



# ASI Senate Meeting

## Minutes

2011- 2012:5 Thursday, October 27, 2011, 3:00 –5:00 PM, BSC, 2nd Floor, England Evans

### I. PRELIMINARIES

#### A. Call to Order

1. Chair Matthew Stafford called Senate 2011-2012:5 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  
Hae Yeon Kang, CCHM Senator  
Rebecca Unitt, ENV Senator  
Olaleye Olayinka, Engineering Senator  
Pulkit Jain, Science Senator – **Excused Tardy**  
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 Absent**  
Cora M. Culla, Executive Director

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

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

#### C. Approval of Minutes

1. Alicia Martin made a motion to approve the minutes for October 13, 2011 as written, seconded by Olaleye
2. Matt called the vote: 13/0/0, motion passed

#### D. Pledge of Allegiance

ASI SENATE MEETING

October 27, 2011

Page - 2

E. Agenda Changes

1. Johnathan moved to strike Discussion Item B. CSSA Resolution – Assembly Bill 970
2. Alicia Martin made a motion to approve the agenda as amended, seconded by Cristina Aceves
3. Matt called the vote: 13/0/0, motion passed

F. Financial Status – Given by Brian Poirrier

1. ASI Total Revenue	\$ 3,490,427.00
2. ASI Total Expenses	\$ 1,336,478.00
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. Boualoy Dayton   | 6. Patricia Stover |
| 2. Gloria Gonzalez  | 7. Alex Preston    |
| 3. Cecily Arambula  | 8. Barney Peake    |
| 4. Traivon Williams | 9. Terri Bell      |
| 5. Powell Velasco   |                    |

H. Special Presentation – 2010-11 Audited Financial Reports for ASI and BSC

Presented by: Patricia Stover, Vicenti, Lloyd & Stutzman

Time Specific: 3:10pm (attachments)

1. Cora introduced Patricia Stover, an Audit Manager from the audit firm of Vicenti, Lloyd & Stutzman and explained their role and that the audit was required by the State Chancellors office and had already been completed and submitted to them
2. Patricia Stover stated that she was there to present the outcome of the independent auditor's report and that it was basically an opinion of the financial statement. She added that they review the balances on a sample basis and select items to test as opposed to testing every transaction. She referenced the phrase in the report that stated the "financial statements referred to above present fairly, in all material respects, the financial position of ASI as of June 30, 2011..." and added that this was the best opinion that they can give and is also called a "clean opinion".
3. She gave an overview of the sections of the ASI financial audit report and noted that the BSC financial audit report also received a clean opinion and was tied into the ASI report in a column labeled BSC
4. She added that they presented their audit findings to the Audit Committee who were tasked with the oversight of the audit. She summarized that they did issue an unqualified opinion with no findings and no management letter to the committee.
5. Cora stated that the Auditor's Report and Financial Statements were available on the ASI website under Business Services and at the University Library and were available to any student. She added that we can be proud of the unqualified audit opinion with no management letter and that it reflected the good work done by ASI

Business Services. She also noted that as our revenue exceeded our expenses, it reflected on how fiscally responsible we were in managing our finances last year.

I. Reports

1. ASI Executive Director – Cora M. Culla \*(attachment)
  - a. Recreation Center Progress
  - b. BSC Digital Bulletin Boards
  - c. Bronco Fitness Center Update
  - d. First Friday Event, November 4<sup>th</sup>
  - e. Jingle Mingle
2. ASI Advisor – Dr. Rebecca Gutierrez Keeton – no report
3. Academic Senate Rep. – vacant
4. Staff Council Rep. – vacant
5. Alumni Rep. – Janeth Rodriguez
  - a. She thanked everyone who attended the golf tournament
  - b. She invited everyone to an Executive Speaker Series on Nov. 3<sup>rd</sup> at 6:00pm at the Kellogg West Conference Center with Beverly Macy as an expert on social media. Free event, refreshments would be served and RSVP to her
  - c. She added that their Alumni Student Mixer would be on Nov. 17<sup>th</sup> at Kellogg West at 6:00pm with details to follow at the next meeting
6. Athletics Rep. – vacant
7. Senator Pro Tempore – Alicia Vajid \*(attachment)
  - MCC Report:
    - a. MCC Quarterly – November 17<sup>th</sup> in Ursa Major
    - b. 3<sup>rd</sup> Meeting
  - Senator Pro Tempore:
    - a. Lobby Corps Upcoming Events
    - b. Secretary of External Affairs
    - c. F & O Committee
    - d. Secretary of Education Announcement
    - e. Pizza with the President s- Nov. 1<sup>st</sup>
    - f. Sexual Harassment Workshop/Training
    - g. Reports
8. Attorney General – Anthony Juarez \*(attachment)
  - a. Assistant Attorney General
  - b. Non-Substantive By-law Changes
  - c. Elections Code
  - d. Council By-laws/Procedural Rules
  - e. Substantive By-law Changes
9. Treasurer – Brian Poirrier \* (attachment)
  - a. Tablet Cost-Benefit Analysis
  - b. Assistant Treasurer
  - c. Finance Committee
  - d. He added that they had their first Administrative Fund meeting that morning and to please let your constituents know that the deadline for Winter Quarter events would be January 25<sup>th</sup> and awards can be given up to \$800.00

10. President – Johnathan Jianu

- a. He stated that Pizza with the Presidents would be next Tuesday from 12-1pm and he expected everyone to attend and wear business casual attire and to please let him know if you were unable to attend
- b. He noted that on Monday he has a meeting with John McGuthry, CIO of I&IT, and would be highlighting online voting in their discussion
- c. He updated everyone that the F.I.T. Board had been selected, Sean was doing an awesome job and there had already been two events this week at noon hour that were a lot of fun and included handing out candy bars with a note about the “Freshmen 15” or 15 ways to get involved on campus
- d. He added that on Nov. 4<sup>th</sup> was the CSSA Lobby Corp Clinic that led into the CSSA meeting over the weekend and he and Phil were looking for students, primarily student leaders, who would like to attend – see him if interested
- e. He announced the Rose Float Banquet on Nov. 7<sup>th</sup> and he will email more information to everyone – come out and support
- f. He added that he would be approaching senators for appointments to university-wide committees with the guidance of a new recap of student leader commitments that Vicki created
- g. He asked everyone to please respect the normal business hours and not stay in the BSC past them as it was not safe. Also, the building managers, who are also students are put in the uncomfortable position of asking them to leave so that liability for ASI is reduced. He noted that they close M-F at 10:00pm.

11. Vice President – Matthew Stafford \*(attachment)

- a. Senator One-on-One Meetings
- b. ASI Sustainability Board
- c. City of Pomona Collaboration

12. Senate Reports

- a. Shireen Amin, Senator-at-Large, Greek
  - i. She stated that today was the last day for the week-long Greek event, National Hazing Prevention Week
  - ii. She added that their next big event was Up Til Dawn – so please save the date for January 31<sup>st</sup> so we can sign up lots of teams campus-wide
- b. Gabriel Barrios, Agriculture Senator \*(attachment)
  - i. Ag Beautification
  - ii. BEAT
- c. Cristina Aceves, CEIS Senator \*(attachment)
  - i. Associate Dean Search Committee Update
  - ii. MPP Review Committee for Dr. Peggy Kelly for the 2011-12 academic year
  - iii. 3<sup>rd</sup> Annual College Fair in Maywood
- d. Olaleye Olayinka, Engineering Senator \*(attachment)
  - i. Engineering Council 3<sup>rd</sup> General Body Meeting
  - ii. Engineering Welcome Fair
  - iii. Society of Hispanic and Science Engineers Pilot Program
  - iv. Advising Task Force First Meeting
- e. Evin Coukos, Business Senator \*(attachment)

- i. United Business Student Senate – General Meetings
- ii. “The Intern”
- f. Pulkit Jain, Science Senator \*(attachment)
  - i. Science Council Fall Kick-Off BBQ
  - ii. CareNowLa (Volunteer)
  - iii. Matt’s Run
  - iv. IT Governance Committee Update
- g. Rebecca Unitt, ENV Senator \*(attachment)
  - i. Appointed to Sustainability Committee
  - ii. College of ENV Design goes to LA Planning Department
  - iii. City of Pomona Comes to Cal Poly ENV
- h. Cristina Saca, C.L.A.S.S. Senator \*(attachment)
  - i. Second and Third (Ad Hoc) C.L.A.S.S. Council General Meetings Held 10/18/11 and 10/25/11 Respectively
  - ii. C.L.A.S.S. Council General and Ad Hoc Meeting Schedule
  - iii. Election of C.L.A.S.S. Council Treasurer Status
- i. Hae Yeon Kang, CCHM Senator \*(attachment)
  - i. Spring social
  - ii. HMC Election (2012-2013)
  - iii. Habit Truck Recap
  - iv. All E-board Meeting
- j. Alicia Martin, Senator-at-Large, EIC \*(attachment)
  - i. EIC Second General Meeting
  - ii. EIC Name Change
- k. Dylan Devlin, Senator-at-Large, IHC \*(attachment)
  - i. General Meeting 10/26
  - ii. General Meeting 10/19
  - iii. First NRHH Meeting
  - iv. Candyland Event

J. Open Forum

- 1. Boualoy Dayton – introduced herself as the Volunteer Coordinator from the Center for Community Service-Learning and passed out materials from their program. She explained the Bronco Volunteer Program that is primarily a referral program for students who are seeking volunteer opportunities both off campus and on campus as well as service learning options. She outlined the different areas of the program that were included in the brochure. She added that her contact information was [bpdayton@csupomona.edu](mailto:bpdayton@csupomona.edu) and building 1, room 108.

**II. ACTION ITEMS**

A. Confirmation of Appointed Position

1. Assistant Attorney General

- a. Johnathan explained that Anthony completed the interview process with the candidates that applied for the position and they would like to nominate Kiana Farzad for the Assistant Attorney General position. He recapped her background and skills.

- b. Anthony stated the reasons that he was impressed by Kiana
- c. Olaleye made a motion to approve Kiana, seconded by Dylan
- d. Matt called the vote: 14/0/0, motion passed

Matt called a brief recess at 4:03pm

Matt called the meeting back to order at 4:11pm

**B. Nomination and Election of Senators to ASI Tutoring Program Advisory Board**

1. Johnathan explained that according to the ASI Senate Bill 2009-10:4 the board has two ASI senators that serve on it each year. He added that he had already sought out two senators that were interested in the appointment: Dylan Devlin and Olaleye Olayinka.
2. He noted that a meeting was scheduled for next Tuesday, so this matter was time sensitive, and he asked that the senate consider nominating and electing these two senators for this committee
3. Alicia Vajid made a motion to nominate Dylan and Olaleye, seconded by Gabe
4. Matt called the vote: 14/0/0, motion passed
5. Matt congratulated Dylan and Olaleye

**III. DISCUSSION ITEMS**

**A. ASI Strategic Plan Revision (attachment)**

1. Cora explained that the ASI Strategic Plan covers the period of 2009-2014 and they were committed to reviewing and updating it every year which keeps it a living document. She added that Barny was going to now present some modifications to the Strategic Initiatives for 2011-12 which included input from the Leadership Team members.
2. Barny gave a brief history of the Strategic Plan, explained the legend and reviewed the proposed updates to each of the six Strategic Initiatives. He concluded that there were not a lot of substantive changes, primarily adjustments to the timeline, and as the chart indicated there were many areas highlighted in yellow as they were ongoing projects.
3. Cora added that they were inviting feedback from the senators as this would be an action item at the next meeting so please let she and Barny know of any comments or questions they might have
4. A question and answer session took place regarding software upgrades, paid programming staff and BEAT, compensation package for salaried staff and online services

Alicia made a motion to adjourn the regular session, seconded by Evin

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

Regular session adjourned at 4:34pm

**IV. EXECUTIVE SESSION**

Matt called the session to order at 4:36pm

**A. Discussion Items**

ASI SENATE MEETING

October 27, 2011

Page - 7

1. RFP for Compensation Study was discussed
  2. ASI Staffing Structure Review was discussed
  3. AB 592 and SB 299 were discussed
- B. Information Item
1. RPM Graduate Assistant presentation was made

**V. ADJOURNMENT**

- A. Next Senate meeting will take place on Thursday, November 10, 2011, 3:00 – 5:00pm, in the England Evans room
- B. Senate meeting 2011-12: 5 was adjourned at 5:05pm

**MINUTES SUBMITTED TO:**

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Matt Stafford, Chair of the Senate

Date

MINUTES APPROVED AT SENATE 2011-2012: \_\_\_\_\_

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Vicki Jackson, Administrative Assistant

Date

TO VIEW REPORTS LISTED (WITH AN \*) OPEN SEPARATE FILE ON DOCUMENTS WEBPAGE LABELED:  
ASI SENATE MEETING ATTACHMENTS – REPORTS FOR OCTOBER 27, 2011