ASI President Responsibility Guide

Student Government members have important duties and responsibilities to the Cal Poly student body. These responsibilities are derived from the ASI bylaws; often, the responsibilities change as the organization grows and changes.

It is a conflict of interest for ASI to employ members of ASI Student Government and require those individuals to have the responsibility of governing and making decisions regarding the organization by which they are employed. Because of this conflict, it is necessary to separate the roles by not allowing a student to simultaneously hold a position in ASI Student Government and be employed by ASI.

University Learning Objectives

ASI is committed to supporting the aspirations of the University Learning Objectives. Our student leaders are expected to make reasoned decisions based on ethics, respect for diversity, and an awareness of issues of sustainability. Additionally, they will work productively as individuals and in groups while communicating effectively.

President

The ASI President is the only elected-at-large leader at Cal Poly. The goals of the ASI President are achieved and implemented with the assistance of the appointed Executive Cabinet.

The President shall represent the general student body (student advocacy) and act as the official representative and host of the Associated Students to the administration of the university and the general public.

Corporate Responsibilities (per ASI Bylaws)

- Provide general oversight of the ASI Chief of Staff, the ASI Executive Cabinet, and overall Student Government advocacy.
- Serve as a member of the ASI Officer Team.
- Provide feedback to the Executive Director regarding corporate issues as appropriate.
- Provide input regarding the corporate operations and student advocacy of ASI.
- Complete performance evaluation of the ASI Executive Director in collaboration with the ASI Chair of the Board, the Chair of the University Union Advisory Board and the Vice President for Student Affairs.
- In collaboration with the ASI Executive Director, be responsible for the execution of all legislation enacted by the Board of Directors and its subcommittees unless otherwise stated or directed.
- Appoint ASI President's representative to the Board of Director subcommittees and advisory boards in accordance with the ASI bylaws.
- Coordinate meetings of the Officer Team.
- Serve as a voting member of the Business and Finance Committee.
- Serve as a non-voting representative to the Board of Directors.
- Facilitate a selection process and appointment for Executive Cabinet.
- Provide general oversight of the Student Government annual budget, including signature authority.

Responsibilities to the Students of Cal Poly

- Maintain student input in all aspects of University shared decision-making.
- Serve as the co-chair of the Campus Fee Advisory Committee.
- Serve as an official representative of ASI as appointed on University-wide and Academic Senate committees.

- As established, be responsible for appointing and/or removing ASI student representatives to all University-wide standing committees, including the Academic Senate. A list of all committee appointments is located in the Student Government Office.

Community Involvement

- Serve as the official student representative of ASI to all external entities (e.g., CSSA, Chamber of Commerce, Chancellor's Office, etc.)
- Serve as the Chair of the Student Community Liaison Committee (SCLC).

Summary of Typical Involvement

- Serve on ASI internal committees as appropriate.
- Participate in the overall ASI assessment, planning and goal setting.
- Perform other duties as assigned by the Board.
- Participate in Quarterly Kickoff events.
- Attend Leadership Development workshops.
- Meet monthly with University Vice President for Student Affairs.
- Meet monthly with the University President.
- Meet monthly with Provost.
- Meet weekly with ASI Officers.
- Meet Weekly with Mentor to the ASI President: ASI Executive Director.
- Meet weekly with ASI Chief of Staff.
- Attend University-wide committee meetings as required.
- Attend Leadership Team meetings.

Support

Administrative Support:

Administrative support is provided to the ASI President by the Administrative Assistant – ASI Student Government. As a support professional, the Administrative Assistant serves the business needs of the officers and maintains an efficient and effective business environment. The Administrative Assistant functions in an auxiliary role at the direction of the ASI Officers and is not authorized to represent or act on behalf of any ASI Student Government member.

Professional Development/Mentoring:

Professional development/mentoring to the ASI President will be provided by the ASI Executive Director. As a mentor, the Executive Director will provide constructive feedback and guidance on a regular basis to assist the ASI President in their personal and professional development.

During their term of office, the ASI President must maintain compliance with all CSU and ASI requirements as outlined in the ASI Student Government Qualifications for Office Summary.

The ASI President receives a quarterly scholarship equal to 100% of the cost of education, priority registration and ASI vehicle privileges, if eligible.