



ASI Senate Meeting

Minutes

2016- 2017:7 Thursday, October 13, 2016, 3:00PM –5:00 PM, BSC, 2nd Floor, England Evans

I. PRELIMINARIES

A. Call to Order

1. Chair Gabriel Smith called Senate 2016-2017:7 to order at 3:02pm

B. Quorum Check

1. Voting Members:

Gabriel Smith, Vice President, Chair
Uriah Sanders, President
Joshua Klockmann, Agriculture Senator
Danielle Camarella, Business Senator
Gabi Sedano, CEIS Senator
Steven Zhang, CLASS Senator
Leslie Simoni, CCHM Senator
Shree Ravichandran, ENV Senator
Maha Shah, Engineering Senator
Carlos Gomez, Science Senator
Karen Romero, Senator-At-Large (MCC)
Kayla Barbosa, Senator-At-Large (SIC)
Vacant, Senator-At-Large (Greek)
Michael Burckhardt, Senator-At-Large (IHC)

2. Advisors:

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

3. Non-voting Liaisons:

Samuel Smith, Attorney General – **Excused Tardy**
Karen Tu, Treasurer
Vacant, Academic Senate Rep.
Christina Moreno-Donato, Staff Council Rep. - **Excused Absent**
Andrea DeCoudres, Alumni Association Rep. - **Excused Absent**
Claire Giacalone, Bronco Athletics Association Rep.

C. Approval of Minutes

1. Carlos made a motion to approve the minutes for the September 1, 2016 senate meeting as written, seconded by Karen
2. The minutes were approved by the chair

D. Agenda Changes

1. There were no changes to the agenda
2. Kayla made a motion to approve the agenda as written, seconded by Karen
3. The agenda was approved by the chair

E. Financial Status – Given by Karen Tu

1. ASI Total Revenue	\$ 11,946,475.00
2. ASI Total Expenses	\$ 1,720,788.00
3. Total Investments	\$ 21,093,507.00
ASI-Local Agency Investment Fund	\$ 4,440,288.00
BSC-Local Agency Investment Fund	\$16,653,220.00
4. ASI – NP & A Account Balance	\$ 175,591.00
5. The Green Initiative Fund (TGIF)	\$ 79,981.00
6. ASI Prior Year's I Reserves	\$ 279,752.00
7. ASI Prior Year's II Reserves	\$ 234,993.00
8. ASI Prior Year's III Reserves	\$ 452,000.00
9. BSC On-Campus Reserves	\$ 2,107,655.00

F. Introduction of Guests

- | | |
|---------------------|-----------------------|
| 1. Tara Kwan | 5. Lusero Sanchez |
| 2. Marco Martinez | 6. Marcela Villarreal |
| 3. Marion Haberkorn | 7. Mark Bookman |
| 4. Carol Lee | |

G. Reports

1. ASI Executive Director – Cora M. Culla (attachment)
 - a. Human Resources Updates
 - b. BSC Updates
 - c. Children's Center Updates
2. ASI Advisor – Dr. Byron Howlett Jr.
 - a. He announced that they had hired two new interim coordinators in OSLCC: Angelica Ibarra for the Cesar E. Chavez Center and Monique Castro for the Native American Student Center and they would be conducting the search for the permanent Native American coordinator soon
 - b. He thanked everyone who attended the meeting yesterday with Rebecca Eisen, who said she was very impressed with CPP's student leaders
3. Academic Senate Rep. – Vacant
4. Staff Council Rep. – Christina Moreno-Donato – no report
5. Alumni Rep. – Andrea DeCoudres – no report
6. Athletics Rep. – Claire Giacalone
 - a. She introduced herself as running track and field here as a sprinter and was new to our meetings
7. Senator Pro Tempore – Carlos Gomez (attachment)
 - a. First Facilities & Operations Committee Meeting Tomorrow
8. Attorney General – Samuel Smith (attachment)
 - a. Rules & Policies Committee Update
 - b. New Senator in R & P
9. Treasurer – Karen Tu (attachment)
 - a. Finance Committee Update
10. President – Uriah Sanders
 - a. He stated that he recently sent everyone an email regarding the cabinet

priorities and goals for the year and how they were distributed. He noted that while he only delegated to the cabinet members, in order to be able to both follow-up and hold them accountable more easily, the senators would also be a part of these goals by working through the cabinet members and himself.

11. Vice President – Gabriel Smith (attachment)
 - a. City Council Pomona
 - b. Dream Center Initiative
 - c. Food & Housing Insecurity
 - d. Governmental Affairs Ad Hoc
12. Senate Reports – were not given verbally
 - a. Carlos Gomez, ASI Science Senator (attachment)
 - i. College of Science Open House
 - b. Danielle Camarella , ASI Business Senator (attachment)
 - i. Business Week Oct. 18-20
 - ii. Business Council Meeting 10/11
 - iii. Mentorship Program
 - c. Joshua Klockmann, ASI Agriculture Senator (attachment)
 - i. Pumpkin Festival
 - d. Kayla Barbosa, Senator-at-Large, SIC (attachment)
 - i. Meetings
 - ii. October 7th meeting report
 - iii. By-laws
 - e. Leslie Simoni, ASI CCHM Senator (attachment)
 - i. HMC's Second General Meeting
 - ii. HMC Sponsorship
 - iii. Apply for the Industry Mentor Program
 - f. Maha Shah, ASI Engineering Senator (attachment)
 - i. Welcome Club Fair
 - ii. ASI on the Fly
 - g. Michael Burckhardt, ASI Senator-at-Large, IHC (attachment)
 - i. IHC Appointment
 - ii. IHC Programming
 - h. Shree Ravichandran, ASI ENV Senator (attachment)
 - i. ENV Council
 - i. Steven Zhang, ASI CLASS Senator (attachment)
 - i. CLASS Council First General Meeting

H. Special Presentation – Time specific at 3:15pm

1. Annual Orientation by Mark Bookman, ASI Legal Counsel (attachments)
 - a. Mark Bookman stated that in the interest of time, a cover letter with the following attachments, had been sent out prior to this meeting for everyone's reference:
 - i. Cover letter regarding Mark's background and experience
 - ii. *The Role and Responsibilities of Auxiliary Governing Boards* by Robert E. Griffin, Legislative & Compliance Advisor
 - iii. *Issue Brief: Auxiliary Organization Oversight – Dimensions & Departures* by Robert E. Griffin

iv. Report from the Review Committee on the Status of Auxiliaries in the California State University – Executive Summary – February 22, 2011

b. He stated that being a director of a corporation gave them a set of responsibilities that he didn't think most of them had thought of when they ran for office. He stated that the following presentation was designed to provide them with the legal side of this, how to stay out of trouble and the different levels of authority that they and the university both held:

- Orientation Goals
- Side Bar – Taking the “High” Road
- ASI’s Multiple and Evolving Role
- With These Diverse and Complex Roles – How Should the Senate and Execs Prioritize Your Limited Time?
- Best Practices: Using Your Time Wisely
- Tools/Approaches to Accomplishing This
- Key: A Risk Management Policy
- How to Exercise Your Fiduciary Responsibilities
 - Duty of Care – Defined
 - Duty of Loyalty – Defined
 - Duty of Obedience – Defined
- Your Fiduciary Responsibility as a Board Member
- How to Exercise Your Authority and Responsibilities
- Who/What is Affected by Your Actions
- Risk Management
- Risk Management – 2
- The Public Policy Deal:
 - Federal Tax-Exempt Status
 - CA Nonprofit Corporation Status
 - Auxiliary Organization Status via the Ed Code
- Maintaining AS’s Exempt Status
- Auxiliary Organizations as Separate Legal Entities
- Auxiliary Organizations as Separate Legal Entities #2
- Open Records
- Gloria Romero Open Meeting Act of 2000
- Public or Open Meetings – II
- Education Code Section 89904
- Activities and Funding for Campus Organizations
- Director/Officer Personal Liability
- The Legal Rub: Conflict in Responsibilities with the CCC and EC
- The Balancing Act – An Underlying Theme
- Core Work of the Board
- How Do You Do This?
- Board Meetings Should Address
- As a Board Member You Need To
- Board-Management Relationships and Policy Formulation (Govern More, Manage Less)
- Board-Management Relationships – 2

- CA Master Plan for Higher ED History of CSU Student Fee Policy
 - Must Reading
 - Addendum I – CA Master Plan for HE
 - 1960 CA Master Plan for Higher Ed
 - A Decade of Funding Reductions
 - ...Changing the Paradigm for the CSU
 - Addendum II – Short History – CSU Student Fee Policy
 - Short History of Mandatory Student Fees
- c. It was noted that the presentation, cover letter and attachments from the must reading slide were all saved on the server in the Senate folder under the title of Legal Orientation

I. Open Forum

1. Tara Kwan – asked everyone for their help with advertising for the Elections Committee, as they will provide the help that she will need to prep for the elections.
2. Cora M. Culla – stated that she wanted to share a moment of pride when she was attending the President’s scholarship dinner and there were three student leaders there as scholars: Steven Zhang, 2016-17 CLASS Senator, David Lee, 2015-16 Attorney General, and Joshua Ebner, 2015-16 Senator Pro Tempore, that were honored. She gave congratulations to all three of them and said that ASI was very proud of their accomplishments.
3. Vicki Jackson – announced that the campus IT department was hosting the Cyber Security Awareness Fair on Tuesday, October 25th, from 10:30am -3:00pm in Ursa Major with cool giveaways and information about security within electronics and the cyber world.
4. Karen Romero – announced that Day of the Dead/Dia los Muertos was coming up on November 4th, put on by the Cesar E. Chavez Center, ASI and the ESW classes. She stated that if anyone was interested in participating to get in touch with her at kyromero@cpp.edu.

II. ACTION ITEM

- A. Nominations and Election of Remaining Senator on Finance Committee – Fall Quarter
1. Karen stated that right now there were only two senators serving on the Finance Committee, Maha and Kayla, and she was seeking the third senator to fill the vacancy
 2. She explained the other options for the existing members that she had researched and would only change it if these times opened up the availability for a third member
 3. She asked if anyone could serve if the meeting was scheduled on Mondays from 1:00 – 3:00pm and Tuesdays from 3:00 – 5:00pm. Discussion took place regarding the various schedules of specific senators and how that impacted the options.
 4. Michael made a motion to open nominations, seconded by Karen
 5. Extensive discussion continued regarding scheduling conflicts and options, including that Gabi would be willing to move from serving on the Sustainability Committee to serving on the Finance Committee if Jessica was comfortable with the idea and that a meeting should take place amongst the four chairs and Gabriel to establish a new schedule for Sustainability and the potential of a replacement senator for them
 6. Maha made a motion to table the nomination and election of the remaining senator on the Finance Committee for the Fall Quarter, seconded by Carlos

7. Gabriel called the vote, no count was taken as extensive discussion ensued regarding the various options for both the Sustainability and Finance Committee
8. Gabriel completed the vote count: 2/10/1, motion failed
9. Leslie made a motion to nominate Gabi Sedano to serve on the Finance Committee for the Fall Quarter, seconded by Gabi
10. Gabriel called the vote: 13/0/0, motion carried

Gabriel adjourned regular open session at 4:47pm to move to Executive Session

Gabriel resumed regular open session at 4:54pm and a report of Executive Session was given

III. EXECUTIVE SESSION

A. Discussion Item

1. The update on the CalPERS Audit was discussed

IV. ADJOURNMENT

- A. Next Senate meeting will take place on Thursday, October 27, 2016, 3:00 – 5:00pm, in the England Evans room
- B. Gabriel stated that senate meeting 2016-17:7 was adjourned at 4:54pm

MINUTES SUBMITTED TO:

Gabriel Smith, Chair of the Senate

Date

MINUTES APPROVED AT SENATE 2016-2017: _____

Vicki Jackson, Student Government Coordinator

Date