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Origination	Mar 19, 2020
Last Approved	N/A
Effective	Nov 09, 2023
Last Revised	Jan 28, 2024
Next Review	Jun 01, 2025

Owner	Elizabeth Roosa Millar: Executive Director
Department	ASI Board Documents
Codes	SB 1999-2000:10, SB 2010-2011:03, SB 2011-2012:03 + 5 more

ASI Facilities and Operations Committee Code, SB 2023-2024:05

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I. Preamble

- A. **Purpose.** This ASI Facilities and Operations Committee shall formulate all policy in regard to operational use, funding, and oversight of ASI facilities, as well as review and act upon procedural changes to the Facility Use Manual and other procedural documents that govern ASI facilities. It shall also serve to develop programs and services as well as provide a channel for student ideas in the administration of the facilities and operations. This committee also serves on the Joint Budget Committee to jointly review and recommend the ASI annual budget (which includes the ASI and F&O fund) to the ASI Board of Directors.
- B. **Authorization.** The ASI Facilities and Operations Committee is a recommending body to the ASI Board of Directors.
- C. **Compliance.** All actions taken by the ASI Facilities and Operations 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 Facilities and Operations Committee shall be composed of the following:

- A. **Voting Members:**

- i. The ASI Senate President Pro-Tempore, who shall serve as Chair.
- ii. The ASI President or designee.
- iii. Three (3) ASI Senators elected by the ASI Board of Directors, who shall serve on the committee for the entire academic year
- iv. A minimum of two (2) but a maximum of four (4) student representatives, appointed by the ASI President in consultation with the ASI Senate President Pro-Tempore, who receive a scholarship.

B. Liaisons (Non-Voting):

- i. The Director of the Bronco Student Center, or designee(s).
- ii. The Director of Campus Recreation, or designee(s).
- iii. The Director of the Children's Center, or designee(s).
- iv. The Executive Director of Foundation or designee(s).

C. Advisors (Non-Voting):

- i. The University Advisor or designee(s).
- ii. 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.

- A. **Election.** The Vice Chair shall be a student leader elected by a majority of the voting members of the Committee no later than the second meeting of the academic year.

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 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.

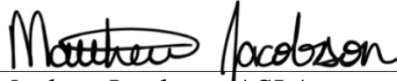
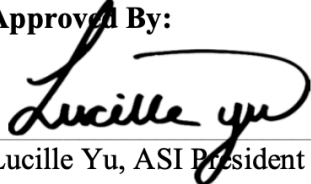
VIII. Amendments

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 2019-2020:12 – ASI Facilities and Operations Committee Code
- SB 2018-2019:10 – Facilities and Operations Committee Code
- SB 2017-2018:10 – Facilities and Operations Committee Code
- SB 2012-2013:04 – Facilities and Operations Code
- SB 2011-2012:03 – ASI Facilities and Operations Committee Code
- SB 2010-2011:03 – ASI Facilities and Operations Committee Code
- SB 1999-2000:10 – ASI Facilities & Operations Board Procedure Code

Approval

APPROVAL	
ASI Board of Directors Approval Date: <u>May 6, 2021</u>	
Verified By:	
 _____ Matthew Jacobson, ASI Attorney General	<u>05/06/2021</u> Date
Approval By:	
 _____ Lucille Yu, ASI President	<u>05/06/2021</u> Date

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Attachments

[SB 2020-2021.05 - Certification Form.pdf](#)

Approval Signatures

Step Description	Approver	Date
The Policy Owner Presents To The ASI Board of Directors For Discussion and Action	Amary Corona	Pending
The Policy Owner Presents To The ASI Board of Directors For Discussion and Action	Ilke Suzer	Jan 28, 2024
The Policy Owner Presents Changes To The ASI Rules and Policies Committee For Discussion and Action	Amary Corona	Jan 28, 2024
The Policy Owner Reviews An Existing Policy Based On The Next Review Date	Amary Corona	Jan 28, 2024

Codes

SB 1999-2000:10, SB 2010-2011:03, SB 2011-2012:03, SB 2012-2013:04, SB 2017-2018:10, SB 2018-2019:10, SB 2019-2020:12, SB 2020-2021:05

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