



# ASI Senate Meeting

## Minutes

2014- 2015:26 Thursday, June 4, 2015, 3:00PM –5:00 PM, BSC, 2nd Floor, England Evans

### I. PRELIMINARIES

#### A. Call to Order

1. Chair Louis Harfouche called Senate 2014-2015:26 to order at 3:06pm

#### 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, Senator Pro Tempore  
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) – **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 May 14, 2015 senate meeting were approved by the chair as written

#### D. Agenda Changes

1. Louis struck Information Item A. Semester Conversion Planning and replaced it with Sports Recreation Facilities Enhancement Committee – Approved Budget
2. He approved the agenda as amended

ASI SENATE MEETING

June 4, 2015

Page - 2

E. Financial Status – Given by Fayz Ashker

1. ASI Total Revenue	\$12,346,020.00
2. ASI Total Expenses	\$ 7,577,933.00
3. Total Investments	\$ 8,996,564.00
ASI-Local Agency Investment Fund	\$ 3,475,670.00
BSC-Local Agency Investment Fund	\$ 5,520,894.00
4. ASI – NP & A Account Balance	\$ 54,960.00
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. Sarah Bauer    | 5. Powell Velasco    |
| 2. Barny Peake    | 6. Jonathan Fitzhugh |
| 3. Greg Kommel    | 7. Krista Smith      |
| 4. Diana Ascencio | 8. Julian Herrera    |

G. Reports – Given verbally

1. ASI Executive Director – Cora M. Culla \*(attachment)
  - a. Budget Briefing for Dr. Soraya Coley and University Cabinet
  - b. Refinancing Opportunity for Outstanding Bonds for the BSC
  - c. Student Activities and Programs
  - d. Campus Recreation
  - e. Congratulations, Thank You and Best Wishes
2. ASI Advisor – Dr. Byron Howlett Jr.
  - a. He congratulated the men's baseball team who took third place in the Division II College World Series last week in North Carolina, where he had traveled with the team
  - b. He also congratulated Justin Ellerbee who was the national champion in pole vaulting and noted that CPP Athletics had a lot to be proud of this year
  - c. He thanked all of the student leaders for their exceptional work this year
3. Academic Senate Rep. – Dr. James Swartz
  - a. He announced the new chair of the Academic Senate, Dr. Sepehr Eskandari, and added that he has been the Vice Chair this year and he's also the chair of the Biological Sciences
  - b. He congratulated the baseball team and told the story of his trip to North Carolina that was waylaid in Texas due to the flooding and added kudos to Brian Swanson and all of the student athletes who worked so hard and did so well this year
  - c. He stated that President Coley was beginning her strategic planning process and starting next Tuesday he would be part of the Strategic Planning Committee for the university and he looked forward to the student input
  - d. He stated that the fictional character, Lazarus Long, once said: "Great is the art of beginning but greater is the art of ending." He added that James Cox and this leadership team had been awesome and more awesome things were

## ASI SENATE MEETING

June 4, 2015

Page - 3

to come.

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. Transitional Materials for Next Senator Pro Tempore
    - b. Carnival Madness
    - c. He added that the Facilities & Operations Committee holds on the dates of June 5<sup>th</sup> and 12<sup>th</sup> were cancelled
  - CCHM Senator Updates:
    - a. Hospitality Management Council General Meeting
    - b. 1:1 with Next Year's CCHM Senator
    - c. Collins College Commencement
    - d. Wedding Planning Certification
8. Attorney General – Andrea Cendejas
  - a. She thanked everyone
9. Treasurer – Fayz Ashker
  - a. He stated that the Finance Committee meeting was still scheduled tomorrow but it was the last one
  - b. He stated that he was missing three council budgets for CEIS, Science and Engineering, so even though they have been working with him, please remind your council if they were one that had not turned it in yet
10. President – James Cox
  - a. He congratulated everyone on making it to the end of the year, they all did such great work and for those graduating – good luck
11. Vice President – Louis Harfouche
  - a. He thanked everyone and said they were awesome and to be sure and stay in contact with each other
12. Senate Reports
  - a. Jared Tolbert, Senator-at-Large, Greek – no report
  - b. Katarina Kushin, ENV Senator – no report
  - c. Melanie Young, Business Senator – no report
  - d. Kimberly Rotunno, Agriculture Senator (attachment)
    - i. Ag Land Preservation
    - ii. Last General meeting, June 2, 12-1pm
  - Personal Goals Status:
    - i. Robert's Rules Workshop, May 28, 5:30 – 7:30pm
  - e. Deena Wahba, Senator-at-Large, MCC
    - i. She stated that they had an E-board for next year
  - f. Benjamin Murdock, Senator-at-Large, SIC (attachment)
    - Council Updates:
      - i. Final Meeting of Spring Quarter
      - ii. Election of New Eboard
      - iii. AG Council Letter to oppose the building of dorms in the pasture area
    - Personal Updates:

- i. Farewell
- g. Colin Danahy, Engineering Senator \*(attachment)
  - i. Last Meeting
  - ii. He added that there was a cool event today called Engineering Rocks which was designed to raise money for scholarships for low-income, first generation engineering students, industry members came out and ice cream and pizza were served – it turned out well
- h. Chonlawan Khaothiemsang, Science Senator
  - i. She stated that her council just had their last transition meeting and the dean attended and joined the conversation
- i. Jai Oni Sly, CEIS Senator – no report
- j. Jake Ly, Senator-at-Large, IHC \*(attachment)
  - i. End of the Year Banquet

#### H. Open Forum

1. Andrea Cendejas – stated that there would be a lot of changes coming from IT for the campus starting in 2017. For instance, you won't be able to forward your CPP email to a personal email address, the semester conversion conversations will get more intense next year – so please advocate for students to serve on committees, more cameras were being added on campus and all classrooms that currently had projection equipment will have new projectors and computers by the end of the summer. She added that the projectors will have stickers that say: "Provided to you by the Student Success Fee".
2. Vicki Jackson – explained the steps to finalize your term in office based on the email that she had sent out that morning, particularly to turn in your key to her by June 30<sup>th</sup>.
3. Cora M. Culla – reminded everyone about the ASI Year-End Celebration on Friday, June 12<sup>th</sup> from 12:00 – 2:30pm in Ursa Major where they can celebrate everyone's accomplishments for which awards will be given, recognize outstanding student team members and the anniversaries of the full-time staff. She added that Kevin Morningstar, Associate CIO of IT, will be leaving our campus as he had accepted the position of CIO at CSU San Marcos. Kevin had asked her to pass on how much the feedback and input had been appreciated from students who sat on IT committees as it had been very helpful and next year's administration should certainly continue to appoint students to fulfill those roles and serve students in that same capacity.

## II. ACTION ITEMS

- A. 2015-16 ASI Reserves Allocation (attachment)
  1. Louis passed out an attachment that was a copy of the proposed memo to the university for the recommended 2015-16 ASI Reserve Allocations with the breakdown of allocations and prior year information attached
  2. He gave an explanation of the breakdown for a total allocation of \$240,978.00 which included the \$29,037 allocated to Prior Years Reserve IV during the annual budgeting process
  3. Colin made a motion to approve the 2015-16 ASI Reserves allocations per the memo, seconded by Jai Oni

4. Louis reviewed the percentages used to allocate funds to the respective reserve accounts:

a. Prior Years Reserve I (PY I)	10%	\$ 21,194.10
b. Prior Years Reserve II (PY II)	10%	\$ 21,194.10
c. Prior Years Reserve III (PY III)	10%	\$ 21,194.10
d. Reserve IV-New Programs & Augmentations (NP & A)	50%	\$135,007.50
e. Reserve V - The Green Initiative Fund (TGIF)	20%	\$ 42,388.20

5. No further discussion, Louis called the vote: 13/0/0, motion passed

B. Recommendation from the Rules and Policies Committee

1. Policy for Programs Involving Minors (attachment)

- a. Louis handed out the amended policy
- b. Taylor made a motion to approve the Policy for Programs Involving Minors, seconded by Ben
- c. Krista explained that this was the same policy that was discussed last week with the feedback included in red in the handout
- d. No discussion, Louis called the vote: 13/0/0, motion passed

C. Recommended Funding Allocation for Repurposing of Centaurus (attachment)

1. Barny handed out a memo and explained that they just received the 90% drawings yesterday on the repurposing of Centaurus and he reviewed the background, going back a year ago, and the impact on personnel and space in the building
2. He stated that with the prior funding request, not to exceed \$75,000, an architect was hired who has supplied the designs and drawings, a cost estimate for production and a quote was also requested from Office Max for furniture and from IT for networking capabilities and the phone system
3. He explained, that as a side project, they had requested a quote for furniture to refresh the main lobby as the original furniture was from 2003, from the expansion, and had already been recovered once. He noted that this would create a fresh, new feel for the whole area for the start of next year and the plan was to add it to the cost of the repurposing of Centaurus.
4. He gave details of the work to be accomplished which included filling in the slanted flooring to create a flat surface, two walls to be added to create an office and a small meeting room along with a small contingency amount which would cover any variances that might arise
5. Barny stated that they were requesting a funding allocation of not to exceed \$225,000 from the DBMER reserve to fund the construction and office furniture to repurpose Centaurus and to purchase new furniture for the Lower Lobby of the BSC
6. He showed pictures of the furniture from Integra that was being proposed for the lobby and also the proposed layout in the lobby area which included the glass front to the remodeled Centaurus area
7. A question and answer session took place that included the requested amount also covered the furniture for inside Centaurus, that once BEAT vacated Vela Major it would become a meeting room once again, only \$20,000 of the amount not to exceed \$75,000 was spent on the architect, it was clarified that the amount not to exceed \$225,000 was for construction and furniture, the lobby project was a strategic move

- to give the building an upgraded look, the goal was to complete the work this summer so that the move would be completed by the beginning of Fall Quarter, the names of the rooms and the origins were discussed, noise would not be a concern for the TV lounge area, the status of the Atria space was to be determined as there were other ASI departments that were short on space, the vertical digital screens would remain on the wall in the lobby, how this space fits into the BSC Master Plan was explained as well as the move towards the meeting spaces being more multi-functional and flexible than the current Centaurus space, perception that this was the first step of the BSC Master Plan and non-negotiable once completed and the costs seemed very reasonable, the not to exceed concept meant that the funds did not leave the DBMER account until the exact charges were made against the account, pros and cons were discussed regarding using a stage or risers in a meeting room, the drum group was now using the BRIC for their practices and the importance of balancing the student needs against the organizational needs and that it should tip more towards students
8. Deena made a motion to approve the recommended funding allocation of not to exceed \$225,000 from the DBMER reserve account for the purpose outlined in the memo for the repurposing of Centaurus, seconded by Colin
  9. No further discussion, Louis called the vote: 13/0/0, motion passed

### III. INFORMATION ITEM

- A. Sports Recreation Facilities Enhancement Committee – Approved Budget (attachment)
  1. A copy of the Sports Recreation Facilities Enhancement Account (SRFEA) budget request for \$51,750 was handed out to everyone
  2. Cora explained that every year ASI allocated \$25,000 each academic quarter, or a total of \$75,000 over the year to the Sports Recreation and Facilities Enhancement Account (SRFEA) and every year the Sports Recreation and Facilities Enhancement Committee (SRFEC) meets to hear requests from groups that would have access to these funds
  3. She added that typically Campus Recreation and Athletics have submitted requests, however now that the BRIC was in place, Athletics was the only group that came forward at the meeting that took place yesterday to submit the budget request, that was just handed out, for \$51,750
  4. She noted that the breakdown for what Athletics would be using the funds for was given in the budget request and that yesterday the committee took action to approve the full amount of the request of \$51,750. She added that the balance in the account prior to the request was \$161,000.
  5. She stated that the protocol was that the senate be informed after the committee took action
  6. Cora also noted that the MOU needed to be updated next year as it still referred to ASI's allocation for athletic scholarships and after next year that would no longer be true because the funding for athletic scholarships will come out of the Student Success Fee revenue one hundred percent

Louis adjourned the regular session at 4:10pm to move to Executive Session

**IV. EXECUTIVE SESSION**

A. Action Items

1. The job description for the Lead Coordinator and proposed reassignment was approved
2. The temporary HR staffing structure was approved for the following
  - a. Job Description – Employment Training and Development Assistant
  - b. Job Description – HRIS Project Manager
3. The revised Sick Leave Policy was approved

**V. ADJOURNMENT**

- A. Next Senate meeting - To be determined
- B. Louis stated that senate meeting 2014-15:26 was adjourned at 4:24pm

**MINUTES SUBMITTED TO:**

---

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 JUNE 4, 2015**