



ASI SENATE MEETING
Thursday, November 1, 2018

Dr. Liz Roosa Millar
ASI Executive Director's Report

ASI Department Spotlight | Financial Services

ASI Financial Services serves as student clubs & organizations, ASI departments, and the University by providing financial supports to meet business and programmatic needs while maintaining fiscal integrity, data accuracy, and policy compliance. As the corporate accounting department for ASI, Financial Services activities are annually audited by an external auditor and regularly by the CSU internal auditors to ensure ASI meets all regulatory requirements at the federal, state, local, and CSU levels. Duties are segregated by functional areas to maintain proper internal controls and optimal business efficiency. Primary responsibilities and the current human resources assigned to fulfill them include the following:

- Budget (1FT vacant, 1PT): annual budget development, mid-year budget requests, budget workshop
- Accounts Receivable (1FT, 1PT): cash collection and billing, merchandise inventory, cash audit
- Accounts Payable (2FT, 1PT): purchase orders, disbursement requests, travel, scholarship, 1099 tax filing, sales & use tax filing, disbursement training
- Customer Service (1FT, 3 PT): cashiering, financial statement requests, website updates
- Accounting (2FT, 1PT): treasurer management, corporate purchasing card administration, financial reporting, fixed asset management, unclaimed check filing, tax and audit coordination
- Administration (3FT): oversight of Financial Services (director and 2 associate directors)

In 2017, Financial Services was restructured to add two new full-time positions -- Business Analyst and Generalist -- to keep up with the post-BRIC growth of the organization.

Financial Services shifted its student assistant recruitment strategy in 2016-17 and partnered with the College of Business to target business students with the desire to enter careers in finance and accounting; currently, 6 out of 7 PT students are accounting/finance majors.

Below are some 2017-18 accomplishments:

- New budget timeline for clubs & organizations to allow earlier access to ASI funding
- Online cash handling training module
- Amazon Business for departments

- DocuSign Vendor Data Form
- OnBase workflow for disbursements
- Chart of Account Standardization (CAS)
- 2nd year of electronic financial records

Looking ahead, Financial Services will be working on the following initiatives:

- Develop short- and long-term budget and reserve strategies to better position ASI to respond to the following needs:
 - Capital improvements (planned for 2018-19 – 2026-27, \$13M)
 - Deferred maintenance (\$9M)
 - Unfunded accrued liabilities: ASI's obligation (in today's dollars) to pay for pension benefits already earned (currently 85% funded, \$1.8M outstanding)
 - Unfunded post-retirement health benefit liability: ASI's obligation (in today's dollars) to pay for post-retirement health benefits for active and retired employees who are eligible (currently 15% funded, \$5M outstanding)
- Review of current scholarship structure and possibility of indexing to average cost of attendance (currently indexed to HEPI)
- Enhance outreach to student clubs & orgs (Yes, the *Open House* will return next year!)
- Implement OnBase phase II: roll out to all ASI departments by the end of 18/19
- Implement CAS phase II, including consolidated treasury management
- Enhance Financial Services website to provide more organized content, user-friendly navigation menus, and on-demand training videos to assist with procedures and forms
- Review and develop ASI travel policy and procedures
- Staff continuing education to stay current with the tax laws and accounting standards



SENATE MEETING REPORT

Jenny Greenberg
President
November 1, 2018

1. Subject: Officer of Basic Needs

Details:

1. Hunger and Homelessness Awareness Month is November
 - a. Hunger and Homelessness Awareness week will be celebrated on campus during the week of November 12th through November 16th.
 - b. School will be closed on Monday, November 12th. The schedule is as follows.
 - i. Tuesday, November 13th the Mobile Food Pantry
 - ii. Wednesday, November 14th Crowd Funding Campaign for the Emergency fund
 - iii. Thursday, November 15th Food Drive “Stock the Pantry” for our upcoming Permanent Food Pantry
 1. Working on the drop-off locations for the canned food items
 - c. Through this week and these events we are hoping to increase awareness and educate our campus about what students are going through as well as begin providing relief and support
 - d. There was a \$10,000 advancement from the University
 - e. \$5,000 will be donated during Hunger and Homelessness Awareness week
 - f. The second \$5,000 allotment will be donated during the Crowd Funding Event
2. The Broncos Care Basic Needs Program Emergency Grant is currently under discussion with the Basic Needs Taskforce.
3. Cal Fresh

2. Subject: Elections Chair

Details:

a. **Subject: marketing**

Details: I am currently filling out the creative requests forms regarding what kind of merchandise will be used for elections. Some of the merchandise items will be pins, notebooks, and shirts. (Shirts are still a maybe)

b. **Subject: Info sessions**

Details: The info sessions dates and times have been decided, I'm currently requesting rooms. Also, I'm looking into having some of the info sessions at a few resident halls.

c. **Subject:** Recruiting students to run for office

Details: I sent out an email to all of the colleges senators regarding a letter I need them to write to their constituents. I'm hoping the letters will give students an insight to being in student government and the benefits of the experience as a whole. The deadline for the letter is November 8th.

3. Subject: Secretary of Education

Details:

Graduation Symposium 2018 SDSU

Main focus: Attended and led by nationwide representatives from CSUs and higher education leaders - discussion surrounding improving degree completion and addressing equity.

I. Opening Speaker: Dr. Renick Sr. VP for Student Success GSU

Subject: Creating a Student University through Data and Analytics

Main takeaways:

a. Higher household income has resulted in higher rate of graduation

b. Lower household income has resulted in lower rate of graduation

c. California has 55% low income students in US public schools. 51% is national average. Mostly southern states east to west coast are 51% and above.

d. Georgia State has improved their minority ratio on campus from 53% to 67% in the last ten years.

e. SAT scores are down -33 points at GSU

f. Identifiable obstacles to enrollment: FAFSA, Proof of Immunization, Placement Exams, Class registration

g. Suggestion for chatbot as online help for students. 24/7 access available on smartphones.

h. GSU offers students access to guides with live job data to help guide students toward choosing a major

- i. Offering Peer tutors to prevent students from having to repeat courses which holds up the system
- j. Above improvements made to student experience have resulted in increase in retention after first year and improved on time graduation rate.

II. Grad Talks - Moderated by President Coley

Speakers: Goldie Blumenstyk Writer for Chronicle of Higher Education, Jim Larimore Chief Officer ACT Center for Equity in Learning, Ryan Smith Exec. Director The Education Trust
Main takeaways:

A. Larimore - Focuses are closing the opportunity gap

1. Chances of reaching the top 5% if born in the bottom 5% - 4.5% in Atlanta, 12% in San Jose
2. Emphasis that students need to find their right fit in order to achieve success
3. Equality vs Equity

B. Blumenstyk

1. Case for affordability
2. Individualized isn't the same as personalized - we need the latter

C. Smith -

1. Nationally there has been a lot of improvement in equity over the past thirty years
2. College attendance is increasing over all income groups
3. Graduation for Latino and Black students is increasing
4. Despite this steady growth, CA has built 22 prisons and only 4 universities since 1980.
5. Black, Latino, and American Indian Freshman still complete college at a lower rate than other students
6. Whites complete bachelor's degrees at twice the rate of blacks and almost three times the rate of Latinos
7. In CA, 3 out of 5 students are low income, 1 out of 5 students are learning English, and 3 out of 5 students are black or Latino.
8. Gaps in achievement happen before the student attends college
9. CSU tuition has risen but Financial Aid has not
10. Summer Bridge programs have increased degree completion by 10%

III. Breakout session: 21st Century Advising for Student Success GSU

- a. Murky middle: Students who receive Bs and Cs are the hardest to predict as far as likelihood of college completion
- b. In 2011, adviser ratio of adviser to student was twice the standard, there was no common record keeping, little tracking, and little responsibility for progression/graduation
- c. Student Centered Advising is individual education planning, being proactive about discovering risks
- d. Advising needs to be organized in a way that gives the students the information they need to graduate
- e. Today, adviser ratio is 300:1, every student is assigned an adviser, there is consistent training for advisers, and more collaboration between teams.

f. GSU has advising piece called Major Explorer that allows student's to see their current major AND related careers affiliated with that major and includes a search engine that allows you to search other majors and careers (and related info specific to that career) affiliated with those other majors.

IV. Breakout session: The Power of Artificial Intelligence to Improve Student Engagement and Success

a. "Smart tutors", machine grading for essays, machine learning for predictive analytics, scheduling assistants, conversational chatbots

b. CSUNny - CSUN's advising chatbot, uses conversational English and offers "fun" and upbeat interaction and has a 94% participation rate to those students who have been offered to test the system

c. iTuffy - CSUFs chatbot: provides info on campus activities, helps with graduation advising, campus companion for students. 4000 conversations during first week of class.

d. Future efforts: deploy Amazon Alexa to Housing Dorms and common areas on campus, auto scheduling with advisors

e. Students prefer texting

4. Subject: ASI President

Details:

a. Subject: ASI Student Government Publicity Assistant

Details: After a few interviews with applicants, MDPR and Student Government have hired the new Publicity Assistant, Serina Molano.

b. Subject: Academic Master Plan

Details: The Academic Master Plan is going on a tour to all the colleges. Please let me know if you don't know your time/location.



SENATE MEETING REPORT

Pasindu Senaratne
Vice President
November 1, 2018

- 1. Subject:** CPP Philanthropic Foundation
Details: Having been preparing for the first board meeting through writing a personal statement and looking into the other board members in order to see who they are and what they do.
- 2. Subject:** “BSC Fee” Name Change
Details: I have confirmed with the ASI F&O committee and it is on the agenda for Fee Advisory on the 16th of this month. I am getting the documentation together in order to present at the meeting. The fee name change will happen on the University side and the ASI side to be all encompassing of the services.
- 3. Subject:** Outreach
Details: I have been attending different council meetings, I have gone to IHC and I plan to attend Business next week. I have been attending and volunteering at BEAT programs and an RA program. I was the M/C at the BSW parade on Wednesday, dunk contest judge at the basketball Spirit rally on Thursday, and costume judge at the dance party on Friday
- 4. Subject:** ASI Jackets
Details: They order has been placed and the jackets will be here soon
- 5. Subject:** Meetings Attended
Details: 1:1 with Liz, search committee for the Director of Student Conduct, Academic Master Plan college tour



SENATE MEETING REPORT

Jaylen Davis
Agriculture Senator
November 1, 2018

1. Subject: Ag council Movie Night

Details: Ag Council hosted a movie night in building 2 on October 24th, 2018. We provided food and had candy. We had only a few people show up, but it was a fun event for those who came. We hope to see this event happen every year and turn into an Ag Council tradition.

2. Subject: Treasurer Update

Details: I met with Ivonne from financial services to get updates on budgets on behalf of my treasure on how to submit budgets to new clubs. We will use our leftover funding from last year to give to new clubs on campus as long as they turn in a budget to us. This we do need to keep in mind for next year when we do the budget at the end of this year: Set aside money for the possibility of new clubs.



Senate Report

Jeremy Jenanyan

Business Senator

November 1st 2018

1. **Subject:** Marketing Yourself Through LinkedIn

Details: The College of Business Administration is excited to welcome Relations Manager for LinkedIn Learning, Ryan Zervakos, to the Cal Poly Pomona campus on Nov. 8. Ryan will be leading a seminar for the Cal Poly Pomona community featuring strategies and tips to build your personal brand on the top social media platform for working professionals. “Marketing Yourself Through LinkedIn” by Ryan Zervakos Thursday, November 8, 3:00 p.m. - 4:00 p.m. CBA 163 – 2005

2. **Subject:** Dean’s Leadership Forum

Details: Randi Zuckerberg, sister of Mark Zuckerberg, is an entrepreneur, investor, author, and CEO of Zuckerberg Media. ‘You Can Have It All (Just Not Everyday)’ Randi will be talking about being career driven while also living a balanced life. The event will be November 7th at 5:30pm in Ursa Major.

3. **Subject:** Hydrostation

Details: I have been corresponding back and forth with the dean of the CBA to set up a meeting time to discuss several things including the installation of a hydro/water refill station in the CBA. He emailed me back and told me that a hydrostation has already been ordered and paid for. It will be located in the faculty offices building of the CBA, building 164, but will be put in an area that isn’t frequented by many students. They want to have more than one but only have the funds for one so I might consider putting a proposal together to request ASI funding to get another one installed in a more well known, accessible area assuming it would be possible.



SENATE MEETING REPORT

Rocio Antonio

CCHM Senator

November 1, 2018

1. Subject: Associate of Student Event Professional

Details: One of the clubs within Collins College held an event with Rena Puebla, an entrepreneur event planner who has her own business and shared her knowledge through the “How to find your wow factor”. The speaker went over etiquette, table setting and the importance of traveling to understand the different cultures around the world. She also went over body language, the etiquette behind business cards, and other advice she wish she had when she first started.

2. Subject: Clubs

Details: I currently talking to the marketing department of my college about how to better serve the student clubs and societies within our college. I am also reaching out to the BRIC about how the hospitality industry is involved in the business and hope to bring that information and opportunity to other students of Collins College.



Kyle Bisson
CEIS Senator
November 1, 2018

1. SUBJECT: Basic Needs Taskforce

Hunger and Homelessness Awareness Week Subcommittee – October 30th

Worked on finalizing details for H&H Week and making plans for marketing the daily events.

- Tuesday 11/13 – Mobile Food Pantry
- Wednesday 11/14 – Crowdfunding day to match a recent donation
- Thursday 11/15 – Stock the Pantry
- Weeklong events:
 - o Feed a Bronco Meal Sharing Program
 - o Factual Marketing Campaign

The biggest day of the week will likely be our Stock the Pantry event on Thursday. We will be collecting donations at various locations around campus to prepare for the opening of the BSC Pantry. Locations will be: both parking structures, Vista Market, President Coley's Office, SHS, Housing Office, and BSC C&E. I have also in contact with President Coley's staff to arrange for her to make a donation during the day, greet volunteers at various locations, and make a marketing video for the event.

2. SUBJECT: CEIS Council

Ice Cream Social – October 30th

Ice Cream Social hosted by CEIS council to allow clubs and students to come together for a meet & greet type event. Clubs shared updates so students could get involved. Event was attended by Dean Passe as well as others staff from the CEIS Department.



Itzia Salinas
ASI Env Senator
Thursday, November 1, 2018

1. **SUBJECT:** ENV Council
DETAIL: The Env council has received their polos. Members of the board have attended clubs fundraisers and events.
2. **SUBJECT:** Facilities and Operations
DETAIL: We have been taking tours of the facilities.
3. **SUBJECT:** Governmental Affairs Committee
DETAIL: Nothing to report.
4. **SUBJECT:** Sustainability
DETAIL: This committee meets every Tuesday from 3:00pm to 4:00pm. We are finalizing the proposal for TGIF changes.
5. **SUBJECT:** Master Plan Advisory Committee
DETAIL: Nothing to report.
6. **SUBJECT:** Undocumented Student Services
DETAIL: Dr. Mike Pedro will no longer be working at Cal Poly Pomona. He has accepted a job offer at Pomona College.



SENATE MEETING REPORT

Paulina Stein
Greek Senator-At-Large
November 1st, 2018

- 1. Subject:** Meeting with Senator Pro-Temp, Rachel
Details: Had a one-on-one with Rachel on Friday, 10/19. She helped me a lot with how I can be more productive in my position since I have class during meeting this semester.
- 2. Subject:** Children's Center Greek Mural
Details: Contacted Celeste from the Children's Center and discussed my idea to repaint the mural in the playground area. She was very excited about it! We have a meeting on Tuesday, November 13th to discuss further.
- 3. Subject:** Sub-council meetings
Details: I reached out to all 4 Greek sub-councils in regards to attending their meetings. Two have responded and I will be attending their meetings in the next 2 weeks. I am still waiting on a response from the other two.
- 4. Subject:** Meeting with my ASI Advisor, Sharon Rocacorba
Details: We discussed my progress as Greek Senator so far, what I have already accomplished, and my future goals. She gave me some great feedback and helped me make some of my goals more achievable. We set our next meeting for next month.
- 5. Subject:** Meeting with ASI President, Jenny
Details: I expressed to Jenny that I am interested in being a part of more committees because the ones I am apart of do not meet very often. We discussed committee options that I would be able to attend with my current class, work, and meeting schedule.
- 6. Subject:** Greek Council General Meeting 10/26
Details: Continued to work on one of my goals of having a greater awareness of ASI and all our programs within the Greek community, in addition to increasing

involvement of Greek life in ASI activities. Shared all ASI senate reports and beat events as usual.

7. **Subject:** Greek Life info session Video

Details: I am very excited to be working with Greek Council Advisor, Ro, on a Greek Life info session that is open to the whole campus. We are trying to inform CPP students of what Greek Life is all about and to answer any questions students may have. I have taken on a task of making a video that highlights all the great parts of Greek life and to show that there is a lot more to it than the common stereotypes. It will be a combination of montage-style videos of all of our activities and mini interviews with every organization on campus. I was hoping to have the president of each sub-council and either the president or another member of each organization, so everyone is represented in the video! I have emailed all the presidents and created a sign-up sheet for the day I am filming. I hope it works out!