

5.3.3 Meeting Attendance:

5.3.3.1 It shall be the responsibility of the applicants applying for the following positions and committees to be present at the next BOD meeting at which the appointment will occur. With a 2/3 vote of the BOD, there can be an exception.

5.3.3.1.1 All BOD Positions, Chief Justice, Associate Justices, Cabinet of Commissioners, ASI Internal Committees, Elections Committee, and major academic and administrative committees noted in this policy and others.

5.3.3.2 All other campus wide committee appointments shall be offered to the BOD via recommendation from the VPAG.

5.4 The application will be logged and reported to the Board of Directors by the ASIAAED. The original application for committee appointments will be provided to the VPAG and a copy will be provided to the appropriate second interviewer/Direct Report noted below:

5.4.1 ASI President receives applications and conducts interviews for BOD, appointments, the PR & Elections Commissioner, the Chief Justice of the Judicial Review Committee, Associated Justices of the Judicial Review Committee, and the student representatives to the following academic and administrative committees: Instructionally Related Activities Board, University-Student Union Board Nominating Committee (U-SU), Cal State LA Foundation, & University Auxiliary Services, Inc. (UAS).

5.4.1.1 All current BOD, members will submit an Internal Committee Appointment Application for the academic and administrative committees.

5.4.1.2 All applications must be signed by the interviewer and given to the ASIAAED, twenty-four hours prior to the next BOD.

5.4.1.3 The ASI President can identify committee designees for specific committees via formal notice to the VPAG and ASI Staff.

5.4.1.4 The above shall not be in conflict with the BOD, COP and ASI Bylaws.

5.4.2 ASI Vice President for Administration receives applications for all Cabinet of Commissioner members, and conducts the interviews. He/she will forward Election and Orientation Commissioner candidates to the President for a second interview and consideration for appointment.

5.4.2.1 All applications must be signed by the interviewer and given to the ASIAAED, twenty-four hours prior to the next BOD.

5.4.3 ASI Vice President for Finance receives committee appointment applications for the Vice Chair for Finance Committee, the Finance Committee, and Funding Sub-Committee.

5.4.3.1 All applications must be signed by the interviewer and given to the ASIAAED twenty-four hours prior to the next BOD.

5.4.4 ASI Vice President for Academic Governance receives all campus wide university committees and academic sub-committees/working groups. The VPAG shall manage the appointment process for all approved student representatives to the aforementioned committees.

5.4.4.1 All current BOD, members will submit an Committee Appointment Application for the academic and administrative committees.

5.4.4.2 All applications must be signed by the interviewer and given to the ASIAAED, twenty-four hours prior to the next BOD.

5.4.5 ASI Vice President for External Affairs and Advancement receives applications for all Legislative Affairs and Advocacy Committee and Lobby Corps

5.4.5.1 All applications must be signed by the interviewer and given to the ASIAAED twenty-four hours prior to the next BOD.

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5.4.6 ASI Secretary/Treasurer

5.4.6.1 Once appointed the Secretary/Treasurer will coordinate the New Member Orientation in collaboration with ASI Staff (i.e. Business cards (after eligibility is determined), ASI e-mails, web site picture and bio updates, office tour, office hours, contact list, name plate creation and member updates, etc.).

5.4.6.1.1 The student's ability to serve is pending their eligibility check by the University Registrar managed by the ASI Administrative Office.

5.4.6.2 Create the "Thanks for applying but..." letter and facilitate the candidates' options for continued involvement in ASI.

5.4.6.3 Track and create a quarterly report that shares the total number of applicants, appointments, and ASI's success in getting students involved in ASI. This information must be compiled and shared by the last BOD meeting of each semester.

Policy History:

- Approved: 05/10
- Approved: 11/10

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