Section I: Purpose

The External Affairs Committee (EAC), through the Vice President of External Affairs, shall:

1.1 Represent and report to the Board of Directors any matters involving student advocacy, (i.e. local, state, and federal legislation)
1.2 Represent California State University, Bakersfield (CSUB) and Associated Students, Inc. (ASI) at the California State Student Association (CSSA) meetings and functions Supervise student-lobbying efforts and legislative visits
1.3 Explore and establish initiatives that promote better relations with the community of CSUB and Alumni Association
1.4 Report to the Board of Directors on policies that affect CSUB students
1.5 Report to the Board of Directors on policies (i.e. Resolutions, bills, actions, and/or discussion items) that were discussed at the CSSA Board Meeting.
1.6 Organize at least one voter registration drive each quarter, three annual voter registration drives on campus

Section II: Rationale

Tackling on both external issues/concerns of the CSUB campus while also handling legislative responsibilities, amounts to responsibilities that are not possible for one committee to deal with. As such, the External Affairs Committee will be responsible for organizing all legislative affairs while also trying to establish community and alumni relations.

Section III: Membership

3.1 Vice President of External Affairs (Chair and Chair of the ASI Lobby Corps)
3.2 Vice-Chair (Board member)
3.3 Director of Legislative Affairs (Vice-Chair of the ASI Lobby Corps)
3.4 Director of Community Affairs
3.5 Director of Alumni Relations
3.6 ASI President (ex-officio) or designee
3.7 ASI Executive Vice-President (ex-officio) or designee
3.8 ASI Executive Director (ex-officio) or designee

Section IV: Specific Member Responsibilities

4.1 Director of Legislative Affairs: The Director of Legislative Affairs shall be the Chair of the Lobby Corps. As such, all matters of the Lobby Corps. shall be placed in the direction of the Director with consultation from the Vice President of External Affairs.
4.2 Director of Community Affairs: The Director of Community Affairs shall be in charge of reaching out to the community and focus on efforts to increase the presence of the CSUB campus and its students to the Bakersfield Community.
4.3 Director of Alumni Relations: The Director of Alumni Relations shall be in charge of collaborating with the Alumni Liaison and implementing events that connect students with alumni.

Section V: Operating Procedures

5.1 Procedures and policies conducted by the committee shall be governed by the regulations established under “Meetings,” Article VII, Section 8 of the Bylaws.
5.2 Members of the EAC shall be appointed to positions within the committee by the EAC Chair.
5.3 The committee shall meet at least four (4) times a quarter or six (6) times a semester at the discretion of the chair (or majority of the members).

5.4 A member of the committee may be removed pursuant to the Board of Director Evaluation Policy.

5.5 The Chair shall provide the agenda for all EAC meetings.

5.6 The Chair shall be the official representative of ASI and CSUB at the CSSA meetings and functions pursuant to the ASI CSSA Travel Policy.

5.7 The Chair shall be the official voting member at the CSSA committee meetings and the Board of Directors meetings.

5.8 The Chair shall, upon receiving the agenda for the CSSA meetings, notify all Board members (Executive and Directors) for input about the items on the agenda.

5.9 Contingent upon the ASI Appointment Policy, the Vice-chair shall assume all responsibilities of the Chair upon the resignation or removal of the Chair. The Vice-chair shall also be in charge of taking minutes and regulating attendance at all EAC meetings.

5.10 The committee must have quorum (majority of membership) to conduct business.

Section VI: Amendment & Enactment

The External Affairs Code can be amended pursuant under “Authority and Responsibility of the Board of Directors,” Article VII, Section 9, Clause 9.3. (revised: 10/19/10; 2/21/12; 5/30/14; 10/3/14)

History:
5/30/14: Minor revisions/clarifications which included being the voting member of CSSA, gathering input from Board members prior to CSSA meetings and organizing three voter registration drives per year.