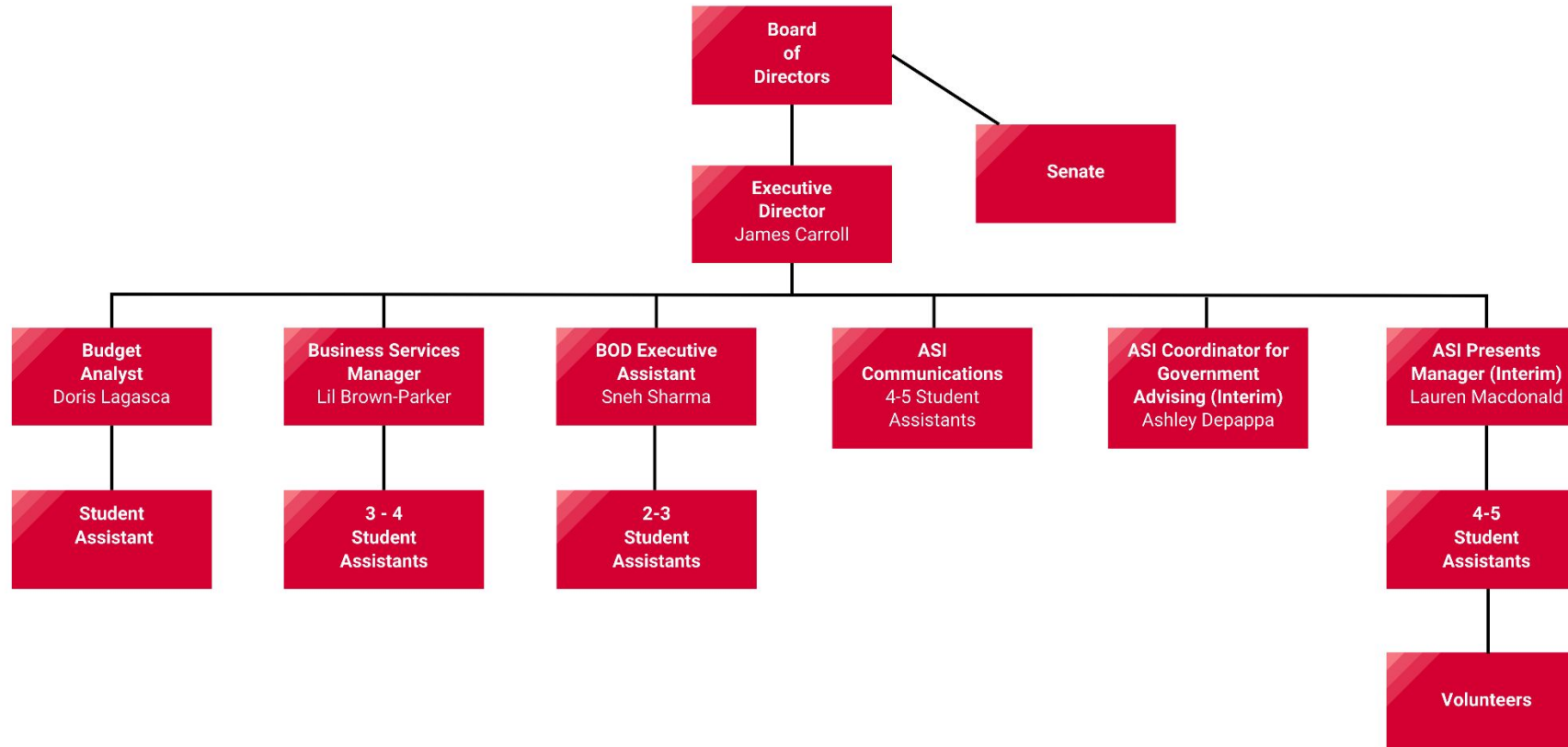


departments

- 1. ASI Communications**
- 2. Administration**
- 3. Government**
- 4. ASI Presents**
- 5. Budget and Accounting***



Associated Students Inc. Organization Chart



Updated January 16, 2024

Officers of the Corporation



Executive Committee

- President – CEO (Chair) (1)
- Executive Vice President - Chief of Staff (1)
- Vice President of Finance - CFO (1)
- Vice President of External Affairs (1)
- Vice President of Internal Affairs (1)

**eligibility requirements include having “ASl experience equivalent to one semester minimum prior to time of application*

Officers of the Corporation



Directors of the Corporation

- Director of Sustainability Affairs (1)
- Director of Wellness & Recreation (1)
- Director of Communities (1)

**these positions do not require prior ASI experience*

Officers of the Corporation



- **Senators of the Corporation**
 - **Senator, College of Business and Economics (1)**
 - **Senator, College of Education and Allied Studies (1)**
 - **Senator, College of Letters, Arts, and Social Sciences (1)**
 - **Senator, College of Science (1)**
- **Senator, Concord Campus (1)**
- **Senator At Large (4)**
 - *these 4 senators choose a minimum of 2 communities to serve/advocate for (along with support from the Director of Communities)*

**these positions do not require prior ASI experience*

Internal Committees

ASI
Executive*

ASI
Personnel*

ASI
Finance

ASI
Internal
Affairs

ASI
Programming
Council

ASI
Legislative
Affairs

ASI Lobby
Corps

ASI Concord
Campus

ASI
Sustainability
Affairs

ASI Elections
Committee*



PLEASE NOTE: ASI Committees will shift slightly for 2024-2025 year due to position changes.

Board Role



**YOU ARE PART OF A
GOVERNING BODY AND NOT
STAFF**



**YOU WORK WITH THE ASI PRESIDENT
AND EXECUTIVE DIRECTOR TO SET THE
VISION AND GOALS FOR ASI PROGRAMS
AND SERVICES**



**YOU COORDINATE ACTIVITIES AND
PROGRAMS THROUGH
UTILIZATION OF STAFF FOR
PLANNING AND LOGISTICS
SUPPORT**

<https://www.csueastbay.edu/asi/asi-government/board-documents.html>

Board Goals & Policy Agenda



Understanding and actively finding solutions to students concerns (ie Food and Housing Insecurity, Increasing Tuition, lack of Gender Inclusive Restrooms, etc.)



Advocate for students and act as liaisons with University Administration



Involving student and campus community members through programming efforts

ASI Policy Agenda: <https://www.csueastbay.edu/asi/asi-government/policies.html>

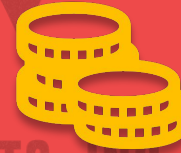
Board of Director Duties



Operate in the best interest of the corporation as an officer



Leading or Participating in Board Meetings, Committee Meetings, including University Committees



Reviewing policies and finances annually



Carrying out all duties within the by-laws, committee codes, and responsibilities listed in the Election Packet

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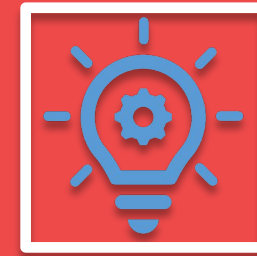
Day in the Life: ASI Board of Directors



Committee and Board of Directors Meetings



Meeting with constituents, faculty, and staff (ie maintaining consistent weekly office hours)



Reviewing and producing reports

- Understanding Robert's Rules of Order
- Understand parliamentary procedure for establishing quorum
 - Approval of minutes from prior meetings
 - Voting and making motions
 - Understand Gloria Romero Act
 - Appointing or selecting Committee Members
 - Managing paperwork and committee duties
 - Do your homework before the meeting

Eligibility for ASI Board

- **Grade Point Average:** Students must be matriculated at CSUEB, maintaining both a campus and overall GPA of 2.05 or above each semester and not be on probation of any kind (this increases to 2.10 Fall 2024).
- **Unit Load:** Undergraduate students must be enrolled in a minimum of 9 units (Graduate students minimum of 4 units).
- **Maximum Allowable Units:** Undergraduate students can earn a maximum of 225 units or 125% of the units required for a specific bachelor's degree objective, whichever is greater. Graduate students may earn a maximum of 75 units or 167% of the units required for the graduate or credential objective, whichever is greater. Students exceeding their limit will no longer be eligible to hold office.
- **Residency:** Undergraduate students must have completed 1 semester at CSUEB prior to appointment and have earned a minimum of 9 units at CSUEB. Graduate students must have completed at least 1 semester at CSUEB prior to appointment and have earned a minimum of 9 units at CSUEB as a new graduate student. Graduate students who received a bachelor's degree or credential within the past three years from CSUEB must have earned a total of 18 units during their last year as an undergraduate to be eligible.

Eligibility for ASI Board (cont.)

- **Financial Obligations:** In order to be eligible to serve on any campus auxiliary organization governing board, the student must not have a financial, contractual or transactional interest or conflict with any aspect of that organization.
- **Student Conduct:** In order to be eligible to serve on any campus auxiliary organization governing board, the student must not have any judicial hold and be in good discipline standing.
- **Presidency Eligibility:** Candidates seeking the office of the President must have served at least two (2) consecutive quarters (and/or a combination minimum of one (1) semester) on the ASI Board of Directors, Senate, ASI standing committee, or ASI First Year Intern/Mentee (FYI/M) in order to be qualified to run. At the time of application, this must be the candidate's 2nd quarter/semester of involvement at minimum.
- **Vice President Eligibility:** Candidates seeking the office a Vice President must have served at least one (1) quarter (and/or a combination minimum of one (1) semester) on the ASI Board of Directors, Senate, ASI standing committee, ASI First Year Intern/Mentee (FYI/M), or a student assistant within the ASI Office in order to be qualified to run. At the time of application, this must be the candidate's 1st quarter/semester of involvement at minimum.

Elections Timeline Details

- Friday, March 29, 2024 at 11:59pm - deadline for Candidate Filing on BaySync; candidate verification process begins
<https://mybaysync.csueastbay.edu/submitter/form/start/630671>
- April 8th (5pm) & April 9th (12:15pm) - Mandatory Candidate Info Sessions in person/via zoom; all candidates required to attend one to continue
- Thursday, April 11, 2024 at 8am - Campaigning Begins
- Thursday, April 18, 2024 at 12:15pm - Candidate Forums (format will depend on number of candidates)
- April 22-24, 2023 - voting online (virtual only)

Detailed calendar at www.csueastbay.edu/asi/asi-government/elections/

Important Next Steps

1. Do your Research - Read about ASI:
www.csueastbay.edu/asi
2. Review governing documents:
www.csueastbay.edu/asi/asi-government/board-documents.html
3. Review Elections Timeline & Code:
www.csueastbay.edu/asi/asi-government/elections
4. Submit your application via Baysync (by March 29, 2024 at 11:59pm):
<https://mybaysync.csueastbay.edu/submitter/form/start/630671>

If Elected, Things to Know

- **APRIL/MAY 2024:**
 - Required to attend the ASI Board Meeting, Wednesday, April 24, 2024 from 12pm-2pm (in person North UU 307)
 - Required to participate in a minimum of 2 transition meetings, reviewing wrap-up reports with the current person in your position (in person or zoom during month of May 2024)
- **JUNE/JULY/Early AUG 2024:**
 - The term of service is June 1, 2024 - May 31, 2025
 - Summer service can be remote (weekly 2 hour in person/zoom mtg, keeping up with email, working on weekly tasks for the year, etc)
- **Mid AUG 2024:**
 - ASI Retreat - Required in person Thurs, Aug 15 & Fri, Aug 16, 2024 (9am-5pm tentative)
 - Regular work and office hours begin week of Mon, Aug 18th, 2024

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If Elected, Things to Know

- **FALL & SPRING TERM HOURS OF SERVICE BY BOD (approx 15-20 hours/week):**
 - 2 hours required in Board Meetings every Wednesday, 12pm-2pm (must be available)
 - 4-6 office hours (in person) every week classes in session (depending on position)
 - service on approx 2-4 University Committees (representing ASI & the student voice), time commitment varies
 - 8-9 hours per week in administrative work (email, meetings with campus partners/advisors/other BOD, tabling, attending events, etc)

If Elected, Things to Know

- **PERQs**
 - **scholarships for BOD (\$7,200-\$14,400 for the year depending on position**
 - **parking pass (if taking classes and have a car)**
 - **priority registration (if in role in advance of registration that upcoming term)**
 - **access to office and shared office space suite in ASI UU314**
 - **access to meeting with President Sandeen and other keys Administrators (VPs, Deans, etc)**
 - **ability to attend leadership training and conferences**
 - **other cool things :)**

If Elected, Things to Know

- **DISCLAIMER:** Administrators who report funding through the Office of Financial Aid & Scholarships must disclose the following to every student recipient: Federal Regulations do not allow CSU East Bay to provide financial aid recipients with funding in excess of their Cost of Attendance or 'Need' as calculated by the FAFSA/CADAA Application. (Need = COA - EFC). If you receive this funding and its addition results in excess, the funds may replace your current Financial Aid package in an order that will be in your best interest. For example, your loans or a need-based aid that you may be able to use in subsequent terms may be replaced. If your total Financial Aid package was in excess of your Cost of Attendance or 'Need' as calculated by the FAFSA/CADAA application with the addition of these funds, the Office of Financial Aid & Scholarships is obligated to adjust your financial aid accordingly. If your aid was subject to an adjustment, you will be contacted via your horizon email account. Note that adjustments to aid may result in an outstanding balance that will be your responsibility to settle. As such, before spending the funds it is advisable to contact the Office of Financial Aid & Scholarships to ask whether your aid will need to be adjusted. The California Student Aid Commission requires Middle Class Scholarship (MCS) Recipients to have all additional aid reported to CSAC. Please note that any additional aid may result in a reduction of your MCS, requiring you to return part of the funds issued to you, back to the California Student Aid Commission. If you have any questions regarding this matter, please contact the Office of Financial Aid & Scholarships.



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Questions???