

DUTIES FOR THE ASSOCIATED STUDENTS PRESIDENT

I. NAME

This document shall be called Duties for the Associated Students President.

II. AUTHORITY

These duties shall be established by the authority given in Article VIII, Section 2 of the Restated Bylaws of the Associated Students (AS) of California State University, Chico (CSUC).

III. PURPOSE

The purpose of these duties is to define the role and responsibilities of the AS President.

IV. DATE OF EFFECTIVENESS

These duties shall be effective upon approval of the Board of Directors (BOD).

V. AMENDMENTS

These duties may be amended by a 2/3 approval of the BOD.

VI. TERM OF OFFICE AND ATTENDANCE

- A. Term of office shall be consistent with elected representatives as outlined in Article VIII, Section 4 of the Restated Bylaws of the AS of CSUC.
- B. Attendance shall be governed by the Attendance Policy for Elected Representatives.

VII. DUTIES AND RESPONSIBILITIES

- A. Shall be a voting member of the BOD. The AS President and Chair of the Board, subject to control of the BOD or of any standing committee having authority over such, shall generally supervise and direct the business and the officers of the corporation.
- B. Shall be a voting member of the Government Affairs Committee (GAC), serving as Vice Chair of the GAC.
- C. Shall attend the California State Student Association (CSSA) Board of Directors monthly plenary meetings as the voting member for CSU, Chico, unless otherwise determined by the AS BOD.
- D. Shall be a voting member of the Initial Review Committee (IRC).
- E. Shall preside at all meetings of the members and at all meetings of the BOD.
- F. Shall be an official representative of the corporation on campus, in the community, and with schools and organizations thereof and shall appoint, where appropriate, members to posts on all University boards, committees, councils or panels outside the direct jurisdiction of the BOD or of any standing committee of the BOD, unless otherwise provided, which appointments shall be subject to the approval of the BOD by a simple majority.
- G. Shall have such powers and duties as may be prescribed by the BOD or the Bylaws.
- H. Shall have the power to issue written Executive Orders as necessary for the conduct of AS business in the absence of appropriate legislative action.

DUTIES FOR THE ASSOCIATED STUDENTS PRESIDENT

Page 2

- I. Shall coordinate student involvement in University budgeting procedures as approved by the University President.
- J. Shall work to ensure productive relationships with the student body, University Administration, the Faculty, the Staff, the Community and Corporate Management.
- K. Shall coordinate a public forum at least monthly to discuss the current status of the AS.
- L. Shall be the liaison to the campus Alumni Association.
- M. Shall serve or designate a representative to serve as a member of the Student Academic Senate.
- N. Shall ensure that a rolling Five Year Master Plan is updated annually and that the plan is adhered to.
- O. Shall be an active member, or select a designee, for the appropriate University Boards, committees and councils including, but not limited to:

- University Alumni Association
- University Academic Senate
- University Staff Council
- University Budget Committee
- University Enrollment Management Committee
- Instructionally Related Activities (IRA)
- Campus Fee Allocation Committee
- Campus Planning Committee

- P. Shall work with the Executive Vice President to coordinate trainings and transition for outgoing and incoming officers.
- Q. Shall be in charge of Policy Agenda formation and implementation oversight for the AS.
 - 1. The AS President will seek input from all of the elected AS Officers and Senators to begin the formation process based on the Mission of the AS.
 - 2. After a draft document has been put together, the President will seek consent of the Student Academic Senate, Government Affairs Committee, Bell Memorial Union Committee, and the Associated Students Businesses Committee.
 - 3. Once consent by all of the Standing Committees of the BOD and the Student Academic Senate has been received, the President will seek approval from the BOD for the Policy Agenda.

Approved GAC: 3/1/96
Approved BOD: 3/8/96
Clean-up Changes: Summer 1999
Revisions Approved BOD: 8/28/00
Revisions Approved BOD: 10/23/00
Revisions Approved BOD: 4/16/03
Revisions Approved BOD: 5/4/15
Revisions Approved BOD: 4/26/17
Revisions Approved BOD: 5/10/17
Revisions Approved BOD: 9/20/17
Summer 2021