



## ASI Rules & Policies Committee Minutes

2014-2015:5 Friday, January 16, 2015 1:00PM - 3:00 PM, BSC, Senate Chambers

### I) Preliminaries

A) Call to Order at 1:04pm

B) Quorum Check:

1) Andrea Cendejas, Attorney General, Chair

*Voting Members:*

2) Taylor Young, Senator Pro-Tempore, Vice Chair

3) James Cox, President

4) Louis Harfouche, Vice President

5) Kimberly Rotunno, Agriculture Senator

6) Jai Oni Sly, CEIS Senator

7) Benjamin Murdock, SIC Senator

*Advisors:*

8) Cora M. Culla, ASI Executive Director

9) Susan Ashe, Director of Judicial Affairs, ASI Advisor – **Excused Absence**

*Liaison:*

10) Fayz Ashker, Treasurer

C) Approval of Minutes

1) Minutes from November 21, 2014 were approved with Cora's non-substantive changes, by Andrea, as chair

D) Agenda Changes

1) Per Andrea's recommendation, Louis moved to move Action Item A – Sustainability Board Code to a discussion item, Taylor seconded. Vote 6:0:0, motion passed.

E) Introduction of Guests

1) Barnaby Peake, ASI Director of the Bronco Student Center

2) Christine Zheng, 2014-2015 Secretary of Sustainability

3) Michael Adams, Sustainability Board Committee, Student-at-Large

4) Andrew Densmore, ASI BEAT Chair

5) Katarina Kushin, ASI Environmental Design Senator

F) Open Forum

- 1) There were no speakers.

**II) Action Item**

- A) There were no action items.

**III) Discussion Item**

A) Sustainability Board Code

- 1) Andrea explained that due to the passing of TGIF, the Sustainability Board Code is being altered to better reflect the purpose of the Sustainability Committee, as an advising committee rather than a funding board.
- 2) Michael gave a brief history of the development of TGIF and changes to Sustainability Committee as a result. He shared the new function of Sustainability Committee as it related to TGIF and the Senate. He also provided some of the goals that have been discussed for Sustainability Committee this year.
- 3) Cora added some of the history and concerns about conflicts of interest that had come up in previous meetings. She noted that with the alterations of the Sustainability Board Code, the Sustainability Committee will be able to assist students groups and access the funds themselves to put on events and projects.
- 4) Louis suggested II. Financial Authority be changed to something similar to Planning Authority or Support Authority and explain their role in advising and supporting clubs/organizations in their events and projects. He also suggested there be an added section that explains Sustainability Committee's ability to implement their own projects and events to support the campus community which can be considered "ASI Projects" compared to other projects and events by outside clubs/organizations which are "ASI supported". Louis also recommended the Financial Authority and Budget Requests sections be removed.
  - (a) Per Barny's question, Louis clarified that they will rename and alter the Financial Authority section to reflect their role as an advising committee – not a funding committee.
- 5) Cora pointed out that, per previous meetings and conversations, they should be sure to include the role of the chair of the Sustainability Committee, as they work with the ASI Treasurer
  - (a) Louis proposed they add a section, similar to Budget Requests, titled Advising Requests where they can outline the process of interaction and guidelines between the Sustainability Committee Chair and the ASI Treasurer when dealing with groups requesting funds from TGIF.
  - (b) Andrea agreed that adding a section like this would be beneficial in establishing a process that can be consistent and helpful to new committee members and students requesting funds.
- 6) Cora noted that they will need to decide if the Sustainability Committee is going to have the responsibility of recommending proposals to the Finance Committee, if the proposals go to just the Sustainability Committee chair, if the proposals will go through the entire committee as a discussion item, or if the proposals will go through the committee as an action item. Cora

also pointed out that if groups have to go through discussion and action at Sustainability Committee, Finance Committee, and Senate the process will take almost 3 months.

- (a) Louis felt that because this is a new reserve, the majority of sustainability projects and events that are coming to ASI for funding are going to be new and unfamiliar to the committees and it will be beneficial that the process be long and thorough.
  - (b) Andrea explained that in previous meetings, they discussed a letter from Sustainability Board giving their acceptance of the project idea which would come ultimately from the chair. However, it was also discussed that the entire committee would be behind the decision. She felt that the process should be developed and outlined in the Sustainability Board Code.
    - (i) Cora recommended that for the first year, they could give the chair of Sustainability Committee the power to, on behalf of the board, recommend groups to the Finance Committee to allow for flexibility this year. However, next year they should adopt a more set approach that requires the input and approval from the Sustainability Committee as a group.
- 7) Christine shared that her idea for working with the Finance Committee would be that groups could present their project to Sustainability Committee on the Tuesday before Finance Committee meets. The Sustainability Committee would discuss and come to a consensus at that meeting and then the Sustainability Committee chair would meet with the ASI Treasurer before the Finance Committee meeting to discuss.
- (a) Louis agreed that this would work well and help speed up the process. However, the meeting times and dates can change each year and each quarter depending on the schedule of the chair and the committee members. So while they can suggest future chairs follow this system, it cannot be required and be put into the Sustainability Board Code.
  - (b) Cora noted that this approach would work well but realistically, it would not always be feasible because of the availability of the chair and committee members.
- 8) James requested there be a clause that requires Sustainability Committee to have their meetings prior to the Finance Committee meetings
- (a) Louis felt that this could cause problems if the Sustainability Committee is required to adjust according to the treasurers scheduling of the Finance Committee
  - (b) Cora suggested the requirement be that Sustainability Committee and the Finance Committee meetings be on alternating weeks
  - (c) Barny added that, because they don't have to go through discussion and action in Sustainability Board, any presentation, discussion, and question session will happen at one meeting. It could easily be structured that the funding request goes to the ASI Treasurer, who then sends the information to the Sustainability Committee chair and the group will be scheduled to go through Sustainability Committee and then to the Finance Committee.
    - (i) Cora agreed that most of the information and discussion can be done in one meeting with the Sustainability Committee. However, information, research, and discussion should take place between the Sustainability Committee chair and group before the one Sustainability Committee meeting.

- 9) Jai referenced that in previous meetings they discussed had a representative from Sustainability Committee attend the Finance Committee meetings to help explain any of the details, particularly those involving sustainability practices or technology, to the Finance Committee as a type of liaison. She felt that because Finance Committee doesn't meet a consistent number of times throughout the quarter, requiring Sustainability to meet of weeks that offset Finance Committee meetings may not be feasible.
  - (a) Louis suggested they require Sustainability Committee to meet consistently such as two times a month.
  - (b) Jai suggested they require that Sustainability Committee meet a certain number of times per quarter so the meeting dates and times are decided by the chair.
  - (c) James explained how Inter-Council worded their codes to reflect an idea similar to Jai's
  - (d) Barny suggested a stipulation that makes them have a meeting within a certain timeframe of receiving a proposal
    - (i) Michael felt that this was a good option based on his experience of chairing the Sustainability Committee meetings last year
    - (ii) Cora recommended that if they chose this option, to make the timeframe long enough for the committee and the chair to gather complete information regarding the proposal
    - (iii) Wording suggestion – "Within 10 business days of receiving final approval of the budget request, Sustainability Committee must meet regarding the proposal"
- 10) Louis added that they will need to create language in regards to the Sustainability Committee meeting regarding their own projects
- 11) Christine shared that one of the goals of the committee is to get funding so that they could put on programs that will educate the campus on sustainability
- 12) Jai asked for clarification on how Sustainability Committee can access TGIF
  - (a) Cora suggested that through the annual budget process and the rewriting of the Sustainability Committee, the process be developed on how Sustainability Committee can access the funds
  - (b) Louis suggested a line item be created for Sustainability Committee and each year the new committee can request funds to be put in that line item through TGIF and Finance Committee
- 13) Cora explained that creating a line item for Sustainability Committee would differentiate Sustainability Committee from clubs and organizations. She also recommended that the ASI President have oversight over the account. Similar to BEAT, Sustainability could plan for the next year which clubs or projects that expect to put and plan their budget accordingly. If at any time they need additional funds, they can request a mid-year augmentation.
  - (a) Louis felt that they should limit the amount of funds in the account because Sustainability Committee won't have the same level of professional staff oversight as BEAT.
  - (b) Cora stated that since the account will have oversight by the ASI President and advisors, these boundaries will be built into the structure and process of the Sustainability Committee.
- 14) Cora asked how they plan to address the groups that have already requested access to TGIF since the process of finalizing the Sustainability Board Code is going to take at least 1 ½ more months

- (a) Louis explained that TGIF was passed with the stipulation that everything was to go through Finance Committee
  - (b) Cora suggested that the Sustainability Committee begin looking at requests from these groups so that when the Sustainability Board Code is done they will be ready to take action and release the funds to the groups
- 15) Per Fayz's question, Andrea clarified that Fayz and Christine will work together to get groups ready to go to the Finance Committee
- (a) Cora recommended the groups go through Sustainability Committee first to get the details of the proposal discussed, focusing more on the substance and purpose of the project or event. It will then go through Fayz to make sure their budgets are filled out correctly and all the numbers add up so that they will then be ready to take the request to Finance Committee meeting.
- 16) Christine gave an overview of who has come to her about funding thus far and how the committee is promoting TGIF

#### **IV) Information Item**

##### **A) Creation of New Councils**

- 1) Andrea shared how and why this idea has come up. She gave an overview of the status of SIC with over 100 clubs and the infiltration of sports clubs. The foundation of this idea to create a faith-based council and a sports council to support how the SIC clubs demographic is growing. She also explained how the creation of new councils could not be done this year due to the complexity of creating new councils, how they would split the clubs, elections for council E-Board, and advising for these new councils. Additionally, to add these councils would require a change to the By-Laws.
- 2) Ben, as SIC senator, shared that this is something that will definitely be necessary due to the size of SIC growing and the amount of new sports clubs falling under SIC. Ben shared that something that would take a lot of time and discussion would be to figure out which clubs would fall under sports, which clubs would fall under faith based, and which would remain in SIC. Ben could also foresee an issue with a faith-based council as ASI does not fund religious events or projects.
- 3) Louis gave the numbers for how many clubs would fall under faith-based and sports. He also added that having a faith-based council would make it easier to monitor and regulate what ASI funds is being used for by religious clubs. This would ensure that ASI funds aren't accidentally funding religious based events. Louis shared that a possible issue with a faith-based council is having the council members work together despite differing views. However, they technically do meet together now just in a much larger environment.
- 4) Louis pointed out that most of the issues in creating two new councils will be dealing with the financial details.
- 5) James' recommended straying away from creating a faith-based council. He felt there were a lot of clubs that could fall under a sports-gaming council and right now there is more relevance in creating this council.
- 6) James' also pointed out that having a faith-based council and having a senator representing a faith-based council which would include a variety of religions and belief-systems could be a major area of concern

- 7) Jai shared that her concerns with a faith-based council would be electing a senator to represent the council and finding an advisor for the council. Additionally, funding could become an issue. She did feel that there was a place for a sports-gaming council on the campus.
- 8) Cora shared that ASI does support sports clubs right now by providing the basic insurance they need because sports are considered high-risk and they travel frequently.
- 9) Cora clarified that ASI does fund religious groups but ASI doesn't fund activities that propagate or discourage involvement in a particular faith or religion.
- 10) Cora recognized the challenges that SIC is running into now that it has grown to over 100 clubs. She also acknowledged the implications that will be associated with creating a new council.
- 11) Louis felt that although creating a faith-based council and finding a senator and an advisor will be difficult but it's not impossible and should be addressed
- 12) Cora added that the CSU passed an executive order disallowing auxiliary employees from serving as advisors
- 13) Cora provided additional details and clarifications about the trial expansion associated with campus recreation
- 14) Cora requested deciding what the definition of faith would be in regards to having clubs fall under the faith-based council. She also pointed out possibilities for faith-based clubs to be in in both SIC and MCC.
  - (a) Louis shared the need to address the issue of certain faith-based clubs falling under MCC while others are SIC. He also commented on the complexity of these clubs not falling under "cultural" or "interest".
- 15) Jai added that with the new addition of the councils they will have to define what the "qualifications" are for the council. They would also have to redefine the other councils "qualifications".
- 16) Andrea shared an example of how the clubs are placed into their councils based on their purpose, as stated in the clubs by-laws
- 17) Cora suggested that, if they want to move forward and make this a priority to be implemented by next year's administration, this year's administration should begin working on the proposal including definitions of the councils, details on how many new councils should be added, and details on how to handle the financial implications of creating new councils.

## **V) Adjournment**

- A) Meeting was adjourned at 2:24 pm
- B) Next Rules and Policies Committee Meeting: January 30, 2015, 1pm-3pm – BSC Senate Chambers, Conference Room