



ASI Senate Meeting

Minutes

2014- 2015:17 Thursday, April 2, 2015, 3:00PM –5:00 PM, BSC, 2nd Floor, England Evans

I. PRELIMINARIES

A. Call to Order

1. Chair Louis Harfouche called Senate 2014-2015:17 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
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) – **Excused Absent**
Jared Tolbert, Senator-At-Large (Greek) – **Excused Tardy**
Jake Ly, Senator-At-Large (IHC) – **Excused Tardy**

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. – **Excused Absent**
Vacant, Bronco Athletics Assoc. Rep.

C. Approval of Minutes

1. The minutes for the February 26, 2015 senate meeting were approved by the chair as written

D. Agenda Changes

1. The agenda was approved by the chair as written

E. Financial Status – Given by Fayz Ashker

ASI SENATE MEETING

April 2, 2015

Page - 2

1. ASI Total Revenue	\$ 9,747,501.00
2. ASI Total Expenses	\$ 4,529,375.00
3. Total Investments	\$10,529,062.00
ASI-Local Agency Investment Fund	\$ 3,969,461.00
BSC-Local Agency Investment Fund	\$ 6,559,601.00
4. ASI – NP & A Account Balance	\$ 80,709.00
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. Brenda Calderon | 6. Mio Mendez |
| 2. Mark Lopez | 7. Sarah Bauer |
| 3. Brian Reyes | 8. Barny Peake |
| 4. Celeste Salinas | 9. Krista Smith |
| 5. Brian Bulaya | 10. Edward Gomez |

G. Reports

1. ASI Executive Director – Cora M. Culla (attachment)
 - a. TGIF
 - b. Student Activities and Programs
 - c. Facilities Management
 - d. Financial Services
2. ASI Advisor – Dr. Byron Howlett Jr.
 - a. He stated that tomorrow night was the 1st Friday event for April, called Take Back the Night, which would be happening in Bronco Commons from 6-10pm
 - b. He stated that he would not be attending the next senate meeting due to a conflicting meeting in Pasadena and La 'Keisha would be his designee
3. Academic Senate Rep. – Dr. James Swartz
 - a. He explained that April was advocacy time so next week the union, California Faculty Association, would be in Sacramento representing their cause which indirectly affects students in that faculty salary and benefits have been suppressed for many years – so they will be lobbying
 - b. He invited any student who happened to be in Sacramento the following week on April 14th to join them as the statewide Academic Senate goes through their advocacy day, working both the senate and assembly side of the halls, representing their case. They would welcome a Cal Poly student to have an opportunity to express their voice as well.
4. Staff Council Rep. – Vacant
5. Alumni Rep. – Janeth Rodriguez - no report
6. Athletics Rep. – Vacant
7. Senator Pro Tempore – Taylor Young *(attachment)
 - Pro Tempore Updates:
 - a. Facilities and Operations Committee
 - CCHM Senator Updates:

ASI SENATE MEETING

April 2, 2015

Page - 3

- a. Hospitality Week by NSMH
 - b. Become a Collins Ambassador
 - c. Collins College is on Snapchat
 - d. Sommelier Exam Offered Soon
 - e. The Grand Affair
 - f. Volunteers Needed
8. Attorney General – Andrea Cendejas – no report
9. Treasurer – Fayz Ashker
- a. Per Cora’s report, he stated that they finished TGIF and they have their first request coming to Finance Committee next week
 - b. He reminded everyone to attend the Budget Retreat
 - c. He stated that he was going to start working with Financial Services on the annual Treasurer’s workshop to assist councils at the beginning of May
10. President – James Cox
- a. He welcomed everyone back to campus for Spring Quarter and the first senate meeting
11. Vice President – Louis Harfouche
- a. He asked for a show of hands for attendance at the Budget Retreat tomorrow and it was mentioned that there was a plan for those that had to leave early for religious reasons to get caught up on the information that they missed
 - b. He stated that budget stuff was happening and Financial Guidelines and Stipulations were changing
 - c. He stated that he was also working on a new process for quicker allocation of funds from councils to clubs
 - d. He added that everyone should be reaching out to their respective councils, and students who might be interested in running, to promote interest in the senator positions for next year
12. Senate Reports
- a. Katarina Kushin, ENV Senator
 - i. She announced that April 1st was the start of their ENV month and they had three major events going on: Career Fair in Ursa Major on April 16th, the Exhibition on April 20th and the final event was their conference on April 30th
 - ii. She stated that they were designing a new logo and getting ready for elections
 - b. Melanie Young, Business Senator *(attachment)
Council Updates:
 - i. CBARN
 - c. Kimberly Rotunno, Agriculture Senator *(attachment)
Council Updates:
 - i. E-Board Elections
 - ii. Ag Career Fair, April 14
 - iii. Ag Land Preservation
Personal Goals Status:
 - i. ASI Tip of the Week
 - ii. Animal Units Access

- d. Deena Wahba, Senator-at-Large, MCC*(attachment)
 - Council Updates:
 - i. Council Updates
 - ii. E-Board Elections
 - Position Updates:
 - i. Council Survey
 - ii. Middle Eastern Cultural Center
- e. Colin Danahy, Engineering Senator*(attachment)
 - i. Elections
 - ii. ECLR
 - iii. Disability Awareness Event Planning Committee
 - iv. Career Panel
 - v. He added that he was looking for senator volunteers to give a 30 min. presentation on diversity or leadership
 - vi. He stated that the Engineering Council would be coming to the Finance Committee to request funding for a career panel event that happened to also be one of his goals
- f. Chonlawan Khaothiemsang, Science Senator*(attachment)
 - i. First General Meeting of Spring Quarter
 - ii. Science Council 2015-16 Executive Board Elections
 - iii. Relay for Life of Cal Poly Pomona 2015
 - iv. Science Demonstrations
 - v. Science Council Banquet
 - vi. Student Health Advisory Committee
 - vii. Semester Conversion Steering Committee
- g. Jai Oni Sly, CEIS Senator *(attachment)
 - i. CEIS Council Elections
- h. Benjamin Murdock, Senator-at-Large, SIC *(attachment)
 - Council Updates:
 - i. 1st Meeting of Spring Quarter
 - ii. The Crowning of the Bronco Court
 - iii. Updating By-laws
 - iv. SIC Financial Guidelines and Stipulations
 - Personal Updates:
 - i. Meeting with Shelbi Long
 - ii. Creating a Survey for the New Councils
 - iii. Student Health Advisory Committee
- i. Jake Ly, Senator-at-Large, IHC *(attachment)
 - i. New Executive Board
- j. Jared Tolbert, Senator-at-Large, Greek – no report

H. Open Forum

1. Jai Oni Sly – announced that today was world autism awareness day, so thank you for wearing blue to promote it, and take a moment to learn about what life is like for an autistic child.
2. Colin Danahy – announced that this month was the campus disABILITY awareness

month and they just held an event with a special keynote speaker who was Miss Wheelchair 2010 and he added to watch out for other events coming up.

II. INFORMATION ITEM

A. Children's Center Updates (attachment)

1. Celeste Salinas, Associate Director, Children's Center, explained that she was passing out a pamphlet with a memo regarding updating the full cost fees for families that don't qualify for a subsidized program
2. She outlined that there were basically three changes:
 - a. Adding a ¼ rate fee to reflect how we are reimbursed for children funded by state grants
 - b. A differentiation between rates for the two year old children and the preschool children to reflect the additional cost to run the two year old class
 - c. Modification of actual rates to ensure compliance with state grant regulations
3. She reviewed the rates highlighted in different colors on the chart and pointed out the comparisons between the old and the new rates as well as some of the state regulations that impacted the changes
4. She stated that this would go into effect on July 1st and explained that the rates would continue to be daily rates and the discounts for Cal Poly Pomona students, staff and faculty would remain in place
5. She concluded that the new rates were now compliant with all state grant regulations and were more equitable for the ages and needs of the children served
6. She stated that this was presented to the parents at a Parent Advisory Board meeting on March 13th and there were no objections
7. A brief question and answer session took place

III. ACTION ITEMS

A. Recommendation from the Finance Committee

1. Graduate Planning Student Association \$4,500 NP & A
 - a. Jai Oni made a motion to approve the request of \$4,500 for the Graduate Planning Student Association from the NP & A account, seconded by Deena
 - b. A brief discussion took place to clarify the specific name of the group
 - c. Louis called the vote: 11/0/0, motion passed

B. Recommendation from the Rules and Policies Committee

1. Sustainability Board Code
 - a. Colin made a motion to approve the recommendation from the Rules and Policies Committee for the Sustainability Board Code, seconded by Taylor
 - b. Andrea stated that it was proposed at the last senate meeting that the word faculty be added to the first sentence of the document where it listed staff and students
 - c. Jai Oni moved to amend the motion and add the word faculty to the Sustainability Committee Code where needed, seconded by Kimberly
 - d. There was no discussion, Louis called the vote for the amendment: 11/0/0, motion passed
 - e. There was no discussion, Louis called the vote for the main motion: 11/0/0, motion passed

C. Nominations and Election for ASI Standing Committee

1. Facilities and Operations Committee

- a. Louis explained that Colin had to step down from the committee due to a conflict with the meeting time, so a new senator needed to be elected to serve for the Spring Quarter
- b. Taylor stated that the meetings would be on alternating Fridays starting on April 10th through June 5th from 1:00 – 3:00pm
- c. Louis opened the floor for nominations
- d. Kimberly nominated Melanie, she accepted
- e. Colin made a motion to approve electing Melanie to serve on the Facilities and Operations Committee for the Spring Quarter, seconded by Taylor
- f. A brief question and answer session took place
- g. Louis called the vote: 11/0/0, motion passed
- h. Melanie Young was elected to serve on the committee

IV. DISCUSSION ITEM

A. Recommendations from the Finance Committee (attachments)

- 1. American Planning Student Association \$5,500 NP & A
 - a. Brian Bulaya, President, and Mio Mendez, Vice President, introduced themselves and gave a presentation regarding their request for funding to attend the national APA conference being held in Seattle, Washington this year from April 18th – 21st
 - b. Mio gave a brief history on the American Planning Student Association (APSA) and that they seek to prepare undergraduates within the planning field and provide opportunities for job placement, networking, and knowledge acquisition through firm tours, lectures, conference and guest speakers being offered throughout the year
 - c. He explained the benefits for the 30 students that were planning to attend the conference that included networking and internships
 - d. Brian reviewed the expenses that included airfare, transportation from the airport, hotel or Airbnb accommodations, food and registration totaling \$20,250
 - e. He reviewed the income of \$3,750 from the Urban Regional Planning department and the personal contribution of about \$366 per person which added up to \$11,000 for a total income of \$14,750
 - f. A question and answer session took place that particularly included an explanation of Airbnb for renting a house to stay in, the potential liabilities and safety concerns, that 5-10 students would be using Airbnb and that the club should provide the contract for Airbnb to Fayz for review by legal counsel

- 2. American Society of Civil Engineers (ASCE) \$4,894 NP & A
 - a. Brian Reyes, Conference Chair, explained that their funding request was to help send 126 people to the 2015 ASCE Pacific Southwest Conference (PSWC) being held at the University of Arizona in Tucson, Arizona from April 9th-11th
 - b. He stated that there would be about 1,000 participants from 18 universities and four states that all participate in technical events and competitions and

- he gave details regarding some of the events like concrete canoe, as well as social and team building events and a historical scavenger hunt
- c. He reviewed their past achievements and the benefits to the attendees
 - d. He recapped their budget that included \$37,174 in expenses and \$32,280 in income which included all of their fundraising efforts
 - e. A brief question and answer session took place that included an explanation for the shirt expense and that this request was time-sensitive and the pros and cons of suspending Robert's Rules
 - f. Jai Oni made a motion to suspend Robert's Rules to move this request from a discussion item to an action item, seconded by Jared
 - g. Colin commented about the difficulty last year for this particular conference, that there was some issue with them presenting to the senate after they had already gone to the conference. He added that he wanted to make sure that ASI was within their guidelines and the club was also within these same guidelines.
 - h. Louis called the vote: 11/2/0, motion passed
 - i. Jai Oni made a motion to approve the request of \$4,894 for the American Society of Civil Engineers from the NP & A account, seconded by Jared
 - j. Additional comments were made that included that this club was going to represent CPP at another university, that these were the type of conferences that the senate should be approving and that the group had demonstrated hard work in raising their own funds
 - k. Louis called the vote: 13/0/0, motion passed

Louis adjourned the regular session at 4:02pm to move to Executive Session

V. EXECUTIVE SESSION

A. Action Items

1. The job description for Assistant Teacher was approved
2. The recommendation on Sick Leave Accrual for Part-Time Staff was approved
3. A legal matter and authorization were approved

B. Discussion Item

1. The consultant's report on the Financial Services Evaluation was discussed

VI. ADJOURNMENT

- A. Next Senate meeting will take place on Thursday, April 9, 2015, 3:00 – 5:00pm, in the England Evans room
- B. Louis stated that senate meeting 2014-15:17 was adjourned at 4:35pm

MINUTES SUBMITTED TO:

ASI SENATE MEETING

April 2, 2015

Page - 8

Louis Harfouche, Chair of the Senate

Date

MINUTES APPROVED AT SENATE 2014-2015: _____

Vicki Jackson, Student Government Coordinator

Date

TO VIEW COMPLETE REPORTS LISTED WITH AN * PLEASE OPEN SEPARATE FILE ON SENATE DOCUMENTS WEBPAGE LABELED REPORTS FOR APRIL 2, 2015