



ASICPP
Organizational Items:

Day/Date: Thursday, February 29th, 2024

Time: 3:30-5pm

Location: England Evans, Zoom

Attendees: Committee, General Public

Type of Meeting: Regular- Public

Call to order by: Chair, Vice President – Naman Pandadiya @ 3:32 pm

Quorum Check

Name	Position	Present (P) Absent (A) Tardy (T) Excused Absent (EA) Excused Tardy (ET)
1. Ilke Suzer	President	P
2. Naman Pandadiya	Vice President, Chair	P
3. Nicholas Lau	Senator Pro Temp	P
4. Jazmyn Mendoza-Rios	Agriculture Senator	A
5. Wendy Obispo	Business Senator	P
6. Marisa Martinez	College of Letters, Arts and Social Sciences Senator	P
7. Lorelei Claxton	College of Education and Integrative Studies Senator	P
8. Cade Wheeler	Engineering Senator	P
9. Anissa Patel	GREEK Senator at Large	ET 3:39
10. Marsha Pranta	Environmental Design	P
11. Eric Vercher	InterHall Council Senator at Large	ET 3:51
12. Mehek Jain	Multicultural Club Council Senator at Large	P
13. Aliuddin O'Khaja	Science Senator	P
14. Megan Shadrick	Student Interest Council Senator at Large	P
15. Amary Corona	Attorney General (non-voting)	P

16. Armando Rivas	Treasurer (non-voting)	P
17. Dr. Liz Roosa Millar	ASI Executive Director	P
18. Dr. Jonathan Grady	University Advisor	P
19. James Rocker	ASI Associate Director for Student Government	P
20. Dr. Rita Kumar	Academic Senate Representative	P
21. Hallie Lewis	Staff Council Representative	A
22. Andrea DeCoudres	Alumni Representative	A
23. Pamela Donnelly	Athletics Representative	A

Consent Calendar (**Action**)

Offered By:	CEIS Senator	Seconded by:	ENV Senator			
2/22/24						
All in Favor	11	Opposed	0	Abstained	0	Motion: PASSED

Discussion of Action Item A (HR Committee Code)

VP: Passing it over to Attorney General to talk about changes.

AG: Brought back to BOD because via the Rules and Policies they transferred the Human Resources Committee. Needed small corrections such as adding non-voting members as well to the bottom.

Discussion of Action Item B (Joint Budget Committee Code)

VP: The joint budget is created from scratch and is taking some time to bring up.

AG: Combination of Facilities and Operations and the finance committee members will be chaired by ASI Treasurer. There will be a collaboration of both, and the meeting will possibly be held on Friday depending on Treasurer and Pro-Temp's availability. Uses ASI bylaws to write most of it.

CEIS: Is there a reason why this is being brought up and created?

AG: There was a resolution to create the joint budget committee that outlined its duties, but it wasn't actually created. We needed to provide additional information and rules for this committee.

SIC: When will this be put in place?

AG: As soon as it is approved, it will begin taking place immediately.

Approval of Action Items A and B into a blanket statement (**Action**)

Offered By:	Science	Seconded by:	SIC			
Blanket Motion to Vote on approval of committee codes						
All in Favor	11	Opposed	0	Abstained	0	ion: PAS

(Open Forum)

General (Information)

Board Member Reports

AG Senator: N/A

Business: USBSS had their club fair, career fair, and galentine's events which were successful. Talking with deans about beautification project with other senators. Bronco Business event to showcase entrepreneurship with university students along with alumni and successful entrepreneurs.

CLASS: No report

Collins: No report

CEIS: No report

Engineering: No report

ENV: No report

Interhall: N/A

MCC: No report

Science: No report

SIC: No report

Executive Director: Very brief report with Roger Fang giving our ASI update.

Roger Fang: Our latest event on March 8th from 5pm-9pm in the Bronco Student Center will be BroncoCon. CPP's take on Comic Con. Special guests will be Honey Davenport, Victoria Ying, and Dante Basco, Zuko's Voice Actor from Avatar the Last Airbender.

VP: Quick question about location in the Zoom Chat.

Associate Director of Student Government and Club Services: Had first two candidate orientations for elections with half of the candidates. The last orientation will be tomorrow, so we will be sending out reminders to info sessions.

University Advisor: No report

Academic Senate Rep: No report.

Staff Council Rep: N/A

Alumni: N/A

Athletics: N/A

Treasurer: No report

AG: The elections committee code meeting had to be pushed back but will be coming next Tuesday because of upcoming approvals.

Greek: What time on Tuesday will the meeting be?

AG: Sent out form based on everyone’s availability.

President: Happy Leap Year. Attended the Advocacy Day for the CSU. Met with many lawmakers and legislators. Advocating for the needs of CSU students and our budget is at a \$4 billion deficit. Asking legislators to honor governor’s compact agreement. This funds the CSU Workforces, graduation 2025 initiative, and maintenance for old buildings. We have \$343 million of deferred maintenance for approximately 50 buildings. Looking forward to March and CHESS

VP: Clubs are increasing by semester and retention to pre-COVID rates as it increases by semester. Townhall addressed it so that the energy does not die and that clubs are prepared for increases. First town hall of semester next week with advice on clubs and councils. Going to CHESS. Mandatory meeting to go to CHESS that have important. Custom merch for CHESS group photo. May have some extra sizes so reach out for more information.

Committee Schedule Meetings are as follows:

A. Committee Meeting Schedule Spring 2024

- a. 2/2, 2/16, 3/1, 3/15, 3/29, 4/12, 4/26, 5/10
 - i. Sustainability (11:30am-1:00pm)
 - ii. Rules and Policy (3:00pm-4:30pm)
 - iii. Finance (4:45pm-6:15pm)
- b. 2/9, 2/23, 3/8, 3/22, 4/5 (omitted because Spring Break), 4/19, 5/3
 - i. Governmental Affairs (11am-12:30pm)
 - ii. Basic Needs (1:00pm-2:30pm)
 - iii. Facilities and Operations (3:00pm- 4:30pm)

Meeting Adjournment (Action)

Offered By:	SIC	Seconded by:	Engineering			
Meeting Adjournment						
All in Favor	12	Opposed	0	Abstained	0	Motion: PASSED

Adjournment by: Chair, Vice President – Naman Pandadiya @ 3:53

GUEST OF THE GALLERY

1. Nathan Alquicira

2. Karen Barragan
3. Ginny Templeton
4. Roger Fang
5. Nicole Pargee
6. Michele Crowder
7. Felicia English
8. Sharon Rocacorba
9. Kim Sumida
10. Kaitlyn Sedzma
11. Danisha Lawrence
12. Victor Martin Jr.



Origination	N/A
Last Approved	N/A
Effective	Upon Approval
Last Revised	N/A
Next Review	Jun 01, 2025

Owner	Amary Corona
Department	ASI Board Documents

ASI Joint Budget Committee Code

I. Purpose

- A. **Purpose.** The ASI Joint Budget Committee shall be a committee composed of a merger between Facilities & Operations and the Finance Committee members, which will provide notes, revisions, and review the ASI and BSC budgets to be reviewed by the ASI Board of Directors.
- B. **Authorization.** The ASI Joint Budget Committee consists of the Finance Committee and the Facilities and Operations Committee and will jointly review and recommend the ASI annual budget to the ASI Board of Directors.
- C. **Compliance.** All actions taken by the ASI Joint Budget Committee and material in this Committee Code must comply with the ASI Articles of Incorporation and Bylaws; CSU and University Policies; the California Education Code; and the California Nonprofit Corporation's Code.

II. Composition

The ASI Joint Budget Committee shall be composed of the following:

- A. **Chair (Non-Voting):**
 - i. The ASI Treasurer, who shall serve as Chair.
- B. **Voting Members:**
 - i. The ASI Senator President Pro-Tempore, who shall serve as Vice Chair.
 - ii. All other current voting members of the ASI Finance Committee and ASI Facilities and Operations Committee.

C. Liaisons (Non-Voting):

- i. All current liaisons of the ASI Finance Committee and ASI Facilities and Operations Committee.

D. Advisors (Non-Voting):

- i. All current advisors of the ASI Finance Committee and ASI Facilities and Operations Committee.

III. Duties of the Chair

The Committee Chair shall be responsible for properly and efficiently carrying out the business of the Committee, posting agendas, preparing minutes, and reporting regularly to the ASI Board of Directors all actions taken by the Committee.

IV. Duties of the Vice Chair

The Vice Chair shall take on the duties of the Chair as listed in this Committee Code if the Chair is not present for a regular meeting.

V. Meetings

Meetings shall be called by the Chair or by two-thirds (2/3) of the voting members of the Committee. A majority vote of seated members may make recommendations to the ASI Board of Directors. The agenda must be posted seventy-two (72) hours (3 business days) in advance to comply with the Gloria Romero Open Meeting Act, or if replaced, its successor act.

VI. Quorum

Pursuant to ASI Bylaws, a quorum is established when a majority of seated voting members are present.

VII. Voting Procedures

Decisions shall be made with a majority vote as a recommendation to the Board of Directors. All actions taken by the Committee shall be reported to the ASI Board of Directors.

VIII. Amendments

Any amendments to this Committee Code shall be reviewed by the ASI Rules and Policies Committee and recommended to the ASI Board of Directors, which shall be approved by a two-thirds (2/3) vote.

Approval

<Insert Approval Block>

Attachments: Certification Sheet

Approval Signatures

Step Description	Approver	Date
The Policy Owner Presents To The ASI Board of Directors For Discussion and Action	Amary Corona	Pending
The Policy Owner Presents to the appropriate ASI Standing Committee for discussion and action as determined by current ASI By-Laws	Amary Corona	Mar 04, 2024
The Policy Owner Shares With Non-Student Staff For Feedback	Amary Corona	Mar 04, 2024
The Policy Owner Presents To XLT For Feedback/Edits	Amary Corona	Mar 04, 2024
The Policy Owner Drafts A New Policy	Amary Corona	Mar 04, 2024

COPY



Origination Dec 05, 2019
Last Approved Mar 07, 2023
Effective Mar 07, 2023
Last Revised Mar 07, 2023
Next Review Mar 06, 2024

Owner Sharon Rocacorba:
Associate Director of Student Experience
Department ASI Board Documents
Codes SB 2018-2019:03, SB 2019-2020:10

ASI Human Resources Committee Code, SB 2019-2020:10

I. Purpose:

The ASI Human Resources Committee shall review and recommend changes or additions to ASI personnel policies to the ASI Board of Directors. The Committee shall review and ensure personnel procedures and practices comply with all applicable policies, regulations, and follow generally accepted human resource standards. More specifically, the Committee will:

- A. Review and recommend to the ASI Board of Directors any new or substantially revised ASI personnel policies
- B. Review and be informed of any changes to ASI employee benefits
- C. Be informed of any changes to the ASI organizational structure and permanent staff appointments to positions of interest
- D. Review and be informed of merit and equity salary increases recommended by the ASI President, Vice President for Student Affairs, and Vice President for Administrative Affairs for the ASI Executive Director, with final approval from University President
- E. Review and be informed of the merit and equity salary increase pool for ASI employees, as recommended by the ASI Executive Director
- F. Charge appointed search committee to interview and receive recommendations of top candidates for the appointment of ASI Executive Director
- G. Provide representation, as available, on ASI interview committees for benefited employee positions

- H. Participate in trainings and assessments to development the human resource acumen of committee members and maintain a high-functioning committee

II. Composition:

The ASI Human Resource Committee shall be composed of the following:

A. Voting Members:

- i. ASI President, who shall serve as Chair.
- ii. ASI Elected Executive Board member (1), appointed by ASI President, who shall serve on the Committee for the entire academic term
- iii. ASI Student-at-Large (1), appointed by ASI President, who shall serve on the Committee for the entire academic term, and who will receive a scholarship.
- iv. ASI Senator (1), elected by the ASI Board of Directors (BOD), who shall serve on the Committee for the entire academic term

B. Advisors (non voting):

- i. The University Advisor or designee(s).
- ii. The ASI Executive Director or designee(s)
- iii. ASI Director Human Resources or designee(s).

III. Duties of the Committee Chair

The Committee Chair shall be responsible for properly and efficiently carrying out the business of the Committee, posting agendas, preparing minutes, and reporting regularly to the ASI BOD all actions taken by the Committee.

IV. Duties of the Vice Chair

The Vice Chair shall take on the duties of the Chair as listed in this Committee Code if the Chair is not present for a regular meeting.

V. Meetings

Meetings shall be called by the Chair or by two-thirds (2/3) of the voting members of the Committee. The agenda must be posted 72 hours (3 business days) in advance to comply with the Gloria Romero Open Meeting Act, or if replaced, its successor act.

VI. Quorum

Quorum is established when a majority of seated voting members are present.

VII. Voting Procedures

Decisions shall be made with a majority vote. All action taken by the Committee shall be recommended

to the ASI BOD for final approval.

VIII. Amendments

Any amendment to this code shall be reviewed by the Rules and Policies Committee and approved by the ASI Board of Directors with a two-thirds (2/3) vote.

Supersedes

SB 2019-2020:10 – ASI Human Resources Committee Code

SB 2018-2019:03 – Human Resources Committee Code

Approval

<Insert Approval Block>

Attachments: Certification Sheet

Approval Signatures

Step Description	Approver	Date
Signed by ASI President	Daniel Foncello	Mar 07, 2023
Signed by ASI Attorney General	Mariapia Matos	Feb 10, 2023
The Policy Owner Presents To The ASI Board of Directors For Discussion and Action	Mariapia Matos	Feb 10, 2023
The Policy Owner Presents Changes To The ASI Rules and Policies Committee For Discussion and Action	Mariapia Matos	Jan 26, 2023
The Policy Owner Reviews An Existing Policy Based On The Next Review Date	Matthew Jacobson	Mar 01, 2021