



ASI Senate Meeting

Minutes

2015- 2016:21 Thursday, May 5, 2016, 3:00PM –5:00 PM, BSC, 2nd Floor, England Evans

I. PRELIMINARIES

A. Call to Order

1. Chair Diana Ascencio called Senate 2015-2016:21 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 – **Excused Tardy**
Joshua Ebner, CLASS Senator
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 – **Excused Tardy**

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. – **Excused Absent**
Bronco Athletics Association Rep.

C. Approval of Minutes

1. The senate meeting minutes from the April 21, 2016 meeting were approved by the chair as written

D. Agenda Changes

1. The chair approved the agenda as written

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

1. ASI Total Revenue \$ 11,868,884.00

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2. ASI Total Expenses	\$ 6,666,534.00
3. Total Investments	\$ 12,653,488.00
ASI-Local Agency Investment Fund	\$ 4,328,823.00
BSC-Local Agency Investment Fund	\$ 8,324,665.00
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. Gabriel Smith | 7. Powell Velasco |
| 2. Uriah Sanders | 8. Carol Lee |
| 3. Maria-Lisa Flemington | 9. Cathy Neale |
| 4. Cathee Hill | 10. Kani Webb |
| 5. Barny Peake | 11. Danielle Sanders |
| 6. Krista Smith | |

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

1. ASI Executive Director – Cora M. Culla *(attachment)
 - a. Children's Center Updates
 - b. Campus Recreation Updates
 - c. MDPR Reminders
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 *(attachment)
 - a. Facilities and Operations Committee Meeting
 - b. Facilities and Operations Committee Observations
 - c. Attending May 4th Academic Senate Meeting
 - d. ASI Senate Bills Procedure Document
8. Attorney General – David Lee *(attachment)
 - a. Rules and Policies
 - b. ASI By-laws
 - c. Council By-laws
9. Treasurer – Chonlawan Khaothiemsang – no report
10. President – Julian Herrera – no report
11. Vice President – Diana Ascencio – no report
12. Senate Reports
 - a. Brandon Whalen, ENV Senator *(attachment)
 - i. ENV Council
 - ii. Projects
 - iii. ASI Elections
 - iv. Candidates

- b. Joshua Ebiner, CLASS Senator *(attachment)
 - i. Council Meeting
 - ii. CLASS Council Elections
 - iii. CLASS Council Banquet
- c. Kaitlyn Armbruster, Senator-at-Large, IHC*(attachment)
 - i. ASI Endorsements
 - ii. Strategic Planning Forum
- d. Karen Romero, Senator-at-Large, MCC *(attachment)
 - i. MCC General Meetings
 - ii. Night of Colors
- e. Leslie Simoni, CCHM Senator *(attachment)
 - i. HMC Elections
 - ii. Upcoming BEAT Events
 - iii. HMC Presents: Spring Carnival 2016
 - iv. Bldg. 80 Receives LEED Gold
- f. Tammy Fong, Business Senator *(attachment)
 - i. CBARN
 - ii. Business Week
 - iii. Bronco Start-up Challenge
 - iv. Strategic Planning Presentation

H. Open Forum

1. Bryce von Helms – announced that there would be an open forum for all students on May 10th at U-hour in building 2, room 214 for the Strategic Planning process – and pizza would be provided – so please invite students from your college or council.
2. Cora M. Culla – stated that she had received an email from Kathy Street to ask everyone to complete the survey in connection with Strategic Planning as they were looking for a higher response rate – so please pass the word along.
3. Dr. James Swartz – announced that Dr. Sepehr Eskandari was re-elected as chair of the Academic Senate for the upcoming academic year and Julie Shen had been re-elected as vice chair.
4. Reeza Demonteverde – verified that the Strategic Planning survey was available as a link on the CPP homepage.

II. DISCUSSION ITEMS

A. Recommendation from the Finance Committee (attachment)

1. Intercouncil \$2,998 NP & A
 - a. Uriah Sanders, ASI Secretary of Internal Affairs, explained that this request was for the Intercouncil Banquet, an annual event by ASI, that was scheduled on May 20th from 5:00 – 9:00pm in the University Plaza. He stated that it was open to all members of Student Government, as well as the incoming council E-boards and those that participated this year.
 - b. He stated that the purpose of the event was to showcase the programs and events that the councils worked hard on this year. He noted that each council would give a presentation that highlighted the events that they did and then during the event they would be deciding on the council of the year through a

panel that would judge from the packets that were submitted, as well as the presentation. He added that hopefully it would inspire the incoming leaders and give them some ideas as well as give the incoming leaders a chance to meet everyone else.

- c. He explained that traditionally the event consists of a dinner which this year was from Kellogg West, as well as some table and linen rentals
- d. He stated that the councils had contributed \$1,550 to the event, the catering for the food totaled \$4,322.70 and the rentals were \$112.50 for tables and \$112.50 for linens
- e. There were no questions

B. Recommendation from the Facilities and Operations Committee (attachments)

1. 2016-17 Bronco Student Center (BSC) Budget

a. Barny gave an overview that some of this would be a repeat of the ASI budget presentation, then they would go through some of the themes throughout the BSC budget and then they would hand out the budgets to everyone and they could start looking at the line items at that point. He added that there was a lot to this so they did not anticipate getting through this today and that was also not their intention, as they wanted everyone to be able to review and ask questions.

b. He gave the following power point presentation to support the BSC budget:

i. Mission Statement

ii. Operating Agreement Between CSU Trustees and ASI

- Student body organization programs, including Children's Center and physical fitness facility, (BRIC)
- Student Union Programs (Bronco Student Center)
- Instructionally Related Activities (IRA)

iii. Our Budget

- He reviewed that two fees, the ASI and the BSC, support the two budgets of the organization and that the BSC fee also included the fee for the BRIC that was added into the BSC fee in 2014. He explained the future of the name of the combined fee.

iv. BSC Fee Purpose

- Direct funding support to cover bond indebtedness (principal and interest)
- Operations and maintenance of the BSC and BRIC
- Financial support for programs and services offered in the BSC and BRIC

v. BSC Budget Oversight

- The on-campus aspects of the BSC budget were managed by ASI and included the recommended BSC budget as collected by the university and the student fee income from prior year returned to campus and directly managed by ASI
- The off-campus aspects of the BSC budget were managed by CPP, the CSU and the state and included required transfers such

as the Interest and Redemption Fund, Repair and Replacement (DMMER) Fund, Construction Fund and general overhead

vi. BSC Operating Budget

- The facility support components included:
 - Staff salaries and benefits
 - Supplies and equipment (IT, AV and facility-related)
 - Building cleaning, repairs and maintenance
 - Utilities (power, gas, phone, TV)
 - Insurance, services, safety
 - Bank charges, fees, related business costs
- The departments and programs included:
 - ASI Programs, Weekend Events, Homecoming, etc.
 - Art gallery program
 - Campus Recreation programs including Adventures, Aquatics, Fitness, Intramurals Sports, and Sport Clubs
 - Marketing for facilities and programs
 - Games Room Etc., Box Office and Campus Lost and Found
 - Training and professional development for student and non-student staff
 - Office, facilities and program supplies

vii. Budget Goals 2016-17

viii. Budget Assumptions for 2016-17

ix. BSC Budget Timeline

x. 2016-17 Proposed Income & Expenses – CSU Schedules

- The schedules for the cash flow and operating projections for the fiscal years 2014-19 were handed out
- He stated that the income component for 2016-17 was noted as the return of student fees as \$11,200,000 on the chart, along with the income from operations of \$728,599 and the interest income/local funds at \$15,000 for a total projected income of \$11,943,599
- He noted that the required CSU transfers were also reflected on the chart, as well as the operating costs of \$11,868,155 which resulted in a net from BSC operations of \$75,444, and that all of these were big, summary figures of the whole budget
- He explained that the next spreadsheet was the projected fee schedule which totaled \$17,274,528 for 2016-17, which included the HEPI increase, for a revenue gain of \$858,593

xi. Debt Service Coverage Ratio

- He highlighted that compliance with the Debt Service Coverage Ratio (DSCR) was required by the CSU, the formula for calculation was explained and it was noted that it would be at the required level of 1.25 for the debt on the two facilities of \$4,854,813

xii. Income/Expense Worksheets

- The detailed income and expense schedules were handed out, organized by object code, which reflected the 2015-16 approved budget and projected actuals as of June 30, 2016, as well as the 2016-17 budget request and 2017-18 and 2018-19 budget projections

xiii. 3-Year Projections

- He noted that the income was based on estimated enrollment and income from the BSC fee
- He explained that the benefits, FICA, and minimum wage increases were included, as well as capital improvements and repair and replacement which were projected for both buildings
- He noted that the expansion of programs and services and a percentage increase for goods and services was also included

xiv. BSC Budget Required Costs

- He explained that these expenditures were mission critical and required for compliance with CSU/state/federal regulations and contractual obligations for the administration of the BSC and BRIC and reviewed a list of costs

xv. Fiscal Year Comparisons

- He reviewed the income and expense totals starting with the 2013-14 approved budget through the 2016-17 proposed budget with a net excess of \$75,444

xvi. Other Income Projections 2016-17 – Chart

xvii. Proposed Expenses 2016-17

- He explained that the object codes were on the left and should be referenced when asking questions regarding income or expenses
- He stated that the individual departments had breakdowns specified in the columns on the right

c. Joshua explained the process, which took most of April, of questions in the Facilities and Operations Committee that led to the approval and recommendation to the senate of the BSC budget for 2016-17. He encouraged everyone to ask questions as the budget was very detailed.

d. An extensive question and answer session took place with Krista giving details and explanations up front regarding the object codes for both income and expenses that were questioned in the Facilities and Operations Committee

e. Barny indicated that any questions could be emailed to he or Krista and Cora added that they could include she and Carol so that they could all work together to answer any questions

Diana adjourned regular open session at 4:36pm to move to Executive Session

Diana resumed regular open session at 5:08pm and gave a report of Executive Session

III. EXECUTIVE SESSION

A. Discussion Item

1. Personnel matters related to ASI and BSC budgets were discussed

Diana made a motion to extend the meeting until business was completed, seconded by Joshua
Diana called the vote: 13/0/0, motion passed

B. Information Item

1. The CalPERS review conducted in 2014 was discussed

IV. ADJOURNMENT

- A. Next Senate meeting will take place on Thursday, May 12, 2016, 3:00 – 5:00pm, in the England Evans room
- B. Diana stated that senate meeting 2015-16:21 was adjourned at 5:08pm

MINUTES SUBMITTED TO:

Diana Ascencio, Chair of the Senate

Date

MINUTES APPROVED AT SENATE 2015-2016: _____

Vicki Jackson, Student Government Coordinator

Date