

Chief of Staff Restructure Different Directions

Overall Changes:

Changes: Chief of Staff would sit on the Board of Directors and Executive Committee. Charged with assisting the President in making sure everyone is doing their job in their positions. Give Reports to the Board of Directors of the productivities of each member in ASI. Direct Report

1. Leaving the Chief of Staff as an elected position
 - a. Run on same Ballot as President
 - b. Has the option to run on their own
 - c. Voting member on the Board

2. Changing the Chief of Staff as an appointed position
 - a. Cannot vote on the Board of Directors
 - b. Reports to President

3. Changing the Chief of Staff to a Student Staff Position

Cal Poly SLO Chief of Staff

ASI Chief of Staff

As an appointed position by the ASI President, the ASI Chief of Staff works to implement the goals of the ASI President with the assistance of the appointed Executive Cabinet. The ASI Chief of Staff has direct oversight of the presidential appointed ASI Executive Cabinet and ASI Student Government operations under the general oversight of the ASI President.

Corporate Responsibilities

- Provide direct oversight and management of the ASI Executive Cabinet in day-to-day programming activities.

- Provide continuous leadership development to the ASI Executive Cabinet.

- Coordinate recruitment of new students for the ASI Executive staff.

- Represent the ASI President on ASI and University-wide committees as identified by the ASI President.

- Provide input regarding student advocacy of ASI.

- Serve as a non-voting member of the ASI Business and Finance Committee.

- Serve as a non-voting representative to the Board of Directors.

- Aid the ASI President in recruiting for student representatives to all University-wide and Academic Senate committees. Responsibilities to the Executive Staff

- Coordinate projects of the ASI Executive Cabinet.
- Chair weekly ASI Executive Cabinet meetings.
- Ensure that the ASI President's goals are facilitated through the ASI Executive Cabinet.
- Aid in the selection process of ASI Executive Cabinet members.

Summary of Typical Involvement

- Serve on ASI internal committees as appropriate.
- Participate in the overall ASI assessment, planning, and goal setting. Participate in Quarterly Kickoff events.
- Attend ASI Leadership Development workshops. Meet weekly with the ASI President.
- Attend Leadership Team meetings.
- Attend University-wide and Academic Senate committee meetings as appointed.
- Other responsibilities as directed by the ASI President

Humboldt State

The Legislative Vice President shall be the chief legislative assistant to the President.

1. The Legislative Vice President shall chair the A.S. Council and may vote on actions or decisions taken by the AS Council when such a vote will affect the outcome.
2. The Legislative Vice President shall be responsible to receive information from Associated Students committee appointments.
3. The Legislative Vice President shall be responsible for the maintenance of and adherence to the Associated Students Code.
4. The Legislative Vice President shall sit on the Executive Committee.
5. Makes appointments to committees and boards for the Association with the consent of the A.S. Council by a 2/3 vote.
6. Serves as a member of the AS Council.

CSU Bakersfield (JRC actually enforces punishment)

Duties of the Executive Vice-President. The Executive Vice President shall have the following duties and responsibilities:

Serves as the Chief Operations Officer and second-in command of the ASI Board;

Serves as ASI President in the temporary absence of the ASI President;

Chairs the Internal Affairs Committee and shall be responsible for familiarizing the Committee of all ASI documents;

Oversee and/or communicates with the following Directors and Liaisons:

Community Engagement Director;
 Corporate Structure Director;
 R.E.P.S. Director;
 Antelope Valley Liaison.

Serves as an ex-officio member of all ASI Committees;

Reviews and recommends ASI policies pertinent to the structure of ASI;

Serves as a member on the ASI Audit Committee;

Shall administer the mid-year evaluation of the ASI President with the Internal Affairs Committee;

Oversees assignments and projects related to Higher Education legislation and voter registration campaigns;

Organizes and oversees an orientation for new ASI members;

Records and maintains an accurate log of Committee and ASI Board of Directors meeting (un)excused absences of the Board of Directors;

Ensures that all ASI members meet responsibilities as set forth by all governing documents and enforces the accountability requirements;

Collaborates with the ASI Executive Director on all ASI governing documents and policies;

Attends all leadership conferences/retreats;

Abides by the ASI Internal Affairs Code.