California State University, Stanislaus
Associated Students Incorporated
Risk Management and Insurance Policy

I. PURPOSE

The purpose of this document is to set forth guidelines for implementation of a policy to reduce risk and/or eliminate losses to which the Associated Students, Inc. (ASI) of California State University, Stanislaus may be exposed through the process of risk identification, analysis and evaluation.

II. DATE OF EFFECTIVENESS

This policy shall be effective upon approval of the Senate.

III. AMENDMENTS

This policy may be amended by a 2/3-majority vote of the Senate.

IV. GUIDELINES

A. The implementation of said policy shall be under the direction of the ASI Director. It is his/her responsibility to identify risks, determine the means of eliminating, abating, transferring, or retaining these risks after consultation with appropriate staff, counsel, insurance agent and University personnel.

B. When the Associated Students, Inc. cannot eliminate or economically retain a risk of loss, it shall be transferred by purchase of insurance when available. The form and sufficiency of various limits for the protection of the Associated Students, Inc. shall be determined by the ASI Director in consultation with the Associated Students, Inc. Executives.

C. The ASI Director is authorized to implement a comprehensive risk management and insurance program consistent with the stated purpose of this document. On an annual basis, the ASI Director will be responsible for conducting a thorough risk management needs assessment with a report the Executives on need for purchase or change in insurance coverage’s to be implemented into the next fiscal year budget.

D. The report shall be presented to the board in February of each year allowing for inclusion in the annual budget.

This report shall include:
1. Quantity of activities, services, and support in which the ASI is involved.
2. Minimum insurance coverage and limits by types of authorized activities.
3. Activity relationships in which there is/may be shared responsibility and liability with respect to contracts, employment, occupancy of premises, or oversight of facilities, programs or services between the ASI and the University or other entity.

Adopted at a regular meeting of the Associated Students, Inc. Student Senate this 23rd Day of May 2006.

Signed:

_______________________________________________________________
Chelsea Minor
President

Attest: Andrew Janz
Date
Vice President/Speaker of Senate