



ASI Senate Meeting

Minutes

2011- 2012:6 Thursday, November 10, 2011, 3:00 –5:00 PM, BSC, 2nd Floor, England Evans

I. PRELIMINARIES

A. Call to Order

1. Chair Matthew Stafford called Senate 2011-2012:6 to order at 3:01pm

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 Tardy**
Hae Yeon Kang, CCHM Senator - **Excused Tardy**
Rebecca Unitt, ENV Senator
Olaleye Olayinka, Engineering Senator
Pulkit Jain, Science Senator – **Excused Absent**
Alicia Vajid, Senator-At-Large (MCC), Senator Pro Tempore
Alicia Martin, Senator-At-Large (EIC)
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 - **Excused Absent**
Vacant, Academic Senate Rep.
Vacant, Staff Council Rep.
Janeth Rodriguez, Alumni Association Rep.
Brian Crane, Bronco Athletics Association Rep.

C. Approval of Minutes

1. Alicia Vajid made a motion to approve the minutes for October 27, 2011 as written, seconded by Evin
2. Matt called the vote: 11/0/0, motion passed

D. Pledge of Allegiance

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E. Agenda Changes

1. Matt added Discussion Item B.2 under Executive Session, Appointment of Interim Commercial Services Coordinator
2. Johnathan made a motion to approve the agenda as amended, seconded by Alicia Vajid
3. Matt called the vote: 11/0/0, motion passed

F. Financial Status – Given by Cora M. Culla (attachment)

1. ASI Total Revenue	\$ 3,945,479.00
2. ASI Total Expenses	\$ 1,639,294.00
3. ASI – NP & A Account Balance	\$ 116,035.00
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. Jacob Sundstrom | 6. Jacklyn Chen |
| 2. Audrey Wang | 7. Kiana Farzad |
| 3. Terri Bell | 8. Powell Velasco |
| 4. Chris Bashaw | 9. Chris McCanny |
| 5. Barny Peake | 10. Sean Young |

H. Reports

1. ASI Executive Director – Cora M. Culla *(attachment)
 - a. Recreation Center Progress
 - b. CSU Chancellor's Office Request for Information/IRS Audit
 - c. AOUIT Trust Dissolution
 - d. Completion of Program Review for the Children's Center
 - e. She congratulated GAS Creative Group on winning 10 awards at the ACUI conference and thanked all of GAS and Cathy Neale for the wonderful accomplishment
2. ASI Advisor – Dr. Rebecca Gutierrez Keeton – no report
3. Academic Senate Rep. – vacant
4. Staff Council Rep. – vacant
5. Alumni Rep. – Janeth Rodriguez *(attachment)
 - a. Student Alumni Networking Mixer
 - b. Student Alumni Association (Student Organization)
6. Athletics Rep. – Brian Crane
 - a. He gave details on the Turkey Raffle that would benefit the Make A Wish Foundation
 - b. He added that they were having a Canned Food Drive and also one in Winter Quarter
 - c. He noted that they would also be doing Penny Wars that would benefit Make A Wish
 - d. He mentioned the Herd and encouraged everyone to join this new group

- e. He recapped the status of the various team sports
- 7. Senator Pro Tempore – Alicia Vajid *(attachment)
 - MCC Report:
 - a. MCC Feast
 - b. MCC Resolution
 - c. EIC Co-Sponsoring
 - Senator Pro Tempore:
 - a. F & O Committee
 - b. Lobby Corp Upcoming Events
 - c. Lobby Corp Update: Passed out a handout
- 8. Attorney General – Anthony Juarez *(attachment)
 - a. Advising Task Force
 - b. Substantive By-law Changes
 - c. White House Challenge “Winning the Future”
- 9. Treasurer – Brian Poirrier * (attachment)
 - a. Tablet Cost-Benefit Analysis
 - b. Assistant Treasurer
 - c. Finance Committee
 - d. Annual Budget
 - e. Admin Fund
 - f. Out of Town
- 10. President – Johnathan Jianu *(attachment)
 - a. CSSA – past meeting was Nov. 4-6. Expect an update from Phil
 - b. Campus Activities
 - c. Past Meetings
 - d. Upcoming Meetings
 - e. Appointments
 - f. Other
- 11. Vice President – Matthew Stafford *(attachment)
 - a. Pizza with the Presidents
 - b. Appointments
 - c. Campus-wide Sustainability Coalition
 - d. Senator One-on-One Meetings
- 12. Senate Reports
 - a. Hae Yeon Kang, CCHM Senator *(attachment)
 - i. HMC All E-Board Meeting RECAP
 - ii. Congratulations to United Culinaricians
 - b. Dylan Devlin, Senator-at-Large, IHC *(attachment)
 - i. General Meeting 11/09
 - ii. PACURH
 - iii. SRAP
 - c. Rebecca Unitt, ENV Senator *(attachment)
 - i. ENV Career Day Survey
 - ii. ENV Council Space Activators Second Event
 - d. Cristina Aceves, CEIS Senator *(attachment)

- i. SEARCH Committee
- ii. Victor Villasenor Lecture and Book Signing
- e. Alicia Martin, Senator-at-Large, EIC *(attachment)
 - i. EIC Meeting
- f. Olaleye Olayinka, Engineering Senator *(attachment)
 - i. Engineering Council 4th General Body Meeting
 - ii. Quarter at a Glance Preparation
 - iii. Year of Advising
 - iv. Pizza with the Dean Planning
- g. Gabriel Barrios, Agriculture Senator *(attachment)
 - i. Community Service Project
 - ii. Ag Beautification
 - iii. Pizza with the Dean November 15th, 12-1
 - iv. BEAT – Midnight Madness
 - v. BEAT – MP3 Flash Mob
- h. Evin Coukos, Business Senator *(attachment)
 - i. “The Intern” deadline has been extended
- i. Shireen Amin, Senator-at-Large, Greek
 - i. She stated that they were having a toy and can drive all month
 - ii. She added that they were having a Stress Management Workshop on Nov. 15th at U hour
 - iii. She noted that Greek Council was still working on Up Til Dawn so save the date for January 31st
 - iv. She announced the next general meeting was next Wednesday
- j. Cristina Saca, C.L.A.S.S. Senator *(attachment)
 - i. C.L.A.S.S. Council General Meetings Held 11/1 and 11/8/11
 - ii. Upcoming C.L.A.S.S. Council General Meetings

I. Open Forum

1. Audrey Wang – stated that Science Council had their first BBQ and even though it was raining, it was a lot of fun. Also, a 5k walk was being discussed to raise \$5,000 and would be held in LA or San Diego and the next general meeting would be held next Thursday.

II. ACTION ITEM

- A. ASI Strategic Plan Revision (attachment)
 1. Cora stated that at the last Leadership Team meeting they tried to incorporate the comments that were made at the last senate meeting and she directed everyone to the blue sections of the attachment for review
 2. Dylan made a motion to approved the ASI Strategic Plan as revised, seconded by Gabe
 3. Matt called the vote: 12/0/0, motion passed

III. DISCUSSION ITEMS

A. Revised Record Retention and Destruction Policy (attachment)

1. Cora explained that Senate Bill 8 would become effective January 1, 2012 and in anticipation of implementation of that bill, they had reviewed their policy on Document Retention and Destruction, drafted in 2009, and updated it
2. She listed the italicized text in the document as what represented the changes that had been made and highlighted the definition of records and the various forms that they can take
3. She explained the grid, what the core documents of ASI consisted of and outlined the various categories. She concluded that ours was one of the most comprehensive and well laid out policies.
4. She also noted that it had been shared with the PRC and the personnel experts had no comments to note
5. Cora stated that this would be an Action Item at the last senate meeting as the employees would start implementing the policy over the Winter break

B. Extra Service Agreement (ESA) for BSC Space Study (attachment)

1. Cora explained that it had been previously mentioned to the senate that one of the projects before the Recreation Center opened was to relocate the Bronco Fitness Center into the Recreation Center and to implement a space study of the BSC to ensure the space allocation plan continues to be relevant and meet the needs of the student body
2. Powell explained that the campus Facilities Planning and Management department suggested that we utilize the architectural firm we were already working with under an Extra Service Authorization (ESA) rather than do a Request for Proposal (RFP) and seek another firm. This would streamline our process, lower the learning curve for the project and not create yet another firm having to communicate with the architects.
3. A question and answer session took place that included the cost, that the whole process of the study can take 2-3 years, the possible account options to pay for the ESA and that the initial phase would include surveys and focus groups that would encompass the entire BSC as a facility

C. Non-substantive Changes to ASI By-Laws

1. Anthony placed the edits to the By-Laws on the overhead and explained that he was only making grammatical changes which were primarily punctuation and spelling
2. Cora added that even non-substantive changes had to be approved by the senate, the University President and be filed with the Chancellor's office

3. Anthony added that the substantive changes he was working on he hoped to bring to the senate in February and that the EIC name change that is on the current senate agenda would not be considered a substantive change
4. He noted that this document was available on the SAN in the Rules and Policies Committee folder for review

D. Educational Interest Council (EIC) Name Change

1. Alicia Martin stated that their council had been looking into changing their name as the word "Educational" was not the best term to describe their clubs whereas, the word "Interest" does describe the special interest nature of most of their clubs
2. She added that their council and E-board had been discussing potential names and would like the approval of the senate to move forward and vote on a name change. She stated that the front runner right now was "Student Interest Council" so they would be "SIC" instead of "EIC". Or another option was possibly "Social Interest Council", but there was some opposition to the word "Social".
3. Discussion ensued that included most other campuses don't even have councils, that the vote would be at their next meeting, the potential acronym was acceptable and that the reason for the change was to avoid confusion that happens regularly with their current name
4. Matt stated that this would probably be an Action Item at the next senate meeting

Matt adjourned the regular session at 3:47pm to move into Executive Session

IV. EXECUTIVE SESSION

Matt called the session to order at 3:53pm

A. Action Items

1. RFP for Compensation Study was discussed and approved
2. Job description for Associate Director for Business Services was discussed and approved

B. Discussion Items

1. Revised Leave Policy was discussed
2. Appointment of Interim Commercial Services Coordinator was discussed

V. ADJOURNMENT

- A. Next Senate meeting will take place on Thursday, December 1, 2011, 3:00 – 5:00pm, in the England Evans room
- B. Senate meeting 2011-12: 6 was adjourned at 4:32pm

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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 NOVEMBER 10, 2011