



ASI Senate Meeting

Minutes

2011- 2012:13 Thursday, March 29, 2012, 3:00 –5:00 PM, BSC, 2nd Floor, England Evans

I. PRELIMINARIES

A. Call to Order

1. Chair Matthew Stafford called Senate 2011-2012:13 to order at 3:03pm

B. Quorum Check

1. Voting Members:

Matthew Stafford, Vice President
Johnathan Jianu, President
Gabe Barrios, Agriculture Senator
Evin Coukos, Business Senator
Cristina Aceves, CEIS Senator
Cristina Saca, CLASS Senator – **Excused Absent**
Hae Yeon Kang, CCHM Senator
Rebecca Unitt, ENV Senator
Olaleye Olayinka, Engineering Senator
Pulkit Jain, Science Senator
Alicia Vajid, Senator-At-Large (MCC), Senator Pro Tempore
Alicia Martin, Senator-At-Large (EIC) – **Excused Absent**
Shireen Amin, Senator-At-Large (Greek)
Dylan Devlin, Senator-At Large (IHC)

2. Advisors:

Dr. Rebecca Gutierrez Keeton, Advisor – **Excused Tardy**
Cora M. Culla, Executive Director

3. Non-voting Liaisons:

Anthony Juarez, Attorney General
Brian Poirrier, Treasurer
Vacant, Academic Senate Rep.
Rachel Dominguez, Staff Council Rep. – **Excused Absent**
Janeth Rodriguez, Alumni Association Rep. – **Excused Absent**
Brian Crane, Bronco Athletics Association Rep. – **Excused Tardy**

C. Approval of Minutes

1. As there were no objections the minutes for March 8, 2012 were approved as written, by the chair

D. Pledge of Allegiance

E. Agenda Changes

1. There were none

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F. Financial Status – Given by Brian Poirrier (attachments)

1. ASI Total Revenue	\$ 5,317,628.00
2. ASI Total Expenses	\$ 3,422,729.00
3. ASI – NP & A Account Balance	\$ 99,920.00
4. ASI – Tutoring Retention Account Balance	\$ 7,864.00
5. ASI Prior Year's I Reserves	\$ 152,640.00
6. ASI Prior Year's II Reserves	\$ 109,169.00
7. ASI Prior Year's III Reserves	\$ 253,698.00

G. Introduction of Guests

- | | |
|-------------------|---------------------|
| 1. Marion Hale | 5. Brad Westbrook |
| 2. Alex Preston | 6. Yvonne Bailey |
| 3. Amber Yoshioka | 7. Melissa Terrazas |
| 4. Terri Bell | |

H. Reports – Posted on the SAN, not given verbally

1. ASI Executive Director – Cora M. Culla *(attachment)
 - a. Recreation Center Progress Report
 - b. Personnel Updates
 - c. ASI and BSC Fees for 2012-13
 - d. Fee Advisory Committee Meeting on April 5th
 - e. RPM Updates
 - f. CSU Coded Memo AA-2012-05
2. ASI Advisor – Dr. Rebecca Gutierrez Keeton – no report
3. Academic Senate Report – vacant
4. Staff Council Rep. – no report
5. Alumni Rep. – Janeth Rodriguiz – no report
6. Athletics Rep. – Brian Crane *(attachment)
 - a. "Toss for Wishes"
 - b. Team Reports
7. Senator Pro Tempore – Alicia Vajid – no report
8. Attorney General – Anthony Juarez – no report
9. Treasurer – Brian Poirrier *(attachment)
 - a. Budget Retreat
 - b. Budget Season
 - c. Finance Committee
 - d. The Students' ASI Bill
 - e. Administrative Fund
 - f. Instructionally Related Activities
 - g. Fee Advisory Committee
 - h. Out of Town
 - i. California State Student Association Officer Elections
10. President – Johnathan Jianu – no report
11. Vice President – Matthew Stafford *(attachment)
 - a. City of Pomona Bicycle Plan/Ciclavia/Pomona Valley Bicycle Coalition

- b. University Park Improvements
- 12. Senate Reports
 - a. Gabriel Barrios, Agriculture Senator *(attachment)
 - i. Ag Field Day
 - ii. Elementary School Workday
 - iii. Strawberry Festival and Tractor Show
 - b. Olaleye Olayinka, Engineering Senator *(attachment)
 - i. Chat with the College of Engineering Dean
 - ii. Engineering Club Leadership Retreat
 - c. Rebecca Unitt, ENV Senator - *(attachment)
 - i. ENV Remix- April 9-13th
 - ii. Tadeo Ando Lecture – 2012 Richard Nuetra Award for Professional Excellence
 - d. Cristina Aceves, CEIS Senator *(attachment)
 - i. CEIS Workshops
 - e. Evin Coukos, Business Senator *(attachment)
 - i. UBSS Meeting – April 3rd

I. Open Forum

1. Cora M. Culla – made an announcement regarding an invitation for students to attend POLYTEACH Technology and the Innovative University for a round table discussion on the future use of technology in the classroom. It will be held on April 13th from 11:00 – 11:40am in Ursa Major or Ursa Minor.
2. Rebecca Keeton – added that if you were interested there was a link online to RSVP due to the lunch that was being ordered.
3. Matt Stafford – added that there would also be guest speakers before and after the round table discussion.
4. Cora M. Culla – added that the speakers were Dr. Chuck Dziuban, from the University of Central Florida and Candace Thille from Carnegie Mellon University.
5. Cora M. Culla - also passed around the job description for the Recreation Center Director and asked everyone to please read her report as there was an update on the inflationary adjustment for fees for next year. She added that the Students' ASI Bill and the IRA initiative were both on the agenda for the Fee Advisory meeting next week on April 5th and kudos to everyone, especially Johnathan, that had been working hard on these.

II. ACTION ITEMS

- A. Nominations and Elections for ASI Standing Committee
 1. ASI Finance Committee – Spring Quarter
 - a. Discussion ensued regarding when the meetings would be held
 - b. Matt tabled this item until later in the meeting
- B. ASI Elections Code (attachment)
 1. Johnathan explained that Mark Bookman, the ASI legal counsel, had reviewed the ASI Elections Code and given feedback. As a courtesy to the ASI Senate, it was being

brought back to the agenda so that these comments could be assessed. It was noted that Mark Bookman's comments were based on an earlier version of the code and some items he commented on had already been removed or amended before then.

2. Anthony placed the Elections Code, with the comments, on the overhead and presented them
 - a. **Section – Write-in Candidates**
 - Anthony reviewed that Mark recommended that it be clearly stated in the minutes that there was a separate vote on this subject and we also might consider changing it in our By-laws
 - The online process does not allow for write-in candidates and the deadline to run is more lenient by being closer to the election per Anthony and Johnathan
 - Anthony added that in the event we are able to add write-in candidates to the online process in the future, he recommended that we not change the By-laws
 - **Johnathan moved to remove the ability for write-in candidates for the ASI Elections**, seconded by Alicia
 - Matt called the vote: 11/1/0, motion passed
 - b. **Section – Duties and Responsibilities of the Elections Chair**
 - Johnathan stated that Mark pointed out that the Elections Chair has a lot of responsibility throughout the Elections Code
 - Anthony gave an example in A.7. regarding the disqualification of a candidate
 - Discussion ensued that included a majority vote of the whole committee would be a good change
 - c. **Section – Eligibility of Candidates for ASI General Elections**
 - Anthony explained that in D. it stated that senators may not partner with other candidates and slates were not allowed. Mark asked for the definition of a slate and thought that they were opening Pandora's box to a lot of problems to interpret partnering.
 - Matt gave the distinctions that were made in R & P Committee
 - d. **Section – Voting**
 - Anthony stated that Mark was questioning the reference in the introductory sentence of "final voting procedures shall be established" and what it meant
 - Susan explained that Rules & Policies wrote it this way so that the Elections Committee would have flexibility if the voting method had to change. She gave the example if online voting had a problem and another method had to be used in place of it.
 - e. **Section – Voting**
 - Anthony stated that Mark was concerned that the wording for C.1. was not clear when determining the winner by plurality vote rather than a majority vote

- Discussion ensued regarding the need for run-off elections if a majority vote was required – if the election did not meet the vote minimum, which can also lead to additional campaign expenses for the candidates, the definition of plurality and possible wording changes
- Alicia made a motion to add phrasing to the second sentence of Section VIII. C.1. but Anthony explained that there was a special motion that had to be used to make any amendments to a document that had previously been approved
- **Johnathan made a motion to amend the authorization previously adopted in order to change the wording of the ASI Elections Code to have the following amendments**, seconded by Alicia
- Johnathan explained that this was a main motion on the table and that once approved, subsidiary motions to change the document could be made
- Susan stated that with orientation sessions for elections scheduled for next week, she would like to ask that only very substantive changes be made at this time and that she and Amanda will keep the spirit of any other items alive, but make other revisions later for next year's senate
- Cora noted that, while she did not disagree with Susan, sometimes it was very difficult to remember what was intended at a later date, so some of Mark's comments were not substantive but some of them were open to interpretation and should be clarified now
- Matt called the vote: 12/0/0, motion passed

f. **Section – Campaigning for all ASI Elections**

- Anthony explained that this comment by Mark was based on something that had already been removed from the Elections Code at the last senate meeting. It had covered that existing senators could not campaign for any running candidate and shall be unbiased and professional before the elections.
 - Even though the senate had removed this section, Mark's comments validated the removal in that there were no restrictions like this in the California Non-Profit Corporation Code. Therefore, this was no longer relevant to today's discussion.
- A second comment asked how do you assign a monetary value to electronic campaign efforts
 - Anthony added that the R & P Committee had felt that the Elections Committee would deal with this as it came up
- There were also comments regarding the timing of the final expense report

- Johnathan stated that the thought behind this was to catch any errors before the election results were posted
 - g. **Section – Campaign Expenses for ASI General Elections**
 - Anthony explained that this comment by Mark indicated concern about a violation of the fourth amendment and two individuals who could disagree when it was not clear how it would be resolved
 - Anthony stated it was a legitimate concern
 - h. **Section – Campaign Endorsements for all ASI Elections**
 - Anthony reviewed that Section XI.A.1. was already adjusted at the last senate meeting to allow a candidate to be endorsed by a 2/3 vote of an organization, so Mark’s comments on this were no longer relevant
 - i. **Section - ASI Election Regulations**
 - Anthony explained that Mark was originally commenting on how to discern between a minor and major violation, however this distinction was removed at the last senate meeting, so this comment was no longer relevant
 - j. **Section - Responsibilities of Candidates (Proponents/Opponents) for All ASI Elections**
 - Anthony explained that this topic was also removed from the code at the last senate meeting, so this comment was no longer relevant
 - k. **Section – ASI Violations**
 - Anthony explained that Mark was concerned about C. due to all of the authority residing with one person and particularly with no clear range of outcomes or penalties for a given offense as this could lead to numerous appeals to the university. He indicated to please reference his notes for the appeal process.
 - l. **Section – Appeal Procedure**
 - Anthony recapped that Mark stated that he hoped that there had been a clear discussion regarding this in that it does lessen the burden on the Elections Committee which is a good idea. However, he pointed out that there could be a timing problem with the tight timeline for the appeal which could result in the need for a new vote.
3. Anthony stated that concluded the review of the comments made by Mark
4. Matt stated that now they would address any main concerns
- a. **Section - Duties and Responsibilities of the Elections Chair**
 - Matt referenced the earlier comments regarding too much power being given to the Elections Chair to act alone
 - Discussion ensued regarding the role of the chair and of the committee in regards to Item J. and Item H. and the possibility of adding the consultation of the Elections Advisor
 - Matt made a motion to **amend Section III. H.** to read: “Shall have the authority to make executive decisions, ***in consultation with the Elections Advisor,*** about all...” , seconded by Hae
 - Matt called the vote: 11/0/0, motion passed
 - Matt stated that he would now like to address the other area discussed

- Matt made a motion to **amend Section III. J.** to read:
“...disqualify a candidate in an ASI General Election after a **recommendation from** the ASI Elections Committee.”, seconded by Hae
- Matt called the vote: 11/0/0, motion passed
- b. Voting**
 - Susan pointed out that clarification of the plurality had been discussed as a necessary change earlier in the meeting
 - Alicia Vajid made a motion to **amend Section VIII. Item C.1.** to read: “The minimum vote **necessary to win the election** for the President/Vice President ticket...”, seconded by Cristina Aceves
 - Matt called the vote: 11/0/0, motion passed
- 5. Matt asked if there were any other changes and seeing none, he thanked everyone for the time to review the comments from Mark Bookman

A. Nominations and Elections for ASI Standing Committee

1. ASI Finance Committee – Spring Quarter
 - a. Matt re-opened this Item and stated that meetings would be held on Wednesdays from 1:00 – 2:00pm

Matt called a five minute recess at 4:00pm to discuss the time and date options

Matt resumed the meeting at 4:05pm

- b. Matt stated that the meetings would be set on Fridays from 12:00 – 1:00pm and three senators were needed to serve on the committee
- c. Gabe nominated Rebecca, she accepted
- d. Alicia Vajid nominated Shireen, she declined
- e. Brian announced that the time and date are tentative and that he would work with the schedules of the senators that were elected
- f. Discussion ensued regarding schedules
- g. Gabe nominated himself
- h. Dylan nominated himself
- i. Matt stated that these three senators would be tentatively appointed to the committee and if the schedule does not work out to accommodate their attendance then it would be worked out at the next senate meeting
- j. Alicia requested that they vote as a slate
- k. Matt called the vote to elect Rebecca, Gabe and Dylan to serve on the Spring Quarter of the ASI Finance Committee: 11/0/0, approved
- l. Johnathan stated that it was time sensitive to hold a meeting next week and he asked everyone to please respond to the Doodle that Brian would send out as soon as possible

C. Budget Bill - The Students’ ASI Bill (attachment)

1. Johnathan explained that the process would be similar to what they just did to amend the Elections Code in order to adjust a few areas of this bill and noted that

the one area that he wanted to amend was to include an effective date. He added that there had been some feedback from senators that there were some other areas of the bill to be discussed.

2. Cora stated that there was also one that she and Brian had discussed that may have been overlooked in the final version, relating to the mandatory dollar allocations and rates in Article IV. Item E. where "final approval by the university" needs to be added
3. **Johnathan made a motion to amend the authorization of The Students' ASI Bill for the following amendments**, seconded by Gabe
4. Matt called the vote: 11/0/0, motion passed
5. Matt stated that now they have the ability to discuss changes or make amendments
6. **Johnathan made a motion to amend Article IV. Item E.** and add the wording: "...by two-thirds vote of seated Senate and final approval of the University.", seconded by Evin
7. Matt called the vote: 11/0/0, motion passed
8. **Johnathan made a motion to amend Article III, Section I to add Item B: "This bill shall become effective after referendum for the 2012-2013 budget cycle."**, seconded by Alicia Vajid
9. **Cora added a friendly amendment to read: "...referendum and University approval for the 2012-2013 budget cycle."**
10. Matt called the vote with the amendment: 11/0/0, motion passed
11. **Article III, Section II, Fee Allocations, D, d.** – Matt stated that this pertained to the inflationary adjustment on the annual allocation for the programming of the Diversity Programs. He explained that our enrollment will be cut for next year and as a result our total fee revenue will decrease while this group's inflation will automatically increase their allocation without adjusting for the number of students that we will have as this is not tied to how many students we have because it is tied to inflation.
 - Matt made a motion to remove Article III, Section II, D, d
 - Discussion ensued regarding the formulas used in business services for enrollment and CPI increases, the use of the NP & A account for additional funding for these groups and the ability for the senate to change their allocation with a 2/3 vote
 - Matt withdrew his previous motion which did not have a second
 - **Matt made a motion to amend Article III, Section II, D, d to read: "These allocations for programming will not be increased by annual inflationary adjustments."**, seconded by Evin
 - Discussion continued until Evin called to question
 - Matt called the vote: 9/2/0, motion passed
12. **Article III, Section II, Fee Allocations, D, NOTE** – Rebecca Keeton stated that the reserve was always intended for new or existing groups to utilize and that they were meant to go there first before the NP & A, so she requested that someone make a motion to add the words: "or existing programs" to the note

- **Johnathan made a motion to amend Article III, Section II, D, Note to read:** “This amount will be held for any new **or existing programs** (cultural months and weeks) that...”, seconded by Alicia Vajid
 - Matt called the vote: 11/0/0, motion passed
13. Rebecca Keeton asked if the math had been done to show if you give BEAT 15%, you actually have enough to cover the baseline budget that you have or are you going to have a deficit that you are going to have to cut from other ASI budgeted areas
14. Matt responded that with the start of the annual budgeting process after the retreat, the figures for next year would be examined
15. Rebecca Keeton noted that she was trying to look out for unintended consequences that might impact the budgets of the other ASI annually budgeted groups
16. Brian replied that he had been monitoring the figures along the way and it still looked feasible due to a slight enrollment increase for this year and the CPI increase
17. Cora asked Brian if in his analysis he had compared what BEAT receives now to what they will receive with a minimum of 15% in dollar terms
18. Brian stated that he would have to get those figures
19. **Article IV, Financial Stipulations & Guidelines, B** – Cristina Aceves asked for a definition of “(such as interest).”
- Brian replied that they were trying to be as clear as possible in defining total ASI revenue
 - Cora suggested that it could read “interest income”
 - **Johnathan made a motion to amend Article IV, B and any other section where it stated interest, to read:** “...projections (such as interest **income**).”, seconded by Rebecca Unitt
 - Cora discussed the timeline for the presentation to the Fee Advisory Committee being tight if it was March 1 in the document
 - Matt called the vote: 11/0/0, motion passed
20. **Article III, Section IV, Annual Inflationary Adjustment, A, a** – Cora restated that she cannot always control the agenda of the Fee Advisory Committee and so it might be difficult to comply with the current deadline in the document of March 1
- **Johnathan made a motion to amend Article III, Section IV, A, a to read:** “...following fiscal year, no later than **May 1.**”, seconded by Hae
 - Matt called the vote: 11/0/0, motion passed
21. **Article III, Section II, Fee Allocations, A** – Evin stated that he was making the following amendment as a member of the Greek community and former member of the Executive Board of Greek Council to allow for Greek Council to host more campus-wide events and to allow them to reach out into the community because their current allocation does not allow for the community outreach
- **Evin made a motion to amend the percentages in Article III, Section II, A to read:** “Multicultural Council – **37%**, Student Interest Council - **33%** and Greek Council – **30%**”, seconded by Dylan
 - Dylan made a friendly amendment to state that the additional 5% of funds would go towards campus-wide or community-wide events instead of going into an extended Greek Council budget, Evin accepted the amendment to his motion

- Discussion ensued including Cora encouraging everyone not to attach any stipulations to the allocations because it was difficult to enforce and they should not exist for one group but not the others
- Matt clarified that the motion stood as first made by Evin, **without the friendly amendment**
- Matt called the vote: 5/5/1, motion failed

D. Financial Plan for the Recreation Center (attachments)

1. Cora stated that they would be going to the Board of Trustees to have them approve the financial plan for the project. She noted that because the Guaranteed Maximum Price for the project would not be available until May 15th, they will be on the July agenda rather than the May agenda. She added that the spreadsheet with projections through fiscal year 2021-22 was posted on the SAN and today she would be focusing more on reviewing the assumptions.
2. She reviewed that the total project cost was \$56,599,000 with the construction period from July, 2012 through July, 2014 and the grand opening in September, 2014
3. She explained:
 - a. The conservative enrollment projections, that were obtained from the University Enrollment Planning Group, from 2011-2014 and stated that they were using the same budget assumptions for the ASI and BSC budget submissions. She gave further details regarding the revenue projections.
 - b. The debt service figures were prepared by KNN Public Finance and she detailed that the bond interest was capitalized through November 2014, the full annual debt service payment of \$4.5 million would be due starting in 2015-16 and also gave the pre-construction costs which were about \$4 million dollars and would be reimbursed from the bond flotation which was in June, 2012
 - c. The revenue assumptions were based on the student fees which will increase by \$140/quarter (including summer quarter) effective Fall 2014, and will actually be part of the BSC fee rather than a separate fee, and the inflationary adjustment of 3% which was the average for the last ten years
 - d. The details of the chart of assumptions that were based on when the hire of the new employees would take place to support the new center
 - e. The operating expenses which included additional pre-opening expenses, a table of assumed increases in revenue and expense items and provisions for a capital outlay reserve
 - f. On the spreadsheet, she reviewed the details of the revenue fund transfers, which were held by the Chancellor's office, which included principal and interest, the DBMER account for repair and replacement and overhead expenses
 - g. She noted that the system required them to meet a debt service ratio of at least 1.25 while the campus was required to meet 1.35. She gave further details and summarized that our debt ratio looked very healthy.

4. Cora concluded that this was an evolving financial plan, so any comments from the university or the Chancellor's office could change some of the figures

Dylan made a motion to extend the meeting until 5:15pm, seconded by Matt

Matt called the vote: 12/0/0, motion passed

5. Matt made a motion to approve the Financial Plan for the Recreation Center, seconded by Gabe
6. Matt called the vote: 11/0/1, motion passed

III. DISCUSSION ITEM

A. Child Care Stability Plan (attachment)

1. Matt explained that the future sustainability of the Children's Center, how it interacts with the organization, how it receives its funding and the long term viability were discussed at the last senate meeting of the Winter Quarter
2. Johnathan added that a fee increase should be a separate referendum
3. Brian explained that the feedback that was received during the discussions regarding the Students' ASI Bill established that they want to keep the Children's Center stable and receiving funding as long as it would take to complete a new facility, so that was the purpose of this new bill
4. He added that he based the details of this bill on the ASI Athletic Fee, so it would be collected as an ASI Children's Center Fee and disbursed to the Children's Center who would then no longer be included in the annual budget process
5. Johnathan explained that the fee rates would be \$5.00 per student per quarter and tied to inflation, so an estimate based on 20,000 students would be \$300,000 which was more than the Children's Center had asked for this year
6. Discussion ensued regarding this would be considered a new fee, comparisons to fee structures at other CSU campuses, setting up a reserve account for the money that was not required to operate the center each year and that this fee revenue would not fund the new facility
7. Brian stated that this was a good first step but did not solve how to fund a new facility, however the commitment in the bill to the Alternative Funding Task Force and the University-wide committee for the Children's Center would continue to pursue that goal
8. Johnathan reviewed that the future of who would operate the Children's Center was still uncertain, whether it would be entirely a University, Foundation or ASI identity was an unknown and the funding source would help shape that decision

Alicia made a motion to extend the meeting until all business was completed, seconded by Pulkit

Matt called the vote: 12/0/0, motion passed

9. Further discussion ensued regarding the purpose of this bill should include that the fee was to provide the annual operating expenses for the center and was not to supplement the current funding but to replace it, invite university administrators to

give input to this bill, how realistic the Fall Quarter implementation date was in moving through the process with Fee Advisory and the reality of the May 2012 referendum as opposed to a special referendum next Winter Quarter in 2013 for implementation in Fall of 2013

IV. ADJOURNMENT

- A. Next Senate meeting will take place on Thursday, Thursday, April 5, 2012, 3:00 – 5:00pm, in the England Evans room
- B. Alicia Vajid made a motion to adjourn the meeting, seconded by Gabe
- C. Matt called the vote: 11/1/0, motion passed
- D. Senate meeting 2011-12: 13 was adjourned at 5:19pm

MINUTES SUBMITTED TO:

Matt Stafford, Chair of the Senate

Date

MINUTES APPROVED AT SENATE 2011-2012: _____

Vicki Jackson, Administrative Assistant

Date

TO VIEW REPORTS LISTED (WITH AN *) OPEN SEPARATE FILE ON DOCUMENTS WEBPAGE LABELED:
ASI SENATE MEETING ATTACHMENTS – REPORTS FOR MARCH 29, 2012