



ASI Rules & Policies Committee Minutes

2014-2015:5 Friday, February 27, 2015 1:00PM - 3:00 PM, BSC, Senate Chambers

I) Preliminaries

A) Call to Order at 1:03pm

B) Quorum Check:

1) Andrea Cendejas, Attorney General, Chair

Voting Members:

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

3) James Cox, President – **Excused Absence**

4) Louis Harfouche, Vice President – **Excused Absence**

5) Kimberly Rotunno, Agriculture Senator – **Excused Tardy**

6) Jai Oni Sly, CEIS Senator – **Excused Tardy**

7) Benjamin Murdock, SIC Senator

Advisors:

8) Cora M. Culla, ASI Executive Director – **Designee: Powell Velasco**

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

Liaison:

10) Fayz Ashker, Treasurer

C) Open Forum

1) There were no speakers.

II) Discussion Item

A) Sustainability Committee Code

1) Discussion took place regarding lack of quorum which would affect the committee being able to take action

2) Andrea gave a brief overview of the meeting that the working group had regarding the process for budget requests as it relates to the sustainability committee. They decided to remove the budget request section of the Sustainability Committee Code completely and develop an entirely separate document. Andrea explained the process that clubs would need to go through to get money depending on if their request was more or less than \$2,500. One option that was proposed is to have a joint meeting between Sustainability Committee and Finance Committee.

- (a) Barny explained some of the concerns that came up at the Sustainability Committee meeting on January 24th, especially regarding the timeline to receive funding if they are required to go through 3 different committees/boards
- 3) Ben moved to open up action item Sustainability Committee Code, Taylor seconded. Vote, 4:0:0, motion passed.

III) Action Item

A) Sustainability Committee Code

- 1) Andrea shared that at the working group meeting they discussed creating the separate document outlining the budget request process for TGIF that could be easily amended
- 2) Christine shared an addition to the document in the Purpose section to read "this committee shall collaborate with and support...". This change would be continued throughout the document where applicable.
- 3) Susan raised the question of if the Sustainability Committee has any financial responsibility
 - (a) Based on the revised Sustainability Committee Code, the committee does not have any financial responsibility
 - (b) Barny asked about the BEAT Code and commented that Part B is still valid as they will have some input to review the budget as the clubs come to the Sustainability Committee
 - (c) Christine felt that the committee won't really have authority over a budget
 - (d) Andrea felt that they should keep B in the code as the committee would be a resource to the clubs and the Senate
 - (e) Barny added that B would allow them to submit requests if they wanted to put on a project or if they had a line item in the Student Government budget. He opted they could include it in a Duties and Responsibilities section.
 - (f) After discussion, Andrea moved B of Financial Authority to the Purpose and it was edited to read "the Sustainability Committee will serve as an advisory body for sustainability related budget requests"
- 4) Jai requested they strike #2 and make Composition #2 as a format correction
- 5) Andrea asked about whether or not there is someone on the University side to serve on the Sustainability Committee
- 6) Powell explained that they have replaced Megan, who used to serve in that role for the University, and have redistributed her former duties among various people. Therefore, depending on the project, they could reach out to the University to find someone.
- 7) Susan recommended they remove "Article 11 of the ASI By-Laws" as future changes to the By-Laws may alter the numbering and have it read "the committee chair shall be responsible for the duties listed in the ASI By-Laws by properly and efficiently"
- 8) Because the advising role is addressed in the purpose, there is no longer a need for the Advising Role section
- 9) Barny requested they still include "decisions shall be made with a majority vote, quorum having been established"
- 10) Powell raised the question of modeling the Sustainability Committee Code formatting after the Facilities and Operations Code
- 11) Andrea addressed the development of this code and procedure documents is new considering the differences in the goals for TGIF funding
- 12) In response to Susan's question, Andrea explained the involvement and comments from James and Louis
- 13) Ben moved to approve the Sustainability Committee Code with the changes made at this meeting, February 27th, Kim seconded. Vote, 4:0:0, motion passed.

IV) Preliminaries II

- A) Approval of Minutes
 - 1) Minutes from January 30, 2015 were approved as written by the chair
- B) Agenda Changes
 - 1) Andrea, as chair, removed Creation of New Councils from the agenda and added TGIF Procedures to Information Item
- C) Introduction of Guests
 - 1) Christine Zheng, ASI Secretary of Sustainability
 - 2) Barnaby Peake, Director of the BSC

V) Information Item

- A) TGIF Procedures
 - 1) Andrea shared the discussion of a standalone document for TGIF procedure
 - 2) Christine shared some of the concerns that she has come across since the club presentation at the last Sustainability Committee meeting
 - 3) Andrea gave an overview of the process and timeline they discussed at the working group meeting and reviewed the issues that may come up with the current process they have
 - 4) Barny commented on how they will handle decisions based on the type of event and the amount being requested, focusing on which reserve they can request funding from
 - 5) Discussion took place a process being put in place that shortens the timeline for budget request approval:
 - (a) Budget training for the Sustainability Committee
 - (b) Budget advising and approval from the ASI Treasurer to the clubs
 - (c) How the stand alone document will be created, approved, and implemented

VI) Adjournment

- A) Meeting was adjourned at 1:58 pm
- B) Next Rules and Policies Committee Meeting: March 13th, 2015, 1pm-3pm – BSC Senate Chambers, Conference Room