

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

**#21-01 ASI/UU Summer Board Meeting Minutes**

July 31, 2020

3:30 p.m.

Zoom Meeting

<https://calpoly.zoom.us/j/97764177835?pwd=YXFQaDJCODIUSU5HbmZnVORSeTkzQT09>

**Voting Members Present:**

Perla Estrada - College of Science & Mathematics

Alan Faz - College of Engineering, Vice Chair

Diana Fierro Gonzalez - College of Architecture & Environmental Design

Tom Lee - Orfalea College of Business

Jordy Roth - College of Liberal Arts

Suhjey Rosas - College of Agriculture, Food & Environmental Sciences

**Voting Members Absent:**

None

**Non-Voting Members Present:**

Tess Loarie - Chair of the Board

Shayna Lynch - ASI President

Cole Dorris - Chair, University Union Advisory Board

Elizabeth Roseman - Chief of Staff (arrived at 4 p.m.)

Marcy Maloney - ASI Executive Director

Lindsey Lee - Board of Directors' Advisor

Tracy Watson - Board of Directors' Assistant

**Non-Voting Members Absent**

**Guests:**

Michelle Crawford - Director - University Union

Dwayne Brummett - Associate Executive Director

Alena Robinson - Vice Chair, University Union Advisory Board

- I. **Call to Order: Meeting #21-01 was called to order at 3:32 p.m.**
- II. **Flag Salute**
  - A. Tess stated that due to the virtual nature of the meeting, it makes it difficult to salute the flag.
- III. **Letters & Roll Call**
  - A. Tess read a letter from Armando Nevarez submitting his intent of resignation from the ASI Board of Directors.

**IV. Open Forum**

- A. None

**V. Approval of Minutes**

- A. **Approval of minutes from meeting #20-15, May 27, 2020**
  - i. **Motion #1 (Roth/Rosas) “Move to approve the minutes from meeting #20-15, May 27, 2020.”**
  - ii. **Motion passed unanimous roll call vote.**

**VI. Leaders Reports**

**A. Chair of the Board – Tess Loarie**

- i. Full report submitted.
- ii. Tess welcomed members and reported that standing committee chairs will be finalized soon.
- iii. She stated that the next summer board meeting will be held on August 21, 2020 and all fall quarter meetings will be operating virtually.

**B. ASI President –Shayna Lynch**

- i. Full report submitted.
- ii. Shayna welcomed members and stated that as ASI President, her platform will focus on diversity, equity and inclusion, health and wellbeing, sustainability, and empowering the student voice.

**C. ASI Chief of Staff – Elizabeth Roseman**

- i. Absent
- ii. Full report submitted.
- iii. Shayna read highlights from Elizabeth’s report. She reported on the Executive Cabinet projects being reviewed and stated that all projects will be virtual and will be shared on social media platforms.

**D. Chair of UUAB – Cole Dorris**

- i. Cole announced that Alena Robinson has been selected as the Vice Chair of the University Union Advisory Board.
- ii. He stated that a memo was submitted as a temporary recommendation to revise the University Union Policy regarding the university union conference rooms during COVID-19.

**VII. Executive Directors Report –Marcy Maloney**

- A. Full report submitted.
- B. Marcy reported that Cal Poly is awaiting Governor Newsom’s message about how higher education will be operating fall quarter which will determine how ASI will operate.
- C. She announced that outdoor spaces will be re-opening including the Recreation Center pool and Doerr Family Field.
- D. She reported that budgets are being reviewed and will be based on student enrollment.

**VIII. Old Business**

A. None

IX. **New Business**

A. **Action Item: Approval of the ASI Electronic and Digital Signatures Policy**

- i. Dwayne introduced the proposal of a new policy governing the use of electronic and digital signatures. The policy outlines the types of things that will be used through Adobe Sign which is the campuses preferred method of signature routing. If approved, the document will be incorporated in our ASI Policy Manual.
- ii. **Motion #2 (Roth/Fierro Gonzalez) "Move to approve the ASI Electronic and Digital Signatures Policy."**
- iii. **Motion passed by unanimous roll call vote.**

X. **Announcements**

A. Announcements were made.

XI. **Adjournment**

A. **Meeting adjourned at 4:09 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 \_\_\_ 2020.

**ADOPTED** at the regular meeting of the Board of Directors by *Unanimous/Majority vote* on \_\_\_\_\_, 2020.

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ASI Secretary

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