



ASI SENATE MEETING
Thursday, January 31, 2019

Dr. Liz Roosa Millar
ASI Executive Director's Report

ASI Updates

- Employee Searches – Student Government Coordinator and ASI Cares Coordinator
- Auxiliary Organization Association (AOA)
- ASI Budget Continuum (departments are developing and justifying FY20 requests)



*Figure 1: Danisha Lawrence, Chancellor
Tim White, Liz Roosa Millar, & Barny Peake*

ASI Department Spotlight | Facilities Management

ASI Facilities Management employs 8 FT Staff, 2 Temporary FT Staff, 34 Custodial Student Staff, and 17 Maintenance Student Staff. The Facilities Management team is committed to providing its employees with dignity and respect, fostering positive attitudes and acceptable behavior; recognizing satisfactory employee performance, administering policies fairly, and communicating the plans and directions of the department to all employees.

Custodial Services is committed to maintaining, cleaning, and protecting the interior portions of ASI's facilities. They focus on providing a safe, attractive, functional, and comfortable environment for our staff, students, and visitors that will contribute to a positive learning experience and student success. The services include: sanitizing, floor care, stocking paper products, and collecting and disposing of waste.

Maintenance oversee the largest capital assets for ASI that includes the Bronco Student Center, and the Bronco Recreation Intramural Complex. They are dedicated to the concept of improving productivity and effectiveness through more efficient use of time and materials, implementation of new technology and equipment, and improving skills through training and seminars. It is recognized that the major strengths of the department are the employees and available resources used in the performance of its work. Maintenance Services provide all work associated with the interior and exterior building structure and components; maintaining over **160,000 square feet of space**. They are dedicated to providing a quick response to all issues related to building security and personal safety. The services provided include the following:

- Repair doors, door jams, and floors
- Replacement of ceiling tiles
- Repair/replacement of wall systems
- Installation and repair to windows and window coverings
- Installation of cabinets, bookshelves, and counters
- Troubleshoot/Repair electrical issues, plumbing, HVAC
- Preventative maintenance
- Manage *Energy Management System*
- Oversee BRIC pool equipment and boilers

Highlights from 2017-18 include:

- Converting Lyra LED Lighting
- Renovation of ED Office
- Renovation of new Rideshare Office
- Exterior canopies for 2 exterior storage on pool
- New Conference / Restroom Inspection Templates
- Gidgitte More (custodian) – Fun Committee member
- Motor Scrubber (Custodial)
- Motor Scrubber Handyman (Custodial)
- Saber Blade 12 (Custodial)
- Karcher Professional Puzzi 30/4 (Custodial)
- Karcher Professional SG 4/4 (Custodial)
- Hiring of 3 Merchant Custodians (Day, Mid, Night). Day candidate starts on Monday 6/25.
- Hiring of 2nd full time Building Services Engineer – vice Carlos Vega

Looking ahead, Facilities Management will be working on the following initiatives:

- *Subitup* work schedule software for student staff
- Expanding *Computerized Maintenance Management System* (CMMS) system for staff to place work orders
- Making all custodial closets OSHA compliant
- Hiring (1) Safety Coordinator
- Hiring (2) new Building Services Engineers
- Hiring (2) Evening Custodians
- Remodeling of facilities offices and review of staffing structure
- New ADA Ramp (north west side of the BSC)
- Retrofitting LED light project for the Administration office and Administration's conference room
- New 25 ft Ariel Lift



Jenny Greenberg
ASI President
1/31/19

1. SUBJECT: Meeting with President Coley

DETAIL: Met in the new Student Services Building on January 16th. Learned about plans for Summer 2019, Winter Intersession 2019-2020, and was tasked with submitting a letter to President Coley requesting the expansion of the Library Hours.

2. SUBJECT: First ever University Leadership Council

DETAIL: The first Leadership Council meeting included President Coley and Her Cabinet, the Deans of the Colleges, heads of various departments across campus and more. We discussed CPP's successes with the Graduation Initiative and will continue to discuss ways of improving the campus from here on out.

3. SUBJECT: Student Government Coordinator Search

DETAIL: We have been bringing candidates to campus all week for the Food Pantry Coordinator position. The committee will be meeting at the start of the next week to make decisions. There is one more open forum tomorrow at 1pm.

4. SUBJECT: Poly Transfer Open House

DETAIL: Attended the Spring Semester Poly Transfer Open House to welcome new students to our campus for this semester. We shared information about ASI and upcoming events.

5. SUBJECT: ASI Student Leader Reception at President Coley's House

DETAIL: President and Mr. Coley hosted us at their home on January 29th for a reception dinner.

6. SUBJECT: ASI on the Fly

DETAIL: We are in the process of filming our ASI on the Fly for the Start of the Semester. In the video we are recapping accomplishments from last semester and some goals for this upcoming semester.

7. SUBJECT: Undocumented Student Support

DETAIL: The GAC team, Itzia, and myself have been connected with offices around campus to investigate and encourage more support for Undocumented Students. We met with the Career Center, have a meeting with the Dean of Students planned for tomorrow, February 1st and are working to draft a letter in support.

8. SUBJECT: Lanterman Committee

DETAIL: The Lanterman Committee will be meeting tomorrow February 1st where we will meet with the FivePointe Development Team and break into groups to beginning planning discussions for the development.

9. SUBJECT: Academic Master Plan

DETAIL: The Academic Master Plan is in its final stages of approval and will be sent out to the campus community soon.



SENATE MEETING REPORT

Pasindu Senaratne
Vice President
January 31, 2019

1. Subject: Senate Mid-Year Review

Details: We will be starting mid-year reviews next week. I will be sending meeting requests to all the senators this Friday.

2. Subject: Outreach

Details: Tabled at the Poly Transfer fair

3. Subject: Meetings / Events Attended

Details: Student Government Coordinator Open Forums, Care Coordinator Open Forums, PRC, Finance, R&P, University Leadership Council



SENATE MEETING REPORT

Rocio Antonio
CCHM Senator
January 31, 2019

1. Subject: BASE Program

Details: I am currently meeting with 2 students based on their set time commitments. We have set goals and they have shared interest on whether they wish to get more involved with ASI, their college or our campus in general. I am also trying to keep notes on our meeting as way to help create a structure for BASE.

2. Subject: Transportation Advisory Committee

Details: Last week the TAC meeting was held in building 80, we discussed the master plan for the Bronco Shuttle and other changes to our campus community such as creating a bring for the 10 freeway to control the traffic on Kellogg and making our campus more pedestrian friendly.

3. Subject: Hospitality Management Council

Details: This past Tuesday, January 29th, the Hospitality Management Council had a Welcome Back to Collins event with donuts, coffee and orange juice as a quick grab and go for students to enjoy on their way to class. In addition, the portfolios we ordered have arrived for our students and we are selling them as a fund raiser before our career expo in two months. Lastly, we are also finishing the details to our Midterms supplies even on March 12th. The council is handing out free scantrons, blue books and pencils, while BEAT will be providing their relaxation chairs and I will be using my Senator funds to have Jamba Juice for the students.

4. Subject: Passion Project

Details: I am currently working on reviewing the bylaws for Hospitality Management Council and discussing changes with the President. In addition, I want to continue my goal of providing more advertising formats for the clubs and will be looking other opportunities.



Senate Report

Jeremy Jenanyan

Business Senator

October 16th, 2018

1. **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.

2. **Subject:** Cyber Security and Awareness Fair

Details: Educating our community with an interactive environment surrounded by peers and industry experts engaging in spirited learning with regard to all aspects of technology and security, hardware, cracking, privacy, crime, fraud, and social implications. There will be prizes, giveaways, opportunity to network with industry professionals and more. It will be on October 25th from 10am-2pm in Ursa Major.

3. **Subject:** Meeting with Dean

Details: I sent out an email to the Dean of the CBA for a time to sit down and meet. I am waiting on his response and hope to solidify a meeting date soon to discuss any problems he's aware of in the CBA that I could possibly fix and let him know to have students contact me if they are having any issues or problems.