ARTICLE I. NAME
The name of this office shall be the ASUCSD External Affairs Office.

ARTICLE II. PURPOSE
The purpose of the ASUCSD External Affairs office shall be to educate the UCSD student body on issues affecting the University at a city, state, and national level; The ASUCSD External Affairs Office shall also advocate for issues regarding higher education and lobby system-wide University officials and local legislators on the UCSD student body’s behalf. In addition, the ASUCSD External Affairs office shall facilitate community relations and educational outreach on behalf of ASUCSD.

ARTICLE III. STRUCTURE

A. ASUCSD External Vice President
B. External Affairs Chief of Staff
   1. Volunteer Coordinator
   2. Public Relations Coordinator
   3. Programming Coordinator
C. Campus Organizing Director
   1. Campus Organizing Intern
D. Legislative Liaison
   1. Legislative Research Analyst Intern
   2. Federal Legislative Intern
E. National Affairs Director
   1. Assistant National Affairs Director
   2. National Affairs Intern
F. State Affairs Director
   1. Assistant State Affairs Director
   2. State Affairs Intern
G. Local Affairs Director
   1. Assistant Local Affairs Director
   2. Local Affairs Intern
H. Lobby Corps Director

ARTICLE IV. POWERS AND RESPONSIBILITIES

A. Vice President: External Affairs
   1. Shall be the ASUCSD representative for the full academic year to the following associations:
      a. University of California Student Association
      b. United States Student Association
   2. Shall oversee the activities of the External Affairs Office
3. Shall select the membership of the External Affairs Office with the approval of the ASUCSD Council
4. Shall meet regularly with the members of the External Affairs Office to formulate policies, agendas and activities
5. Shall be responsible for all finances relating to the External Affairs Office
6. Shall be the official representative of the External Affairs Office, and the University of California Student Association to the ASUCSD Council
7. Shall have final approval on all projects and actions taken by the External Affairs Office that do not come before the ASUCSD Council

B. External Affairs Chief of Staff
1. Shall share the responsibilities of the Vice President: External Affairs in the coordination and execution of the mission of the External Office
2. Shall serve as the alternative board member to the University of California Student Association Board in the event that the Vice President: External Affairs, External Affairs Campus Organizing Director, or External Affairs Legislative Liaison cannot attend
3. Shall assist the Vice President: External Affairs in communications with all University of California External Affairs Representatives, University of California Regents, selected members of the California Legislature, the ASUCSD Council, student body, faculty, and staff
4. Shall maintain the External Affairs Office’s archives
5. Shall manage all logistical considerations of the External Affairs Office, including but not limited to:
   a. Travel accommodation for University of California Student Association and United States Student Association conferences, board meetings, as well as any other External Affairs travel
   b. Organization of any University of California Student Association and United States Student Association workshops, conferences, and meetings hosted by UCSD

C. Campus Organizing Director
1. Shall serve as a Board Member to the University of California Student Association
2. Shall serve as a member of the University of California Student Association Campus Organizing Committee
3. Shall oversee the organization and mobilization of the UCSD campus in all activities of the External Affairs Office, including but not limited to:
   a. Execution of University of California Student Association and United States Student Association Action Agenda Items
   b. University of California Student Association and United States Student Association conferences and annual Congress
   c. Regent Meetings
   d. Voter Registration
   e. Educational forums on local, state, and system-wide level
4. Shall supervise the Campus Organizing Intern
5. Shall act as External Affairs: Vice President in the event of a vacancy

D. Legislative Liaison
1. Shall serve as a Board Member to the University of California Student Association
2. Shall serve as a member of the University of California Student Association Legislative Committee
3. Shall serve as an External Affairs Advisory Board Member
   a. Shall submit a progress report to External Affairs Chief of Staff at least one day prior to meeting
   b. Shall submit items to the Advisory Board agenda one day prior to meeting
4. Shall oversee the legislative initiatives of the External Affairs Office, including but not limited to:
   a. In-district lobby visits with the California State Senate and the United States Congress, and the California Assembly San Diego Representatives
   b. All advocacy efforts on behalf of UCSD students to the necessary legislature
   c. Composition of resolutions directed to legislators and government officials, and University of California Regents in conjunction with the Vice President: External Affairs
5. Shall supervise Legislative Research Analyst Intern and Federal Legislative Intern
6. Shall act as External Affairs: Vice President in the event of a vacancy of both External Affairs: Vice President and External Affairs Campus Organizing Director

E. National Affairs Director
1. Shall serve as an External Affairs Advisory Board Member
   a. Shall submit a progress report to External Affairs Chief of Staff at least one day prior to meeting
   b. Shall submit items to the Advisory Board agenda one day prior to meeting
2. Shall oversee the execution of action agenda of the United States Student Association, in conjunction with the Campus Organizing Director, including but not limited to:
   a. Action Days
   b. Letter Writing Campaigns
   c. Call-In Days
   d. Voter Registration
3. Shall supervise the Assistant National Affairs Director and the National Affairs Intern
4. Shall recruit and organize student delegation for United States Student Association conferences and annual Congress

F. State Affairs Director
1. Shall serve as an External Affairs Advisory Board Member
   a. Shall submit a progress report to External Affairs Chief of Staff at least one day prior to meeting
   b. Shall submit items to the Advisory Board agenda one day prior to meeting
2. Shall oversee the execution of action agenda of the University of California Student Association, in conjunction with the Campus Organizing Director, including but not limited to:
   a. Voter Registration
3. Shall supervise the Assistant State Affairs Director and the State Affairs Intern
4. Shall recruit and organize student delegation for University of California Student Association conferences and annual Congress

ARTICLE V. AMENDMENTS, SUSPENSIONS, AND RATIFICATIONS
A. Amendments to this charter may be proposed by any ASUCSD Council Member, or submitted to the ASUSD Council on behalf of the Academic Affairs Office by the Vice President: External Affairs
B. Ratification and amendments to this charter shall require a majority vote of the ASUCSD Council
C. Suspension of this charter shall require a two-thirds vote of the ASUCSD Council