

## Associated Students, Inc. (ASI) Director for College of Business Administration

**Mission Statement:** The Associated Students, Inc. (ASI) of California State University, Stanislaus is the official voice of the students. As a not-for-profit organization, our mission is to provide and fund a wide range of high-quality programs and services to support student life, student success and instill a sense of campus pride. ASI provides resources and programs that encourage leadership development as well as broaden social, educational, political, and emotional growth.

**Description of Position:** The Director for College of Business Administration shall advocate for students whose major fall under this college at California State University, Stanislaus. The Director for College of Business Administration shall be in compliance with ASI bylaws and the point system.

**Eligibility:** Undergraduate and/or Graduate Candidates refer to the ASI Election Code for unit and GPA requirements.

**Specialized Eligibility:** To be Director for College of Business Administration you must be a student majoring in a major within this college and be in good academic standing at California State University, Stanislaus.

**Tenure and Terms:** The Director for College of Business Administration shall hold office for one year. Such term will begin 12:01pm 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 duties and responsibilities shall include, but not limited to the following:

- Advocate for the rights of the students whose major fall under the College of Business Administration.
- Meet with the Dean of the College of Business Administration.
- Distribute information to the College of Business Administration pertaining to ASI.
- Attend schedule meeting of the ASI Board of Director held from 4:30 p.m. to adjournment on Tuesdays (class and work shall be planned accordingly).
- Review all minutes and attached documents prior to all meetings.
- Give a written and/or verbal report at the ASI Board of Director meetings.
- Serve on at least one Standing Committee: Judicial, Elections, Human Resource, Policy, or Budget Committee.
- Serve on a minimum of two University committees and submit a committee report following each meeting.
- Complete and submit an End of the Office Report at the end of term.
- Attend summer and winter retreat, trainings, and workshops.

**Recommended Additional Duties:**

- Be actively involved in ASI Student Government programs, events, and/or campaigns.
- Assemble a subcommittee of their constituency and actively meet with the committee.
- Create, develop, and implement specific goal(s)/project(s) that would benefit your constituents.
- Complete and submit a BOD Initiative Evaluation and Report form as needed.