



July 7, 2022

To: ASI Board of Directors
From: Barnaby Peake, ASI Executive Director

Notification - Maximum Unexcused Absences of ASI Board Members

Elected ASI student leaders begin their term in office on June 1, as indicated in the [ASI Bylaws](#). Prior to taking office, additional training and orientation sessions are required to prepare student leaders for their responsibilities. Missing any of these sessions is detrimental to their ability to serve in ASI and is not permitted without prior approval by the ASI Executive Director.

Tremon Everett was elected in Spring 2022 as the Diversity and Inclusion Officer for ASI. Tremon was unable to attend the mandatory Winners Roundtable training in May but arranged for a separate individual meeting with me to make up for what he missed. Tremon failed to attend the first BOD meeting and training that was held in-person on June 9 and did not respond to emails or text messages regarding his absence, nor did he attempt to contact ASI to obtain the information that he missed. Tremon also missed the June 23 Board of Directors meeting and did not provide an explanation or contact ASI about his unexcused absence. Since then, numerous attempts have been made to contact Tremon with no response from him.

Additionally, Tremon had expressed interest in attending the inaugural Juneteenth Symposium hosted by the CSU and was subsequently registered for the two-day conference. Tremon never signed his travel paperwork and has not submitted the paperwork for travel reimbursement. We believe Tremon did not attend the conference and he has not responded to text messages or emails from ASI since his initial one-on-one session with me.

Tremon has not signed his Student Leader Agreement, Conflict of Interest Statement, or the Coordination of Aid form. [Policy 007-Student Leader Agreement](#) states that a new student leader must sign the agreement within the first 10 days they are in office.

The [ASI Board of Directors Code of Procedure](#) (Policy 002) states in Section 13, "Upon the accumulation of two (2) absences, four (4) unexcused tardies, or two (2) early departures from meetings in a six-month period, the name of the absentee shall be placed before the BOD by any director to determine whether the person shall be removed from office." In accordance with the BOD Code of Procedure, Tremon is hereby submitted to the Board of Directors for consideration and possible removal from his elected position as the Diversity and Inclusion Officer.

Related ASI Policies:

- [Policy 001- ASI Bylaws](#)
- [Policy 002, Board of Directors Code of Procedure](#)
- [Policy 007- Student Leader Agreement](#)
- [Policy 010- Attendance and Absenteeism](#)
- [Policy 020- ASI Officer Performance Review and Removal Procedure](#)