

# 75th Senate

Winter Session



# S.R. 29B

Legislation Type: By-Laws  
& Standing Policies and  
Procedures

## A Bill To Improve Internal A.S. Operations

A bill, brought by **Senator Dan Siddiqui**, joined by **Senator MingJun Zha**, to update the job description of the Executive Director, A.S. Professional Staff, and other internal A.S. functions to create a more efficient, effective, and equitable Association.

***Whereas**, the association represents more than 22,000 undergraduate students with an annual budget of more than 18 million dollars; and,*

***Whereas**, the professional guidance provided by AS career staff is crucial to BCUs' success; and,*

***Whereas**, reform is needed to the current process of filling vacant positions for A.S. Professional Staff; and,*

***Therefore, be it enacted by Associated Students in the 75th Senate assembled**, the following clauses will be amended in the By-Laws under Article IV, Section 9:*

### SECTION 9. RESERVES

Reserves are those monies that have accumulated from prior years. By delegation of authority, the Regents have made the Chancellor responsible for the fiscal solvency of the Associated Students and thereby ensure that any activity under control of the student government is operated in accordance with sound business practices consonant with University policies and procedures (see System wide University Policies Applying to Campus Activities, Organizations and Students). The Chancellor has, in turn, delegated the normal daily activity of the Associated Students to the Senate, who in turn, has delegated it to the A.S. Executive Director and A.S. Professional Staff in collaboration with the Office of the Vice Chancellor for Student Affairs subject to oversight and direction by Executive Officers and

Elected Senators, in keeping with the A.S. Legal Code, ~~and~~ the job description of the A.S. Executive Director, UC Regents Policy 3301, and UC personnel policies and procedures.

***Therefore, be it further enacted by Associated Students in the 75th Senate assembled, the following clauses will be amended in Standing Policies and Procedures, Standing Policy 18:***

POLICY 18. EXECUTIVE, MSP, ~~AND~~ PSS HIRING, PROCEDURES ~~AND~~ JOB DESCRIPTION PROCEDURES

- A. The Associated Students is to be part of the selection process of Executive, MSP, & PSS, ~~limited appointment, interim appointment, and contract appointment~~ staff positions at UCSB with students participating on the search Committees. The undergraduate students on these Committees shall be appointed by the A.S. President. If this policy is not abided by, A.S. will not accept the appointment and ~~mandate~~ DEMAND the search process be redone. ~~Search Committees may be convened by the Executive Director and/or A.S. Human Resources Administrator (Professional Staff). Once an executive order or senate directive has been issued to convene a search committee, A.S. Staff must do so as soon as possible within reasonable standards.~~
- B. ~~The Executive Director must consult the President in a bona fide manner when changing the job description of any existing staff position in the event of a vacancy or otherwise, and this updated job description alongside a copy of a newly updated staff organizational chart must be emailed out to the entire Association within ten (10) UC business days of a vacancy. The email shall contain a feedback form which is live for (72) hours, allowing all Association members to submit feedback on the updated job description to be reviewed and sincerely considered by the Executive Director and relevant A.S. Human Resources Administrator (Professional Staff). All job postings with or without updated job descriptions for vacancies must be posted to UCPath or the relevant platform within twenty (20) UC business days of a vacancy. The Executive Director may appeal for an extension to the VCSA's Office regarding each of these deadlines if unusual circumstances deem it necessary.~~
- C. ~~The Executive Director shall request the President's signature (via email) on any personnel action before it is sent to the VCSA office for final approval. This shall be done to allow the President to complete their due diligence in ensuring adequate student consultation took place per Policy 18, Article IX of the Constitution, or otherwise in A.S. Legal Code. If any personnel action described above takes place without student participation and the President does not sign off, the VCSA delegate must not approve the action and report this to the Executive Director.~~
- D. ~~In the event of an emergency when the A.S. President is unable to sign off on a personnel action for any reason, the Executive Director may appeal the requirement of their signature to the VCSA's Office. This appeal should only be granted in the event of an emergency or~~

unusual circumstance inhibiting the President's ability to do their job, and should not be used for any reason if the President is able and willing to perform their duties.