



ASI Senate Meeting

Minutes

2016- 2017:23 Thursday, May 18, 2017, 3:00PM –5:00 PM, BSC, 2nd Floor, England Evans

I. PRELIMINARIES

A. Call to Order

1. ASI Senator Pro-Tempore, Carlos Gomez, called Senate 2016-2017:23 to order at 3:01pm

B. Quorum Check

1. Voting Members:

Gabriel Smith, Vice President, Chair-**Excused Absent**

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-**Absent**

Haik Gharapeti, Engineering Senator-**Absent**

Carlos Gomez, Science Senator

Karen Romero, Senator-At-Large (MCC)-**Absent**

Kayla Barbosa, Senator-At-Large (SIC)-**Excused Tardy**

Nick Woo, Senator-At-Large (Greek)

Michael Burckhardt, Senator-At-Large (IHC)-**Absent**

2. Advisors:

Dr. Byron Howlett Jr., Advisor

Cora M. Culla, Executive Director

3. Non-voting Liaisons:

Brandon Whalen, Attorney General

Karen Tu, Treasurer

Jonathan Puthoff, Academic Senate Rep.

Monika Salazar, Staff Council Rep.-**Excused Tardy**

Andrea DeCoudres, Alumni Association Rep. -**Absent**

Jenny Heimstead, Bronco Athletics Association Rep. -**Absent**

Claire Giacalone, Bronco Athletics Association Rep. -**Absent**

Benny Lorca, Bronco Athletics Association Rep. -**Absent**

C. Approval of Minutes

1. The minutes from May 11, 2017 was tabled for today's meeting, pending attendance confirmation from Gabriel for Michael Burckhardt (excused absence) and Haik Gharapeti (excused tardy)

D. Agenda Changes

Information Item A. (Food Pantry Update by Vice President of Student Affairs), was removed from today's agenda

- i. Carlos made a motion to move and approve the agenda as amended
- ii. Seconded by Uriah
- iii. There was no further discussion
- iv. Carlos called the vote: 9/0/0, motion passes

E. Financial Status – Given by Karen Tu

1. ASI Total Revenue	\$	16,073,593
2. ASI Total Expenses	\$	11,839,351
3. Total Investments	\$	16,754,042

ASI-Local Agency Investment Fund	\$	4,866,389
BSC-Local Agency Investment Fund	\$	11,887,652

4. ASI – NP & A Account Balance	\$	266,596
5. The Green Initiative Fund (TGIF)	\$	138,774
6. ASI Prior Year's I Reserves	\$	279,752
7. ASI Prior Year's II Reserves	\$	265,168
8. ASI Prior Year's III Reserves	\$	462,117
9. BSC On-Campus Reserves	\$	4,319,052

F. Introduction of Guests

1. Powell Velasco
2. Cathy Neale
3. Cathy Hill
4. Krista Smith
5. Danisha Lawrence
6. Carol Lee
7. Sharon Rocacorba
8. Barny Peake
9. Jason Shaw

G. Reports

Posted on the SAN, not given verbally

1. ASI Executive Director – Cora M. Culla
2. ASI Advisor – Dr. Byron Howlett Jr.
3. Academic Senate Rep. – Jonathan Puthoff
4. Staff Council Rep. – Monika Salazar
5. Alumni Rep. – Andrea DeCoudres
6. Athletics Rep.
7. Senator Pro Tempore – Carlos Gomez
8. Attorney General – Brandon Whalen
9. Treasurer – Karen Tu
10. President – Uriah Sanders
11. Vice President – Gabriel Smith
12. Senate Reports

H. Open Forum

1. The Rules and Policies Committee will be meeting this Friday to review the changes to the ASI Reserves Policy
2. Parking and Transportation Services will be raising parking fees to \$154 per quarter for 2017-18
3. Cora passed around a list of attendees for the recently concluded Executive Director Interviews with the Senate. She requested that the student leaders who attended to sign and return, and for those who partially attended to indicate how long they stayed
4. On Wednesday, May 24th from 5-6:30pm, the Education Enhancement Board, will be having their last lecture series: "Stop and Smell the Roses"

II. ACTION ITEM

A. 2017-18 ASI Annual Budget

1. Financial Guidelines and Stipulations

- i. The ASI Treasurer provided to the student leaders, the latest changes to the Financial Guidelines and Stipulations highlighted (attachment)
- ii. Page 1-General Guidelines 1 (e)-“gifts” was removed and replaced with “non-cash awards.”
“the amount is not paid in cash, and” was removed from paragraph 1(e)
- iii. Page 3-Council Guidelines # 18-previous paragraph for line item # 18 was removed and replaced with: “Academic and At-large Councils shall receive their ASI funding in two (2) phases: 70% of their total funding during Summer Quarter (phase 1), and the remaining 30% of their total funding during Spring Quarter (phase II). Councils must allocate 75% of phase I and phase II funding to their clubs and organizations by the first Friday of December, and the last Friday of April, respectively”
- iv. Discussion took place regarding the change of council funding from Fall to Summer and “Quarter”, mentioned in the new paragraph above (bullet iii)
- v. Page 4-# 26-the word “will” in the first sentence for line item # 26 will be changed to “shall”
- vi. Page 4-Mid-Year Budget Request(s) 28(b)-new wording added to line item 28(b): “request,” “unless an exception is recommended by the ASI Treasurer,” and “approved”
- vii. Page 4-Mid-Year Budget Request(s) # 29-new wording added to paragraph on Page 4, line item # 29: “ASI Financial Services shall consult with the Office of Student Life & Cultural Centers (OSLCC) and the appropriate ASI Senator.” It was also recommended to remove “as
needed” from line item # 29
- viii. Discussion took place regarding excess carryover for councils mentioned on line item # 15 of the Financial Guidelines and Stipulations. Cora will research the Carryover policy and how
much of the ASI reserves comes from the Councils. Uriah suggested including Joshua’s recommendation to include wording on the exemption of carryover for the Academic and At-Large Councils to line item # 15
- ix. Carlos made a motion to amend the amendment recommended by Uriah for line item # 15 and include to the sentence “with the exemption to the Academic and At-Large Councils”
- x. Seconded by Steven
- xi. Carlos called the vote: 0/9/1, motion fails
- xii. Joshua made a motion to amend and remove all wording after the first sentence for line item # 15 of the Financial Guidelines and Stipulations and include wording mentioned above (bullet ix)
- xiii. Seconded by Uriah
- xiv. Carlos called the vote: 0/10/0, motion fails
- xv. Carlos made a motion to approve the Financial Guidelines and Stipulations as recommended
with the added changes by the ASI Treasurer
- xvi. Carlos called the vote: 2/8/0, motion fails
- xvii. Leslie made a motion to table 2017-18 ASI Financial Guidelines and Stipulations to another meeting
- xviii. Seconded by Kayla
- xix. Carlos called the vote: 10/0/0, motion tabled

B. Recommendation from Facilities and Operations Committee

1. 2017-2018 Bronco Student Center (BSC) Budget

- i. The Senate was provided with the latest changes to the CSU schedules (attachment)
- ii. The Chancellor's office was inquiring if the BRIC project could be closed out. The University verified and confirmed that all the bills and invoices for the BRIC project were fully paid, therefore, the BRIC project could be closed out.
- iii. Footnote # 3 for CSU schedule 3, has an adjustment of \$ 328,935. This is the remaining amount for the BRIC project. This amount will be deposited into the Interest and Redemption fund. The amount will help offset the debt service that's due for the year which is \$ 4.7 million dollars. This artificially raises ASI's Debt Service Coverage Ratio to 1.33 (one time aberration due to the BRIC project closeout impact)
- iv. Discussion took place on whether the \$ 328,935 was a gift from the University to help offset the BRIC project. Cora indicated that the amount is from the flotation of bonds that were utilized for the construction of the BRIC
- v. Carlos made a motion to move and approve the recommendation of the 2017-18 Bronco Student Center Budget from the Facilities and Operations Committee with the added recommendation mentioned above (bullet iii)
- vi. Seconded by Kayla
- vii. Carlos called the vote: 10/0/0, motion passes

III. INFORMATION ITEM

A. Food Pantry Update by Vice President of Student Affairs

- i. The information item mentioned above was removed from today's Senate agenda

IV. EXECUTIVE SESSION

Carlos called the Executive Session meeting at 3:48pm

A. Action Item

1. Management Employment Plan
 - i. A motion was made by Carlos on the Management Employment Plan
 - ii. Seconded by Kayla
 - iii. Carlos called the vote 8/0/1, motion passes

B. Discussion Items

1. ASI Senate's Role and Vote Relating to Appointment of Executive Director – Dr. Lea M. Jarnagin, Vice President for Student Affairs and Uriah Sanders, ASI President, Time Specific at 4:30pm
ASI Senate's Role and Voting Relating to Appointment of ASI Executive Director was discussed
 2. Personnel Matters Relating to ASI and BSC Annual Budgets
Personnel matters relating to ASI and BSC annual budgets was discussed
 3. Recommended Staffing for Financial Services
The recommended staffing for Financial Services was discussed
 4. Recommended Staffing for MDPR
The recommended staffing for MDPR was discussed
 5. Recommended Staffing for ASI Facilities
The recommended staffing for ASI Facilities was discussed
 6. Student Assistant Classification and Wage Schedule
The student assistant classification and wage schedule was discussed
- Carlos stated that the Executive Session was adjourned at 5:05 pm

V. ADJOURNMENT

- A. The next Senate meeting will take place on Thursday, May 25, 2017 3:00pm – 5:00pm, in the England Evans room

B. Carlos stated that the Senate meeting 2016-17:23 open session was adjourned at 3:41pm

MINUTES SUBMITTED TO:

Carlos Gomez, Senator Pro-Tempore

Date

MINUTES APPROVED AT SENATE 2016-2017: _____ 23 _____

Jennifer Taylor, Administrative Assistant, Facilities Management

Date