



ASI Senate Meeting

Minutes

2015- 2016:3 Thursday, August 20, 2015, 3:00PM –5:00 PM, BSC, 2nd Floor, England Evans

I. PRELIMINARIES

A. Call to Order

1. Chair Diana Ascencio called Senate 2015-2016:3 to order at 2:59pm

B. Quorum Check

1. Voting Members:

Diana Ascencio, Vice President, Chair
Julian Herrera, President
Bryce von Helms, Agriculture Senator
Tammy Fong, Business Senator
Michael Sandoval, CEIS Senator
Joshua Ebiner, CLASS Senator
Leslie Simoni, CCHM Senator
Brandon Whalen, ENV Senator
Reeza Demonteverde, Engineering – **Excused Tardy**
Greg Kommel, Science Senator
Karen Romero, Senator-At-Large (MCC)
Bianca Pescina, Senator-At-Large (SIC)
Aden Tessman, Senator-At-Large (Greek) – **Unexcused Tardy**
Vacant, Senator-At-Large (IHC)

2. Advisors:

Dr. Byron Howlett Jr., Advisor – **Excused Tardy**
Cora M. Culla, Executive Director

3. Non-voting Liaisons:

Vacant, Attorney General
Chonlawan Khaothiemsang, Treasurer Appointee
Dr. James Swartz, Academic Senate Rep.
Vacant, Staff Council Rep.
Vacant, Alumni Association Rep.
Vacant, Bronco Athletics Association Rep.

C. Approval of Minutes

1. The ASI Executive Committee meeting minutes for June 30, 2015, the ASI Senate meeting minutes for July 9, 2015 and for July 23, 2015 were all approved as written by the chair

D. Agenda Changes

1. Julian removed Action Item B. Confirmation of Appointed Positions 2. Kristen Khair, Attorney General Appointee
2. Vicki changed Adjournment Item A. from Wednesday to Thursday

ASI SENATE MEETING

August 20, 2015

Page - 2

3. The agenda was approved by the chair as amended

E. Financial Status – Given by Chonlawan Khaothiemsang (attachments)

1. ASI Total Revenue	\$ 12,796,699.00
2. ASI Total Expenses	\$ 9,661,916.00
3. Total Investments	\$ 9,471,580.00
ASI-Local Agency Investment Fund	\$ 4,300,686.00
BSC-Local Agency Investment Fund	\$ 5,170,894.00
4. ASI – NP & A Account Balance	\$ 40,485.00
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	\$ 412,553.00
8. BSC On-Campus Reserves	\$ 1,478,317.00

F. Introduction of Guests

- | | |
|----------------------|----------------------|
| 1. Theory Monh | 7. Sarah Bauer |
| 2. Nancy Ascencio | 8. Jonathan Fitzhugh |
| 3. Celeste Salinas | 9. Kimberly Duenas |
| 4. Shireetha Gethers | 10. Krista Smith |
| 5. Cathy Neale | 11. Barny Peake |
| 6. Powell Velasco | 12. Bedford McIntosh |

G. Special Presentations

1. Division of University Advancement Updates – Time specific at 3:15pm

Presented by Bedford McIntosh, Vice President

- Bedford McIntosh introduced himself as the new Vice President for University Advancement and that he started on July 1st. He gave details on his background in advancement which began at UCLA while he was a student and the subsequent details of his job history that moved through various colleges, but always stayed in the area of advancement.
- He noted that advancement at Cal Poly Pomona was comprised of the office for fundraising, or development, the office of university relations, government relations, advancement services which was the infrastructure for what they do and alumni affairs
- He gave details on the purpose and functions performed in each of the areas that he had listed as being a part of the Division of University Advancement
- A brief question and answer session took place
- Bedford invited everyone to visit him on the 5th floor of the CLA building and also over in CTTI, as well as contact him through the website

2. Division of Information Technology Updates – Time specific at 4:00pm

Presented by John McGuthry, Vice President and Chief Information Officer (CIO)

- John McGuthry, Vice President and Chief Information Officer of the Division of Information Technology, introduced himself as having been at Cal Poly for four years and explained that after his first year it was very important to him to have a website that was uniform and represented the way that the campus looked

- b. He stated that he ran focus groups to determine what was needed in a new website for students and determined how to build one that made sense
- c. He announced that now they were going to move into a new phase and used the reminder protocol on Amazon as an example of how to be a “b to c” business which stood for “business to consumer” for the age 17 – 25 market
- d. He explained that they would like to be able to identify what a student needs to do, at any given time, in an easy place and so they would run some focus groups on how students would like to receive communication and in what environment
- e. He noted that, from the view of the university, they would like to help a student focus on what they need to do to graduate and have it be in a place that is easy to log into, access and also be reminded when something had not been addressed. He added that this would take a couple of years to create.
- f. A question and answer session took place

H. Reports

- 1. ASI Executive Director – Cora M. Culla *(attachment)
 - a. Welcome to Shireetha Gethers, Associate Director for Children’s Center
 - b. Hibachi-San Update
 - c. Director of Financial Services Search
 - d. Campus Recreation Program Updates
 - e. Refurbishing for Games Room
- 2. ASI Advisor –Dr. Byron Howlett Jr.
 - a. He reviewed that the Acting Vice President for Student Affairs, Dr. Rebecca Gutierrez-Keeton, had taken a position as a faculty member at Cal State Fullerton and her final day at Cal Poly Pomona, after 26 years of esteemed service, was last Thursday. He added that Kathy Street took on the role of the new Acting Vice President for Student Affairs effective on August 17th and she had been the Associate Vice President for Enrollment Services, prior to that change, for over 20 years.
 - b. He stated that Dr. Steven Garcia, Vice President of Administrative Affairs, had announced that he would be retiring at the end of the Fall Quarter
 - c. He added that Dr. Coley had announced that a national search would be commencing immediately for both positions
 - d. He stated that the Dean of Engineering had also announced that he would be retiring at the end of the Fall Quarter and the new Provost, Dr. Sylvia Alva, would be conducting a search
- 3. Academic Senate Rep. – Dr. James Swartz
 - a. He noted that Dr. Sylvia Alva, Provost, made her first public appearance over at the library and sounded like a very student oriented and student focused person. He shared a personal story regarding the provost search.

Diana paused Reports to move to the time sensitive special presentation at 3:15pm

Diana resumed Reports at 3:35pm

- 4. Staff Council Rep. – Vacant
- 5. Alumni Rep. – Vacant

ASI SENATE MEETING

August 20, 2015

Page - 4

6. Athletics Rep. – Vacant
7. Senator Pro Tempore – Vacant
8. Attorney General – Vacant
9. Treasurer Appointee– Chonlawan Khaothiemsang
 - a. She asked that all of the senators request that their treasurers email her with their contact information, as well as their president and advisor information
 - b. Byron added that OSLCC could also provide that information
10. President – Julian Herrera
 - a. He reminded everyone of the Congressional Field Hearing taking place tomorrow, and asked everyone who signed up to please be in front of Ursa Major, in the round lobby, by 8:50am. He added that he had a packet of information regarding who will be there if anyone was interested.
11. Vice President – Diana Ascencio
 - a. She reminded everyone of the email she had sent out to please identify any topics for Dr. Coley's visit to the senate meeting that was coming up
 - b. She stated that Sept. 1st was the MyBar registration date for the final workshop for all treasurers and presidents for councils, clubs and organizations to attend if they wanted to re-charter

I. Open Forum

1. Bryce von Helms – stated that the university had decided to start their new housing development, over by the Village, which was taking away 13 acres from the horse center, 8 acres from the cow pastures, with a total of about 45 acres noted on the University Housing website. He stated that the College of Agriculture had held several meetings to state their perspective on these plans and had yet to put together a formal letter, but it was in the making. He added that he would be bringing the topic to the senate for feedback and opinions so he asked that they please bring it up with their councils and evaluate how they felt about the topic. He noted that more information about how the College of Agriculture was handling this would be forthcoming.
2. Brandon Whalen – stated that he received an email from the Director of the Innovation Lab who was looking for ambassadors from each college to spread awareness. He gave a brief description of the program and mentioned that the ENV Council's Director of Fundraising brought it to his attention and he would let them know more information when it was available.
3. Bryce von Helms – announced that the Pumpkin Festival was coming up and they would be charging admittance for the first time, with tickets available to buy in advance or at the entrance. He stated that they would have opportunities for about 30 volunteers a day for the two day event. He was asked to request that senators go back to their councils and ask for volunteers and a donation of \$5 per student per hour would be given to the respective council. He added that there would be a 5 hour shift each day. Please contact him with your questions and availability.

II. ACTION ITEMS

- A. Nominations and Election for Senator Pro Tempore
 1. Diana opened the floor for nominations for Senator Pro Tempore
 2. Brandon nominated Joshua, he accepted
 3. Brandon withdrew his prior nomination

ASI SENATE MEETING

August 20, 2015

Page - 5

4. Bianca nominated Greg, Diana stated that he was nominated at the last meeting
5. Diana stated that the nominees were Joshua Ebiner and Greg Kommel and invited them to speak on their behalf for up to two minutes
 - a. Greg spoke on his behalf and answered questions
 - b. Joshua spoke on his behalf and answered questions
6. Greg made a motion to elect himself, seconded by Bryce
7. Diana called the vote: 1/9/3
8. Brandon made a motion to elect Joshua, seconded by Bryce
9. Diana called the vote: 11/0/2
10. Diana congratulated Joshua Ebiner as the new Senator Pro Tempore

Diana paused Action Items to move to the time sensitive special presentation at 4:00pm

Diana resumed Action Items at 4:19pm

B. Confirmation of Appointed Positions

1. Xyrine Dapal, Secretary of Programs & Services Appointee
 - a. Greg made a motion to confirm Xyrine Dapal as the Secretary of Programs and Services, seconded by Brandon
 - b. Julian spoke on Xyrine's behalf as his appointee for this position
 - c. A brief discussion took place that included an endorsement
 - d. Diana called the vote: 13/0/0, motion passed
2. Chonlawan Khaothiemsang, Treasurer Appointee
 - a. Greg made a motion to confirm Chonlawan Khaothiemsang as the Treasurer, seconded by Karen
 - b. Julian spoke on Chonlawan's behalf as his appointee for this position
 - c. A brief discussion took place
 - d. Diana called the vote: 13/0/0, motion passed

Diana adjourned the regular session at 4:24pm to move to Executive Session

III. EXECUTIVE SESSION

A. Discussion Items

1. The proposed Risk Management Policy revision was discussed
 - a. Robert's Rules were suspended and the item was moved to action and approved
2. The revision of the job description for the Associate Director of Financial Services was discussed
 - a. Robert's Rules were suspended and the item was moved to action and approved
3. The proposed new part-time Creative Designer was discussed
 - a. Robert's Rules were suspended and the item was moved to action and approved
4. The recommended Delegation of Authority was discussed

IV. ADJOURNMENT

- A. Next Senate meeting will take place on Thursday, September 3, 2015, 3:00 – 5:00pm, in the England Evans room
- B. Diana stated that senate meeting 2015-16:3 was adjourned at 5:20pm

MINUTES SUBMITTED TO:

Diana Ascencio, Chair of the Senate

Date

MINUTES APPROVED AT SENATE 2015-2016: _____

Vicki Jackson, Student Government Coordinator

Date