



Rules and Policies Committee Minutes

2017-2018:07 Friday, January 19, 2018, 11:00 – 1:00PM, BSC 1st Floor, Senate Chambers

I. Preliminaries

- A) Call to Order at: 10:59 AM
- B) Quorum Check:
 - Joshua Ebiner, Attorney General, Chair

Voting Members:

- Catherine Kavarianian, Senate President Pro-Tempore, Vice Chair
- Farris Hamza, President
- Carlos Gomez, Vice President
- Cameron Pastrano, CLASS Senator **Excused Tardy**
- Rachel Hunter, Senator-at-Large (SIC)
- Pasindu Senaratne, Senator-at-Large (IHC)

Advisors:

- Dr. Liz Roosa Millar, ASI Executive Director **Excused Absence**
- Powell Velasco, Designee for ASI Executive Director
- Thavery Lay-Bounpraseuth, Coordinator, Asian Pacific Islander Student **Excused Tardy**

Liaison:

- Kellie Pinedo, Treasurer

- C) Approval of Minutes
 - 1) Catherine moved to approve the January 5, 2018 meeting minutes, Rachel seconded. Vote, 5:0:0, motion passed.
- D) Agenda Changes
 - 1) Josh recommended adding Discussion Item E. Finance Committee Code.
 - 2) Josh approved the agenda changes as chair.
- E) Introduction of Guests
 - 1) There were no guests
- F) Open Forum
 - 1) There were no speakers

II. Action Items

- A) Resolution in Support of Gender-Inclusive Policies and Practices throughout California State Polytechnic University, Pomona
 - 1) Pasindu moved to approve the resolution as amended, Cameron seconded.
 - 2) Farris requested the amendments be stated before the committee.
 - 3) Carlos repeated the amendments discussed: formatting the resolution to standard ASI format, adjusting the required training name to Safe-Zone Alley Training, and removing the word “or” from all statements with “and/or”.
 - 4) Farris recommended removing “faculty” from the statement: **RESOLVED**, The Associated Students, Incorporated will require all ASI administrators, faculty, staff, and student leaders to attend Safe-Zone Training provided by the Pride Center, to be more educated, aware, and informed on gender identity; and be it further.
 - 5) Vote, 5:0:0, motion passed.

III. Discussion Items

- A) ASI Policy Template
 - 1) Josh asked the committee to provide comments on the existing ASI Policy Template.
 - 2) Powell asked for the chair to explain the policy document number system.
 - i. Josh shared that the numbering system was only recently enacted. He continued that the number corresponds with the year and order of approved policies.
 - 3) Powell explained that sections Fiscal Impact and Implementation are not necessary because policy documents do not need to include procedural information. He continued that procedural processes often change as the policy is implemented. He added that if anything changes in this process the policy would then have to go back to Senate for a vote.
 - 4) Josh explained approval for this template will take place in the next meeting.
- B) Resolution in Support of Gender-Inclusive Policies and Practices throughout California State Polytechnic University, Pomona
 - 1) Cameron shared a resolution prepared and moved forward by the Governmental Affairs Committee.
 - 2) Farris asked if the Pride Center has the capacity to provide Safe-Zone Alley Training to all ASI administrations, faculty, staff, and student leaders as required by this Resolution.
 - i. Cameron shared that the Pride Center has expressed no issue with increasing their training options. He explained the resolution is only recommending all University employees attend because any changes to their position requirements needs to go through their respective Labor Unions.
 - 3) Carlos asked for clarification on the process of training student leaders and staff who start their positions during the academic year.
 - a) Cameron shared that the Resolution does not require student leaders or staff to take the training in order to start the position. He added that all new student leaders and staff would need to take the next available Safe-Zone Alley training.
 - 4) Powell asked if Student-at-Large representatives apply to the term "Student Leaders."
 - i. Cameron shared that the resolution intended to make sure all employees and students who work within ASI more than a term would be required to take the Safe-Zone Alley Training. He continued that if a Student-at-Large are only serving for one term they should not be required to take the training.
 - 5) Pasindu recommended removing the "or" from the **RESOLVED**, The Associated Students, Incorporated will encourage Cal Poly Pomona to require any and all current and/or future University operated facilities are gender-inclusive; and be it further.
 - 6) Catherine moved to suspend Roberts Rules to move Discussion Item B. to Action Item A., Cameron seconded. Vote, 5:0:0, motion passed.

C) ASI By-Laws: Chief of Staff

- 1) Farris shared the draft ASI By-Laws Article VI – Chief Officers. He explained the Chief of Staff Position. He added that this role would take on the role of Press Secretary and Secretary of Internal Affairs.
- 2) Pasindu shared concern with Subsection a, Item 5 Support Academic and At-Large Councils.
 - i. Catherine explained that the wording would need to be adjusted because the statement as is overshadows the role of Senators.
- 3) Carlos recommended this role be included under the existing Article XI - ASI Cabinet instead of a creating a separate article for only one position. He expressed concern with Subsection a, Item 3 by explaining that this may provide opportunity for too much responsibility to fall on the plate of this position.
 - i. Josh recommended the position description allow for the Chief of Staff to delegate responsibilities if a situation were to happen where one or more cabinet member drops from Student Government.
 - ii. Farris shared that in the event of multiple cabinet absences it is up to the Presidents discretion to handle the distribution of duties.
 - iii. Carlos recommended the Chief of Staff be responsible for filling empty cabinet positions rather than assuming the role.
- 4) Carlos stated that the Elections Chair is not in Cabinet Composition, so the Elections Chair should be added as a role that the Chief of Staff would be responsible for if there were an absence.
 - i. Catherine noted that the Committee Vice Chair is likely more fit to assume the position of any missing Cabinet member because they have already served on the committee. She added that the Chief of Staff should only be responsible for finding a Student Leader to fill the position.
 - ii. Farris informed the committee that the Elections Committee had a Vice Chair and a full committee. He continued that all members dropped when Ingrid Perez Flores left, which is why he believes the Chief of Staff should assume responsibility of empty cabinet seats.
- 5) Carlos recommended Subsection a, Item 3 read “Identify and assist with the unfinished or time sensitive tasks of the Elections Chair or Cabinet Positions.”

D) Inter-Council Committee Code

- 1) Farris shared revisions to the Inter-Council Committee Code.
- 2) Cameron asked if all councils would now be required to go through the Chief of Staff as listed in the newly edited Inter-Council Committee Code.
 - i. Farris shared that councils can work with MDPR independently, but having a person assigned to support councils could create an opportunity for all councils to have marketing opportunities.
 - ii. Cameron shared that he felt this process would be elitist, because certain councils have more funding than others.
- 3) Pasindu shared that the committee code as it stands shows no real need to have an Inter-Council Committee. He continued that the only valid reason listed is the opportunity for Councils to speak with BEAT. He continued though that BEAT does not currently attend every Inter-Council meeting.

- 4) Catherine shared that the benefit of this committee is to provide an opportunity for Councils, who do not have relationships with their Senator, to learn about ASI Resources available to them. She added that requiring M DPR requests to go through the Chief of Staff would only make the process harder for Councils.
 - 5) Carlos suggested the Chief of Staff host Inter-Council Committee Meetings once or twice per term to update Councils on ASI projects/initiatives on-campus and to provide an opportunity for ASI to advise the Council Presidents.
 - 6) Powell asked if M DPR has been invited to Inter-Council Meeting to advise on their process and facilitate a conversation for any questions Councils might have regarding their process.
 - i. Farris added that majority of conversation at Inter-Council is Financial Services and Marketing. He added that councils feel they do not have space within ASI to use M DPR for marketing.
 - ii. Kellie added that Financial Services and Marketing would likely be more inclined to attend Inter-Council Meetings if they happened once or twice a term rather than every other week.
- E) Finance Committee Code
- 1) Josh shared the Finance Committee Code.
 - 2) Kellie shared the Finance Committee's recommended amendments.
 - 3) Farris explained that if the Finance Committee approval cap were to be adjusted to a higher rate the Finance Committee could better serve clubs and move the process along quicker.
 - i. Carlos shared his agreement with adjusting the maximum amount Finance Committee can independently approve for clubs and the maximum clubs are allowed to request. He shared that this could be an avenue for more engagement. He added though that the Committee would need to amend other policy documents with any changes.

IV. Information Items

- A) Winter Quarter Projects: Working Groups
 - 1) Josh reminded everyone to sign-up for the Working Groups.

V. Adjournment

- A) Next Rules and Policies Committee Meeting: Friday, February 2, 2018 at 11:00-1:00pm, BSC 1st Floor, Senate Chambers
- B) Meeting was adjourned at 12:38 PM