



**ASSOCIATED STUDENTS, INCORPORATED
CALIFORNIA STATE UNIVERSITY, LOS ANGELES**

Approved: 05/31/01

ADMINISTRATIVE MANUAL

PUBLIC RELATIONS POLICY

POLICY 217

- 1.0 PURPOSE:
To establish policies and procedures for public relations.
- 2.0 REFERENCES:
Title 5; Section 42502,
ABS 86-05
- 3.0 POLICY:
A.S.I. may expend funds for public relation purposes as long as these types of expenses are included in the approved A.S.I. annual operating budget. The auxiliary organization may expend funds in such amount and for such purposes as are approved by the governing body of the auxiliary organization.
- 4.0 DEFINITIONS
Public Relations is defined as the money used for expenses which arise from supporting solicitors from organizational and developmental activities from the University to further the operations of Associated Students, Incorporated.
- 5.0 PROCEDURES
- 5.1 The designated supervisor is responsible for monitoring the balance in the public relations budget.
- 5.2 All expenditures require prior authorization by the Executive Director and A.S.I. President.

