



SB 2016-2017:02

## Governmental Affairs Committee

Associated Students, Inc. (ASI)

California State Polytechnic University, Pomona

Author: ASI Vice President Gabriel O. Smith

- I. Purpose: The Committee, which is a recommending body to the Senate, shall serve as the body which educates ASI and the students on governmental relation needs including, but not limited to the coordination of strategies to inform and engage students on advocacy efforts within the local, state, and federal levels; research on legislation and policy affecting the student body and the CSU; development of appropriate action plans or policy recommendations, campus programs, and collaboration with appropriate entities on the advocacy efforts affecting our students in compliance with CSU policy. The Committee's efforts shall focus solely on matters directly impacting the student body and the CSU.
- II. Composition:
  - A. Voting Members:
    1. ASI Secretary of External Affairs, who shall serve as Chair
    2. ASI Vice President or designee
    3. Senator Pro-Tempore or designee
    4. Three (3) ASI Senators elected by the Senate, who shall serve on the committee for the entire academic year
    5. Assistant Secretary of Legislative Affairs
    6. Assistant Secretary of Civic Engagement
    7. One (1) student-at-large representative

B. Vice Chair:

1. Vice Chair to be selected by the committee by majority vote. Only voting members may be elected as Vice Chair and retain voting rights

C. Non-voting Members:

1. ASI Executive Director or designee
2. University Director of Governmental and External Affairs

III. Officers:

A. Assistant Secretary of Legislative Affairs, as stated in Article XI Section IV (b) of the ASI By-laws, is responsible for the research of legislation and policy affecting the students of Cal Poly Pomona, and the development of appropriate action plans and policy positions. The Assistant Secretary of Legislative Affairs shall coordinate and implement all duties designated by the Secretary of External Affairs. This student leader is authorized to:

1. Attend lobbying meetings with the Secretary of External Affairs;
2. Promote and inform the Governmental Affairs Committee members about relevant legislation; and
3. Serve as a voting member on the Governmental Affairs Committee.

B. Assistant Secretary of Civic Engagement, as stated in Article XI Section IV (c) of the ASI By-laws, is responsible for assisting the Secretary of External Affairs with travel-related clerical work and the organizing of student advocacy on campus and in the community. This student leader is authorized to:

1. Serve as the secondary supervisor for advocacy volunteers
2. Organize biweekly voter registration drives;
3. Organize community volunteer programs;
4. Act as liaison with the Cal Poly Pomona Center of Community Engagement; and provide updates from the Pomona's Promise Program; and
5. Serve as a voting member on the Governmental Affairs Committee.

IV. Meetings:

- A. Meetings shall be called by the Chair or by two-thirds (2/3) of the voting membership of the Committee.
- B. Special meetings may be called, as they are appropriate to the needs of the Committee and in compliance with the Gloria Romero Opening Meeting Act.
- C. Meetings will be held once every three (3) weeks or more frequently as needed.
- D. Agenda must be posted 72 hours (3 business days) in advance to comply with the Gloria Romero Opening Meeting Act, or if replaced, its successor act.

V. Quorum:

- A. Quorum is established when five (5) voting members are present. Quorum is defined as a majority of the seated voting members.

VI. Voting Procedures:

- A. Decisions shall be made with a majority vote. All action taken by the committee shall be recommended to the ASI Senate for final approval.

VII. Duties of Advocacy Team Volunteers:

- A. The Committee may involve volunteers to further achieve its goals and purpose.

The duties of the Advocacy Team are as follows:

1. Assist the Assistant Secretary of Legislative Affairs in research and presenting state legislation that will affect the CSU system to committee.
2. Participate in and/or prepare for at least one (1) lobby visit per academic year. Participation is subject to the student government budget and final approval by the Chair and ASI President.
3. Assist the Assistant Secretary of Civic Engagement in execution of any voter registration, campus, or local community advocacy.
4. Assist the Chair in communicating with federal and state local offices and scheduling lobby visits.
5. Assist the Chair in advocacy events.
6. As volunteers, the Advocacy Team does not have to meet the CSU system-wide requirements of eligibility.

VIII. Amendments:

- A. Any amendments to this code shall be reviewed by the Rules & Policies Committee and approved by the ASI Senate with a two-thirds (2/3) vote.

<b>FOR ASI USE ONLY:</b>	
<b>ASI Senate Approval Date:</b>	<u>May 11, 2017</u>
<b>Verified By:</b>	
<u>Brandon Whalen</u>	<u>5/25/17</u>
Brandon Whalen, ASI Attorney General	Date
<b>Approved By:</b>	
<u>Uriah Sanders</u>	<u>5/23/17</u>
Uriah Sanders, ASI President	Date