

**Associated Students, Inc.**  
**California State University, Stanislaus**

**Vice President and Treasurer**

Description of Position: The ASI Vice President and Treasurer, in compliance with ASI By-laws, shall represent students within the Associated Students and the University.

Qualifications:

➤ Candidates:

- Undergraduate candidates for the position must have been enrolled on the campus for one year-prior to the election, earning a total of 12 semester units during that year with a cumulative GPA of 2.5 or higher.
- Undergraduate candidates must maintain 6 semester units while running for office and not be on academic or disciplinary probation of any kind.
- Graduate candidates for the position must earn 6 units per semester of continuous attendance as a new graduate student. Graduate and post baccalaureate candidates must have a cumulative GPA of 3.0 or higher.
- Graduate candidates who have received a bachelor degree or credential during the previous three years must have earned 12 units during their last undergraduate term.
- Graduate candidates must maintain 3 units while running for office and not be on academic or disciplinary probation of any kind.

➤ Incumbents:

- Undergraduates must earn 6 units of credit and earn a minimum of 2.0 or higher per semester while holding office and not be on academic or disciplinary probation of any kind.
- Undergraduates students must not exceed 150 semester units. If units exceed 150, the student will no longer be eligible for ASI Board of Directors.
- Graduate and post baccalaureate incumbents must earn a minimum 3 semester units of academic credit with a GPA of 3.0 or higher and not be on academic or disciplinary probation of any kind.
- Graduate students must not exceed 50 semester units. If units exceed 50, the student will no longer be eligible for ASI Board of Directors.
- Graduate candidates must not be on probation (academic or disciplinary) of any kind.

Specialized Qualifications:

- To be President you must have served one semester as a member of the ASI Board of Directors. In the event that a candidate does not meet the minimum qualification of having one semester served on ASI Board of Directors, the candidate may appeal to the ASI Elections Committee. All appeals will result in an interview with the Elections Committee and be decided upon seven calendar days before the mandatory candidates

meeting. The Elections Committee will take the following into account during the interview:

- Knowledge of Associated Student, Inc,
- Knowledge of current events in regards to higher education,
- Knowledge of finance and accounting practices,
- Political System and Administration at CSU Stanislaus,
- Political Systems in the CSU System,
- Campus current events.

The ASI Elections Committee may waive the one semester requirement.

#### Tenure and Terms:

- The ASI Vice President, Internal shall hold office for one year. Such term will begin 12:00 noon on the first day of June and conclude at 12:00 noon on the first day of June the following year.

#### Duties and Responsibilities:

- The position of ASI Vice President duties and responsibilities shall include, but are not limited to the following:
  - Shall maintain a minimum of 15-20 office hours a week, 10 hours of which must be posted.
  - Shall report directly and be supervised by the President. Additionally, the Vice President will act as the President's primary assistant, and shall assume such roles and responsibilities as delegated by the President.
  - Shall lobby for the rights of all students.
  - Shall perform the duties of the President in the President's absence and in case of vacancy of that office shall succeed to the office of President.
  - Shall be responsible along with the Budget Analyst for all funds of the Association.
  - Shall attend summer and winter retreat.
  - Shall attend scheduled meeting of the ASI Board of Directors held from 5:00 p.m. to adjournment on Tuesdays. (Classes and work shall be planned accordingly). Shall notify the Chair and Rules Committee Chair in advance, in the event of an absence from a scheduled Board of Directors meeting.
  - Shall review all minutes and attached documents prior to all meetings.
  - Shall serve on a minimum of five campus-wide committees.
  - Shall be actively involved in ASI programs and events.
  - Shall have all powers and duties as outlined in the ASI Bylaws.
  - Shall be subject to the Point System as outlined in Section 5.0 of the ASI By-Laws.