



ASI Senate Meeting

Minutes

2012- 2013:17 Thursday, April 18, 2013, 3:00 –5:00 PM, BSC, 2nd Floor, England Evans

I. PRELIMINARIES

A. Call to Order

1. Chair Christine Hall called Senate 2012-2013:17 to order at 3:00pm

B. Quorum Check

1. Voting Members:

Christine Hall, Vice President, Chair
Chris Osuala, President
Stephanie Ferreira, Agriculture Senator
Joanna Ha, Business Senator
Amber Yoshioka, CEIS Senator
Rana Abuershaid, CLASS Senator
Dylan Devlin, CCHM Senator – **Unexcused Tardy**
Ariane Lebrilla, ENV Senator
Mary Haynes, Engineering Senator
Sally Kandah, Science Senator – **Excused Absent**
Tommy Ward, Senator-At-Large (MCC)
Caleb Rickard, Senator-At-Large (SIC)
Danielle Sigala, Senator-At-Large (Greek)
Christina Kogat, Senator-At Large (IHC)

2. Advisors:

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

3. Non-voting Liaisons:

Devon Graves, Attorney General
Krikor Ketchedjian, Treasurer
Vacant, Academic Senate Rep.
Penne Fode, Staff Council Rep. – **Excused Absent**
Janeth Rodriguez, Alumni Association Rep. – **Excused Absent**
Cristian Garcia/Sara Robinson, Bronco Athletics Association Rep.

C. Approval of Minutes

1. The minutes for the senate meetings on April 11, 2013 were approved by the chair as written

D. Pledge of Allegiance

E. Agenda Changes

1. There were no agenda changes

ASI SENATE MEETING

April 18, 2013

Page - 2

F. Financial Status – Given by Krikor Ketchedjian (attachments)

1. ASI Total Revenue	\$ 6,022,474.00
2. ASI Total Expenses	\$ 3,569,646.00
3. ASI – NP & A Account Balance	\$ 130,635.00
4. ASI – Tutoring Retention Account Balance	\$ 5,764.00
5. ASI Prior Year's I Reserves	\$ 222,660.00
6. ASI Prior Year's II Reserves	\$ 127,518.00
7. ASI Prior Year's III Reserves	\$ 342,010.00

G. Introduction of Guests

1. Jonathan Vazquez	10. Maria-Lisa Flemington
2. Pam Xue	11. Shelbi Long
3. Aisha Razzak	12. Nancy Hwang
4. Joe Shashaty	13. Barny Peake
5. Lorena Marquez	14. Terri Bell
6. Erica Tang	15. Krista Smith
7. Jasmine Andino	16. Powell Velasco
8. Russell Apolonio	17. Yvonne Bailey
9. Krystal Betanzos	

H. Reports – Posted on the SAN, not provided verbally at the meeting

1. ASI Executive Director – Cora M. Culla *(attachment)
 - a. CSU Compliance Audit
 - b. Program Updates
 - c. BRIC Updates
2. ASI Advisor – Dr. Rebecca Gutierrez Keeton – no report
3. Academic Senate Rep. – vacant
4. Staff Council Rep. – Penne Fode - no report
5. Alumni Rep. – Janeth Rodriquez – no report
6. Athletics Rep. – Cristian Garcia - no report
7. Senator Pro Tempore – Mary Haynes – no report
8. Attorney General – Devon Graves – no report
9. Treasurer – Krikor Ketchedjian *(attachment)
 - a. Financial Summary
10. President – Chris Osuala – no report
11. Vice President – Christine Hall *(attachment)
 - a. Search Committee for Director of the Office of Student Life and Cultural Centers
 - b. Special Meetings – Be Prepared
12. Senate Reports
 - a. Amber Yoshioka, CEIS Senator *(attachment)
 - i. CEIS T Shirts are in
 - ii. Yard Sale
 - b. Ariane Lebrilla, ENV Senator *(attachment)
 - i. ENV Career Day/ENV Mixer – Thursday, April 25
 - ii. Space Activators – April 22 on the grassy area near the Library

- iii. Elections – Thursday, May 9
- iv. MPP Review Student Survey for Dean Woo – May 15th
- c. Christina Kogat, Senator-at-Large, IHC *(attachment)
 - i. Elections for E-Board 2013-14
 - ii. ASI Elections Endorsement Meeting
- d. Danielle N. Sigala, Senator-at-Large, Greek *(attachment)
 - i. Up Till Dawn
 - ii. Greek Week 2013
 - iii. TKE Week of Hope
- e. Rana Abuershaid, CLASS Senator *(attachment)
 - i. Co-Sponsorship with BEAT
 - ii. Spring Quarter Events
 - iii. ASI Referendum Presentation

I. Open Forum

1. Cora M. Culla – stated that she did not know if they had heard, but they just got word that Cal State Los Angeles just got evacuated. She added that she did not have the details and Powell was doing a sweep of the building and she was asking everyone to be very observant and diligent because of all of the recent incidents that the country had just gone through, so just as an FYI, but continue to live your life.
2. Lorena Marquez – stated that she was from the Caesar Chavez Center for Higher Education and they were here today to bring to the attention of ASI that tomorrow was the national compensation on higher education for immigration reform and various CSU Presidents were creating editorial pieces on immigration reform. The Caesar Chavez Center would have a suggestion box available and all input would be forwarded to President Ortiz. She introduced Jonathan Vazquez.
3. Jonathan Vazquez – stated that he was the representative for D.E.P.I.E. which was a group that advocated for higher education and the undocumented community. He noted that they had been working with the Chavez Center and Tommy.
4. Lorena Marquez – added that there had been a series of conversations that started from the API community to ASI and many others along with the State of OUR Community event that have focused on this topic. She thanked ASI for their assistance and noted that from all of these conversations, they had been able to create the Dreamers Ally network and training in the Winter Quarter and hoped to have another one in the Spring Quarter. She reviewed their goals for continuous communication on immigration reform and to educate the campus community. She noted that in the six years that D.E.P.I.E. has existed they have created a task force, answered student questions and concerns on the topic, and as allies want to provide resources. They also have a website on the Cal Poly website to help educate and share information.
5. Shelbi Long – announced that Campus Rec was doing an exercise and wellness series this quarter rather than a lot of competitions, which would include an Olympic Lift clinic, nutrition basics (they're partnering with Student Health Services) and to please contact her for more information.

II. DISCUSSION ITEM

A. ASI Annual Budget Presentation – Day 2

1. Christine stated that today there would be presentations from ASI Elections, ASI BEAT

and ASI Student Government

2. Erica Tang, ASI Election Chair, gave a powerpoint presentation that covered the following points of the ASI Elections 2013-14 annual budget request for \$6,782:
 - a. Purpose of the Elections Committee, chaired by the Elections Chair
 - i. To be responsible for conducting all elections and determining election rules
 - ii. Post a list of all candidates who meet qualifications as set down in the Elections Code
 - iii. Guide potential candidates along the candidate process
 - iv. Convey the final election results
 - v. Planning and advertising the election
 - vi. Run the online election process
 - b. Typical Expenses
 - i. Poly Post ads, digital ads, Facebook banners/electronic flyers (no cost), posters for staking, stakes and handbills/flyers
 - ii. I & IT online voting system
 - c. Expense Breakdown
 - i. The middle column represented the expenses from last year at \$6,782
 - ii. They were requesting the same amount of \$6,782 this year
3. A question and answer session took place that included Line 8 for I & IT at \$3,000 was the entire cost of the online election, Line 10 for technical equipment from SAITS was actually no longer used for microphones but advertising instead and Erica noted that the next Elections Chair could edit the line items as they were behind and did not have time to do so this year, most line items could be redirected to advertising with the exception of I & IT and miscellaneous, no paper ballots were used last year and would not be used this year, there would be no computers provided for voting as there were computers available at the 24 hour labs, other buildings on campus and voting can also be done on a smart phone through scanning of the QR code
4. Aisha Razzak, ASI Secretary of Programs and Services, and Russell Apolonio, ASI Assistant Secretary of Programs and Services, gave a powerpoint presentation that covered the following points of the ASI Bronco Events and Activities Team (BEAT) 2013-14 annual budget request for \$92,500:
 - a. 2012-13 BEAT
 - i. Pam and Krystal introduced themselves as BEAT Chairs and listed events that they had worked on this year
 - ii. Aisha listed the other BEAT Chairs and what areas they've worked on
 - b. What is BEAT...
 - i. Russell explained that the purpose of BEAT was to enhance student life at CPP by bringing quality live entertainment to campus and evaluating student needs and creating strategies for satisfying them
 - c. BEAT, Senate and Cabinet
 - i. Aisha stated that they all work together
 - d. 2012-13 Team Goals
 - i. Create student unity by co-sponsorships/partnerships
 - ii. Work as a strong united team to serve as the students' voice
 - iii. Maintain student involvement by providing programs on the weekends

- iv. Focus on students' wants and suggestions- increase surveys
 - v. Create and initiate student and student government interaction
 - vi. Increase attendance at all events
 - vii. Establish specific gateways of communication
 - viii. Establish partnerships with organizations to promote campus spirit
 - e. Results
 - i. Russell recapped the results including that there have been about 7,500 additional students for fall and winter quarters attending the events and Aisha mentioned that the three event participation has brought Student Government together with BEAT
 - f. Charts - Statistics
 - i. Showed that concerts, movies and comedians were the most sought after events from BEAT
 - ii. Indicated that Friday nights were the first choice for an event, then Saturday nights, followed by Saturday afternoons
 - iii. Reflected that the Midnight Madness attendance by class standing was almost equally divided between the four class years where as last year these numbers were primarily freshmen
 - g. New Creations
 - i. State of OUR Community, Rave Cave, Homecoming Week and the Fashion Friday were all new events added this year
 - h. Traditional Programs Changes
 - i. Every Midnight Madness has a different theme, Murder Mystery and CPP to DTP along with others are always offered
 - i. 2013-14 Budget Request
 - i. Russell reviewed the expenses which totaled \$93,000 and included an additional \$1,000 for professional development due to a conference
 - ii. Aisha explained the increase in programming of \$3,000 from \$76,000 to \$79,000
 - j. ASI Makes Your <3 BEAT Video
 - k. Aisha concluded that she and Russell were not programming for themselves but these funds were for the students, so please think realistically when allocating money to BEAT that the more that you give them the more they can do and the less that they have then the extent of the events won't be as much
5. A question and answer session took place that included that Homecoming was not included in the budget created last year so the actual amount that was spent was about \$3-5,000 and included collaboration with IHC and Greek Council however due to the 75th/50th anniversaries they might need more, confirming \$25,000 rather than \$20,000 for BroncoFusion on page 2 of the breakdown, BEAT did not have an adjusted budget as an alternative if the ASI Reallocation did not pass, they were staying in a hotel for the NACA conference and this was the first time in years they were planning on attending to give the BEAT Chairs new ideas and preview performers, it would be up to next year's team to decide who would be attending NACA, the highest event attendance for an event was usually Midnight Madness with about 2,000 however the Homecoming event did pack the stands so it was very popular too
6. Chris Osuala, ASI President, gave a powerpoint presentation that covered the following points of the ASI Student Government 2013-14 annual budget request

for \$180,129:

- a. General Student Government Overview
 - i. Provides a student leadership structure to ASI
 - ii. Provides leadership for ASI Elections and ASI BEAT as well as clubs and councils
 - iii. Serves as the advocating arm for students to the university and other state entities
 - iv. Organizes student initiatives
 - v. Serves students by putting on various programs and events across campus
 - vi. Fosters collaboration among the university, clubs, councils and ASI
- b. Accomplishments
 - i. Prop 30 and voter registration – goal was 1,000 and attained 1,861
 - ii. Prop 30 passed - \$250 million trigger cut prevented, tuition refund for students and a freeze on tuition hikes
 - iii. Development of Lobby Corps
 - iv. BroncoFusion and Inauguration event with Dom Kennedy
 - v. Clothing and Hygienic Product Drive
- c. Resolutions
 - i. Support of CSSA's support of Prop 30
 - ii. Resolution to Drop the "I" Word
 - iii. Student Success Fee
- d. State of OUR Community
 - i. "Power and Privilege"
 - ii. "Violence in School" featuring Brett Scarpo
 - iii. "AB 540 & Undocumented Students"
- e. EO 665 Initiative
 - i. Finally kicked-off last Monday – ASI leadership wanted to stress retention
- f. 2013-14 Budget Request – Income
 - i. Carryover of \$5,500
- g. 2013-14 Budget Request – Expenses
 - i. Totaled \$185,629 and most of them stayed the same except for the following changes that were highlighted
 - ii. Line 5 – Scholarships – went up due to inflation
 - iii. Line 8 – EO 665 – used the relined amount for this year but extended over 3 quarters for next year and the LRC was looking into funding some evening tutoring
 - iv. Line 14 – CSSA – increased as dues increased from 62 cents to a tiered system of one cent per year for a three year period
7. A question and answer session took place that included that IHC may or may not collaborate next year on EO 665 tutoring and so ASI would fund completely based on this budget, the long term guidance for EO 665 tutoring did not need a manual as it was based on the LRC guidelines for tutoring and was basically night time tutoring in the halls for EO 665 classes, Yosif was asked by the Provost to prepare an evaluation of the EO 665 for review, Krikor would distribute the scholarship attachment list, Line 10 ASI Events expense went to Prop 30 and the food in the Commons for Real Talk,

Line 18 for Telephone covered all office phones, Line 12 for Conferences covered the CSU Leadership conference organized by CSSA for the first time last August and was changing the name to CSU Unity conference effective this year

III. ACTION ITEM

A. 2013-14 Budget Deliberations for Annually Budgeted Groups (attachments)

1. Krikor handed out two spreadsheets of the Treasurer's recommendation as there were two sets of budgets from some of the groups. The first set, with the white box, was based on ASI funding tutoring and athletics if the referendum did not pass. The second set, with the black box and a typo(so it should say "without funding"), was based on ASI not funding tutoring and athletics if the referendum does pass.
2. He reviewed the first set, with the white box, and noted that the important columns were B) Budget Allocation Requests and the far right column titled Recommended ASI Senate Requests. He stated that the total of the budget requests was \$941,034 while the total available ASI funds to be allocated were \$956,190 so it was a balanced budget with no shortages and extra funding of \$15,156.
3. He explained that in his recommendation he distributed the extra \$15,156 of funding proportionally to all six budgeted groups as noted:
 - a. ASI BEAT \$ 93,990
 - b. ASI Departments \$ 326,170
 - c. ASI Elections \$ 6,891
 - d. ASI Govt. & Operations \$ 183,030
 - e. ASI Campus Recreation \$ 112,788
 - f. Children's Center \$ 233,321
4. He stated that in the second set, with the black box, we do not fund ASI athletics and tutoring so there would be more money available for funding allocations. He added that the total of the budget requests was \$1,086,686 while the total available ASI funds to be allocated were \$1,131,089 and the difference between the two was \$44,403.
5. The spreadsheet on the overhead showed that in his recommendation he distributed the extra \$44,403 of funding to the six budgeted groups as noted:
 - a. ASI BEAT \$ 96,280
 - b. ASI Departments \$ 439,978
 - c. ASI Elections \$ 7,059
 - d. ASI Govt. & Operations \$ 185,129
 - e. ASI Campus Recreation \$ 115,536
 - f. Children's Center \$ 287,107
6. He explained that most of the groups were allocated extra funding proportionally with the exception of the following three:
 - a. ASI Departments – less than the proportionate amount
 - b. ASI Government & Operations – less than the proportionate amount
 - c. Children's Center – more than the proportionate amount due to personnel related matters that can be discussed in Executive Session
7. A question and answer session took place that included that the extra funding to the Children's Center would go to personnel and could be discussed in Executive Session, the process that Krikor went through was fairly distributing- not cutting funds and his rationale for distributing less to ASI Departments and ASI Government & Operations

- was that the same level of services could be maintained but that was not the case with the Children's Center and Krikor explained the math behind the proportions
8. Rana made a motion to accept the Treasurer's recommendation, seconded by Chris
 9. Discussion took place regarding the proportionate distributions, however Christine noted that this should take place if we do not accept the recommendation and would then move to Cut Phase. It was also noted that the recommendation with the white box, with ASI continuing to fund athletics and tutoring, would now be identified as Set 1 and the one with the black box, without ASI funding athletics and tutoring, would now be identified as Set 2, and Krikor pointed out that they can be voted on as two separate recommendations.
 10. Christine noted that Rana's motion should now be amended to clarify which set was being referenced
 11. Rana made a motion to amend her motion to now accept Set 2 of the Treasurer's recommendation, seconded by Mary
 12. Christine called the vote for the amendment: 8/5/0, motion failed
 13. Christine called the vote for the main motion to accept the entire Treasurer's recommendation for both Set 1 and Set 2: 7/6/0, motion failed
 14. Christine announced that due to the lengthy Executive Session she would not open Cut Phase today but next week instead and to please come prepared with possible cuts and the wording even prepared
 15. Krikor noted that while Set 1 and Set 2 failed together, they were not voted on individually, so would someone like to motion to vote on Set 1
 16. Mary made a motion to approve Set 1 of the Treasurer's recommendation, seconded by Rana
 17. Christine called the vote to approve Set 1: 11/2/0, motion passed
 18. Krikor explained that now there would not be the need to go through Cut and Add Phase for Set 1
 19. Christine reviewed that they had now approved the Treasurer's recommendation that would apply in the event that the funding reallocation proposal was not favorable and she announced that they would discuss Cut and Add Phase at the next meeting for Set 2

Christine adjourned the regular session at 4:14pm to move to Executive Session

IV. EXECUTIVE SESSION

A. Action Items

1. The BSC Staffing Plan recommendation was approved
2. The CPR and AED Certification recommendation for job descriptions was approved

B. Discussion Items

1. ASI and BSC Budgets for 2013-14 – Personnel related matters were discussed
2. The job description updates were discussed for:
 - a. Solutions Architect
 - b. Marketing and PR Manager
3. The job descriptions (Emergency Situations) were discussed

C. Information Items

1. The additional duties for GAS staff were presented
2. The VEBA Trust account was presented

ASI SENATE MEETING

April 18, 2013

Page - 9

3. The search updates were presented

V. ADJOURNMENT

- A. Next Senate meeting will take place on Thursday, April 25, 2013, 3:00 – 5:00pm, in the England Evans room
- B. Christine stated that senate meeting 2012-13:17 was adjourned at 4:59pm

MINUTES SUBMITTED TO:

Christine Hall, Chair of the Senate

Date

MINUTES APPROVED AT SENATE 2012-2013: _____

Vicki Jackson, Administrative Assistant

Date

TO VIEW REPORTS LISTED (WITH AN *) OPEN SEPARATE FILE ON DOCUMENTS WEBPAGE LABELED:
ASI SENATE MEETING ATTACHMENTS – REPORTS FOR APRIL 18, 2013