



ASI SENATE MEETING
Thursday, September 20, 2018

Dr. Liz Roosa Millar
ASI Executive Director's Report

IT Updates:

ASI partners with the University to provide IT services and support, including two University employees. Our IT Equipment Systems Specialist, Tim Do, earned a promotion and has relocated to University Housing. A search is underway to replace this position, only as an IT Consultant, which more accurately matches the work we need the position to perform.

Until we find a replacement for Tim, his team of ASI IT Assistant Technicians -- Erich, Keshav, and Kevin will continue to serve you and address your various IT needs. However, there is a change to *HOW* you will request their services effective immediately.

IT requests and issues will be routed through ServiceNow (instructions and link to follow), which is simply a tracking and work management tool. Your ASI IT Techs will now be using this tool and will continue providing the same level of responsiveness and outstanding customer service you've come to expect.

Here's HOW you should submit tickets to request IT support:

Submit a ticket via: <https://cpp.service-now.com/ehelp>

IMPORTANT NOTE: It is essential you type "ASI" in the beginning of the ticket *short description* so it is routed to our ASI IT Techs!

- Click [Fix It](#) for things that are broken (keyboard doesn't work, computer will not start, etc);
- [Request It](#) for requesting something new (software, printer setup, etc); or
- Phone the Service Desk at x6776 (make sure to say you are with ASI).

Please avoid sending email to asiit@cpp.edu unless it is general communication or basic questions. The ASI IT Techs will continue to do their departmental rounds, noted below, and they will put any tickets into ServiceNow that are generated from those visits.

Audit Updates:

ASI is currently involved in two audits: our annual Financial Audit by a *new* outside firm Aldrich (final report approved today by your ASI Audit Committee) and an Auxiliary Audit by the CSU Chancellor's Office to ensure we are complying with relevant fiscal, human, and physical resource policies and regulations. This audit should wrap-up very soon.



Senate Report

Jenny Greenberg

President

September 20, 2018

1. Subject: Attorney General

Details:

Updated a report templet in the SANS for student leaders to use. Please make sure to write your report on your own document and not on the template itself.

2. Subject: Senator Pro-Temp

Details:

Rachel has been meeting regularly with the other Senators to help them get focused and get started, challenging them with the following questions:

“Have you met with your Dean?”

“Have you contacted your clubs?”

“What do you hope to accomplish through your committees?”

“What are your goals this year?” “

“How is ASI so far? Is there any questions you have?”

3. Subject: Secretary of Education

Details:

Lawren attended her first Academic Senate meeting where President Coley discussed the new branding and its purpose to the Senate. It was announced that there would be a budget forum in November and that there is a goal to 2/3 of faculty tenured.

4. Subject: Secretary of Programs and Services

Details:

No Report

5. Subject: Secretary of Sustainability

Details:

Will be attending a Student Mobility Forum at CSULA on October 5th with Officer of Basic Needs to learn about/discuss transportation issues and concerns for students.

TAC and Master Planning Committee shared details of plans for the University's future including updates to buildings, parking, and dedicated bus lanes.

Foundation will be accelerating its minimum wage to \$13 an hour for part-time student employees.

6. Subject: Officer of Basic Needs

Details:

Through Attendance at the Basic Needs Taskforce, Lauren learned about the Meal-Sharing Program on campus for students with meal plans to donate swipes. November is Hunger and Homelessness Month. Working on the concept of a campus-wide food drive to raise food for the Food Pantry.

7. Subject: Secretary of Internal Affairs

Details:

No Report

8. Subject: Secretary of External Affairs

Details:

NVRD is on Tuesday September 25th from 11-2. Confirmed guests include The Feminist Majority Foundation, The League of Women Voters, Border Angels, a CSU Student Trustee, and Mayor Sandoval and on-campus groups including the BDRC, Political Science Club, Young Republicans and Young Democrats. The event will be hosted in front of the Chalk Board in front of the Student Government Offices

Went to a Town Hall at Colton High School to Listen to Senator Connie Leyva and Lt. Governor Gavin Newsom, currently trying to set up a meeting with Connie Leyva.

Working with the Political Science Department to host and participate in a Political Science Panel.

9. Subject: Officer of Civic Engagement

Details:

No Report

10. Subject: Officer of Legislative Affairs

Details:

Jason will be focusing on California legislation during September and move on to study federal policies in October and November to prepare for items appearing on the ballot in November. He will be working on creating a voter guide booklet for the midterm elections to inform about issues that will appear on the ballot.

11. Subject: Elections Chair

Details:

Currently getting feedback from students about why they did or did not vote and speaking with professors to learn how to better reach out to the student population.

12. Subject: President's Report

Details:

- Meeting with President Coley
 - The University is starting to look into the issues revolving parking in the first few weeks of classes. Traffic and parking are consistent issues at the beginning of the year more so than later in the year. The University is looking into changing some of the roads and parking places in order to improve the flow of traffic across campus, including rerouting the 10 freeway exit around campus instead of onto University Dr.
 - We learned more about the University's Branding Initiative and will have guests attending the Senate meeting to answer questions and discuss with the ASI Senate.
 - We will be having a joint-cabinet meeting between the ASI Cabinet and President Coley's Cabinet in October. If there are any points that you think are important for us to discuss please let me know. As a reminder, Cabinet meetings are closed meetings and are not open to the public.
 - President Coley would like to engage with students more. She will be trying to engage with the councils at some point in the future and has already made visits to different centers and offices across campus. If you believe there is a certain place she should visit or a group on campus that she should engage with, please let me know so we can pass along that feedback to the President's Office
- Meeting with Whitney Fields- Campus Emergency Planning
 - We spoke about spreading emergency preparedness across campus. Keep a look out for the Great American Shake Out as a campus-wide event this year. Additionally, please spread the word that everyone needs to update their contact and emergency contact information

through PeopleSoft on Bronco Direct in order for them to continue to receive emergency alerts.

- Pizza with the Presidents Meeting
 - Pizza with the Presidents will be on October 2nd at U-hour on the pancakes. This year the University would like our recommendations on who should moderate the meeting. They are willing to let a student do it or staff member that we think is important for students to be able to see in person. I will be asking for recommendations at Senate.
- Need More students for AdA
 - Meeting times:
 - Tuesday September 18th, 1-2pm
 - Tuesday October 16th, 1-2pm
 - Tuesday November 20th, 1-2pm
- The Policy Agenda has been completed



SENATE MEETING REPORT

Rocio Antonio
CCHM Senator
September 20, 2018

- 1. Subject:** CCHM Welcome Back BBQ
Details: The Collins College of Hospitality Management Council and Administration held an event for students to meet the clubs within the college, they also provide food, games, and photo booth for students. Over 500 students attended and reported great feedback about the event. I helped check in students for the event and give directions to the various activities available.
- 2. Subject:** CCHM E-board Meeting
Details: The Council Met on Monday, September 17, 2018 from 11:30am to 12:30pm, to discuss the Welcome back barbeque. We went over what we wanted to get rid of for the spring barbeque, what we wished to keep, and what we wish to improve on. The faculty provided great feedback as did the after event survey sent out to students.
- 3. Subject:** Senator Information
Details: College of Environmental Design Senator, Itzia Salinas, shared information about a digital flyer her college was making with information on how to reach her and ASI. I am working with my college to create one for my college and make myself more accessible for the students and clubs within my college.
- 4. Subject:** Passion Project
Details: I am in the process of discussing adding more options for clubs to share their events and meetings with the students of Collins College. There are several options and the administration is very welcoming to new ideas and changes.