

Board of Directors Incentives Policy

Last Updated:	3/28/25
Board Agenda ID:	BD 26-25
Scope:	This policy applies to students that are voting members (with the exception of Executive Officers) on the Associated Students Inc. Board of Directors (BoD).
Purpose:	The purpose of this policy is to compensate student directors for the time and energy required to actively serve as a student leader and to show appreciation for the opportunities forgone as a result of the commitment required by this role. These incentives are meant to offset the cost incurred by students for the sole purpose of meeting academic needs.

1. Requirements

- a. To receive BoD incentives, as stipulated in this policy, student directors must adhere to the requirements set forth in Article III, Section 8 of the ASI Bylaws.
- b. Student Directors must fulfill all expectations outlined in a jointly authored memorandum authored by the ASI President and Executive Director

2. Allocation

- a. Allocation of funds will be conducted annually in compliance with the ASI Financial Policies and Procedures.

3. Disbursements

- a. Student Directors must confirm their willingness to receive incentives by submitting a Statement of Acknowledgement to the Executive Director stating they understand and agree to the ASI BoD incentives policy. This must be submitted at the beginning of the semester or beginning of their appointment.
- b. The Executive Director or their Designee, in collaboration with the ASI President, will be responsible for processing these disbursements **after** the completion of each semester (for both elected and appointed members) and after fulfillment of requirements under Section 1 of this policy (including summer sessions).

4. Incentive Types for Elected Student Directors

- a. For the purpose of this policy, CSUSB parking permits, CSUSB food services vouchers and CSUSB bookstore credit are the only types of incentives that will be distributed.
- b. Student Directors will be allowed to pick one incentive per semester and the value of that incentive cannot exceed the cost of a CSUSB general semester parking permit.

5. Incentive Types for Appointed Student Directors

- a. Student Directors who are appointed into the BoD after week two of the semester will only be eligible for CSUSB bookstore credit or CSUSB food services vouchers.
- b. The incentive value will be calculated based on the number of weeks remaining in the semester, with the total incentive amount being equivalent to the CSUSB general semester parking permit. The value may be prorated accordingly to reflect the remaining duration of the semester.
- c. In the case that a student director is voted into a role within the ASI executive office, they will be forfeiting their incentive value for the remainder of the semester but will receive their incentive based on the weeks served as a student director.
- d. All student directors will receive their semester incentive based on the weeks served in ASI, whether they have resigned, been removed, or completed their term as defined in the ASI Bylaws. The incentive value will be calculated based on the number of weeks remaining in the semester, including the last three weeks, with the total amount equivalent to the CSUSB general semester parking permit.

Approved with revisions per BD 01-18 | 01/16/2018

Approved with revisions per BD 68-20 | 05/26/2020

Approved with revisions per BD 26-25 | 03/28/2025



Statement of Acknowledgement Board of Directors Incentives Policy

I _____ (full name) hereby acknowledge that I have read and understand the Associated Students Inc. Incentives policy in its entirety. I am also acknowledging that I am a current Board Member for the Associated Students Inc.

I agree to comply with my responsibilities as listed in the ASI Bylaws: Article III Section 8, General Responsibilities of the ASI Board of Directors. I understand that failure to adhere to these requirements may result in immediate reimbursement of any incentive that I have agreed to.

___ I **will be** accepting an incentive as defined by the BoD Incentives Policy

___ I **will not** be accepting any incentive.

Board Member Name

Position

Coyote ID

Incentive Type: ___ Book Voucher ___ Parking Permit ___ Food Voucher

Semester & Year: _____

Signature, Board of Director

Date

Signature, Executive Director

Date

Signature, ASI President

Date