



# ASI Senate Meeting

## Minutes

2015- 2016:13 Thursday, February 11, 2016, 3:00PM –5:00 PM, BSC, 2nd Floor, England Evans

### I. PRELIMINARIES

#### A. Call to Order

1. Chair Diana Ascencio called Senate 2015-2016:13 to order at 3:01pm

#### B. Quorum Check

##### 1. Voting Members:

Diana Ascencio, Vice President, Chair  
Julian Herrera, President  
Bryce von Helms, Agriculture Senator  
Tammy Fong, Business Senator  
Michael Sandoval, CEIS Senator  
Joshua Ebner, CLASS Senator – **Excused Tardy**  
Leslie Simoni, CCHM Senator  
Brandon Whalen, ENV Senator  
Reeza Demonteverde, Engineering  
Greg Kommel, Science Senator  
Karen Romero, Senator-At-Large (MCC) – **Excused Tardy**  
Bianca Pescina, Senator-At-Large (SIC)  
Aden Tessman, Senator-At-Large (Greek)  
Kaitlyn Armbruster, Senator-At-Large (IHC)

##### 2. Advisors:

Dr. Byron Howlett Jr., Advisor  
Cora M. Culla, Executive Director

##### 3. Non-voting Liaisons:

David Lee, Attorney General  
Chonlawan Khaothiemsang, Treasurer  
Dr. James Swartz, Academic Senate Rep  
Staff Council Rep. – **Excused Absent**  
Andrea DeCoudres, Alumni Association Rep. – **Excused Absent**  
Pandora Mondragon, Bronco Athletics Association Rep. – **Excused Absent**

#### C. Approval of Minutes

1. There were no minutes to approve

#### D. Agenda Changes

1. The chair approved the agenda as written

#### E. Financial Status – Given by Chonlawan Khaothiemsang (attachments)

1. ASI Total Revenue \$ 11,185,429.00
2. ASI Total Expenses \$ 4,569,967.00

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3. Total Investments	\$ 14,403,488.00
ASI-Local Agency Investment Fund	\$ 3,878,823.00
BSC-Local Agency Investment Fund	\$ 10,524,665.00
4. ASI – NP & A Account Balance	\$ 174,138.00
5. The Green Initiative Fund (TGIF)	\$ 97,500.00
6. ASI Prior Year's I Reserves	\$ 226,758.00
7. ASI Prior Year's II Reserves	\$ 196,395.00
8. ASI Prior Year's III Reserves	\$ 381,402.00
9. BSC On-Campus Reserves	\$ 2,107,655.00

F. Introduction of Guests

- |                     |                             |
|---------------------|-----------------------------|
| 1. Kevin Schroyer   | 5. Dalia Garcia             |
| 2. Dr. Jared Oakley | 6. Norma Leon               |
| 3. Krista Smith     | 7. Thavery Lay-Bounpraseuth |
| 4. Lorena Marquez   |                             |

G. Reports – Posted on the SAN – Given verbally at the end of the meeting

1. ASI Executive Director – Cora M. Culla \*(attachment)
  - a. Associate Director of Financial Services Search
  - b. Ongoing Audits
  - c. Centaurus Construction Update
  - d. Campus Recreation Updates
2. ASI Advisor – Dr. Byron Howlett Jr. – no report
3. Academic Senate Rep. – Dr. James Swartz – no report
4. Staff Council Rep. – no report
5. Alumni Rep. – Andrea DeCoudres – no report
6. Athletics Rep. - Pandora Mondragon – no report
7. Senator Pro Tempore – Joshua Ebner \*(attachment)
  - a. Facilities and Operations Committee Meeting
  - b. Dunkin Donuts Tour
  - c. Semester Conversion Student Admin Services Sub-committee Meeting
8. Attorney General – David Lee \*(attachment)
  - a. Rules and Policies
  - b. Council By-laws
  - c. New Clubs
9. Treasurer – Chonlawan Khaothiemsang – no report
10. President – Julian Herrera – no report
11. Vice President – Diana Ascencio \*(attachment)
  - a. CSSA-SJEC
  - b. Undocumented Students Work
  - c. Committee Meetings
  - d. Financial Services
  - e. Senate Meetings
  - f. Council Outreaching
  - g. Club/Organization Outreaching
12. Senate Reports
  - a. Aden Tessman, Senator-at-Large, Greek \*(attachment)

- i. St. Jude's Up 'til Dawn
  - ii. Greek Spirit Wars
- b. Brandon Whalen, ENV Senator \*(attachment)
  - i. ASI CPP and CSSA Hosting National Campus Leadership Council (NCLC) Climate Summit
  - ii. ASI Sustainability Earth Week
- c. Bryce von Helms, Agriculture Senator \*(attachment)
  - i. Campus Physical Planning Committee
  - ii. Q & A: California Air Resources Board and Cal Poly Pomona
  - iii. Response to the PolyCentric Article
- d. Greg Kommel, Science Senator \*(attachment)
  - i. Science Olympics
  - ii. Science Council Clothing Drive
- e. Joshua Ebner, CLASS Senator \*(attachment)
  - i. Council Meeting
  - ii. Pizza with the Dean – Spring Quarter
  - iii. Upcoming Events
- f. Kaitlyn Armbruster, Senator-at-Large, Inter-Hall Council \*(attachment)
  - i. IHC Recruitment Info Night
- g. Karen Romero, Senator-at-Large, MCC \*(attachment)
  - i. 30 Days of Social Justice
  - ii. MCC General Meetings
  - iii. Committees Attending
  - iv. Draft Resolution in Support of Undocumented Students Success
- h. Leslie Simoni, CCHM Senator \*(attachment)
  - i. Investiture Participation
  - ii. Get the Career Fair Mobile App
  - iii. Homecoming
  - iv. This Week's Career Success Events
  - v. Hospitality Uncorked Honoree
- i. Michael Sandoval, CEIS Senator \*(attachment)
  - i. CEIS Council Updates
  - ii. Club Updates
- j. Reeza Demonteverde, Engineering Senator \*(attachment)
  - i. E-council Meeting (9 February 2016)
- k. Tammy Fong, Business Senator \*(attachment)
  - i. CBARN
  - ii. Etiquette Dinner
  - iii. Career Fair
  - iv. Public College Printer
  - v. Bike Rack for the College

H. Open Forum

- 1. There were no speakers

**II. ACTION ITEMS**

- A. Recommendations from the Finance Committee

1. Hermanos Unidos \$5,500.00 NP & A
  - a. Chonlawan recapped that their request was to attend a conference at USC on February 27<sup>th</sup>
  - b. Bianca made a motion to approve the request for \$5,500.00 from NP & A for Hermanos Unidos, seconded by Bryce
  - c. Discussion took place regarding the pros and cons regarding the need for VIP tickets and possibly cutting that extra \$10 amount out of the request and to go with regular general admission tickets that did not include the gift bag
  - d. Bryce made a motion to amend the amount from \$5,500 to \$4,500 from NP & A, seconded by Greg
  - e. Further discussion took place regarding amending the amount
  - f. Diana called the vote on the amendment: 6/3/2, motion passed
  - g. Quorum was clarified and a revote was taken: 8/3/3, motion passed
  - h. There was no further discussion, Diana called a vote to approve the main motion for the amended request of \$4,500.00 from NP & A for Hermanos Unidos: 12/0/2, motion passed
  
2. Club Managers Association \$5,500.00 NP & A
  - a. Chonlawan reviewed that this request was to attend a conference in San Diego on February 21<sup>st</sup>
  - b. Gregg mad a motion to approve the request for \$5,500.00 from NP & A for the Club Managers Association, seconded by Leslie
  - c. Discussion took place regarding clarification of the food and drink costs being allocated to pay for guests invited for networking purposes and also clarification that the budget request would only be used for assistance with the hotel and registration for the 34 students and 16 would be paying on their own
  - d. Diana called the vote: 14/0/0, motion passed
  
- B. Recommendation from the Rules and Policies Committee
  1. Guidelines for Submitting Agenda Items to ASI Senate/Cabinet (attachment)
    - a. David explained that he and Julian made the changes to the document based on the discussion at the last senate meeting and he reviewed them in the new attachment
    - b. Greg made a motion to approve the Guidelines for Submitting Agenda Items to ASI Senate/Cabinet, seconded by Reeza
    - c. Discussion took place that verified that item B.5.b. applied to all sub-senate committees: the ASI Finance Committee, ASI Rules & Policies Committee, ASI Facilities & Operations Committee and the Sustainability Committee
    - d. Diana called the vote: 14/0/0, motion passed
  

Diana asked Joshua to chair the meeting while she presented the next agenda item

  
- C. Draft Senate Resolution in Support of Undocumented Student Success (attachment)
  1. Diana and Karen presented the changes that they had made to the resolution based on the discussion at the last senate meeting. Diana indicated that they were all

marked in red on the handout.

2. Julian made a motion to approve the senate resolution In Support of Undocumented Student Success, seconded by Brandon
3. Discussion took place regarding the richness of the experiences and doors that will open for students with the Dream Center, suggestions were made for edits to the specific language throughout the document, the lag in providing this resource to the campus, the size of the population that it would serve, details about the current level of staff support for undocumented students and the past history of support for this group of students at Cal Poly
4. Cora suggested the following language be added to the 3<sup>rd</sup> Resolved: "That President Coley and the University Cabinet are encouraged to include the establishment of a Dream Resource Center and dedicated support resources in the campus strategic and facilities master plans"
5. She also suggested the following language be added to the 4<sup>th</sup> Resolved: "That the Division of Student Affairs provide public updates detailing the progress that the campus is making on the recommended Dream Resources Center and dedicated support resources"
6. Byron suggested that the "Division of Student Affairs" be replaced by "University"
7. Diana made a motion to amend the resolution to include the language Cora stated as two new Resolved statements with the edit Byron noted and to add more information as a footnote to the first Resolved with more details of what other campuses have as resources in the CSU and UC systems, seconded by Julian
8. Joshua called the vote on the amendments: 14/0/0, motion passed
9. There was no further discussion, Joshua called the vote on the main motion to approve the senate resolution as amended: 14/0/0, motion passed

Diana resumed her position as chair of the meeting

D. Draft Senate Resolution in Support of Initiating Open End-of-Term Evaluations (attachment)

1. Joshua presented a revised document that included the changes discussed at the last senate meeting and also placed it on the overhead as he reviewed the edits
2. Discussion took place regarding the need for the definition of a course, the mechanics of the proposed screening committee, paper responses versus online, the amount of detail posted online and the need for a filtration system to the posting, would advisors be included in this system and the timing of the results
3. Joshua made a motion to amend the resolution to add a footnote in the third Whereas by the word "instructors" to define it and the removal of any deadline from the second to last Resolved and in the final Resolved he would add "Dr." prior to Sylvia Alva's name, motion died as there was no second
4. Reeza noted that the last Resolved on page two was spelled wrong
5. Greg noted that he was not completely comfortable moving forward with this today as he would like to see it return at the next meeting so that there was more time to work out the details
6. Bryce made a motion to table the senate resolution until the next senate meeting, seconded by Greg
7. Discussion took place regarding the rationale that it currently sounded too demanding of the university and that it required more discussion as well as the pros

for moving forward today and also the need to see the amendments actually included in the document

8. Diana called the vote: 6/8/0, motion failed to table the resolution
9. Joshua made a motion to approve the following four amendments to the resolution:
  - a. Add a footnote for instructors that will give a definition
  - b. Make the correction to the spelling of the last Resolved on page two
  - c. Remove the second to the last Resolved statement on the third page that detailed the deadline
  - d. Add a footnote that defined what a course was at Cal Poly Pomona
  - e. For the last Resolved, add Dr. in front of Sylvia Alva's name
  - f. Seconded by Brandon
10. Dr. Swartz stated that, as a point of parliamentary order, they can't make promises on a resolution and expect passage as the full resolution must be brought to the floor and voted on in full, not on speculation
11. Further discussion took place on how the CSU Academic Senate works with respect to editing senate resolutions as a live document, which was making the edits on the document as you move along with amendments
12. Diana called the vote on the amendments: 14/0/0, motion passed to approve the amendments
13. Joshua stated that, per the feedback from Dr. Swartz, he thinks that we should table the resolution now and he will bring back the document with the edits included in it
14. Greg made a motion to table the resolution, seconded by Reeza
15. There was a brief discussion, Diana called the vote: 13/1/0, motion passed

Diana asked for a motion to table Action Item E

Julian made a motion to table Action Item E, seconded by Greg

There was no discussion, Diana called the vote: 14/0/0, motion passed

Diana asked for a motion to table Discussion Item B

Greg made a motion to table Discussion Item B, seconded by Aden

David highly encouraged everyone to review the ASI By-Laws and the summary prior to the next senate meeting

There was no further discussion, Diana called the vote: 14/0/0, motion passed

E. Confirmation of Appointed Position

1. Farris Hamza, Secretary of External Affairs Appointee
  - a. This item was tabled

### III. DISCUSSION ITEMS

A. Recommendations from the Finance Committee (attachment)

1. Pi Sigma Epsilon \$5,500.00 NP & A
  - a. Kevin Schroyer, President, gave a presentation on their request for funds to attend the 60<sup>th</sup> annual Pi Sigma Epsilon National Convention being held in Milwaukee, WI from March 21<sup>st</sup> – 25<sup>th</sup>
  - b. He reviewed the programs that would take place which included a competition including the overall chapter, sales and case studies

competitions as well as speakers, workshops and trainings. He added the educational value and benefits to the attendees.

- c. He stated that eight members, plus the advisor, would be attending as two members were no longer going since the club made their presentation to the Finance Committee
- d. He gave an overview of the expenses which were now adjusted to \$10,008 for eight members and the income of \$4,508
- e. Kevin noted that if they wait to register the costs were going to go up by \$50 per person and they were hoping to suspend Robert's Rules today as flight costs were also going up
- f. Discussion took place that included this club was the most distinguished student club in the College of Business and the funds would be used towards flights, hotel and registration with the students paying for the meals
- g. Aden made a motion to suspend Robert's Rules to move the request to an action item, seconded by Tammy
- h. Chonlawan stated that if they were approved, they would need to submit a relined budget reflecting eight people and discussion took place regarding the time sensitivity of this item
- i. Diana made a motion to amend the main motion to require the club to submit a budget reline in order to receive the funds, seconded by Julian
- j. Diana called the vote: 14/0/0, motion passed
- k. Diana called the vote on the main motion to suspend Robert's Rules and move this request to an action item with the amendment: 13/1/0, motion passed
- l. Julian made a motion to approve Pi Sigma Epsilon's request for \$5,500 from the NP & A with the amendment to submit a budget reline for eight members, seconded by Brandon
- m. There was no discussion, Diana called the vote: 13/1/0, motion passed

B. Recommendation from the Rules and Policies Committee

1. Non-substantive Revisions to ASI By-Laws (attachments)
  - a. This item was tabled

Diana adjourned regular open session at 4:43pm to move to Executive Session

Diana resumed regular open session at 5:02pm and gave a report of Executive Session

**IV. EXECUTIVE SESSION**

A. Action Items

1. The reconsideration of the vote on the Revised Sick Leave Policy on 1/14/16 was approved
  - a. Motion made by Greg, seconded by Reeza - Vote: 14/0/0
2. The approval of the Revised ASI Sick Leave Policy was approved
  - a. Motion made by Greg, seconded by Joshua – Vote: 14/0/0

B. Discussion Items

1. The revised job description for the Aquatics Coordinator was discussed
2. The salaries for student staff with supervision responsibilities were discussed

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At 4:56pm Julian made a motion to extend the meeting until all business was completed, seconded by Aden

Diana called the vote: 14/0/0, motion passed

3. The compensation for Graduate Assistants was discussed
4. The secondary pay rate for Campus Recreation staff was discussed

**V. ADJOURNMENT**

A. Next Senate meeting will take place on Thursday, February 25, 2016, 3:00 – 5:00pm, in the England Evans room

B. Diana stated that senate meeting 2015-16:13 was adjourned at 5:03pm

**MINUTES SUBMITTED TO:**

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Diana Ascencio, Chair of the Senate

Date

MINUTES APPROVED AT SENATE 2015-2016: \_\_\_\_\_

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Vicki Jackson, Student Government Coordinator

Date