



ASI Senate Meeting

Minutes

2014- 2015:21 Thursday, April 30, 2015, 3:00PM –5:00 PM, BSC, 2nd Floor, England Evans

I. PRELIMINARIES

A. Call to Order

1. Chair Louis Harfouche called Senate 2014-2015:21 to order at 3:04pm

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 - **Excused Tardy**
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) – **Excused Tardy**
Jake Ly, Senator-At-Large (IHC) – **Excused Tardy**

2. Advisors:

Dr. Byron Howlett, Advisor – **Sub: La 'Keisha Beard**
Cora M. Culla, Executive Director

3. Non-voting Liaisons:

Andrea Cendejas, Attorney General – **Excused Absent**
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 April 16, 2015 and April 23, 2015 senate meetings were approved by the chair as written

D. Agenda Changes

1. As there were no changes to the agenda, it was approved by the chair as written

E. Financial Status – Given by Fayz Ashker

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1. ASI Total Revenue	\$10,291,588.00
2. ASI Total Expenses	\$ 5,469,461.00
3. Total Investments	\$10,096,298.00
ASI-Local Agency Investment Fund	\$ 3,976,146.00
BSC-Local Agency Investment Fund	\$ 6,120,152.00
4. ASI – NP & A Account Balance	\$ 59,960.00
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. Leslie Simoni | 5. Barny Peake |
| 2. Cathee Hill | 6. Celeste Salinas |
| 3. Cathy Neale | 7. Krista Smith |
| 4. Maria-Lisa Flemington | 8. Jonathan Fitzhugh |

G. Reports – Given verbally

1. ASI Executive Director – Cora M. Culla – no report
2. ASI Advisor – Dr. Byron Howlett Jr. – Sub: La 'Keisha Beard – no report
3. Academic Senate Rep. – Dr. James Swartz
 - a. He stated that the Academic Senate passed a new policy on academic freedom, which they take very seriously, and he shared that it meant that faculty were free to express openly regardless of position. He explained that at some college campuses a professor could be punished for their views and what made a university great was the diversity of viewpoints, and it could be found on the Academic Senate website.
 - b. He stated that President Coley was currently searching for a Chief of Staff, as Gary Means was retiring next month, and Dr. Dave Speak, Chair of the Academic Senate, and the person who had substituted on the senate the quarter that Dr. Swartz was unable to serve, was applying for the position. He commented that Dr. Coley was very student-centered and so was Dr. Speak. He added that Dr. Speak would be excellent in the role and highly encouraged everyone to reach out to President Coley and let her know if you felt the same way. Vicki added the information regarding the upcoming Open Forums for the position that were scheduled next week with Dr. Speak's on Monday at 11:00am.
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:
 - a. Restaurant at Kellogg Ranch Open for Spring Quarter
 - b. Hospitality Management Council Elections
 - c. Hospitality Management Council General Meeting

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- d. Hospitality Law Guest Lecturer
- e. Hospitality Management Council Spring Carnival
- f. Richard Frank Lectureship, Wing Lam
- 8. Attorney General – Andrea Cendejas – no report
- 9. Treasurer – Fayz Ashker – no report
- 10. President – James Cox – no report
- 11. Vice President – Louis Harfouche – no report
- 12. Senate Reports
 - a. Katarina Kushin, ENV Senator *(attachment)
Council Updates
 - i. ENV Conference
 - b. Melanie Young, Business Senator
 - i. She stated that they had just elected their new E-board and CBARN was coming up
 - c. Kimberly Rotunno, Agriculture Senator *(attachment)
Council Updates:
 - i. Ag Land Preservation
 - ii. Spring Fling, May 5Personal Goals Status:
 - i. ASI Tip of the Week
 - ii. Animal Units Access
 - d. Deena Wahba, Senator-at-Large, MCC
Council Updates:
 - i. She stated that she was working on the MCC Quarterly and would let them know the date once it was decided
 - e. Colin Danahy, Engineering Senator*(attachment)
 - i. ECLR
 - ii. Disability Awareness Event Planning Committee
 - iii. Career Panel
 - f. Chonlawan Khaothiemsang, Science Senator*(attachment)
Council Updates:
 - i. Next General Meeting of Spring Quarter
 - ii. Science Council 2015-16 Executive Board ElectionsPosition Updates:
 - i. Semester Conversion Steering Committee
 - g. Jake Ly, Senator-at-Large, IHC *(attachment)
 - i. Carnival for Life
 - ii. IHC Endorsement

H. Open Forum

1. There were no speakers

II. DISCUSSION ITEMS

A. ASI Honorary Lifetime Membership

1. Louis reviewed that the nomination forms were due to James by tomorrow, May 1st by 5:00pm and would be an action item at the next meeting
2. A brief discussion took place

B. Recommendation from the Facilities and Operations Committee

1. 2015-16 Bronco Student Center (BSC) Budget (attachment)

- a. Cora stated that the Facilities and Operations Committee had taken action on the 2015-16 BSC budget to recommend the budget that she was about to present to the senate for discussion today and hopefully action at a later date, before the end of May
- b. She gave the following powerpoint presentation to support the budget that was an attachment in their packets:

i. Mission Statement

ii. Operating Agreement Between CSU Trustees and ASI

- For student body organization programs, including the Children's Center and a physical fitness facility, the BRIC
- Student Union Programs, for the Bronco Student Center (BSC)
- Fiscal oversight for the Instructionally Related Activities (IRA)

iii. Our Budget

- She reviewed that two budgets support the organization, the ASI budget and this budget that covers the needs of the BSC and the BRIC

iv. BSC Budget Purpose

- Direct funding support to cover bond indebtedness (principal and interest)
- Operations and maintenance of the BSC and BRIC
- Financial support for programs and services offered in the BSC and BRIC

v. BSC Budget Scope

- More focused on supporting the needs of the BSC and BRIC facilities with the largest amount going to staff salaries and benefits with other areas of support including:
 - Building cleaning, repairs and maintenance
 - Utilities (power, gas, phone and TV)
 - Supplies and equipment (IT, AV and facility-related)
 - Insurance, outsourced services, safety
 - Related facilities costs
- She recapped that, as previously discussed, 73% of the needs of the following five departments were supported by the BSC budget under the following ASI departments:
 - Administration Office
 - Financial Services
 - Human Resources
 - IT Services
 - Student Activities & Programs
- In addition, the following ASI departments were included in this budget:
 - Campus Recreation
 - Commercial Services
 - Conference and Events

- Facilities Management
 - Marketing, Design and Public Relations (MDPR)
- vi. BSC Budget Oversight
- The budget being discussed today was focused on the on-campus side managed by ASI, the fees first collected by the university and then the student fee income from the prior year returned to the campus and managed directly by ASI
 - She briefly explained the off-campus side of the budget which was managed by CPP, CSU and the State and included the Interest and Redemption Fund, Repair and Replacement (DBMER) Fund, Construction Fund and general overhead
- vii. Budget Goals 2015-16
- viii. Budget Assumptions for 2015-16
- ix. Revenue Income Summary
- The income from the return of surplus, student services programs, lease, room rental, interest and other income were reviewed
 - The total income for the 2015-16 recommended budget was reflected on the summary as \$10,598,915
- x. Expenditures – Expenditure Summary
- The expenditures for salaries and wages, staff benefits, utilities, facilities related expenses, program related expenses, other operating expenses and capital equipment and related expenses were reviewed
 - The total expenditures for the 2015-16 recommended budget were reflected on the summary as \$10,598,915
 - As this total equaled the income total it resulted in their goal of a balanced budget
- xi. Fiscal Year Comparisons
- She reviewed the areas that had increased
- xii. CSU Required fund Transfers
- She stated that there were CSU schedules in their packet, attached to the budget, specifically CSU Schedule 1, that gave the big picture for on and off campus resources and she explained the process and expectations for fund transfers
 - She noted that the increase for Interest and Redemption between 2014-15 and the projected amount for 2015-16 was due to a partial year owed in 2014-15 for the BRIC and now a full year for 2015-16 for principal and interest payments on the outstanding debt for the BSC and the BRIC at \$5,229,390
 - She stated that the increase for the Repair and Replacement (DBMER) fund was due to the addition of the BRIC at a total of \$595,000, while the General Overhead was increasing slightly to \$211,198
 - She stated that they were not utilizing any of the reserves next year to cover the obligations for FICA and it was therefore

reflected as zero for 2015-16, as opposed to \$1,200,000 for 2014-15

xiii. Debt Service Coverage Ratio for 2014-15

- Compliance with the Debt Service Coverage Ratio (DSCR) was required by the CSU and the formula for calculation was explained and it was noted that it would be at the required level of 1.25 for 2015-16

xiv. BSC Budget Process and Timeline

- She noted that they were on time with the process

c. A brief question and answer session took place that included Line 8110 for Salaries & Wages for Student Assistants for Campus Recreation had almost doubled from \$869,359 to \$1,457,505 due to being open 12 months next year instead of 9 months for the current year-as well as greater support for the increasing usage of the BRIC, Line 8623 for Campus Recreation dramatically decreased from \$59,500 to \$10,000 due to reorganization/relining of specific line items and that it now reflected the agreement with the university for facility services for outdoor space for fitness programs like Boot Camp, etc., Line 8349 for Homecoming had increased from \$4,000 to \$50,000 so that each department on campus was contributing a similar amount with the actual programs and activities being very similar to those done this year, Line 6878 for AdCamp was explained as a marketing contract that was actually terminating in September 2015, and that an option for BRIC summer revenue would be to create a policy for partnering with local cities that needed an aquatics facility, as well as on-campus entities that were interested

Louis adjourned the regular session at 3:47pm to move to Executive Session

III. EXECUTIVE SESSION

A. Discussion Item

1. ASI and BSC Budgets for 2015-16 – Personnel related matters were discussed

IV. ADJOURNMENT

- A. Next Senate meeting will take place on Thursday, May 7, 2015, 3:00 – 5:00pm, in the England Evans room
- B. Louis stated that senate meeting 2014-15:21 was adjourned at 4:00pm

MINUTES SUBMITTED TO:

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MINUTES APPROVED AT SENATE 2014-2015: _____

Vicki Jackson, Student Government Coordinator

Date

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