



# ASI Senate Meeting

## Minutes

2016- 2017:10 Thursday, December 1, 2016, 3:00PM –5:00 PM, BSC, 2nd Floor, England Evans

### I. PRELIMINARIES

#### A. Call to Order

1. Chair Gabriel Smith called Senate 2016-2017:10 to order at 3:01pm

#### B. Quorum Check

##### 1. Voting Members:

Gabriel Smith, Vice President, Chair  
Uriah Sanders, President  
Joshua Klockmann, Agriculture Senator – **Unexcused Absent**  
Danielle Camarella, Business Senator  
Gabi Sedano, CEIS Senator  
Steven Zhang, CLASS Senator  
Leslie Simoni, CCHM Senator  
Shree Ravichandran, ENV Senator – **Unexcused Absent**  
Maha Shah, Engineering Senator – **Excused Absent**  
Carlos Gomez, Science Senator  
Karen Romero, Senator-At-Large (MCC)  
Kayla Barbosa, Senator-At-Large (SIC)  
Nick Woo, 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  
Karen Tu, Treasurer  
Jonathan Puthoff, Academic Senate Rep.  
Christina Moreno-Donato, Staff Council Rep.  
Andrea DeCoudres, Alumni Association Rep. – **Excused Tardy**  
Jenny Heimstead, Bronco Athletics Association Rep. – **Excused Absent**

#### C. Approval of Minutes

1. As there were no changes to the minutes for September 29, 2016, they were approved by the chair as written
2. As there were no changes to the minutes for November 10, 2016, they were approved by the chair as written

#### D. Agenda Changes

1. There were no changes to the agenda

E. Financial Status – Given by Karen Tu

1. ASI Total Revenue	\$ 12,421,290.00
2. ASI Total Expenses	\$ 3,023,920.00
3. Total Investments	\$ 20,018,507.00
ASI-Local Agency Investment Fund	\$ 4,540,288.00
BSC-Local Agency Investment Fund	\$15,478,220.00
4. ASI – NP & A Account Balance	\$ 341,660.00
5. The Green Initiative Fund (TGIF)	\$ 138,774.00
6. ASI Prior Year's I Reserves	\$ 279,752.00
7. ASI Prior Year's II Reserves	\$ 265,168.00
8. ASI Prior Year's III Reserves	\$ 472,117.00
9. BSC On-Campus Reserves	\$ 4,319,052.00

F. Introduction of Guests

- |                   |                     |
|-------------------|---------------------|
| 1. Powell Velasco | 5. Barny Peake      |
| 2. Krista Smith   | 6. Joshua Ebner     |
| 3. Cathy Neale    | 7. Carol Lee        |
| 4. Marco Martinez | 8. Sharon Rocacorba |

G. Reports

1. ASI Executive Director – Cora M. Culla (attachment)
  - a. Updates from Campus Recreation
  - b. ASI Open Searches
2. ASI Advisor –Dr. Byron Howlett Jr.
  - a. He reviewed details of the Rose Float activities which included Deco Week and that the parade was actually on January 2<sup>nd</sup>
  - b. He announced that Homecoming 2017 was scheduled for Saturday, Feb. 25<sup>th</sup> and that ASI Student Government was doing a Bronco Spirit Week during the week prior to Homecoming
  - c. He stated that a CSU alumni had made a request to the Chancellor's office to promote an initiative to collect new or easily worn shoes and each campus had been asked to participate so it will probably be rolled out during the Bronco Spirit Week
3. Academic Senate Rep. – Jonathan Puthoff – no report
4. Staff Council Rep. – Christina Moreno-Donato
  - a. She announced that they were holding a holiday boutique on Dec. 6<sup>th</sup> in the University Quad at U-hour and there would be a lot of vendors
5. Alumni Rep. – Andrea DeCoudres
  - a. She announced that the Spirit Day at Angel Stadium had been approved by the university president so it was moving forward on April 21<sup>st</sup> – save the date
  - b. She added that the deadline to sign up for the alumni networking dinners was January
6. Athletics Rep. – no report
7. Senator Pro Tempore – Carlos Gomez (attachment)
  - a. Drafting a Senatorial Outreach Series
  - b. Why Not the BSC Campaign

8. Attorney General – Samuel Smith
  - a. He stated that the search for the Assistant Attorney General was expected to conclude by this Friday
  - b. He stated that there were three recommendations from the Rules and Policies Committee on the senate agenda today
9. Treasurer – Karen Tu - no report
10. President – Uriah Sanders
  - a. He stated that the event called Bronco Spirit Week had gone through a number of name revisions but they had settled on this one as the final choice
  - b. He reviewed that Candyland Madness was scheduled tomorrow from 10:00-12:00pm and he thanked everyone who had signed up to help and noted that if you were not available he had already messaged those students asking for an explanation why they could not attend and to please connect with him
11. Vice President – Gabriel Smith
  - a. He stated that the Dream Center project task force had met and they were fine tuning the proposal which he would roll out to them soon, as they were still undergoing the search for a location
  - b. He gave an update on the Food Pantry that there had been a misconception that building 28 was available right now, when actually it was a possibility that was currently being considered. He added that he had received feedback that students were happy about the survey on food insecurity and displacement that had been conducted.
12. Senate Reports – Verbal reports for senate were not given in the interest of time
  - a. Carlos Gomez, ASI Science Senator (attachment)
    - i. Science Council Presidents' Meeting
    - ii. Science Week
  - b. Gabi Sedano, ASI CEIS Senator (attachment)
    - i. Teacher Ed Job Fair
  - c. Joshua Klockmann, ASI Agriculture Senator (attachment)
    - i. Renaming of the College of Agriculture Ceremony
    - ii. Upcoming Events
  - d. Karen Romero, Senator-at-Large, MCC (attachment)
    - i. MCC General Meeting 12/2
  - e. Kayla Barbosa, ASI Senator-at-Large, SIC (attachment)
    - i. Meetings
    - ii. Bylaws
  - f. Leslie Simoni, ASI CCHM Senator (attachment)
    - i. HMC Meeting
    - ii. Study Broad Info Session
    - iii. Change of Major Workshop
  - g. Michael Burckhardt, ASI Senator-at-Large, IHC (attachment)
    - i. Advocacy
  - h. Nicholas Woo, Senator-at-Large, Greek (attachment)
    - i. St. Jude's Up 'til Dawn

H. Special Presentation

1. Student Success Initiative - Time specific at 3:15pm

Presented by Dr. Silvia Alva, Provost and Vice President for Academic Affairs

Dr. Lea M. Jarnagin, Vice President for Student Affairs

- a. Dr. Jarnagin explained that she and Dr. Alva were there today to share what the campus was focused on with their effort around the topic of student success. She stated that their presentation included what the future of Cal Poly looked like, what goals they were aligning themselves to be able to address, and some of the strategies that they were using in this first year in moving graduation rates.
- b. She and Dr. Alva presented information that pertained to the CSU system-wide initiative, CSU Graduation Initiative 2025, recognizing that they needed to reduce and eliminate any barriers that would prevent a student from being able to move through the institution in a four year time span as a freshmen student and a two year time span as a transfer student. Dr. Alva noted that this initiative was particularly driven by the state legislature and the CSU Board of Trustees. They also presented information regarding:
  - The current graduation rates
  - Where the gaps exist particularly in regards to eliminating any gaps related to demographics and background
  - The institution's responsibility to close the opportunity and equity gaps
    - There should be no difference between the financial background of the student and their ethnic or racial group or identification, as the goal is to get those to zero
  - The expectation to make measurable improvements every year so that by 2025 - 38% of freshmen can and do finish in four years
    - Table - Cohort Model
    - Table – Equity Gap
  - The Steering Committee
  - Short term strategies for this year
  - Strategies for inefficiencies that relate to policies and practices
  - How to engage students in this conversation

I. Open Forum

1. There were no speakers

**II. ACTION ITEMS**

A. Recommendation from the Rules and Policies Committee

1. Revision of Procurement Policy (attachment)

- a. Cora recapped that the intent of this policy was to align the ASI policy with that of the CSU to ensure compliance and also to remove some of the restrictive components that were previously included
- b. Uriah made a motion to approve the revision of the Procurement Policy, seconded by Kayla
- c. Gabriel called the vote: 10/0/0, motion carried

- B. Nominations and Election of Senators on Finance Committee – Winter Quarter
  - 1. Karen explained that the Finance Committee would be meeting every other Friday from 3:00 – 5:00pm beginning on January 13, 2017 and ending March 10, 2017
  - 2. Gabi made a motion to open the nominations, seconded by Uriah
    - a. Gabriel nominated Nick Woo, he accepted
    - b. Gabi nominated herself
    - c. Uriah nominated Kayla, she declined
    - d. Karen Romero nominated herself
    - e. Gabriel made a motion to elect Nick, Gabi and Karen, as a slate, to serve on the Finance Committee for the Winter Quarter, seconded by Leslie
    - f. Gabriel called the vote: 10/0/0, motion carried

### III. DISCUSSION ITEM

- A. Recommendation from the Rules and Policies Committee
  - 1. Governmental Affairs Committee Code (attachment)
    - a. Gabriel explained that, in evaluating Student Government, it was felt that the area of student advocacy and engagement could be improved. He noted that this would be defined as areas such as voter registration and advocacy efforts in lobbying state and federal legislators. He added that they had created a structure to ensure that this system was continuous from one student administration to the next by providing a support system similar to the sub-senate standing committees.
    - b. He reviewed the composition and focused on the addition of two new positions which were a Legislative Affairs Officer and Civic Engagement Officer
    - c. He explained that, in order for this committee to function better than the Lobby Corp had in the past, it would need to have a partnership with the university, represented by the Vice President of Student Affairs, the ASI Executive Director and an advisor, the position of the Director of Governmental and External Affairs, who would specifically advise the Secretary of External Affairs. He believed that this structure existed at twelve other CSU campuses.
    - d. Sam clarified that the intent for the new positions was that they be on the same level as the Assistant Secretary of Programs and that the balance of the Lobby Corp would be similar to the BEAT Chairs, in order to create a department that was like BEAT. Therefore, they would not be ASI Cabinet members, but instead would be assistants. Byron added that they could be invited to attend the cabinet meetings much like the Elections Chair .
    - e. Gabriel added that this committee would utilize volunteers to assist in the attainment of the goals of the committee
    - f. Discussion took place regarding resources, office location, expectations for the assistant positions and serving on committees, attending retreats, etc., adding to the annual budget for next year's expenses, adding the Assistant Secretary of Programs to the ASI By-Laws and the possibility of the Vice President of Student Affairs assigning the Director of Governmental and External Affairs as their designee to then be fulfilling two advisor positions rather than three

#### **IV. INFORMATION ITEM**

##### **A. Children's Center Charity Drive**

1. Gabriel explained that they had discussed the idea of a toy drive at the cabinet meeting and came to the conclusion that there were many organizations currently conducting toy drives. He noted that the Children's Center had a program already being implemented that selected four families who would receive a special gift basket that would be donated by the organization that had adopted them.
2. He asked for a show of hands for those who would be interested in contributing a toy to a gift basket for a family

Gabriel adjourned regular open session at 4:37pm to move to Executive Session

Gabriel resumed regular open session at 5:30pm and a report of Executive Session was given

#### **V. EXECUTIVE SESSION**

##### **A. Action Items**

1. The recommendations on compliance with FLSA amendments by December 1, 2016 was approved, vote: 9/0/0
2. The recommendation on compliance with minimum wage legislation by Jan.1, 2017 was approved, vote: 9/0/0

Uriah made a motion to extend the meeting until all business was completed, seconded by Carlos, vote: 9/0/0, motion was approved

##### **3. Search for ASI Executive Director**

- a. The selection of search firm was approved, vote: 9/0/0
- b. Employee representation was approved, vote: 6/3/0
- c. The timeline was approved, vote: 9/0/0

4. The position title change for Intramural Sports Coordinator was approved, vote: 9/0/0

##### **B. Discussion Item**

1. The job description for Associate Director for Marketing and Public Relations was discussed
2. Uriah made a motion to suspend Robert's Rules and move this item to an action item, seconded by Carlos, vote: 9/0/0, motion was approved
3. The item was approved as an action item, vote: 9/0/0

##### **C. Information Item**

1. The use of MediaVision for Skype interviews was discussed

#### **VI. ADJOURNMENT**

- A. Next Senate meeting will take place on Thursday, January 12, 2017, 3:00 – 5:00pm, in the England Evans room
- B. Gabriel stated that senate meeting 2016-17:10 was adjourned at 5:30pm

#### **MINUTES SUBMITTED TO:**

ASI SENATE MEETING

December 1, 2016

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Gabriel Smith, Chair of the Senate

Date

MINUTES APPROVED AT SENATE 2016-2017: \_\_\_\_\_

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Vicki Jackson, Student Government Coordinator

Date