

From: [Peake, Barnaby](#)
To: [ASI Chief Justice](#); [ASI President](#); [ASI Secretary Treasurer](#); [ASI Vice President for Academic Governance](#); [ASI Vice President for Administration](#); [ASI Vice President for Finance](#); [ASIVPEAA](#); [Florez, Dena](#); [Maldonado, Amanda](#); [Salazar, Gustavo](#); [ASI Administrative Assistant2](#); [ASI Office Assistant](#)
Cc: [Ho, Tanya](#); [Chambers, Danielle K](#)
Subject: ASI Administrative Procedures update
Date: Wednesday, December 7, 2022 10:48:00 AM
Attachments: [ASI Administrative Procedure- Conflict of Interest.docx](#)
[ASI Administrative Procedure- Eligibility.docx](#)
[ASI Administrative Procedure- ETR forms.docx](#)
[ASI Administrative Procedure- Policy Management.docx](#)
[image001.png](#)

Hi Team,

Attached are four Administrative Procedures that we have created in response to the Chancellor's Office Audit and to help solidify our internal processing of paperwork. I will share this with the Board tomorrow at our meeting, but wanted to give you a chance to see the documents.

Barnaby



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