I. Preamble

A. **Purpose.** The ASI Rules and Policies Committee shall review and recommend all rules, policies, and resolutions governing ASI to the ASI Board of Directors.

B. **Authorization.** The Rules and Policies Committee is a recommending body to the ASI Board of Directors.

C. **Compliance.** All actions taken by the ASI Rules and Policies Committee and material in this Committee Code must comply with the ASI Articles of Incorporation and Bylaws; CSU and University Policies; the California Education Code; and the California Nonprofit Corporation's Code.

II. Composition

The ASI Rules and Policies Committee shall be composed of the following:

A. **Chair (Non-Voting):**
   
   i. The ASI Attorney General, who shall serve as Chair.

B. **Voting Members:**

   i. The ASI Senate President Pro-Tempore, who shall serve as Vice Chair.

   ii. The ASI President or designee.

   iii. The ASI Vice President.

   iv. Three (3) ASI Senators elected by the ASI Board of Directors, who shall serve on the committee for the entire academic year.

C. **Liaison (Non-Voting):**

   i. The ASI Treasurer.

D. **Advisors (Non-Voting):**

   i. The University Advisor or designee(s).

   ii. The ASI Executive Director or designee(s).
III. Duties of the Committee Chair

The Committee Chair shall be responsible for properly and efficiently carrying out the business of the Committee, posting agendas, preparing minutes, and reporting regularly to the ASI Board of Directors all actions taken by the Committee.

IV. Duties of the Vice Chair

The Vice Chair shall take on the duties of the Chair as listed in this Committee Code if the Chair is not present for a regular meeting.

V. Meetings

Meetings shall be called by the Chair or by two-thirds (2/3) of the voting members of the Committee. The agenda must be posted seventy-two (72) hours (3 business days) in advance to comply with the Gloria Romero Open Meeting Act, or if replaced, its successor act.

VI. Quorum

Pursuant to ASI Bylaws, quorum is established when a majority of seated voting members are present.

VII. Voting Procedures

Decisions shall be made with a majority vote. All action taken by the Committee shall be recommended to the ASI Board of Directors for final approval.

VIII. Amendments

Any amendment to this Committee Code shall be reviewed by the ASI Rules and Policies Committee and approved by the ASI Board of Directors with a two-thirds (2/3) vote.

Supersedes

SB 2012-2013:03 – Rules and Policies Code
SB 2011-2012:01 – ASI Rules and Policies Committee Code
SB 2010-2011:01 – ASI Rules and Policies Committee Code
Approval

**APPROVAL**

**ASI Board of Directors Approval Date:** May 6, 2021

**Verified By:**

Matthew Jacobson, ASI Attorney General  
05/06/2021  
Date

**Approved By:**

Lucille Yu, ASI President  
05/06/2021  
Date

Attachments

SB 2020-2021.03 - Certification Form.pdf

Approval Signatures

<table>
<thead>
<tr>
<th>Step Description</th>
<th>Approver</th>
<th>Date</th>
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<tbody>
<tr>
<td>Signed by ASI President</td>
<td>Lucille Yu [MJ]</td>
<td>May 10, 2021</td>
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<tr>
<td>Signed by ASI Attorney General</td>
<td>Matthew Jacobson</td>
<td>May 10, 2021</td>
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<tr>
<td>The Policy Owner Presents To The ASI Board of Directors For Discussion and Action</td>
<td>Matthew Jacobson</td>
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<tr>
<td>The Policy Owner Presents Changes To The ASI Rules and Policies Committee For Discussion and Action</td>
<td>Matthew Jacobson</td>
<td>May 10, 2021</td>
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<tr>
<td>The Policy Owner Reviews An Existing Policy Based On The Next Review Date</td>
<td>Matthew Jacobson</td>
<td>May 10, 2021</td>
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I, Matthew Jacobson, ASI Attorney General, do hereby certify that the attached is a full, true and correct copy of Senate Bill 2020-2021:03 – ASI Rules and Policies Committee Code, adopted with a favorable majority vote of thirteen (13) ayes, zero (0) nays, and zero (0) abstentions by the ASI Board of Directors at their Regular Meeting on May 6, 2021.

Signature

ASI Attorney General

Title

APPROVAL

ASI Board of Directors Approval Date: May 6, 2021

Verified By:

Matthew Jacobson, ASI Attorney General

Date: 05/06/2021

Approved By:

Lucille Yu, ASI President

Date: 05/06/2021