



## Rules and Policies Committee Minutes

2015-2016:9 Friday, April 15, 2016, 3:00 – 5:00PM, BSC, 1<sup>st</sup> Floor, Senate Chambers

### I. Preliminaries

- A) Call to Order at 1:05pm
- B) Quorum Check

X David Lee, Attorney General, Chair

#### *Voting Members:*

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

#### *Advisors:*

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

#### *Liaison:*

- X Chonlawan Khaothiemsang, Treasurer

- C) Approval of Minutes
  - 1) Joshua moved to approve the minutes from February 26, 2016, Julian seconded. Vote, 6:0:0, motion passed.
- D) Agenda Changes
  - 1) David added Information Item A. Update on ASI Rules and Policies Timeline
  - 2) Cora added Action Item A. Revised Risk Management Policy
- E) Introduction of Guests
  - 1) There were no guests
- F) Open Forum
  - 1) There were no speakers

### II. Action Item

- A) Revised Risk Management Policy
  - 1) Cora reviewed the revised Risk Management Policy and noted that the changes were either struck through or italicized in bold font.
  - 2) The committee proposed the following changes to the policy:
    - a) *All ASI operations shall be in compliance with CSU policy and regulations that require naming ASI, Cal Poly Pomona, CSU and the State of California as additional insureds and that these entities be held harmless by a contractor or service provider*
    - b) *ASI Executive Director keeping the ASI Senate informed on pertinent risk management matters*
  - 3) Joshua moved to approve the Risk Management Policy as amended, Greg seconded.
    - a) Cora reiterated the proposed changes to the Risk Management Policy.
    - b) Vote, 6:0:0, motion passed.

### III. Discussion Items

#### A) Lobby Corps Committee Code

- 1) David shared that he and Farris drafted this document to create a foundation for the Lobby Corps Committee. He explained that this committee code provides the standard operating practice for the committee and includes some of the duties of the chairs and voting members. He noted that this committee code was modeled after the current committee codes in practice.
- 2) Julian noted Section I. Purpose *board* should read *committee*.
- 3) Cora raised the question whether they would call the ASI Lobby Corps a Facilitating Body or Committee.
- 4) Greg noted Section I. Purpose *California Polytechnic State University, Pomona* should read *California State Polytechnic University, Pomona*.
  - a) He added *Cal Poly Pomona President's Office* should be reworded to read *Office of the University President*.
- 5) David stated that he will research any redundancy in the document.
- 6) The committee discussed that they would look into the Secretary of External Affairs' voting rights.
- 7) Joshua raised the question regarding Section IV. General Duties subsection ii. *Participating in at least one lobby visit per year, either through preparation or lobby does either through preparation or lobby need to be included*.
  - a) The committee discussed whether or not this wording is needed and if one lobby visit per year is sufficient.
- 8) The committee discussed modifying the statement in the document that states *Representing the political opinion of Cal Poly Pomona and CSSA*.
- 9) Susan clarified that both sentences stated in Section VI. Quorum should remain the same way they are stated in all the other committee codes.
- 10) Joshua raised a question in regard to Section III. Subsection v. *Promoting activities that allow the student body to voice their political opinions*, asking exactly that phrase encompasses.
  - a) The committee discussed the type of promoting activities this statement refers to.
- 11) Greg noted Section IV. Duties of the Student Representatives subsection A. Head of Voter Registration *Assisting the Chair in planning and executing of voter registration* to read *Assisting the Chair in the planning and execution of voter registration*.
- 12) Cora suggested rewording Section IV. Duties of the Student Representatives subsection B. Head of Local Legislation to read *Research Legislation affecting Cal Poly Pomona, its students, and surrounding districts*.

#### B) ASI Resolution Guidelines and Procedures

- 1) David presented Senate Bill 2005-06 Protocol for Senate Bills and Senate Resolutions and the ASI Senate Resolution Process that Brandon Whalen drafted. He proposed joining both documents together or providing the latter as an attachment to the Senate Bill.
- 2) Brandon suggested adding the Senate Resolution Process document to the Senate Bill to help future ASI members and provide them with a guide on how Senate Resolutions work.
- 3) The committee discussed joining both the Senate Bill and the Senate Resolution Guidelines and decided to provide the guidelines as an attachment.
  - a) The committee suggested to reword the title to read *ASI Senate Resolution Procedure*.

#### **IV. Information Item**

- A) Update on ASI Rules and Policies Timeline
  - 1) David presented an updated ASI Rules and Policies timeline.
  - 2) Cora noted there might be some financial policies that might be presented at upcoming ASI Rules and Policies meetings.

#### **V. Adjournment**

- A) Next Rules and Policies Committee Meeting: Friday, April 29, 2016 at 1:00-3:00pm, BSC, 1<sup>st</sup> Floor, Senate Chambers
- B) Meeting was adjourned at 2:23pm