Dearest Student Body,

Associated Students serves as the voice of student interests and promotes an enriched co-curricular university life experience. A portion of each student’s tuition fee goes to the Associated Students, making enrolled students automatic members. The organization funds and administers these dollars to 14 student initiated and led programs and services that are unique to San Francisco State. Programs are focused but not limited to providing services that enrich and improve student life, such as live shows, movie nights, festivals, craft fairs, and more.

Students have the opportunity to vote, be elected, or be appointed into the Associated Students Board of Directors. As a member of the Board of Directors, you will have the opportunity to serve your student body as a member of student government and a leader on a campus of over 30,000 scholars. In doing so, members experience many influential life events such as the campaign process to having the chance to use their ideas to provide for the students here at San Francisco State.

The Associated Students Board of Directors is on the search to fill five vacant positions for the upcoming term. There are five positions that are appointed to the Board: Chief Justice, Campus Recreation Representative, Athletics Representative, Student Health Advisory Committee Representative, and Residential Housing Association Representative. Though the latter of these positions mention specific departments on campus, all appointed positions are available to the entirety of the student body. Below you will find all five of the position duties, responsibilities, and expectations.

If you are interested in applying for any of the positions, please email a cover letter and resume to president@asi.sfsu.edu with the subject line “ Applicant for [POSITION]”. Please include your SFSU ID number in the body of the email. Applications open immediately and will close upon filling the position.

Disclosure: The Dean of Students Office will confidentially review the document to ensure the student is eligible to serve. Upon this determination the transcript will be shredded. Applications will remain on file for one academic year. Undergraduate candidates must maintain six (6) semester units per term while running for office. Graduate and credential candidates must maintain three (3) semester units per term while running for office. All applicants must have a minimum GPA of 2.5. First semester freshmen must achieve a minimum of 2.5 GPA for the fall semester.
1.1. Chief Justice.

1.1.1. Chief Justice is a student at large position that shall be appointed by the President of the Associated Students within sixty (60) calendar days of the first Monday in May, with majority of Board approval. They serve as a voting member of the Board and Committees with the following duties:

1.1.1.1. Responds to inquiries and advises chair during the conduct of all meetings of the Board on matters of parliamentary procedures, assists members in making appropriate motions, and raises proper points of order;
1.1.1.2. Serve as the Chair of Judicial Council;
1.1.1.3. Serve as Chair of the Rules Assembly;
1.1.1.4. Serve as Chair of the Election Assembly;
1.1.1.5. Serve as Chair of the Appointments Assembly;
1.1.1.6. Must appoint four (4) Justices to the Judicial Council with the Board’s approval within (60) days of the first day of Fall semester;
1.1.1.7. Other University committees or boards as requested;

1.2. Athletic Department Representative

1.2.1. The Athletic Department Representative is responsible for acting as a liaison for SFSU Athletic Department and AS. In addition to meeting and maintaining SFSU’s academic standards, the following reflects Associated Students definition of essential functions for this position but does not restrict the tasks that may be assigned or expected. AS Board of Directors (BOD) may delegate additional duties and responsibilities to this position at any time due to reasonable accommodation or other reasons.

1.2.1.1. Attend all AS BOD meetings;
1.2.1.2. Serve on a minimum of two (2) AS committees and one (1) university committee;
1.2.1.3. Attends all designated committee meetings;
1.2.1.4. Have a minimum of two (2) hours of office hours in the CCSC and one (1) hour of outreach with students be it in classes or on campus;
1.2.1.5. Conducts research to be informed when voting on important AS matters;
1.2.1.6. Represents Athletic Department concerns and needs to the AS BOD;
1.2.1.7. Meets with the Athletic Department head and committee(s) once a month to discuss department-specific issues;
1.2.1.8. Relays information from AS to Athletic Student Organizations, including deadlines and funding procedures;
1.2.1.9. Relays information from the Athletic Student Organizations to AS;
1.2.1.10. Attends the Student Athlete Advisory Committee meetings;
1.2.1.11. Actively participate in discussions in all AS committee meetings and university meetings

1.3. Residential Housing Association Representative

1.3.1. The RHA Department Representative is responsible for acting as a liaison for SFSU RHA Department and AS. In addition to meeting and maintaining SFSU’s academic
standards, the following reflects Associated Students definition of essential functions for this position but does not restrict the tasks that may be assigned or expected. AS Board of Directors (BOD) may delegate additional duties and responsibilities to this position at any time due to reasonable accommodation or other reasons.

1.3.1.1. Attend all AS BOD meetings;
1.3.1.2. Serve on a minimum of two (2) AS committees and one (1) university committee;
1.3.1.3. Attends all designated committee meetings;
1.3.1.4. Have a minimum of two (2) hours of office hours in the CCSC and one (1) hour of outreach with students be it in classes or on campus;
1.3.1.5. Conducts research to be informed when voting on important AS matters;
1.3.1.6. Represents RHA Department concerns and needs to the AS BOD;
1.3.1.7. Meets with the RHA Department head and committee(s) once a month to discuss department-specific issues;
1.3.1.8. Relays information from AS to RHA branches, including deadlines and funding procedures;
1.3.1.9. Relays information from the RHA student organizations to AS;
1.3.1.10. Actively participate in discussions in all AS committee meetings and university meetings

1.4. Student Health Advisory Committee Representative

1.4.1. The Student Health Advisory Committee Representative is responsible for acting as a liaison for SFSU Student Health Advisory Committee and AS. In addition to meeting and maintaining SFSU’s academic standards, the following reflects Associated Students definition of essential functions for this position but does not restrict the tasks that may be assigned or expected. AS Board of Directors (BOD) may delegate additional duties and responsibilities to this position at any time due to reasonable accommodation or other reasons.

1.4.1.1. Attend all AS BOD meetings;
1.4.1.2. Serve on a minimum of two (2) AS committees and one (1) university committee;
1.4.1.3. Attends all designated committee meetings;
1.4.1.4. Have a minimum of two (2) hours of office hours in the CCSC and one (1) hour of outreach with students be it in classes or on campus;
1.4.1.5. Conducts research to be informed when voting on important AS matters;
1.4.1.6. Represents Student Health Advisory Committee concerns and needs to the AS BOD;
1.4.1.7. Meets with the Student Health Advisory Committee head and committee(s) once a month to discuss department-specific issues;
1.4.1.8. Attends the Student Health Advisory Committee meetings;
1.4.1.9. Actively participate in discussions in all AS committee meetings and university meetings
1.5. **Campus Recreation Representative**

1.5.1. The Campus Recreation Representative is responsible for acting as a liaison for SFSU Campus Recreation and AS. In addition to meeting and maintaining SFSU’s academic standards, the following reflects Associated Students definition of essential functions for this position but does not restrict the tasks that may be assigned or expected. AS Board of Directors (BOD) may delegate additional duties and responsibilities to this position at any time due to reasonable accommodation or other reasons.

1.5.1.1. Attend all AS BOD meetings;
1.5.1.2. Serve on a minimum of two (2) AS committees and one (1) university committee;
1.5.1.3. Attends all designated committee meetings;
1.5.1.4. Have a minimum of two (2) hours of office hours in the CCSC and one (1) hour of outreach with students be it in classes or on campus;
1.5.1.5. Chair of the Mashouf Wellness Center Advisory Council;
1.5.1.6. Relays information from the MWCAC to the Board of Directors and relevant committee’s;
1.5.1.7. Conducts research to be informed when voting on important AS matters;
1.5.1.8. Represents Campus Recreation concerns and needs to the AS BOD;
1.5.1.9. Meets with the Campus Recreation Director and committee(s) once a month to discuss department-specific issues;
1.5.1.10. Relays information from AS to Campus Recreation Organizations, including deadlines and funding procedures;
1.5.1.11. Relays information from the Campus Recreation Student Organizations to AS;
1.5.1.12. Actively participate in discussions in all AS committee meetings and university meetings

Again, if you are interested in applying for any of the positions, please email a cover letter and resume to president@asi.sfsu.edu with the subject line “Applicant for [POSITION]”. Please include your SFSU ID number in the body of the email. Applications open immediately and will close upon filling the position. We look forward to meeting with our future and current student leaders.

Sincerely,

Your 2018-2019 Associated Students Board of Directors