



ASI Senate Meeting

Minutes

2014- 2015:13 Thursday, January 29, 2015, 3:00PM –5:00 PM, BSC, 2nd Floor, England Evans

I. PRELIMINARIES

A. Call to Order

1. Chair Louis Harfouche called Senate 2014-2015:13 to order at 3:02pm

B. Quorum Check

1. Voting Members:

Louis Harfouche, Vice President, Chair
James Cox, President
Kimberly Rotunno, Agriculture Senator
Melanie Young, Business Senator – **Excused Absent**
Jai Oni Sly, CEIS Senator
Jasmine Moore, CLASS Senator
Taylor Young, CCHM Senator
Katarina Kushin, ENV Senator
Colin Danahy, Engineering Senator
Chonlawan Khaothiemsang, Science Senator
Deena Wahba, Senator-At-Large (MCC)
Benjamin Murdock, Senator-At-Large (SIC)
Jared Tolbert, Senator-At-Large (Greek)
Jake Ly, Senator-At-Large (IHC)

2. Advisors:

Dr. Byron Howlett, Advisor
Cora M. Culla, Executive Director

3. Non-voting Liaisons:

Andrea Cendejas, Attorney General
Fayz Ashker, Treasurer
James Swartz, Academic Senate Rep.
Vacant, Staff Council Rep.
Janeth Rodriguez, Alumni Association Rep
Lois Munteanu, Bronco Athletics Assoc. Rep. – **Excused Absent**

C. Approval of Minutes

1. The minutes for the December 4, 2014 and January 15, 2015 senate meetings were approved by the chair as written

D. Agenda Changes

1. There were no changes to the agenda
2. The agenda was approved by the chair as written

E. Financial Status – Given by Fayz Ashker

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1. ASI Total Revenue	\$ 9,547,689.00
2. ASI Total Expenses	\$ 3,301,598.00
3. Total Investments	\$11,979,062.00
ASI-Local Agency Investment Fund	\$ 4,069,461.00
BSC-Local Agency Investment Fund	\$ 7,909,601.00
4. ASI – NP & A Account Balance	\$ 118,533.00
5. ASI Prior Year's I Reserves	\$ 221,660.00
6. ASI Prior Year's II Reserves	\$ 127,518.00
7. ASI Prior Year's III Reserves	\$ 530,962.00
8. BSC On-Campus Reserves	\$ 1,478,317.00

F. Introduction of Guests

- | | |
|-----------------------|-------------------|
| 1. Javier Padilla | 5. Sarah Bauer |
| 2. M. Justin Moynihan | 6. Maria Martinez |
| 3. Cathy Neale | 7. Kathy Street |
| 4. Krista Smith | |

G. Reports

1. ASI Executive Director – Cora M. Culla *(attachment)
 - a. New Temp – Accounting Analyst
 - b. Campus Recreation
 - c. Student Activities and Programs
 - d. AOA Annual Conference
 - e. Scheduled Leave for ASI Executive Director
 - f. She reminded everyone that student email was moving to cpp.edu starting tomorrow at 5:00pm through Sunday at 11:00pm
2. ASI Advisor – Dr. Byron Howlett Jr.
 - a. He stated that those student leaders that applied for priority registration for the Spring Quarter were approved
3. Academic Senate Rep. – Dr. James Swartz
 - a. He gave a recap that the Academic Senate was looking at different calendars and gave details and his personal view, based on the study group that voted against calendar conversion in 2010, due to the lack of a third trimester and the impact to the polytechnic flavor of CPP classes
 - b. He reviewed the measure that Governor Brown signed regarding the ability of the community colleges to give a BA degree in certain programs
 - c. He reviewed that the Board of Trustees approved SIRF, the Student Involvement and Representation Fee, at their last meeting and that it was important in providing stable funding to CSSA, as a voluntary \$2.00 per term per student fee, on each CSU campus
4. Staff Council Rep. – Vacant
5. Alumni Rep. – Janeth Rodriguez
 - a. She stated that they were all invited to the Alumni Assoc. board meetings and the next one was scheduled on Feb. 19th from 6-9:00pm at the Kellogg House Pomona and everyone will have an opportunity to meet Dr. Coley
 - b. She noted that they were hosting a series of student alumni network dinners, she gave the details and to contact her if you were interested

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6. Athletics Rep. – Lois Munteanu – no report
7. Senator Pro Tempore – Taylor Young *(attachment)
 - Pro Tempore Updates:
 - a. Facilities and Operations Committee
 - b. Retroactive Withdrawal Committee
 - CCHM Senator Updates:
 - a. Hospitality Management Council General Meeting
 - b. Hospitality Management Council Committees
 - c. Restaurant at Kellogg Ranch (RKR) Reservations
8. Attorney General – Andrea Cendejas *(attachment)
 - a. Council Work
 - b. Rules and Policies Committee
 - c. University-wide Committees
9. Treasurer – Fayz Ashker
 - a. He stated that Finance Committee was tomorrow
 - b. He noted that he was working on the walk through and if anyone wanted to give input to let him know as he would like to hear their opinions
10. President – James Cox *(attachment)
 - a. University-wide/ASI Committees
 - b. SIRF (Student Involvement and Representation Fee)
 - c. Guaranteed 4.0
 - d. CHESS Conference
 - e. Kellogg Honors College Tabling
 - f. IRA Groups
 - g. Next Student Trustee
 - h. Pizza with the Presidents
 - i. Fireside Chat with President Coley
 - j. Semester Conversion
 - k. Smoke Free Campus
11. Vice President – Louis Harfouche *(attachment)
 - a. Career Center Representative
 - b. Financial Guidelines and Stipulations
 - c. Budget Forms
 - d. He added that he was looking for volunteers to assist him with staking for Homecoming marketing - tomorrow from 10:30am – 1:00pm
 - e. He stated that he would like to speak with the senators regarding the allocations of their respective councils for budgeting purposes
12. Senate Reports
 - a. Jared Tolbert, Senator-at-Large, Greek *(attachment)
 - i. Up 'Til Dawn
 - ii. Greek Weeks
 - iii. Greek Spirit Night
 - iv. Cross Cultural Retreat
 - b. Jake Ly, Senator-at-Large, IHC *(attachment)
 - Position Updates:
 - i. Co-sponsorship with ASI Campus Recreation
 - ii. UHS Leadership Conference at UCSD on Saturday 2/7/15

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- iii. Goals
- c. Katarina Kushin, ENV Senator *(attachment)
 - Council Updates:
 - i. ENV Conference
 - ii. Inter-Council Updates
 - iii. ENV Service Committee
 - iv. ENV Election
 - v. Space Activators
 - vi. Director of Publicity Position
 - vii. Meeting Change
 - viii. Website
 - ix. Bylaws
 - x. ENV Career Fair
 - Position Updates: none
- d. Kimberly Rotunno, Agriculture Senator *(attachment)
 - Council Updates:
 - i. Pizza with the Dean, February 24
 - ii. Ag Beautification, February 28
 - iii. Ag Open House, March 7
 - iv. Ag Career Fair, April 14
 - Personal Goals Status:
 - i. ASI Tip of the Week
 - ii. Animal Units Access
- e. Jasmine Moore, CLASS Senator *(attachment)
 - i. Bowling
 - ii. Games Night
- f. Deena Wahba, Senator-at-Large, MCC*(attachment)
 - Council Updates:
 - i. Second General Meeting
 - ii. Council Updates
 - iii. Quarterlies
 - Position Updates:
 - i. AB-540 Resource Center
 - ii. Middle Eastern Cultural Center
- g. Colin Danahy, Engineering Senator *(attachment)
 - i. Engineering Week
 - ii. 7th Engineering Council Meeting
 - iii. Goals
- h. Benjamin Murdock, Senator-at-Large, SIC *(attachment)
 - Council Updates:
 - i. Second Meeting of Winter Quarter
 - ii. The Crowning of the Bronco Court
 - Personal Updates:
 - i. Meeting with Oronne
 - ii. Talking to Clubs about the Idea to Create Two New Councils
- i. Chonlawan Khaothiemsang, Science Senator *(attachment)
 - Council Updates:

- i. Second General Meeting of Winter Quarter
- ii. Science Week
- iii. Science Olympics
- iv. Quarterly Info Booth
- v. 30 Days of Social Justice – Care Packages

Position Updates:

- i. Student Health Advisory Committee
- ii. Biweekly Meetings with University Advisor
- iii. Learning Assistants Program
- j. Jai Oni Sly, CEIS Senator *(attachment)
 - i. Teachers Education Events
 - ii. Golden Spoon Fundraiser
- k. Melanie Young, Business Senator *(attachment)

Council Updates:

- i. CBARN
- ii. Captain Philips Leadership Forum
- iii. Shadowing Program

H. Open Forum

1. Chonlawan Khaothiemsang – announced that Coaches against Cancer was scheduled, so plan to attend the basketball game and support her club – and wear pink!

II. INFORMATION ITEM

A. PolyPrep – Cal Poly Pomona Schedule Planner

1. Louis introduced Kathy Street, Associate Vice President for Enrollment Management & Services, and stated that all of the students had received an email about the topic that was going to be presented to the senate called PolyPrep
2. Kathy introduced Maria Martinez, Registrar, and stated that they wanted to present the new college schedule planner called PolyPrep which was a new and easier tool to use to schedule your classes
3. She explained that the application was used by going into it and entering the times that you were not interested in taking classes, choose the classes that you were interested in and then you would receive multiple schedules. She stated that once you came up with your final schedule, you can send it to your registration cart and use that to register.
4. Maria had a volunteer log-in and walked everyone through the live application to demonstrate how it worked
5. Kathy added that you can also look ahead into the next quarter and it will be sent to your advisor for better communication
6. A brief discussion took place that included that PolyPrep was replacing the Bronco Scheduler and it would be a good tool to use at orientation for first year students
7. Kathy stated that they were open to comments and feedback and to please let them know as students used it and they shared it with others

III. DISCUSSION ITEMS

A. Recommendation from Finance Committee (attachment)

- | | | |
|-------------------|---------|--------|
| 1. Nu Alpha Kappa | \$5,474 | NP & A |
|-------------------|---------|--------|

- a. Javier Padilla, NAKland Co-chair for Nu Alpha Kappa, gave a brief history on NAKland which began in 1999 as a free children's carnival that promotes higher education to youth and their families and bridges the gap between the community and the university
- b. He gave details and explained the benefits to the campus and community
- c. He outlined the events that have been done in previous years and that it grows bigger each year and he reviewed the volunteer participation
- d. Louis stated that there was a non-substantive change to the agenda and corrected the amount that the club was requesting from \$5,474 to \$5,475
- e. A brief question and answer session took place that included that the funding from ASI would be used to fund the children's activities so Cora would speak with Fayz later to ensure that the appropriate risk management strategies were in place to protect the organization and ASI. Javier also gave details about the various insurances that provided coverage last year and Cora noted that she could also work with Fayz to collect copies of the insurance policies. Javier added that all attendees sign a liability waiver as well.

B. Recommendation from the Facilities and Operations Committee

1. Proposal to Name the BRIC Climbing Wall (attachment)

- a. Krista introduced Justin Moynihan, Adventure Education Coordinator for Campus Recreation, to talk about the proposal to name the climbing wall at the Bronco Recreation and Intramural Complex (BRIC)
- b. Justin explained that giving the climbing wall a name gives them an additional opportunity to build even more campus community excitement for the new complex. He noted that it also provided additional marketing opportunities and a guidebook with the climbing wall name on it was just one of them. He gave additional details on the benefits of a guidebook for the climbing wall.
- c. He reviewed the four important values that could be included in selecting a name and referenced all of the sources that had contributed to the following suggestions:
 - i. The Bronco Boot
 - ii. Billy's Boot
 - iii. Cal Poly Crag
 - iv. Billy's Crag
 - v. CPP Peak
- d. He stated that at the Facilities and Operations Committee they decided to compile two lists, one with names that spoke to school pride and the other that resonated with climbing traditions and were recognizable to non-climbers:
 - i. CPP, Pomona, Cal Poly, Billy's and Bronco
 - ii. Peak, Mt., Mountain, Spire and Tower
- e. He explained that by combining words from each column, it was an alternative method to select and approve a name for the climbing wall
- f. Discussion took place that explored options for names and the rationales behind them that included: Billy's Peak, CPP Peak, Bronco Tower, Pomona Peak, Mt. Billy and Mt. CPP
- g. Louis stated that any other suggestions could be emailed to him

Louis adjourned the regular session at 4:07pm to move to Executive Session

IV. EXECUTIVE SESSION

A. Action Items

1. The job descriptions for the following were approved
 - a. Associate Director of Programs
 - b. Substitute Assistant Teacher
2. The policy recommendations for the following were approved
 - a. Volunteer Policy
 - b. Anti-Harassment Policy (the name was corrected in the session)
 - c. Non-Discrimination Policy (the name was corrected in the session)
 - d. General Rules of Conduct

B. Discussion Items

1. The regular adjustment of pay ranges was discussed
2. The ADP proposal on comprehensive payroll services was discussed

c. Information Item

1. Information was given regarding the sick leave for part-time employees, effective July 1, 2015

V. ADJOURNMENT

- A. Next Senate meeting will take place on Thursday, February 12, 2015, 3:00 – 5:00pm, in the England Evans room
- B. Louis stated that senate meeting 2014-15:13 was adjourned at 4:50pm

MINUTES SUBMITTED TO:

Louis Harfouche, Chair of the Senate

Date

MINUTES APPROVED AT SENATE 2014-2015: _____

Vicki Jackson, Student Government Coordinator

Date

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