



Rules and Policies Committee Minutes

2015-2016:7 Friday, February 19, 2016, 3:00 – 5:00PM, BSC, 1st Floor, Senate Chambers

I. Preliminaries

- A) Call to Order at 3:00pm
- B) Quorum Check

David Lee, Attorney General, Chair

Voting Members:

- Joshua Ebner, Senate President Pro-Tempore, Vice Chair
- Julian Herrera, President
- Diana Ascencio, Vice President
- Brandon Whalen, ENV Senator
- Greg Kommel, Science Senator
- Reeza Demonteverde, Engineering Senator **Excused Absence**

Advisors:

- Cora M. Culla, ASI Executive Director
- Dr. Susan Ashe, Director of Student Conduct & Integrity **Excused Tardy**

Liaison:

- Chonlawan Khaothiemsang, Treasurer

- C) Approval of Minutes
 - 1) Minutes from January 29, 2016 were approved as written by David, as chair
- D) Agenda Changes
 - 1) Cora added Discussion Item B1. Policy on Gift Acceptance by Corporation
 - 2) She also added Discussion Item B2. Policy on Fundraising and Acceptance of Donation for Registered Student Organizations
 - 3) David added Discussion Item D) Cash Handling Policies & Procedures
 - 4) He then moved Education Enhancement Code to Discussion Item D)
 - 5) Brandon moved to approve the agenda as amended, Julian seconded. Vote, 5:0:0, motion passed.
- E) Introduction of Guests
 - 1) Sharon Rocacorba, OSLCC, Interim Senior Coordinator
- F) Open Forum
 - 1) There were no speakers

II. Information Item

- A) No information items

III. Action Item

- A) ASI Elections Code
 - 1) David explained the grammatical changes he made to the ASI Elections Code.
 - 2) The committee discussed whether or not the candidates would be subject to a CSU mandated background check.
 - 3) David continued explaining the grammatical changes he made to the ASI Elections Code.
 - 4) The committee agreed that Article X, Campaign Expenses for ASI General Elections, "4. If any other elected officers: \$300" can be removed.

- 5) Julian shared that IHC approved to change their By-laws to *prefer* rather than *require* the IHC senator be a resident on campus.
- 6) The committee suggested that Article VI, Eligibility of Candidates for ASI General Elections, F. be changed to state “Candidates running for the At-Large Senator position must declare the council they intend to represent.” The committee removed “and meet the qualifications of that council.”
- 7) Susan suggested that Article IX, Campaigning for all ASI Election, D. can state “There shall be no door-to-door soliciting within University Housing Services or the University Village. Poster/flyers must be submitted in accordance with the UHS or Village policies.”
- 8) Brandon moved to approve the ASI Elections Code as amended, Greg seconded.
 - a) Discussion took place by the committee on Article IX Campaigning for ASI Election, G. Posters, Banners and Flyers. The committee revised the language of numbers 3 and 4.
 - b) The committee agreed to continue to work on the ASI Elections Code and bring it back for review at the next meeting.
- 9) Vote, 0:5:0, motion failed.
- 10) Greg moved to send the ASI Elections Code back to the committee for further review, Brandon seconded. 5:0:0, motion passed.

IV. Discussion Item

- A) Risk Management Policy
 - 1) Cora shared the changes made to the Risk Management Policy:
 - a) Under Implementing Procedures, they included language referencing the Bronco Recreation and Intramural Complex.
 - b) Under Risk Management Approach, they made general reference to the need to comply with the background check requirements established by the CSU.
 - 2) Greg moved to suspend Roberts Rules and move Discussion Item A. Risk Management Policy to Action Item B., Joshua seconded. Vote, 5:0:0, motion passed.

*Risk Management Policy as **Action Item B.***

- 3) Joshua moved to recommend Action Item B. Risk Management Policy to the ASI Senate, Greg seconded. Vote, 5:0:0, motion passed.

- B) ASI Fundraising Policy
 - 1) Policy on Gift Acceptance by Corporation
 - a) Cora introduced the Policy on Gift Acceptance by Corporation, a new policy that was drafted. Most of the policy was extracted from Integrated CSU Administrative Manual 15701. This policy explains the process on accepting gifts, administrating raffles, and quid pro quo contributions.
 - b) Greg moved to suspend Roberts Rules and move Discussion Item B1. Policy on Gift Acceptance by Corporation to Action Item C1., Brandon seconded. Vote, 5:0:0, motion passed.

*Policy on Gift Acceptance by Corporation as **Action Item C1.***

- c) Greg moved to recommend Action Item C1. Policy on Gift Acceptance by Corporation to the ASI Senate as amended, Brandon seconded. Vote, 5:0:0, motion passed.

- 2) Policy on Fundraising and Acceptance of Donations for Registered Student Organizations
 - a) Cora read and explained the Policy on Fundraising and Acceptance of Donation for Registered Student Organizations.
 - b) Greg moved to suspend Roberts Rules and move Discussion Item B2. Policy on Fundraising and Acceptance of Donation for Registered Student Organizations to Action Item C2., Brandon seconded. Vote, 5:0:0, motion passed.

*Policy on Fundraising and Acceptance of Donations for Registered Student Organizations as **Action Item C2.***

- c) Greg moved to recommend Action Item C2. Policy on Fundraising and Acceptance of Donations for Registered Student Organizations to the ASI Senate as amended, Brandon seconded. Vote, 5:0:0, motion passed.
- C) Cash Handling Policies and Procedures
- 1) Cora explained the Cash Handling Policies and Procedures and asked the committee to read the document for any amendments needed.
 - 2) The committee discussed the Cash Handling Policies & Procedures Responsibilities.
 - 3) The committee continued their discussion under Responsibilities about designees, and including gender inclusive language.
 - 4) Greg stated grammatical changes that needed to be made within the document, and redundancy of the mention of not accepting credit/debit card payments.
 - 5) Joshua moved to suspend Roberts Rules and moved Discussion Item C. Cash Handling Policies and Procedures to Action Item D., Brandon seconded. Vote, 5:0:0, motion passed.

*Cash Handling Policies and Procedures as **Action Item D.***

- 6) Julian moved to recommend Action Item D. Cash Handling and Procedures to the ASI Senate as amended, Greg seconded. Vote, 5:0:0, motion passed.

- D) Education Enhancement Code
- 1) David explained Nyla and he drafted this code because the ASI Education Enhancement Board does not have one.
 - 2) The committee discussed the composition of the Education Enhancement Board.

V. Adjournment

- A) Next Rules and Policies Committee Meeting: Friday, February 26, 2016 at 3:00-5:00pm, BSC, 1st Floor, Senate Chambers
- B) Meeting was adjourned at 5:00PM