



ASI Senate Meeting

Minutes

2013- 2014:22 Thursday, May 29, 2014, 3:00PM –5:00 PM, BSC, 2nd Floor, England Evans

I. PRELIMINARIES

A. Call to Order

1. Chair Joe Shashaty called Senate 2013-2014:22 to order at 3:02pm

B. Quorum Check

1. Voting Members:

Joe Shashaty, Vice President, Chair
Christine Hall, President
Jared Tolbert, Agriculture Senator – **Excused Tardy**
Jordan Gonzalez, Business Senator
Jai Oni Sly, CEIS Senator
Raquel Mercado, CLASS Senator
Brenda Magdaleno, CCHM Senator
Martin Mares, ENV Senator
Jasmine Andino, Engineering Senator
Obi Okafor, Science Senator
Louis Harfouche, Senator-At-Large (MCC)
T.J. Coggins, Senator-At-Large (SIC)
Nailah Zoi Givens, Senator-At-Large (Greek)
Colin Danahy, Senator-At-Large (IHC)

2. Advisors:

Dr. Rebecca Gutierrez Keeton, Advisor
Cora M. Culla, Executive Director

3. Non-voting Liaisons:

Johndaniel Morales, Attorney General
Alec Jaltorossian, Treasurer
Dr. J. Swartz, Academic Senate Rep. –**Excused Absent**
Vacant, Staff Council Rep.
Janeth Rodriguez, Alumni Association Rep. – **Excused Absent**
Cristian Garcia, Bronco Athletics Assoc. Rep. – **Excused Absent**

C. Approval of Minutes

1. There were no minutes to approve

D. Pledge of Allegiance

E. Agenda Changes

1. Cora added a Discussion Item, Revised Children's Center Child Care and Fee Structure, and under Executive Session, as Discussion Item 1. Children's Center Staffing Matters
2. Joe struck Action Item B, the Bronco Student Center Budget for 2014-15, and stated

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- that it was postponed to a later date
3. Joe approved the agenda as amended

F. Financial Status – Given by Alec Jaltorossian (attachments)

1. ASI Total Revenue	\$ 6,952,207.00
2. ASI Total Expenses	\$ 5,305,680.00
3. Total Investments	\$ 7,020,629.00
ASI-Local Agency Investment Fund	\$ 3,440,709.00
BSC-Local Agency Investment Fund	\$ 3,579,920.00
4. ASI – NP & A Account Balance	\$ 98,912.00
5. ASI Prior Year's I Reserves	\$ 226,758.00
6. ASI Prior Year's II Reserves	\$ 146,005.00
7. ASI Prior Year's III Reserves	\$ 498,840.00
8. BSC On-Campus Reserves	\$ 1,657,219.00

G. Introduction of Guests

- | | |
|--------------------|--------------------|
| 1. Powell Velasco | 6. Celeste Salinas |
| 2. Kaycee Tanioka | 7. Saad Abbas |
| 3. Ginny Templeton | 8. Barny Peake |
| 4. Shelbi Long | 9. Kim Duenas |
| 5. Krista Smith | |

H. Reports – Not given verbally – Posted on the SAN

1. ASI Executive Director – Cora M. Culla – no report
2. ASI Advisor – Dr. Rebecca Gutierrez – no report
3. Academic Senate Rep. – Dr. J. Swartz– no report
4. Staff Council Rep. – vacant
5. Alumni Rep. – Janeth Rodriguez – no report
6. Athletics Rep. – Cristian Garcia – no report
7. Senator Pro Tempore – Jared Tolbert – no report
8. Attorney General – Johndaniel Morales – no report
9. Treasurer – Alec Jaltorossian – no report
10. President – Christine Hall – no report
11. Vice President – Joe Shashaty – no report
12. Senate Reports
 - a. Colin Danahy, Senator-at-Large, IHC *(attachment)
 - i. Puppies
 - ii. NACURH
 - b. Obi Okafor, Science Senator *(attachment)
 - i. Research Symposium
 - ii. Next Science Council meeting date

I. Open Forum

1. Joe Shashaty – confirmed the date for the extra senate meeting as June 23rd at either 2-4:00pm or 3-5:00pm so please watch for the email to establish the time.
2. Christine Hall – stated she would hand out marketing materials for the June 6th Finale after Executive Session, so that she knows everyone got the handbills and the posters

so they can be posted in the appropriate buildings and on other boards. She added that Pam was looking for sign-ups for other activities other than the traditional hot dog distribution and she listed them.

3. Cora M. Culla – turned the floor over to Krista who formally introduced Kaycee Tanioka, new Intramural Sports Coordinator, and Ginny Templeton, Operations Manager, and welcomed them on their second day to Campus Recreation. She also thanked everyone who assisted with the BRIC Job Fair where over 150 students were interviewed on the first day.
4. Shelbi Long – stated that on Thursday, June 5th, there was a BFC Farewell Party that was planned from 11:00am – 7:00pm with swag, food, DJ and giveaways and it was open to the whole campus.

II. ACTION ITEMS

A. Recommendation from the Finance Committee

1. Association of Latino Professionals in Finance & Accounting (ALPFA) \$4,000 NP & A
 - a. Colin made a motion to approve the request for \$4,000 to ALPFA from the NP & A account, seconded by Brenda
 - b. There was no discussion, Joe called the vote: 13/0/0, motion passed

B. Recommended ASI Budget for 2014-15 (attachment)

1. Joe stated that Alec had passed around the Treasurer's recommendation for the reserve allocations
2. Alec noted that there was a recommended reserve allocation for 2013-14 and one for 2014-15 on the chart that was handed out
3. Cora explained the background that identified that the senate would vote on the allocation to Prior Year Reserves I, II and III and to NP & A. She added that while the budget that they have already seen gave the total amount available to be allocated to the reserves, Alec's handout now recommended the specific breakdown to the four reserve accounts.
4. Alec added that the reason that the 2013-14 allocation was included in his chart was because it had not been done in the prior year. He also noted that at the bottom of the chart were the funding levels recommended by the ASI Reserve Policy and he used these to proportionally distribute the funds between the accounts for both the 2013-14 and 2014-15 years. He pointed out that if they approve his recommendation the new balances in the accounts were reflected in the column to the right.
5. Alec added that recently a new reserve had been added for The Green Initiative Fund (TGIF) for sustainability purposes and as that was not covered in the Funding Reallocation Proposal they would need to address that separately at the next meeting once these allocations had been resolved. He noted that then a new proposal to move funds from one of these accounts to the new Prior Year V (or TGIF) reserve could be recommended to the senate.
6. Christine asked if the reserve policy would need to be revised to include PY V
 - a. Cora explained that the language in the ASI fee reallocation cannot be altered because that had been officially voted on by the student body and approved by the university. She added that the place to make the change was in the ASI Reserve Policy where she stated she thought we had already added that special fund and so now we would take action on another transaction from

Alec to transfer funds before the end of this year from one of these reserve accounts into the PY V account and that would be the way to fund the newly created reserve, which would also require university approval in addition to the senate approval. She noted that if the senate wanted to go back to the ASI Reserve Policy and add language that was an option that was open to them.

7. Christine asked if we only do it this way this year with a transfer ,then would PY V automatically be allocated funding next year
 - a. Cora replied for now we automatically allocated funding unless something is put in the policy
8. Christine stated that the best thing would be for next year's senate to work on the reserve policy or suggested to Alec that he could propose language to pass on to the next treasurer and Cora added that there were two senate meetings left if they wanted to work on it in the remainder of this year
9. Christine stated that she wanted to make sure this account continued to receive funding as groups will have the option of requesting up to \$15,000
10. Cora outlined the purpose of the different reserves and the process for allocation and that the policy does not specify a percentage for PY I
11. Discussion took place
12. Colin made a motion to approve the recommended ASI Budget for 2014-15, seconded by Jai Oni
13. Discussion took place regarding the amount of money in NP & A and allocating more
14. Alec did some calculations and suggested allocating 25% for each reserve account and he shared the amounts. Discussion took place on alternative percentages for different reserve accounts and that funding for PY V will come out of one of these other reserve accounts as a transfer for the minimum funding level of \$100,000.
15. Cora reminded everyone of the Executive Session topic regarding a special reserve, that would also be created from PY III, if the funding of PY V is funded from PY III
16. Alec gave the following percentages and corresponding amounts, per Christine, as a new recommendation for the senate to consider and stated that they did not take into account the possibility of any net excess carryover
 - a. PY I 31% \$325,943
 - b. PY II 17% \$200,396
 - c. PY III 32% \$601,225
 - d. PY IV (NP & A) 20% \$162,902
17. Louis made a motion to amend the main motion and incorporate the new numbers and percentages for the reserve allocations of 31%, 17%, 32% and 20% respectively, as stated by Alec, seconded by Zoi
18. Cora stated that for the record it was good to have a system for allocating so it was not random and if the next year's senate should ask how the numbers were arrived at there was a method that was applied
19. Joe called the vote to approve the amendment: 10/2/0, motion passed
20. Joe called the vote to approve the main motion, as amended, for the recommended ASI Budget for 2014-15: 11/2/0, motion passed

C. ASI Honorary Lifetime Membership

1. Joe asked each nominator to explain their rationale for nominating the individual that Christine announced and the senate would then vote on them individually

2. Christine reviewed the nominations which included the values that each nominee exemplified and asked each nominator to speak briefly on the nominee's behalf
 - a. Pam Xue – nominated by Louis Harfouche
 - b. Obi Okafor – nominated by Louis Harfouche
 - c. Neil Johnson – nominated by Louis Harfouche
 - d. Krystal Betanzos – nominated by Louis Harfouche
 - e. Nick Monge – nominated by Obi Okafor
 - f. Michael Adams – nominated by Obi Okafor
 - g. Johndaniel Morales – nominated by Obi Okafor
 - h. Christine Hall – nominated by Louis Harfouche and Obi Okafor
 - i. Devon Graves – nominated by Christine Hall
3. Joe stated that they would call the vote individually for each nominee
 - a. Colin made a motion to approve Pam Xue as an ASI Honorary Lifetime member, seconded by Raquel
 - i. Joe called the vote: 12/1/1, motion passed
 - b. Christine made a motion to approve Obi Okafor as an ASI Honorary Lifetime member, seconded by Colin
 - i. Joe called the vote: 13/0/1, motion passed
 - c. Jai Oni made a motion to approve Nick Monge as an ASI Honorary Lifetime member, seconded by Obi
 - i. Joe called the vote: 10/2/2, motion passed
 - d. Louis made a motion to approve Krystal Betanzos as an ASI Honorary Lifetime member, seconded by Colin
 - i. Joe called the vote: 9/4/1, motion passed
 - e. T.J. made a motion to approve Neil Johnson as an ASI Honorary Lifetime member, seconded by Jai Oni
 - i. Joe called the vote: 11/2/1, motion passed
 - f. Obi made a motion to approve Michael Adams as an ASI Honorary Lifetime member, seconded by Colin
 - i. Joe called the vote: 14/0/0, motion passed
 - g. Jai Oni made a motion to approve Johndaniel Morales as an ASI Honorary Lifetime member, seconded by Louis
 - i. Joe called the vote: 12/2/0, motion passed
 - h. Colin made a motion to approve Christine Hall as an ASI Honorary Lifetime member, seconded by Brenda
 - i. Joe called the vote: 13/0/1, motion passed
 - i. Colin made a motion to approve Devon Graves as an ASI Honorary Lifetime member, seconded by Christine
 - i. Joe called the vote: 14/0/0, motion passed
4. Joe congratulated all of the new ASI Honorary Lifetime members

III. DISCUSSION ITEMS

A. BRIC Facility Use Manual (attachment)

1. Krista explained that this document compiled all of the major policy components for the operation of the BRIC. She noted that the version in the packets was approved at the Facilities and Operations Committee on May 23, 2014 and the revisions that she would review on the screen today were based on feedback from ASI and the

administration to date.

2. She reviewed the Facility Access section and the minor revisions to Attendants/Aides and the Refusal Right pages
3. She explained each category of the Facility Scheduling section and there was brief discussion that took place regarding fees for a CPP group as opposed to off campus groups
4. She reviewed the Facility/Area Use section and that these policies were all industry standard for the different activities in the areas. A brief discussion took place.
5. Krista reviewed the General Policies and there was a brief discussion period with questions and feedback

B. Children's Center Parent Handbook (attachment)

1. Celeste reviewed the Executive Summary dated 5/20/14 that outlined the proposed policy changes to Cal Poly Pomona Children's Center Parent Handbook and noted that the changes had been approved by the Parent Advisory Board on 5/9/14
2. The sections that were impacted included 1.2, 1.3, 1.4, 1.6, 2.1, 2.4, 2.6, 2.8 & 3.2, 3.3 and 3.4 and she gave relevant details and background on them
3. A brief discussion took place

Colin made a motion to extend the meeting until business was completed, seconded by Brenda Joe called the vote: 11/2/1, motion passed

C. Revised Children's Center Child Care and Fee Structure (attachment)

1. Celeste stated that this memo was for informational purposes as it was mandated by Sacramento that we comply with Management Bulletin 14-03
2. She explained that the Children's Center would begin charging parents monthly part and full day rates effective July 1, 2014 according to the rate schedule issued with this Management Bulletin
3. She gave the details of the new formula for figuring the total charges for the parents and would be providing the proper notification to the parents currently enrolled

D. ASI Strategic Plan for 2014-19 (attachment)

1. Cora stated that the Executive Task Team met today and she shared that the updated version of the strategic goals and objectives was provided for the senate to review
2. She added that one of the consultants, David Edwards of ASI Cal State Long Beach, did provide a critique of the entire draft and was very complimentary and found the draft quite impressive. She noted that she would reflect his recommendations in the final draft.
3. Christine thanked everyone who participated in the open forum, Pizza with Students for feedback on the ASI Strategic Plan, where about 75 students shared their comments
4. She gave the details about how the event was structured and that they were almost done typing up the feedback and it would be added to the online portal's feedback which would close tonight and may have provided input from about 3,000 students
5. She added that she thought they should use the feedback from the students on the choice of the Vision Statement, once all of the feedback was reviewed it would be posted in a folder so that it was available for additional review, then they would edit

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the goals and objectives and so the senate should share any additional input with her after reviewing the spreadsheet recapping the feedback

Joe adjourned the regular session at 5:09pm to move to Executive Session

IV. EXECUTIVE SESSION

A. Discussion Item

1. Children's Center staffing matters were discussed

V. ADJOURNMENT

A. Next Senate meeting will take place on Thursday, June 5, 2014, 3:00 – 5:00pm, in the England Evans room

B. Joe stated that senate meeting 2013-14:22 was adjourned at 5:20pm

MINUTES SUBMITTED TO:

Joe Shashaty, Chair of the Senate

Date

MINUTES APPROVED AT SENATE 2013-2014: _____

Vicki Jackson, Administrative Assistant

Date