

Associated Students, Inc.
California Polytechnic State University
BOARD OF DIRECTORS

#18-16 Meeting Minutes

May 16, 2018

5:10 p.m. University Union, Room 220

Voting Members Present:

Daniela Czerny- Chair of the Board

Ethan Alexander - College of Science & Mathematics

Matthew Bell - Orfalea College of Business

Mark Borges - College of Agriculture, Food & Environmental Sciences (left at 5:43, returned at 5:45)

James Broadus - College of Agriculture, Food & Environmental Sciences (left at 5:49, returned at 5:52)

Maggie Cheung - College of Engineering

Mitchell Collins - College of Science & Mathematics

John D'Ambrosio - College of Engineering (left at 7:25, returned at 7:30)

Annalise Delfosse - College of Liberal Arts

Sergio Dimas - College of Agriculture, Food & Environmental Sciences

Sarah Downing - College of Engineering

Denae Dupray - College of Engineering

Rita Elfarissi - College of Liberal Arts

John Griffin - College of Engineering (left at 5:50, returned at 5:53, left at 7:25, returned at 7:30)

Denise Hensley - Orfalea College of Business (left at 6:18, returned 6:22, left at 5:45, returned at 6:46)

Adriana Le - Orfalea College of Business

Layla Lopez - College of Agriculture, Food & Environmental Sciences

Barrett Lo - College of Science & Mathematics

Ruby Ludford - College of Liberal Arts

Kaitlin Miknich - College of Science & Mathematics

Ana Padilla - College of Architecture & Environmental Design

Samantha Seems - College or Architecture & Environmental Design (recognized at 5:20)

James Smith - College of Liberal Arts

Gabi Trapani - Orfalea College of Business (left at 6:45)

Harrison Tucker - College of Architecture & Environmental Design (left at 6:07, returned at 6:13)

Haley Warner - College of Agriculture, Food & Environmental Design, Vice Chair

Tim Wetzel - College of Science & Mathematics (left at 6:55, returned at 7:00)

Voting Members Absent:

Abby Cavanaugh – College of Liberal Arts

Vacant – Orfalea College of Business

Non-Voting Members Present:

Riley Nilsen – ASI President's

Kaelan Sobouti–Chair of the University Union Advisory Board

Marcy Maloney – ASI Executive Director (left at 6:20, returned 6:25)

Dean Kathleen McMahon – University President's Representative (left at 6:00, returned at 6:30, left at 7:41)

Lorlie Leetham – Cal Poly Corporation Representative

Dr. Kris Jankovitz – Academic Senate Representative (arrived at 6:30)

Lindsey Lee – Board of Directors Advisor

Tracy Watson - Board of Directors Assistant

Non-Voting Members Absent

Brett Raffish – ASI Chief of Staff

Guests:

Jamie Patton – Assistant Vice President of Diversity & Inclusion

Aidan McGloin – Mustang News

Samantha Rolander- Club Sports Council

Hunter Helfgott – Club Sports Council

Hannah Grver – Mustang Meal Share Marketing Committee

Maddie Myers

Jake Watkins – ASI Board of Directors Elect

Joe Sandoval – ASI Board of Directors Elect

Noah Krizel – ASI Board of Directors Elect

Gabriela Guillen – ASI Board of Directors Elect

Alan Faz – ASI Board of Directors Elect

- I. **Call to Order: Meeting #18-16 was called to order at 5:10 p.m.**
- II. **Flag Salute**
- III. **Letters & Roll Call**
 - A. None
 - B. Roll call was taken and with 25 members present, quorum was met.
- IV. **Open Forum**
 - A. Samantha Rolander and Hunter Helfgott, spoke on behalf of the Club Sports Council and thanked members for allowing them to speak at the Board Workshop and allowing additional time for the decision of the allocation of club funding. A formal presentation will be made at the May 30 Board of Directors meeting.
 - B. Hannah Grover spoke on behalf of the Mustang Meal Share program stating that freshmen with a dining plan now have the opportunity to help support

students struggling with food insecurity. The program is managed by Campus Dining and allows up to 10 meals that can be donated per academic year.

- C. Gabriela Guillen stated that Interhall Council will host a variety show on May 21 at 6 p.m.

v. **Approval of Minutes**

A. **Minutes from Meeting #18-15, May 2, 2018**

- i. **Motion #1 (Padilla/Dupray) "Move to approve the minutes from meeting #18-15, May 2, 2018."**
- ii. **Motion passed unanimous voice vote.**

vi. **Leaders' Reports**

A. **Chair of the Board - Daniela Czerny**

- i. Daniela stated that there will be a special Board of Directors meeting on May 23 due to the large amount of action items coming to the Board. She reminded members that special meetings do not have any reports and are solely called to address the business items at hand.
- ii. She thanked the authors for their hard work on the bills and resolutions written and commended the Internal Review Committee for the review of these documents to ensure they are strong when presented to the Board.
- iii. She announced the end of year banquet and asked members to RSVP and pay their \$10 at the ASI Business Office.
- iv. Samantha Seems asked to seek recognition at 5:18 and was recognized.

v. **Presentation of the Final Recommendations from the Ad Hoc on Diversity & Inclusion - Sergio Dimas & James Smith**

- a) Sergio thanked members of the committee for their hard work and effort in their research. He stated that the committee came up with three recommendations through their extensive research from many other universities. Recommendations include:
 - (1) Implement ASI Board of Directors Standing Committee on Diversity and Inclusion
 - (2) Add a permanent Executive Cabinet position for Secretary of Diversity and Inclusion
 - (3) Recommendation to institutionalize diversity and inclusion practices ASI-wide
- b) They explained the strengths, weaknesses, opportunities and threats (SWOT) analysis for each recommendation and reported where they researched their information.
- c) Daniela thanked the committee for their hard work.

B. **ASI President -Riley Nilsen**

- i. Riley stated that the Instructional Related Advisory Committee is completing their recommendations for improving the committee. An Instructionally Related Activity (IRA) is an "out-of-class experience" that provides enrichment to students and enhances their learning at Cal Poly and relates back to curriculum. She stated that the application and process is being restructured.

- ii. She reported that the Student Success Fee Allocation Advisory Committee received six proposals for review with five of the six relating to diversity.

C. ASI Chief of Staff -Brett Raffish

- i. Absent - Report was submitted and read.

D. Chair of UUAB -Kaelan Sobouti

- i. Kaelan reported that the University Union Neighborhood Planning meeting will be held on Friday.
- ii. He stated that the proposal to increase the Recreation Center membership rates and the University Union budget were approved.
- iii. He stated that the remainder of the year will be a review of proposals and receiving updates on the ongoing projects from the last two years.

VII. Executive Directors' Report -Marcy Maloney

A. Marcy reported that there are seven full time staff positions open.

B. She announced Mustang Mile on May 17 and Jesse Williams, the social activist, on May 21. This event is being funded by the ASI reserves, and was approved by the Board.

C. Strategic Plan - Dwayne Brummett

- i. Dwayne gave an update on the ASI Strategic Plan and stated that much has been accomplished in the five-year plan with the four goals, 13 goal imperatives and 50 supporting initiatives.
 - a) Goal 1 - Elevate the student experience
 - (a) Four initiatives underway include:
 - Complete a comprehensive review of current assessments methods.
 - Determine the need for expanding facility and programming operating hours.
 - Enhance programs in diversity & inclusivity
 - Identify facilities and spaces to maximize programming opportunities.
 - b) Goal 2 - Promote ASI staff success
 - (a) Three initiatives underway include:
 - fully enact safety training for all programs.
 - Decentralize training resources and generate standards and procedures.
 - Revise and improve the onboarding of new staff.
 - c) Goal 3 - Ensure long term organizational stability
 - (a) Two initiatives underway include:
 - Training and development for Student Government leaders to increase institutional knowledge.
 - Fostering relationships with alumni.
 - d) Goal 4 - Strengthen the ASI brand within the Cal Poly community
 - (a) Eight initiatives underway include:

- Create document standards and consistent practices.
 - Outline, define and educate ASI affiliates of services available.
 - Refresh and develop brand standards.
 - Implement updated branding throughout ASI programming.
 - Update branding on all corporate materials.
 - Utilize up-to-date social media.
 - Communicate ASI's story of past, present and future.
 - Review and refine the ASI website.
- ii. Dwayne stated that the next steps include completing the above initiatives, review the Strategic Plan and update priorities, review the Ad Hoc recommendations to be included for diversity and inclusion, identify the next phase of initiatives, assign senior sponsors and update staff goals.

D. Capital Expenditure Report

- i. Dwayne reported that the Capital Expenditure Report includes \$3,804 for the Children's Center yard redesign during fall quarter and \$1,131 winter quarter. He stated that these are partial payments with the overall project cost \$99,976.

VIII. Old Business

A. None

IX. New Business

A. Action Item: Chair of the ASI Board of Directors Nominations.

- i. **Motion #2 (Warner/Cheung) "Move to open the Chair of the ASI Board of Directors nominations."**
- ii. **Motion passed by unanimous voice vote.**
- iii. Mr. Dimas nominated Mr. Broaddus. Mr. Broaddus accepted.
- iv. Ms. Dupray nominated Mr. Borges. Mr. Borges accepted.
- v. Mr. D'Ambrosio nominated Mr. Watkins. Mr. Watkins accepted.
- vi. **Motion #3 (Warner/Cheung) "Move to close the Chair of the ASI Board of Directors nominations."**
- vii. **Motion passed unanimous voice vote.**

B. Action Item: Club Co-Sponsorship Allocation Distribution of FY 2018-19

- i. **Motion #4 (Warner/Tucker) "Move to postpone definitely the Club Co-Sponsorship Allocation Distribution for FY 2018-19 to the May 30 meeting."**
- ii. Haley explained that after hearing from the Club Sports Council, it is the right thing to do to listen to their presentation before taking a vote on the allocation.
- iii. **Motion passed unanimous voice vote.**

C. Action Item: First Read of Bill #18-01: Redefining the Restructuring the Outreach and Communication Committee

- i. Daniela stated that with a first read there are no motions or amendments and she opened the floor for discussion.
- ii. Mark stated that the purpose of the bill is to redefine the goals of the current committee to better reflect the current and future work and to change the name of the committee to better reflect the committee's mission and goal. The new name recommended for the committee is the Student Engagement Committee. The bill would institutionalize a social media liaison from each branch and include a liaison from Recruitment & Elections Committee rather than External Affairs Committee.
- iii. Members agreed that these were positive changes for a stronger identity.

D. Action Item: First Read of Bill #18-02: ASI Alumni Council

- i. Members expressed support for the intent of the bill but recommended changing one of the ASI Officers to a student government member as a voting member. Question was raised as to why a student government member should not have the opportunity be on the council. Clarification was made that a voting member position would be an extensive commitment with summer travel and weekend work. It was also stated that the officer team is in direct contact with administration on campus climate, and are privy to information that most students are not. Recommendation was made to add a non-voting student government member.
- ii. Recommendation was made to change the responsibility for appointing the co-chair to be a student's responsibility instead of the Executive Director and to have the appointment voted on by the ASI Board of Directors. Some members recommended that the outgoing officer team appoint the next co-chair. Clarification was made that the intent of the bill is to create the bare bones structure and after approved provide clarification for responsibility, etc. This bill is the first phase and a memo will follow with a timeline and more context. Daniela added that bills do not provide time and locations; these are included in standing and operating rules.

E. Action Item: First Read of Bill #18-03: Implementation of the ASI Secretary of Diversity and Inclusion

- i. Sergio stated that this bill stems from the Ad Hoc on Diversity & Inclusion recommendations. This position is dedicated to promoting and addressing issues pertaining to diversity and inclusivity.
- ii. John stated that the Internal Review Committee recommended a do pass.

F. Action Item: First Read of Bill #18-04: Implementation of the ASI Diversity and Inclusion Standing Committee.

- i. James stated that implementing a Diversity and Inclusion Standing Committee will utilize best practices after extensive research and will be dedicated to addressing issues pertaining to diversity and inclusivity.
- ii. John stated that the Internal Review Committee recommended a do pass.

x. Representatives' Reports

A. University President's Representative - Dean Kathleen McMahon

- i. Kathleen reported that a potential change for commencement in 2019 is being discussed for early morning and evening ceremonies due to the heat.
- ii. She announced the Student of Color Summit event with over 250 registered students, faculty and staff.
- iii. She stated that Take Back the Night has been rescheduled to May 29.

B. Academic Senate Representative – Dr. Kris Jankovitz

- i. Kris stated that appointments to the Academic Senate Committee and Textbook Working Group are underway.
- ii. She stated that the resolution for office hours remains as a first read.
- iii. She reported that degree programs that have been inactive for 10 years are being discontinued.
- iv. Kris stated that a first read for a resolution on GE area B7 comes from an Executive Order from the Chancellors Office.
- v. She reported that the Academic Senate’s stance on the Cal Poly Opportunity Grant has been agendized.

C. Cal Poly Corporation Representative – Lorie Leetham

- i. Lorie reported that Cal Poly Corporation will work with the Center for Innovation’s on their new space downtown.
- ii. She stated that the University Store partnered with commencement for purchasing graduation supplies.
- iii. She announced the mobile food ordering application for Topangos to launch in fall 2018.
- iv. Lorie reported that the Corporation launched their new website.
- v. She stated that 1,115 meals have been donated to the Meal Share program since February.

XI. Committee Reports

D. ASI Business & Finance – Haley Warner

- i. Haley reported that the committee voted to allocate \$90,000 to clubs and recognized student organizations (RSO) and \$75,000 to Club Sports with the reasoning that there is greater student representation in clubs. She thanked members for postponing the action item to allow a presentation from Club Sports Council at the May 30 meeting.
- ii. She stated that at the next committee meeting they will discuss an ASI reserves project and a potential review of the amount of money used for social justice programming.

E. ASI External Affairs – Rita Elfarissi

- i. She stated that Congressman Salud Carbajal will speak during open forum at the May 30 meeting.

F. ASI/UU Internal Review – John D’Ambrosio

- i. John reported that the committee recommended a do pass on the following action items:
 - a) Alumni Council bill
 - b) Secretary of Diversity & Inclusion bill
 - c) Diversity & Inclusion Standing Committee bill
 - d) AG Land resolution
 - e) Resolution to the Governor
 - f) Social justice programming application and procedure
- ii. He stated that the committee will review a resolution on student success and the eight Club Funding documents.

G. ASI Outreach and Communication – Mark Borges

- i. Mark reported that he is working on transitional documents for next year’s committee chair.
- ii. He stated that the committee is finalizing social media posts for the rest of spring quarter, including a Spring Stampede ticket giveaway as well as a plan for posts during summer quarter.

H. ASI Recruitment & Elections – Denae Dupray

- i. Denae exclaimed, “thanks for a great year!”

I. Ad Hoc Committee on Diversity and Inclusion – Sergio Dimas

- i. Sergio thanked his committee for their hard work and dedication to the committee. He stated that he is honored to be a part of the process.

J. ASI Club Funding Liaisons – Adriena Le and Ruby Ludford

- i. Adriena reported that \$137,888.87 has been allocated, \$89,029.55 has been reconciled and \$10,246.96 remains. She stated that 32 events were funded and 216 clubs received \$500 Club Sponsorship funds.

XII. Announcements

XIII. Adjournment –Meeting adjourned at 8:00 p.m.

CERTIFIED as the true and correct copy, in witness thereof, I have set my hand and seal of the Associated Students, Inc. this ___ day of ___ 2018.

ADOPTED at the regular meeting of the Board of Directors by *Unanimous/Majority vote* on _____, 2018

ASI Secretary

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