



# ASI Senate Meeting

## Minutes

2015- 2016:20 Thursday, April 28, 2016, 3:00PM –5:00 PM, BSC, 2nd Floor, England Evans

### I. PRELIMINARIES

#### A. Call to Order

1. Chair Diana Ascencio called Senate 2015-2016:20 to order at 3:02pm

#### 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 Ebner, CLASS Senator – **Excused Tardy**  
Leslie Simoni, CCHM Senator  
Brandon Whalen, ENV Senator  
Reeza Demonteverde, Engineering  
Greg Kommel, Science Senator  
Karen Romero, Senator-At-Large (MCC)  
Bianca Pescina, Senator-At-Large (SIC) – **Excused Tardy**  
Aden Tessman, Senator-At-Large (Greek)  
Kaitlyn Armbruster, Senator-At-Large (IHC)

##### 2. Advisors:

Dr. Byron Howlett Jr., Advisor  
Cora M. Culla, Executive Director

##### 3. Non-voting Liaisons:

David Lee, Attorney General  
Chonlawan Khaothiemsang, Treasurer  
Dr. James Swartz, Academic Senate Rep.  
Staff Council Rep.  
Andrea DeCoudres, Alumni Association Rep.  
Bronco Athletics Association Rep.

#### C. Approval of Minutes

1. Aden made a motion to approve the senate meeting minutes from the April 7, 2016 meeting, seconded by Brandon
2. Diana called a vote: 12/0/0, motion passed

#### D. Agenda Changes

1. The chair approved the agenda as written

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

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1. ASI Total Revenue	\$ 11,662,130.00
2. ASI Total Expenses	\$ 5,310,288.00
3. Total Investments	\$ 12,853,488.00
ASI-Local Agency Investment Fund	\$ 4,428,823.00
BSC-Local Agency Investment Fund	\$ 8,424,665.00
4. ASI – NP & A Account Balance	\$ 112,441.00
5. The Green Initiative Fund (TGIF)	\$ 92,671.00
6. ASI Prior Year’s I Reserves	\$ 226,758.00
7. ASI Prior Year’s II Reserves	\$ 196,395.00
8. ASI Prior Year’s III Reserves	\$ 381,402.00
9. BSC On-Campus Reserves	\$ 2,107,655.00

F. Introduction of Guests

- |                    |                  |
|--------------------|------------------|
| 1. Sean Doiron     | 4. Alfredo Munoz |
| 2. Barny Peake     | 5. Carol Lee     |
| 3. Celeste Salinas |                  |

G. Reports – Posted on the SAN – Not given verbally

1. ASI Executive Director – Cora M. Culla \*(attachment)
  - a. Personnel Updates
  - b. Children’s Center Updates
2. ASI Advisor – Dr. Byron Howlett Jr. – no report
3. Academic Senate Rep. – Dr. James Swartz – no report
4. Staff Council Rep. – no report
5. Alumni Rep. – Andrea DeCoudres – no report
6. Athletics Rep. – no report
7. Senator Pro Tempore – no report
8. Attorney General – David Lee \*(attachment)
  - a. Rules and Policies
  - b. ASI By-laws
  - c. Council By-laws
  - d. Instructionally Related Activities (IRA) Committee
9. Treasurer – Chonlawan Khaothiemsang – no report
10. President – Julian Herrera – no report
11. Vice President – Diana Ascencio \*(attachment)
  - a. CSSA-SJEC
  - b. Undocumented Students Work
  - c. Committee Meetings
12. Senate Reports
  - a. Aden Tessman, Senator-at-Large, Greek \*(attachment)
    - i. Greek Week
    - ii. Lemon-Aid
  - b. Brandon Whalen, ENV Senator \*(attachment)
    - i. ENV Council
    - ii. Projects
    - iii. Committees
    - iv. Sustainability Committee

- c. Kaitlyn Armbruster, Senator-at-Large, IHC\*(attachment)
  - i. Captain America: Civil War
- d. Michael Sandoval, CEIS Senator \*(attachment)
  - i. CEIS Council Updates
  - ii. CEIS Club Updates
  - iii. Additional Information
  - iv. CEIS By-laws
- e. Tammy Fong, Business Senator \*(attachment)
  - i. CBARN
  - ii. Career Fair
  - iii. New Council E-Board
  - iv. Bronco Start-up Challenge

#### H. Open Forum

1. Sean Doiron – stated that he was a grad student at Cal Poly Pomona, but he was also volunteering with a local non-profit and they were holding a foster youth expo on Saturday, May 7<sup>th</sup> from 11:00am – 1:00pm at the Shield of Faith Christian Center located at 1750 W. Holt Ave., Pomona. Their goal was to encourage students, faculty and staff to learn more about what it means to be involved with foster youth and how to volunteer or mentor them. He passed out flyers and asked that everyone share the information.
2. Tammy Fong – stated that the College of Business Career Fair was coming up on Wed. May 4-5<sup>th</sup> from 10:00am – 3:00pm in the College of Business courtyard. Come on out if you were looking for a job or internship for the summer.
3. Chonlawan Khaothiamsang – stated that the only general Semester Conversion open forum was being held on May 4<sup>th</sup> at 6:00pm in Ursa Major and she would email all of the dates to everyone for the college specific ones. She noted that the one that was held today was pretty successful and both the dean and Dr. Neto, the chair of Semester Conversion, attended.
4. Cora M. Culla – stated that everyone should mark their calendars for May 31<sup>st</sup> when ASI would be celebrating the LEED Gold certification for the BRIC which would be held at the pool deck at 3:30pm. She added that Dr. Coley and other university administrators were also attending, as well as guests who were instrumental in the project.
5. Bryce von Helms – announced that the student Strategic Planning open forum would be held on May 10<sup>th</sup> for the College of Ag, and anyone up the hill, in building 2, room 214 from 12:00 – 1:00pm and pizza would be served.
6. Dr. Byron Howlett Jr. – added to Bryce’s announcement that there were actually three student open forums planned, the one with Ag, Julian would be hosting one at U-hour in another location (still to be determined) and Byron and Theary Monh would be co-hosting one at 5:00pm that same day in the Career Center classroom.
7. Andrea DeCoudres – announced that Alumni Affairs was hosting their Senior Send-off party from 5:00 – 6:30pm on May 10<sup>th</sup> with a DJ, food, photo booth and lots of raffles to reserve commencement seating and you could sign-up on their website.

## II. ACTION ITEMS

### A. 2016-17 Budget Deliberations for Annually Budgeted Groups (attachment)

#### 1. President and Treasurer's Recommendation

##### a. ASI Annually Budgeted Groups Allocation

i. Diana reviewed that the senate was in Cut Phase and motions could be made to cut from any of the annually budgeted groups or a motion could also be made to close Cut Phase

ii. Bryce made a motion to cut \$19,000 from the BEAT budget, seconded by Greg

- Bryce gave the rationale that he wanted to see Student Government have the same amount in their budget for next year that they had last year, and so would like to see the funds from this cut go to their budget and he felt that this still left BEAT with an adequate increase to their budget
- Discussion took place regarding clarification that the increase to the Student Government budget from 2014-15 to 2015-16 was the funds to cover furniture and computers for the office, the areas that were initially lowered for Student Government and ASI Departments to balance the budget, BEAT's request had increased more due to consolidating expenses into the ASI budget that had been covered by BSC budget line items like Weekend Events-so now all of the BEAT expenses were reflected in the ASI budget for events like Broncofusion and Midnight Madness, the increase to BEAT was \$10,000 more than what they needed to cover consolidated expenses if this cut was approved, the suggestion of having extra funds in the BEAT budget, the pattern of tapping into other budgets was not a good one, that the choice to spend more on key events had been made each year and could be reduced if the senate decided that this year, BEAT should not be encouraged to be planning events that were over their budget, the importance of increasing school spirit with larger events, that marketing a big event was more important than how much money was being spent on a big artist, clarification that construction on the BEAT office did not come out of the annual budget funds and the details of the costs for the senate chambers furniture and computers that would arrive soon
- Diana called the vote: 3/9/0, motion failed

iii. Brandon made a motion to cut \$300 from the Student Government budget, seconded by Greg

- Brandon gave the rationale that the amount specified in line item 27 for water was not the best investment for sustainability
- Discussion took place regarding next year's administration could just reline the budget to change the amount, it was a professional courtesy to offer water to a guest in the office, it was sustainable if people were drinking the water and more

water would be purchased prior to the end of the fiscal year so the funds would be utilized

- Diana called the vote: 2/10/0, motion failed
- iv. Leslie made a motion to close Cut Phase, seconded by Karen
- Diana verified that a 2/3 majority vote was required
  - Discussion took place regarding the process of cutting funds and the pros and cons of continuing with further cuts at this point
  - Diana called the vote: 9/3/0, motion failed as it had to be of the entire seated senate, not just who was present at the meeting
- v. Bryce made a motion to cut \$10,000 from the BEAT budget, seconded by Greg
- Bryce gave the rationale that he felt their allotted request was too high and that this cut would still be a fair amount
  - Discussion took place regarding the concept that they were talking about student fees and with many students who were struggling-they should not be wasteful in allocating funds, a lot of what ASI does was not visible to the student body and these concerts draw attention to ASI in an important way, as the fee was already planned-we're not actually saving the students any money, BEAT was an avenue where the use of the fees is returned to the students, if ASI saved money then the long term benefit might be to reduce the ASI fee to students, the Weekend Events line item of the BSC budget helped fund part of Midnight Madness and Broncofusion, funds from the BSC budget helped to fund Homecoming, the BSC Programs line item in the BSC budget helped pay for a significant portion of the Broncofusion concert-like the sound and lighting gear and security, if the BSC budget was not contributing to BEAT events then it would be used to put on other events to promote the building and how marketing could be utilized but was actually included in the BSC budget and not the ASI budget
  - Diana called the vote: 2/9/2, motion failed
- vi. Julian made a motion to close Cut Phase, seconded by Karen
- There was no discussion
  - Diana called the vote: 10/3/0, motion passed
  - As there were no cuts, the President and Treasurer's recommendation was approved as presented to the senate

b. ASI Reserves Allocation

- i. Diana stated that any changes should be done by percentages
- ii. Discussion took place regarding the process
- iii. Julian made a motion to approve the ASI Reserves Allocation as presented in the President and Treasurer's recommendation, seconded by Joshua
- iv. Discussion took place regarding any potential future need to tap into Reserve II and III due to the age of the building as use of the DBMER account was now more restricted, an explanation of what Reserve II

and III were used for, the rationale to place zero funds into PYIII at this time was because it was way over the recommended funding level and not an emergency fund as well as Reserve IV and V go back to the students, the construction costs for Centaurus came out of Reserve II (DMBER) however now the furniture expense could not come out of that account and Barny was seeking a funding source for the furniture and fixtures for the space and as the BSC budget had not been viewed by the entire senate yet there were some questions that were related to understanding the BSC budget

v. Diana called the vote: 13/0/0, motion passed

B. Non-substantive Revisions to ASI By-Laws (attachment)

1. David explained that after the senate voted to recommend the previous non-substantive ASI By-Laws to the university on April 7th, it was decided to consult with the ASI legal counsel who suggested two changes
2. He reviewed the memorandum that listed the following two changes:
  - a. Article XV, I
    - i. Strike out “applicable state and/or Federal Corporation Codes”
    - ii. Insert “the California Non-profit Corporation Code”
    - iii. Justification: Federal Corporation Codes do not exist. This change makes direct reference to the California Nonprofit Corporation Code.
  - b. Article XV, II
    - i. Strike out “between the Senate meetings”
    - ii. Insert “that are time-sensitive when the ASI Senate is unable to meet and have quorum. The ASI Senate shall be informed about the ASI Executive Committee’s decision at the next scheduled Senate meeting”
    - iii. Justification: This change provides clarification that the ASI Executive Committee handles interim policy-making decisions only when they are time-sensitive and when the Senate is unable to meet and have quorum
3. Discussion took place regarding the correct steps for this item to be on the agenda today as an action item when it had not gone through the Rules and Policies Committee again and the observation that it had not been listed on the agenda as a recommendation from a sub-senate committee
4. Bryce made a motion to suspend Robert’s Rules and to call a vote for Action Item B. the Non-substantive Revisions to ASI By-Laws, seconded by Aden
5. Discussion took place regarding the options to move this forward and it was decided that it should be a discussion item first before being an action item as these specific changes had not been previously discussed at a Rules and Policies Committee or a previous senate meeting
6. Diana called the vote: 0/13/0, motion failed
7. Further discussion took place regarding the options
8. Greg made a motion to suspend Robert’s Rules and move Action Item B. Non-substantive Revisions to ASI By-Laws to Discussion item A., seconded by Julian
9. There was no discussion, Diana called the vote: 13/0/0, motion passed

### III. DISCUSSION ITEM

#### A. Non-substantive Revisions to ASI By-Laws (attachment)

1. David asked if there were any questions regarding the two changes outlined in the memorandum
2. Discussion took place as to the time-sensitivity of this item
3. Aden made a motion to suspend Robert's Rules and move Discussion Item A. Non-substantive Revisions to ASI By-Laws to Action Item B., seconded by Tammy
4. There was no discussion, Diana called the vote: 10/3/1, motion passed
5. Bryce made a motion to approve Action Item B. Non-substantive Revisions to ASI By-Laws, seconded by Aden
6. Brief discussion took place
7. Diana called the vote: 12/1/1, motion passed

Diana adjourned regular open session at 4:20pm to move to Executive Session

Diana resumed regular open session at 4:36pm and gave a report of Executive Session

### IV. EXECUTIVE SESSION

#### A. Discussion Items

1. The job description for the Facility Operations Coordinator was discussed
2. Personnel matters related to ASI and BSC budgets were discussed

### III. DISCUSSION – Re-opened

Diana acknowledged a question from Brandon and the following discussion took place

1. Brandon asked if it would be better to see all of the budgets (ASI budget/BSC budget) before the senate began discussing the reserves
2. Cora stated that it was up to the senate. She did recommend that the senate should approve to recommend all budgets at once and together in order to allow extra time for it to be complete before the end of May. She also gave a brief history on the process of sending recommendations to the university.
3. Byron mentioned that this would be the first time many of the administrators would be looking at budget recommendations and that the senate should allow for some extra time for them to look at the budgets. He added that this specific question should have been brought up during presentations and the retreat.
4. Cora explained the difference between the ASI budget, BSC budget and the reserves, as well as the purpose of each one
5. Chonlawan echoed Cora's statements and gave her reasoning behind placing budgets and reserves in the order on the agenda that she did

### V. ADJOURNMENT

- A. Next Senate meeting will take place on Thursday, May 5, 2016, 3:00 – 5:00pm, in the England Evans room
- B. Diana stated that senate meeting 2015-16:20 was adjourned at 4:42pm

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**MINUTES SUBMITTED TO:**

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Diana Ascencio, Chair of the Senate

Date

MINUTES APPROVED AT SENATE 2015-2016: \_\_\_\_\_

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Vicki Jackson, Student Government Coordinator

Date