

**76th
Senate
Winter Session**



S.R.

**Bill Type: Bylaws
Change**

**Fiscal Impact:
-\$50,000 quarterly**

A Bill to Establish the AS Isla Vista Tenants Union and Finance Committee Joint Rent Support Program

A bill, brought by **Senator Nadine Malhis** and joined by **Senator Jenny Jiang**, to establish the AS Isla Vista Tenants Union and Finance Committee Joint Rent Support Program in order to provide financial assistance to student tenants experiencing housing-related financial need.

Endorsed by the following student sponsors:

Aryaman Singh, Former AS Senator and External Chair of the Senate Finance Committee

Neo Harter, AS Senator and Vice Chair of the Senate Outreach Committee

Keizo Ono, AS Senator and Chair of Advocacy Committee

Erica Sherkin, AS Senator and Vice Chair of Advocacy Committee

Amna Chaudhry, 76th AS Off-Campus Senator

Alec GeoSimonian, AS Senator from the College of Creative Studies

Makeila Wilson, Isla Vista Tenants Union Chair

Daniel Fourchy, Isla Vista Tenants Union Vice Chair

Sasha Pantoja, Isla Vista Tenants Union Outreach Director

Andrew Le, Isla Vista Tenants Union Human Resources Director

Amanda Hsieh, Isla Vista Tenants Union International Relation Director

Patrick Chen, Isla Vista Tenants Union Finance Director

Allison Navarro, Isla Vista Tenants Union SBCC Representative

Baden Holliday Rosales, Chief Compliance Officer

Adam Mohareb, Vice Chair of Finance Committee

Alyssa Draper, Financial Officer of External Funding

Alexander McKee, Pearman Fellow for Finance Committee

WHEREAS: Housing insecurity and the risk of eviction present significant barriers to student academic success and well-being, particularly for undergraduate students living in Isla Vista ¹; and,

WHEREAS: Undergraduate students may experience emergency housing-related financial hardship due to circumstances such as job loss, loss of financial aid, unexpected essential expenses, lack of family support, or caregiving responsibilities; and,

WHEREAS: Eviction or imminent eviction can result in the immediate loss of stable housing, disruption of academic progress, and increased financial and personal hardship for affected students; and,

WHEREAS: The Associated Students Isla Vista Tenants Union (IVTU) and the Senate Finance Committee share an interest in supporting student tenants experiencing emergency housing needs through targeted and responsible financial assistance; and,

WHEREAS: AS IVTU has an available budget rollover that may be allocated into a shared fund with the Senate Finance Committee to support emergency rent assistance initiatives, subject to mutual agreement; and,

WHEREAS: The establishment of a formal Rent Support Program provides a structured, transparent, and accountable mechanism to disburse emergency housing assistance to eligible undergraduate students living in Isla Vista; and,

WHEREAS: The proposed Rent Support Program includes defined eligibility requirements, funding limits, application procedures, and approval processes to ensure that funds are distributed equitably, responsibly, and in accordance with the Associated Students Financial Policies and Financial Aid Policies; and,

WHEREAS: Coordination with the Educational Opportunity Program (EOP), Student Affairs, Financial Operations, and Associated Students administration ensures appropriate review, authorization, and disbursement of grant funds while preserving student confidentiality.

THEREFORE, BE IT ENACTED by the Associated Students in the 756th Senate assembled that the following clauses will go into effect in the Bylaws of the AS Legal Code under ***Advocacy Units, Section 1: Isla Vista Tenants Union and Advisory Board***

¹ [Blum People's Guide to UCSB's Housing Crisis](#)

A) Charge of the Unit:

The Isla Vista Tenants Union (IVTU) is a group of concerned residents interested in providing services to UCSB students who are tenants in Isla Vista, along with other tenants and residents in the Isla Vista community. We aim to educate tenants on their rights and responsibilities, and to act as a resource when problems do arise. We believe people should be able to live without suffering discrimination, retaliation, or living with fear of eviction. We recognize the diversity of our community and we strive to meet the different needs of our members while uniting our common interests as tenants. We reach out to property managers, the University, elected officials, local groups and individuals to realize our vision and address pressing tenant issues. In providing service to tenants in Isla Vista, we hope to build a sense of community of Isla Vista; one that is educated, proactive and united.

B) IVTU Advisory Board (financial voting power):

- a) IVTU Chair
- b) IVTU Vice Chair
- c) Nine (9) Directors of the IVTU
 - i) Outreach Director
 - ii) Legal Director
 - iii) Finance Director
 - iv) Marketing Director
 - v) Human Resources Director
 - vi) Community Resident Director
 - vii) SBCC Relations Director
 - viii) Technology Director
 - ix) International Student Relations Director
- d) The A.S. External Vice President for Local Affairs or the EVPLA Resident and Housing Coordinator

C) IVTU Membership (no financial voting power):

- a) A.S. Advisor(s)
- b) A.S. Executive Director
- c) A.S. President
- d) One (1) A.S. Senator
- e) A.S. Attorney General
- f) A.S. Controller(s)
- g) A.S. Legal Resource Center Student Unit Director or LRC representative
- h) A.S. Isla Vista Community Relations Committee member or representative
- i) Santa Barbara Housing Cooperative Representative
- j) Community Housing Office Representative
- k) General Members

D) Selection and Term of Office:

- a) The IVTU Chair and Vice-Chair must first be recommended by IVTU members, then nominated by the A.S. President and approved by Senate for a term of one (1) academic year. The ~~nine (9) eight (8)~~ IVTU Directors shall be selected and approved by IVTU's voting members, then nominated by the A.S. President, with final approval by the Senate for a term of one (1) academic year.

- b) The one (1) EVPLA Resident and Housing Coordinator voting member shall be nominated by the EVPLA with the approval of the IVTU Chair and the IVTU voting members, then nominated by the A.S. President, with final approval by the Senate for a term of one (1) academic year.
- c) Any member of the Isla Vista Community or any UCSB student can become a General Member of IVTU if approved by a majority of voting members of the board after attending three IVTU meetings in one quarter. They will continue to be a voting member for the remainder of the academic year. Voting privileges shall be revoked at the discretion of the Chair after a general member obtains two unexcused absences.
- d) In the event that the IVTU does not have the membership required to elect next year's members, the selection procedures shall revert to the selection process as prescribed in A.S. Legal Code.

E) Attendance

- a) Attendance shall be recorded in the minutes.
- b) Quorum shall constitute the presence of (50% + 1) of members of the IVTU Advisory Board.
- c) In the event a member cannot attend a regularly scheduled meeting, that member may appoint a proxy. A proxy must be approved by the IVTU through majority vote. The proxy shall be given temporary authority for the duration of that meeting, or for a duration determined by the Board.
- d) Absence & late arrival can be excused only if the Chair or Vice Chair is notified before the meeting.

F) Duties of the IVTU Chair:

- a) Attends, facilitates, and sets the agenda for weekly IVTU meetings. Distributes minutes to the appropriate entities following meeting.
- b) Attends IVTU-sponsored events to the best of their ability.
- c) Spends a minimum of three (3) regularly scheduled hours per week at the IVTU office working on IVTU-related business or casework.
- d) Work on at least two (2) IVTU projects per quarter.
- e) Table at least one (1) hour per quarter.
- f) Ensures that IVTU projects progress efficiently and successfully.
- g) Assists in the completion of the budget package for the following year.
- h) Facilitates the nomination, election, and transition of the officers for the following year.
- i) Ensures that University and Associated Students policies and procedures are followed.

- j) Determines, with guidance from the IVTU advisor, the eligibility of IVTU officers applying for honoraria.
- k) Serve as a liaison between IVTU and other organizations and act as the official representative and face of the Tenants' Union.

G) Duties of the IVTU Vice Chair:

- a) Records the minutes at weekly IVTU meetings.
- b) Attends IVTU sponsored events to the best of their ability.
- c) Spends a minimum of two (2) regularly scheduled hours per week at the IVTU office working on IVTU-related business or casework.
- d) Work on at least two (2) IVTU projects per quarter.
- e) Table at least one (1) hour per quarter.
- f) Assumes the Chair's responsibilities in meetings and all other IVTU business affairs in the Chair's absence.
- g) Assists in the completion of the budget packet for the following year.
- h) Supervise the IVTU caseworking program.
- i) Assists the IVTU Chair as directed.
- j) Serve as a liaison between IVTU and other organizations.

H) Duties of the IVTU Outreach Director:

- a) Attends weekly IVTU meetings.
- b) Attends IVTU-sponsored events to the best of their ability.
- c) Spends a minimum of three (3) regularly scheduled hours per week at the IVTU office working on IVTU-related business or casework.
- d) Works on at least two (2) IVTU projects per quarter, one of which should be outreach based.
- e) Table at least one (1) hour per week. Coordinates IVTU tabling efforts.
- f) Coordinates, advertises, and plans a minimum of two (2) outreach presentations per quarter to promote IVTU within the University and local community.
- g) Maintains contacts with the student and non-student community, including the Spanish-speaking and Mandarin-speaking communities, and acts as a source or information for IVTU's activities.
- h) Coordinates local outreach efforts of the IVTU.

- i) Takes interviews with local media outlets on behalf of IVTU, with groups such as the Daily Nexus, the Bottom Line, the Santa Barbara Independent, and others.
- j) Represents IVTU at least three (3) community meetings such as IV Community Network, IVCSD, Isla Vista Elementary school PTA meetings, and others.

I) Duties of the IVTU Legal Director

- a) Attend weekly IVTU meetings.
- b) Attends IVTU-sponsored events to the best of their ability.
- c) Spends a minimum of three (3) regularly scheduled hours per week at the IVTU office working on IVTU-related business or casework.
- d) Work on at least two (2) IVTU projects per quarter.
- e) Act as a liaison and maintain a highly productive relationship with A.S. Legal Resource Center, A.S. Lobby Corps, and the EVPSA Office. Establish and maintain relationships with the IVCSD and county representatives.
- f) Oversee the legal matters of IVTU business, review legal documents, and advise the IVTU Board.
- g) Assist the IVTU Board in the development and implementation of legislation, with guidance from the LRC and A.S. Advisors.
- h) Oversee all IVTU legal education efforts.

J) Duties of the IVTU Finance Director:

- a) Attend weekly IVTU meetings.
- b) Attends IVTU-sponsored events to the best of their ability.
- c) Spends a minimum of three (3) regularly scheduled hours per week at the IVTU office working on IVTU-related business or casework.
- d) Work on at least two (2) IVTU projects per quarter.
- e) Table at least one (1) hour per quarter.
- f) Analyze and present financial reports in an accurate and timely manner; oversee all financial, project/program and sponsorship accounting. Maintain a current balance on IVTU budget line items.
- g) Coordinates the completion of the budget package for the following year.
- h) Regularly assess all IVTU's financial plans, contracts, sponsorships, and potential investments; monitor progress and keep the Board informed of the organization's financial status. Keep an active accounting of IVTU funds and budgets.

- i) Advise on and execute the Boards' financial decisions and advise the board on A.S. Financial policies. Update and implement all necessary business policies and accounting practices.
- j) Improve the finance department's overall policy and procedures in the IVTU Manual.
- k) Create and maintain a strong relationship with A.S. Assistant Director for Finance and Budgets. Assist other Board members with completion of financial transactions.
- l) Report the current balances of IVTU accounts during weekly IVTU Board meetings.

K) Duties of the IVTU Marketing Director:

- a) Attend weekly IVTU meetings.
- b) Attends IVTU-sponsored events to the best of their ability.
- c) Spends a minimum of three (3) regularly scheduled hours per week at the IVTU office working on IVTU-related business or casework.
- d) Work on at least two (2) IVTU project per quarter.
- e) Table at least one (1) hour per quarter.
- f) Work with media outlets and social media platforms (Facebook, Instagram, Reddit, etc.) to publish timely company information, such as infographics, Facebook events, press releases, brochures, and other materials
- g) Develop and execute the advertising, marketing, and promotion plans of the TU.
- h) Publish IVTU educational materials for public distribution online and in print.
- i) Regularly evaluate the marketing inventory and make recommendations to the Board. Purchase new marketing materials.
- j) Maintain and continuously update a file containing all marketing materials.
- k) Manage all IVTU social media, including but not limited to Facebook, Twitter, and Instagram.
- l) Manage and update the IVTU mailing list. Create and send out monthly newsletters to tenants.

L) Duties of the IVTU Human Resources Director

- a) Attend weekly IVTU meetings.
- b) Attends IVTU-sponsored events to the best of their ability.
- c) Spends a minimum of three (3) regularly scheduled hours per week at the IVTU office working on IVTU-related business or casework.
- d) Work on at least two (2) IVTU project per quarter.

- e) Table at least one (1) hour per quarter.
- f) Review and make recommendations to the Board for improvement of the Manual's policies, procedures, and practices and IVTU Legal Code.
- g) Coordinate event staffing for IVTU events and regularly update the IVTU and A.S. event calendars.
- h) Organize and participate in board and staff development for the TU through retreats, training, travel, and educational opportunities.
- i) Community outreach to find volunteers as well as provide training and orientation for volunteers.
- j) Lead efforts to fill open board positions and recruitment for future years.
- k) Conduct quarterly in-person check-ins with each board member to follow project progress and personal well-being.

M) Duties of the IVTU Community Resident Director

- a) Attend weekly IVTU meetings.
- b) Attends IVTU-sponsored events to the best of their ability.
- c) Spends a minimum of three (3) regularly scheduled hours per week at the IVTU office working on IVTU-related business or casework.
- d) Work on at least two (2) IVTU project per quarter.
- e) Table at least one (1) hour per quarter.
- f) Identify issues faced by long-term community members and non-student residents of Isla Vista and create solutions to address the problems.
- g) Ensure that the broader IV community, including the Houseless population, is represented in IVTU decision making. Create and maintain strong working relationships with community members.
- h) Make sure that all IVTU events are all inclusive—making sure that translation services are available.

N) Director of IVTU SBCC Relations Director:

- a) Attend weekly IVTU meetings.
- b) Attends IVTU-sponsored events to the best of their ability.
- c) Spends a minimum of three (3) regularly scheduled hours per week at the IVTU office working on IVTU-related business or casework.
- d) Work on at least two (2) IVTU project per quarter.
- e) Table at least one (1) hour per quarter

- f) Serve as a liaison between SBCC Associated Students Government and IVTU.
 - g) Serve as a point of contact between IVTU & the Associate Dean for Educational Programs & Student Affairs, or other designated SBCC administrator(s) related to student affairs.
 - h) Execute projects that relate to SBCC students in Isla Vista & coordinate outreach to SBCC students about IVTU & housing resources.
- O) Duties of IVTU Technology Director
- a) Attends weekly IVTU meetings.
 - b) Attends IVTU-sponsored events to the best of their ability.
 - c) Spends a minimum of three (3) regularly scheduled hours per week at the IVTU office working on IVTU-related business or casework.
 - d) Work on at least two (2) IVTU project per quarter.
 - e) Table at least one (1) hour per quarter
 - f) Manage and update the IVTU website regularly, as well as any other sites managed by IVTU, including but not limited to “Rate my IV Rental.”
 - g) Facilitate and moderate the “Rate my IV Rental” website.
 - h) Actively work to improve and adapt the websites, and supplement the services offered on the websites to make them more efficient and user-friendly.
- P) Duties of the A.S. External Vice President of Local Affairs or the EVPLA Resident & Housing Coordinator
- a) Attends weekly IVTU meetings.
 - b) Attends IVTU events to the best of their ability.
 - c) Holds a minimum of two (2) office hours in the IVTU office.
 - d) Serves as a liaison between the IVCRC and IVTU.
 - e) Informs IVTU on relevant issues being presented to A.S. and the EVPLA office.
 - f) Fosters relationship between A.S. Executives, the EVPLA Office, and IVTU.
 - g) Coordinates at least one (1) event per quarter in collaboration with IVTU and EVPLA.
 - h) Works on at least one (1) IVTU project per quarter.
- Q) Duties of General Members
- a) Attend weekly IVTU meetings.
 - b) Work on selected IVTU projects.
- R) Operating Procedures of the IVTU:

- a) IV Tenants Union Meetings will be held weekly and will be announced and publicized to the community.
- b) All official decisions concerning IV Tenants Union actions, decisions, Manual, and agendas shall be made with the approval of the majority (50% + 1) of the IVTU voting members.
- c) All operating procedures not outlined in Legal Code or other A.S. Policy are controlled by the IVTU Manual. The IVTU Manual shall serve as an additional source of code for the Tenants Union.

S) Duties of the International Student Relations Director

- a) Attend weekly IVTU meetings
- b) Attends IVTU-sponsored events to the best of their ability.
- c) Spends a minimum of three (3) regularly scheduled hours per week at the IVTU office working on an IVTU-related business or casework.
 - i) “Casework”: the IVTU International Students Relations Director should be participating in the student caseworking program.
- d) Work on at least one (1) IVTU project per quarter.
 - i) “Projects”: This project may be directly related to the duties of the International Students Relations Director, or can be something unrelated.
- e) Table at least (1) hour per quarter.
 - i) IVTU tabling efforts should primarily put together by the Outreach Director.
- f) Serve as a liaison between International Students and IVTU.
 - i) Work with the major international student organizations on campus to connect IVTU resources to international students.
- g) Ensure IVTU materials are accessible to international students.
 - i) Work with the marketing director to create translations for IVTU materials and resources.
- h) Execute projects that relate to International Students in Isla Vista & coordinate outreach to International Students about IVTU & housing resources.

T) AS IVTU and Finance Committee Joint Rent Support Program

- a) Eligibility Requirements
 - i) The shared fund between Isla Vista Tenants Union and Finance Committee formed from the rollover of Isla Vista Tenants Union’s budget and allocated into a shared fund to disburse to different initiatives on campus shall be used, with funds prioritized for this purpose, as funds allow, to assist the Rent Support Program with the mutual agreement of both the Finance Committee and the Isla

Vista Tenants Union in collaboration with the Financial Crisis Response Team (FCRT).

- ii) The AS funds shall be used to meet emergency housing expenses that are incurred by undergraduate students during the fiscal year for which their grant is requested. There will be an allowed amount of \$50,000 per quarter allotted to support students who have a housing crisis.

- (1) These funds are not to cover security deposits.

- iii) The student must be enrolled in at least 6 units at University of California, Santa Barbara and living in Isla Vista. ~~and be a current full-time student at University of California, Santa Barbara undergraduate student who is living in Isla Vista.~~

- iv) The student must demonstrate financial hardship through their application and afterwards by speaking to an FCRT counselor during an interview.

- (1) Demonstration of financial hardship may include but is not limited to proof of non-payment of rent leading to potential eviction can be satisfied through a verifiable transaction history between the student and their landlord demonstrating overdue rent (over one month late). Students may ~~can only~~ apply for the grant once per quarter, including Summer; however, a student may receive the grant for no more than three quarters ~~for a maximum of four times throughout a fiscal school year.~~

- v) Multiple inhabitants of the same household can apply concurrently, but only for their portion of rent. The evidence for need must be separately submitted by each individual tenant.

b) Allocations:

- i) The maximum of a grant shall not exceed two thousand-five hundred dollars (\$2500) ~~granted per student in a given~~ per quarter.
- ii) The Isla Vista Tenants Union and the Senate Finance Committee are responsible for determining how the funds from the rollover fund are to be allocated.
- iii) The grant is given out on a first come, first served basis.
- iv) Fifty thousand dollars (\$50,000) from the IVTU rollover account shall be made available each quarter as the funding basis for applicants, and at the start of each quarter replenished to fifty thousand dollars (\$50,000). Any additional funding shall require agreement between the Senate Finance Committee and the Isla Vista Tenants Union.

c) Approval and Authorization Process for the Distribution of the Rent Support Grant:

- i) The A.S. Rent Support Program application must be submitted through FCRT. The student is able to click which grant(s) that they might qualify or inquire about, including the A.S. Rent Support Program.
- ii) An FCRT counselor will review the application materials and contact the student notifying them for an interview and pursue all additional needed

communications with the student, and review the application materials with the student to determine whether they are eligible for this grant. If eligibility requirements are met, the FCRT counselor will recommend an amount of money to satisfy the student's needs. If unmet, the student applicant will be notified and the steps below will not be applicable.

(1) The recommended amount should not exceed twice the amount of the student's monthly rent, up to a maximum of two thousand five hundred dollars (\$2,500.00) per quarter.

(a) ~~Definition of m~~Monthly rent is to be defined as the amount of money that the student is expected to pay monthly for residence in their housing unit, including utilities and related auxiliary costs as laid out on their lease, agreed upon by the student's housemates or landlord.

iii) If conditions are met and a recommended amount is agreed upon, the student shall be provided ~~sent~~ a Docusign document to certify the process by the FCRT counselor.

iv) The Docusign will next be made available ~~will be made available~~ to the FCRT Director, who will review the application for secondary approval.

v) Then, the Docusign will be forwarded to the chairs of the Finance Committee and IVTU for final approval.

vi) Finally, the application shall be submitted to the AS MIP_Microix financial workflow system to undergo for the required approvals from relevant Associated Students Financial Operations staff and grant disbursement process to the student's ~~campus~~ BARC account.

vii) The student will then be issued payment to their BARC account via UCSB Office of Financial Aid and Scholarships ~~Financial Aid~~ for the recommended amount outlined by the ~~from~~ AS Financial Operations staff Admin.

viii) At the end of the quarter IVTU including the IVTU Administrative Director and Finance Committee will review with FCRT the amount of grants disbursed for that quarter and evaluate the effectiveness of the program.

d) Reporting and Account Management:

i) The IVTU board, Finance Committee, and Financial Operations are responsible for preparing a quarterly report of fund balances and fund usage (including ~~e.g.~~ dollar amounts, types of grants and support services and other relevant information), while strictly ~~that~~ preserving the confidentiality of the grant recipients.

ii) All funds remaining in this account at the end of the fiscal year are designated to be placed in the IVTU and Finance Committee shared fund ~~MOU~~ subsidiary account and reported during the AS Budget Hearings.