



# ASI Senate Meeting

## Minutes

2013- 2014:10 Thursday, January 30, 2014, 3:00PM –5:00 PM, BSC, 2nd Floor, England Evans

### I. PRELIMINARIES

#### A. Call to Order

1. Chair Joe Shashaty called Senate 2013-2014:10 to order at 3:02pm

#### B. Quorum Check

##### 1. Voting Members:

Joe Shashaty, Vice President, Chair  
Christine Hall, President  
Jared Tolbert, Agriculture Senator  
Jordan Gonzalez, Business Senator  
Jai Oni Sly, CEIS Senator  
Raquel Mercado, CLASS Senator  
Brenda Magdaleno, CCHM Senator - **Excused Absent**  
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 – **Sub: Dr. Byron Howlett until 3:30pm**  
Cora M. Culla, Executive Director

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

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

#### C. Approval of Minutes

1. The minutes for the senate meeting on January 16, 2014 were approved by the chair as written

#### D. Pledge of Allegiance

#### E. Agenda Changes

1. Joe added Discussion Item B. ASI Strategic Plan 2014-19
2. Cora added Action Item B., the previously approved policy, BRIC Member Policies and

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Fees

3. Joe approved the agenda as amended

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

1. ASI Total Revenue	\$ 5,201,160.00
2. ASI Total Expenses	\$ 3,080,767.00
3. Total Investments	\$ 8,024,954.00
ASI-Local Agency Investment Fund	\$ 3,138,651.00
BSC-Local Agency Investment Fund	\$ 4,886,303.00
4. ASI – NP & A Account Balance	\$ 186,552.00
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	\$ 564,940.00
8. BSC On-Campus Reserves	\$ 1,657,219.00

G. Introduction of Guests

- |                   |                     |
|-------------------|---------------------|
| 1. Powell Velasco | 4. Terri Bell       |
| 2. Nancy Hwang    | 5. Amber Young      |
| 3. Krista Smith   | 6. Vrushali Kumathe |

H. Special Presentation

1. Division of Student Affairs Updates

Presented by Dr. Douglas R. Freer, Vice President for Student Affairs

Time specific at 3:05pm

- a. Doug stated that he had been asked to talk about how the Student Affairs related side of the Student Success Fee was being allocated and the progress to date on various initiatives coming out of that fee which break into three allocations
- b. He stated that the first piece was the support of Bronco spirit through funding to Intercollegiate Athletics which was originally provided by both ASI and IRA and it was decided to transition this support for Athletics over to the Student Success Fee. He noted that this was not a financial win for Athletics, as they received the same amount of money, and it did free up that amount in the ASI and IRA budgets. Last year, the ASI Senate allocated the majority of the ASI freed up funds to student clubs and organizations through an increase to the council allocations and this year's senate will face a similar decision as to the best way to allocate the freed up funds during the next budget season. He added that on the IRA side, for the first time in ten years, there will be opportunities for current IRA sponsored activities to seek additional funds and it will be up to the IRA members to decide how to allocate those funds. There will also be corporate obligations that will be discussed, with the help of Cora and Terri, such as ASI retirement and insurance obligations, that will require attention in the future.
- c. He explained that the second piece of the Student Success Fee was approximately \$200,000 to design a new student project space on the campus. This was primarily an approval for an appropriate space for the Rose Float to do their annual construction, as well as additional support to the

College of Engineering for their hands on student projects like solar car, Baja vehicles and Concrete Canoe. He added that last week they put out a Request for Qualifications (RFQ) to about a dozen pre-qualified architects with experience in student spaces of this nature and they hope to have selected one by the end of February. He noted that they expect it to cost between \$200,000-\$300,000 just for the planning in order to establish the needs of the student groups and select a location for a hanger-like building that would function as a work space with lots of equipment. Therefore, they expect most of this year's funding to go to architectural and planning services.

- d. Doug stated that the third piece was committed to what they call Diversity and Veteran Support and the primary focus of these dollars was to provide a source of funding to support the Veteran's Resource Center, which originally started with one-time money from the Kellogg Legacy grant. It was now incredibly successful, with the number of veterans skyrocketing on the campus and now this piece would stabilize the funding.
- e. He noted that the other two commitments that they made to the students last year were to, one, have full-time coordinators back in the Cultural Centers and interviewing had just been completed for the Native American Center with an appointment soon and then they will begin a search for the Pride Center. The other area that the students wanted them to focus on staffing was in leadership development and they have hired the position of a Coordinator of Student Leadership who will be responsible for bringing back the annual program of the Cross Cultural Retreat and sdli which had been a victim of budget cuts.
- f. He concluded that the big picture was that this was the quarter that they had committed to building the oversight committee that would come together at the end of each budget cycle to confirm how the money was spent and that it was spent, much like a checks and balance audit. He noted that they would be accepting nominations to the committee during this quarter, do a little bit of training and then the real work would be done once the fiscal year was closed out.
- g. A question and answer session took place

#### I. Reports

- 1. ASI Executive Director – Cora M. Culla \*(attachment)
  - a. Bronco Fitness Center (BFC) Repurposing Project
  - b. Energy Use Assessment for Bronco Student Center (BSC)
  - c. Games Room, Etc. Programs
  - d. CPP Homecoming
  - e. BSC Art Exhibits
  - f. Business Services Updates
  - g. Campus Recreation/BRIC
- 2. ASI Advisor – Dr. Rebecca Gutierrez
  - a. She thanked everyone for all of the hard work that was going into Homecoming as they have had over 200 students a day registering for a current total of over 1,600 and she reviewed other details of the progress in getting people involved and signed up for different areas. She emphasized

that there were many free areas for people to participate in, not to take off the wristband as it covers the entire event, the committee was considering the possibility of early check-in on Feb. 4<sup>th</sup> and 5<sup>th</sup> in University Park.

3. Academic Senate Rep. – Dr. J. Swartz
  - a. He stated that yesterday the Academic Senate approved the concept of semester conversion and he added that the faculty issues center around the workload and the concern of taking quarter classes and including them in the semester system. He would encourage our leadership to consider keeping as many polytechnic courses across our colleges as possible as we transition to semesters in 2017.
4. Staff Council Rep. – vacant
5. Alumni Rep. – Janeth Rodriguez
  - a. She thanked everyone that attended the focus group last night as they did get a lot of great information
  - b. She also passed out an application to nominate a favorite teacher to be given a special award at their Distinguished Alumni event in April
6. Athletics Rep. – Cristian Garcia – no report
7. Senator Pro Tempore – Jared Tolbert \*(attachment)
  - Agriculture Senator
    - a. Pizza with the Provost
    - b. Homecoming
    - c. Strategic Plan
    - d. Shadowing
  - Senator Pro Tempore
    - a. Recommendation
    - b. At large Student Representative
8. Attorney General – Johndaniel Morales
  - a. He thanked all of the senators that followed-up on his email and helped to facilitate communication with their councils
9. Treasurer – Alec Jaltorossian
  - a. He stated that he was working on the annual budget planning with Cora, Christine and Terri and he noted that there was a lot ahead of everyone as there were a lot of changes in the budgets this year
10. President – Christine Hall
  - a. She stated that President Ortiz had sent out a personal email to the campus announcing his retirement at the end of the calendar year
  - b. She gave everyone advance notice that the budget retreat was being planned by Alec, Barny, Byron and while a date had not been set yet, it would be mandatory for everyone to attend
  - c. She reviewed that a system-wide fee had been proposed and it was approved to pursue it by a vote of 18 to 5. At the CSSA meeting, coming up this weekend, it would be determined if it would go through the Board of Trustees or the state assembly. She added that CPP would be very invested in this topic as the total increase for CSSA's budget was over a million dollars and they would be breaking away from the Chancellor's office so that there would be more political freedom to lobby. She added that it was important to ensure that students were benefitting from such a large increase to the

- fee they would be paying. She noted that there was more information on the CSSA website or you could also ask Nam, or herself, questions.
- d. She asked everyone to please be posting any ASI Strategic Plan feedback on the SAN as there would be another Executive Task Team meeting on Monday and she reviewed the SAN locations and also that the feedback please include the ASI Vision Statement
  - e. She reminded everyone that Pizza with the Presidents was next Tuesday, Feb. 4<sup>th</sup> from 6:00 -7:00pm in Ursa Major and she would send out an email to confirm their availability to attend or if they had a class conflict. The attire would be the ASI polo.
  - f. She reminded everyone of the Homecoming decorating party this Saturday which will start at 2:00pm and if your council was asking if they could bring their own supplies, she had ruled that out as they had to be careful with what could damage the building – so only BEAT supplies would be used
  - g. She thanked everyone for signing up to help at the ASI Reunion tent on Sat. Feb. 8<sup>th</sup> and she would confirm their time with an email
  - h. She stated that if any of their clubs were interested in becoming an IRA group they would have to follow-up with ASI Business Services no later than today or tomorrow

11. Vice President – Joe Shashaty

- a. He stated that the Quarter to Semester Conversion Task Force had been revamped and he was now doing one-on-one meetings with the members and he had created a folder on the SAN for the feedback
- b. He asked everyone to please help with the schedules for their councils as he and Jomel were planning on presenting to each council for about ten minutes
- c. He added that they were also working on a survey they would give to the council members and would lead to what they may present to the administration

12. Senate Reports

- a. Colin Danahy, Senator-at-Large, IHC \*(attachment)
  - i. Pack your Belly
  - ii. Geeks, Games and Glory
  - iii. Homecoming
- b. Jasmine Andino, Engineering Senator \*(attachment)
  - i. E-Council Events
  - ii. Elections for Engineering Council Officers start February 25<sup>th</sup>
  - iii. Winter Newsletter
- c. T. J. Coggins, Senator-at-Large, SIC \*(attachment)
  - i. Council Updates
  - ii. Personal Updates
- d. Jai Oni Sly, CEIS Senator \*(attachment)
  - i. Semester Conversion
  - ii. Fulbright Scholar Series
- e. Obi Okafor, Science Senator \*(attachment)
  - i. Care Packages for the Community
  - ii. Next Science Council Meeting Date
- f. Nailah Zoi Givens, Senator-at-Large, Greek \*(attachment)

- i. Poly Gold Workshops
- ii. Homecoming
- iii. Greek Week
- iv. Next Greek Council Meeting Date
- g. Martin Mares, ENV Senator \*(attachment)
  - i. ENV Conference - February 27, 2014
  - ii. APSA Space Activator/Dale Prize
  - iii. Strategic Plan
- h. Jordan Gonzalez, Business Senator \*(attachment)
  - i. UBSS General Meetings
  - ii. Events
  - iii. Outreach
- i. Louis Harfouche, Senator-at-Large, MCC \*(attachment)
  - i. Council Updates
  - ii. Personal Updates
- j. Brenda Magdaleno, CCHM Senator \*(attachment)
  - i. Changing CLASS Council By-laws Along with Strategic Planning
  - ii. Introduction of the Dean of CLASS
  - iii. CLASS Annual Banquet

J. Open Forum

1. Dr. Rebecca Gutierrez-Keeton – announced that the official count of students who had registered for Homecoming as of right now was 2,125.
2. Dr. Douglas Freer – reviewed a point that Christine had brought up and suggested that they spend some time looking at the proposed CSSA campus-wide fee as, in his opinion, it was not the merits of the fee that concerned him. Instead it was that as of 1 ½ months ago, when he and other vice presidents met with CSSA, it seemed that they did not have the rationale for the amount of the fee articulated clearly. He was questioning if it was the right amount to suit their needs and checking to see if the majority of the funding was coming back to benefit our students.
3. Christine Hall – explained that when the CSSA proposed fee was first introduced in November, the board members felt it was not well mapped out with no identification of where the funding would go and there was also no set amount for the funding . So by that last Saturday meeting, CSSA had decided, based on a semester breakdown, the fee would be \$2 per semester per student as they said it had to be rounded up in whole dollars. She noted that many argued that they just wanted to know if they should move forward with this before working out the details and it made her appreciative of the Cal Poly vice presidents identifying the needs and the details of how much it would cost in the Student Success Fee. She concluded that on that Sunday, CSSA did present more information about where the funding would go, however, it was still in the early stages and still had to be approved by the Board of Trustees. She added that it was her personal goal and she had also charged Nam with identifying how CSSA can be more present on our campus and how they can help our students. She asked everyone to please get feedback from the students.
4. Cora M. Culla – announced that she wanted to publicly recognize Devon Graves for his recent appointment to the California Student Financial Aid Commission as one of two student commissioners serving on this state-wide body serving the entire CSU.

She added that this was a great honor for him and Cal Poly Pomona.

5. Martin Mares – gave the feedback that the campus website for the Calendar Conversion was hard to locate.
6. Jai Oni Sly – stated it was the Chinese New Year!

## II. ACTION ITEMS

### A. Recommendation from the Facilities and Operations Committee

#### 1. BRIC Non-Member Access Policies and Fees (attachments)

- a. Jared stated that the Facilities and Operations Committee had approved this policy and since then there had been an additional recommendation to define what special session meant and would add wording about open university and other college of extended university programs
- b. He added that they would also like to add this same change to the previously approved BRIC Membership Policies and that was why that had been added to the agenda today in Agenda Changes
- c. Krista stated that in the senate packets was the recommended version from the Facilities and Operations Committee and there was a minor edit that they would now like to make which was reflected in the new handout with a cover memo. The change would be added to the box for Student: Non-Assessed and read: “or special session (Open University and other College of Extended University programs)” after the words “regular session”.
- d. Colin made a motion to approve the policy as amended, seconded by Jared
- e. Joe called the vote: 13/0/0, motion passed

### B. BRIC Member Policies and Fees

1. Based on the cover memo for the BRIC Non-Member Access Policies and Fees discussed in Action Item A., it was being recommended that the same language be added in the same location on this policy to clarify the meaning of special session
2. Jai Oni made a motion to amend the previously approved policy: BRIC Membership Eligibility, Pricing and Applicable Policies as recommended for the BRIC Non-Member Access Policies and Fees, seconded by Jared
3. Cora explained that the goal was to amend the document mentioned in the motion, and previously approved by the senate, in order to add the wording that appeared in red on the screen so that the language in the two documents would be similar
4. Jared also provided clarification on the proposed change
5. Joe called the vote: 13/0/0, motion passed

## III. DISCUSSION ITEMS

### A. Recommendation from the finance committee

1. American Marketing Association (AMA) \$5,500 NP & A
  - a. Vrushali Kumathe, Vice President of Finance, and Amber Young, Vice President of Communications, from the American Marketing Association gave the background on their organization and their attendance at the AMA International Collegiate Conference held in New Orleans every year
  - b. Vrushali gave a brief breakdown of income and expenses, described the event which would be held from April 10<sup>th</sup> – 12<sup>th</sup>, the benefits of the event

for the attendees and the details of the competitions

- c. Amber reviewed the awards
- d. Vrushali gave additional details about the income and expenses and noted that the 24 members that would like to attend realize that the maximum amount that ASI can allocate was \$5,500 and their members know that they will be responsible for the difference in their request as well as the members also will pay for the competitions out of their own pocket
- e. A brief question and answer session took place

**B. ASI Strategic Plan for 2014-19**

1. Cora stated that she wanted to add to what Christine covered that they have the next Executive Task Team meeting on February 3<sup>rd</sup> and they would be taking a look at suggestions on how to update or revise the ASI Vision Statement so that they can complete the conversation about strategic issues and cluster them into themes so that they can identify the structure of the task teams which will include both ASI and campus representatives that can eventually lead to drafting the various sections of the strategic plan
2. She also noted that as they gather feedback from their councils to please post it in the folders on the SAN
3. Christine also asked everyone to please check the Strategic Plan folder on the DSA to keep updated on all of the new information and to post their comments
4. Cora noted that their constituents may not be familiar with the fundamentals of strategic planning, so to please provide feedback just on the specific areas that were being mentioned as major areas such as: the mission statement, vision statement, the strategic issues and the strategic goals once both were identified. She added that they should just be patient and keep getting on their council meeting's agendas to have that 10-15 minutes of time to get feedback and keep the councils informed.

Joe adjourned the regular session at 4:29pm to move to Executive Session

**IV. EXECUTIVE SESSION**

**A. Action Item**

1. The Stipend Policy was approved

**V. ADJOURNMENT**

- A. Next Senate meeting will take place on Thursday, February 13, 2014, 3:00 – 5:00pm, in the England Evans room
- B. Joe stated that senate meeting 2013-14:10 was adjourned at 4:40pm

**MINUTES SUBMITTED TO:**



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MINUTES APPROVED AT SENATE 2013-2014: \_\_\_\_\_

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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 JANUARY 30, 2014