

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

#22-06 ASI Board of Directors Meeting Minutes

November 10, 2021

5:00 p.m.

Zoom Webinar

Webinar ID# 843 2769 2073

Voting Members Present:

Alexander Ameri - College of Architecture and Environmental Design

Anders Bjork - College of Engineering

Samuel Andrews - College of Agriculture, Food and Environmental Sciences (recognized at 5:16 p.m.)

Kiara Benavides - College of Agriculture, Food and Environmental Sciences (recognized at 7:00 p.m.)

Armando Castaneda - College of Architecture and Environmental Design

Katie Eisenhut - College of Science and Mathematics

Natalie Estilo - Orfalea College of Business

Marirose Evenden - College of Engineering

Bryanna Gay - College of Liberal Arts

Jake Goldman - College of Liberal Arts (left at 7:00 p.m.)

Mia Guilfoile - College of Science and Mathematics (recognized 7:08 p.m.)

Andrew Hodge - College of Architecture and Environmental Design

Gal Kavalier - Orfalea College of Business (recognized @ 5:39 p.m.)

Andrew Kim - Vice Chair, College of Liberal Arts

Isaac Lopez - College of Agriculture, Food and Environmental Sciences

Jacob Schlottmann-McGonigle - College of Liberal Arts

Nicholas Niehaus - Orfalea College of Business

Jordan Perlas - College of Engineering

Tamy Phung - Orfalea College of Business (recognized at 7:03 p.m.)

Sujhey Rosas - College of Agriculture, Food and Environmental Sciences

William Siegel - College of Science and Mathematics (recognized at 7:11 p.m., left at 7:12 p.m.)

Thomas Tang - College of Science and Mathematics

William Terlinden - College of Engineering

Marley Timmerman - College of Engineering

Voting Members Absent:

Non-Voting Members Present:

Suha Hussain - Chair of the Board

Tess Loarie - ASI President

Alena Robinson - Chair, University Union Advisory Board

Cade Creason - Chief of Staff

Michelle Crawford - ASI Interim Executive Director

Lindsey Lee – Board of Directors’ Advisor
Andrea Burns – Cal Poly Corporation Representative
Dr. Joy Pedersen – University President’s Representative
Dr. Tom Gutierrez – Academic Senate Representative
Tracy Watson - Board of Directors’ Assistant

Non-Voting Members Absent

Guests:

Carol Brizendine – ASI Director, Business Services
Jennifer Haft - Assistant Vice President, Divisional Operations
Heather Zacker – ASI Director, Finance
Sarah Hawkins – Coordinator, Clubs and Organizations
Shea Friedman – Cal Poly Student, Club Sports
Chloe Mark – Cal Poly Student, Club Sports

I. Call to Order: Meeting #22-06 was called to order at 5:10 p.m.

- A.** *We acknowledge that the land on which Cal Poly sits carries the heritage and culture of the Indigenous People of San Luis Obispo County, the yak tit̓u tit̓u yak tithini, Northern Chumash tribe. We honor the Indigenous People’s connection to these territories and respect the land on which we gather today.*
- B.** Suha stated that due to the nature of real-time captioning the resulting unedited text may contain errors and is not an authoritative record of the meeting.

II. Letters & Roll Call

- A.** Suha read a letter from Elyza Jaenine Santos resigning from her position on the ASI Board of Directors.
- B.** With 18 members present, quorum was met.
- C.** Samuel Andrews was recognized at 5:16 p.m.

III. Open Forum

- A.** Shea Friedman, Club Sports Executive Board member, encouraged members to vote in favor of allocating the full remainder of the budget to Club Sports.

IV. Approval of Minutes

- A. Approval of minutes from meeting #22-05, October 27, 2021**
 - i. Motion #1 (Evenden/Perlas) “Move to approve the minutes from meeting #22-05, October 27, 2021.”**
 - ii. Motion passed unanimous roll-call vote.**

V. Leaders Reports

- A. Chair of the Board – Suha Hussain**
 - i.** Suha stated that priorities for winter quarter will include bylaws revision, campus fee increase discussion, and use of ASI reserves.
 - ii.** Full report submitted
 - iii. Club Sports Fall Quarter Update**
 - iv.** Suha introduced Sarah Hawkins, Coordinator, Clubs and Organizations, and Chloe Mark, Club Sports Finance Chair. Chloe gave a presentation covering the history of the program, budget process, and how funding is allocated to teams. She gave a recap of 2020-21 Club Sports highlights and stated that they are grateful for ASI support.

- v. Gal Kavalier was recognized at 5:39 p.m.
- vi. **Motion #2 (Bjork/Terlinden) “Move to amend the agenda by inserting an Action Item under New Business between Item C and D to ratify William Siegel for the vacancy in the College of Science and Mathematics.”**
- vii. **Motion requires 2/3 vote and passed by unanimous roll-call vote.**

B. ASI President –Tess Loarie

- i. Full report submitted.

C. ASI Chief of Staff – Cade Creason

- i. Full report submitted

D. Chair of UUAB – Alena Robinson

- i. Full Report Submitted
- ii. Alena reported that the UUAB position to fill the vacancy in the College of Liberal Arts has closed and interviews will be conducted.

VI. Executive Directors’ Report –Michelle Crawford

- i. Full report submitted.
- ii. **ASI Organizational Priorities**
 - a) Michelle gave a presentation on five organizational priorities including:
 - (1) Safety & Well-being of staff and participants
 - (2) Rebuild the team
 - (3) Provide foundational programs and services, and spaces
 - (4) Commitment to diversity, equity, & inclusion progress
 - (5) Being a strong campus partner
- iii. **Capital Expenditure Report for Spring and Summer**
 - a) Michelle introduced Heather Zacker, Director of Finance.
 - (1) Heather explained that the Capital Expenditure Report shows assets purchased that are more than \$5,000. During spring and summer quarter, no capital replacements were made.
- iv. **Budget Variance Report**
 - a) Heather reviewed the Budget Variance Report for 2020-21 stating that the report gives results of operations for last year showing what was projected and what was spent. She stated that a favorable variance is a testament of ASI staff’s hard work maintaining operations.

VII. Representatives’ Report

A. University President’s Representative – Dr. Joy Pedersen

- i. Full report submitted.
- ii. Highlights from Dr. Pedersen’s report included:
 - a) Applications for Resident Advisors for the 2022-23 academic year are open.
 - b) The Students with Dependents are now operating under the Dean of Students Office and donations are available for free diapers.

B. Academic Senate Representative – Dr. Thomas Gutierrez

- i. No Report

C. Cal Poly Corporation Representative – Andrea Burns

- i. Full report submitted
- ii. Andrea added that Scout Coffee is now open, and a midnight breakfast will be offered on December 3 at Vista Grande.

VIII. Old Business

- A. Action Item: Second Read of Bill #22-01: Administrative Update to Remove Reference of Associate Executive Director Position**
 - i. **Motion #3 (Timmerman/Kim) Move to approve Bill #22-01: Administrative Update to Remove Reference of Associate Executive Director Position.”**
 - ii. **Motion requires 2/3 vote and passed by unanimous roll-call vote.**

IX. New Business

- A. Action Item: Ratification of new director, Kiara Benavides, to fill the vacancy in the College of Agriculture, Food and Environmental Sciences.”**
 - i. **Motion #4 (Kim/Castenada) “Move to ratify new director, Kiara Benavides, to fill the vacancy in the College of Agriculture, Food and Environmental Sciences.”**
 - ii. **Motion passed by unanimous roll-call vote.**
 - iii. Kiara was recognized at 7:00 p.m.
- B. Action Item: Ratification of new director, Tamy Phung, to fill the vacancy in the Orfalea College of Business**
 - i. **Motion #5 (Kim/Lopez) “Move to ratify Tamy Phung, to fill the vacancy in the Orfalea College of Business.”**
 - ii. **Motion passed by unanimous roll-call vote.**
 - iii. Tamy was recognized at 7:03 p.m.
- C. Action Item: Ratification of new director, Mia Guilfoile, to fill the vacancy in the College of Science and Mathematics**
 - i. **Motion #6 (Kim/Estilo) “Move to ratify Mia Guilfoile, to fill the vacancy in the College of Science and Mathematics.”**
 - ii. **Motion passed by unanimous roll-call vote.**
 - iii. Mia was recognized at 7:03 p.m.
- D. Action Item: Ratification of new director, William Siegel, to fill the vacancy in the College of Science and Mathematics**
 - i. **Motion #6 (Kim/Estilo) “Move to ratify William Siegel, to fill the vacancy in the College of Science and Mathematics.”**
 - ii. **Motion passed by unanimous roll-call vote.**
 - iii. William was recognized at 7:11 p.m.
- E. Action Item: Approval of the 2022-23 ASI Election Timeline**
 - i. Jordan clarified the error in the memo that should read 2022-23 ASI Election Timeline not 2021-22.
 - ii. **Motion #7 (Perlas/Castenada) “Move to approve the 2022-23 ASI Election Timeline.”**
 - iii. **Motion passed by unanimous roll-call vote.**
- F. Action Item: Endorsement #22-01: 2021-22 ASI Inclusive Excellence Action Plan**
 - i. Suha stated that the purpose of changes to the ASI Employee Handbook will be consistent with recent changes in organizational structure in reference to Associate Executive Director.
 - ii. **Motion #8 (Estilo/Lopez) Move to approve Endorsement #22-01: 2021-22 ASI Inclusive Excellence Action Plan.”**

- iii. Natalie explained that the endorsement clearly outlines ASI's goal for inclusive excellence by providing diversity and inclusion curriculum to staff. She stated that curriculum will be created by herself and Secretary of Diversity and Inclusive, Andrea Santos, for Student Government members. The Diversity & Inclusion committee recommended a do pass.
- iv. **Motion passed by unanimous roll-call vote.**

G. Action Item: Proposal to Allocate \$17,750 of the remaining Club Funding budget to Cal Poly Club Sports for Fiscal Year 2021-22

- i. **Motion #9 (Kim/Evenen) "Move to approve allocation of \$17,750 of the remaining Club Funding budget to Cal Poly Sports for fiscal year 2021-22."**
- ii. Andrew stated that the Business and Finance Committee recommended a do pass.
- iii. **Motion passed unanimous roll call vote.**

X. Committee Reports

A. ASI Business and Finance – Andrew Kim

- i. Report submitted

B. ASI Diversity and Inclusion – Natalie Estilo

- i. Report submitted
- ii. Natalie reported that the committee meeting was canceled due to lack of quorum.

C. ASI External Affairs – Anders Bjork

- i. Full report submitted

D. ASI/UU Internal Review – Marley Timmerman

- i. Marley reported that the Internal Review Committee was canceled due to lack of quorum.

E. ASI Recruitment and Elections – Jordan Perlas

- i. Report submitted

F. Club Funding Liaison – Armando Castenada and Marirose Evenden

- i. Report submitted
- ii. **Club Funding Quarterly Update**
 - a) Armando reported that \$51,750 was allocated with a remainder of \$24,134 available for allocation. He stated that 106 applications have been approved. Efforts will be made during winter quarter to promote the opportunity for club funding. He stated that a Club Funding Ad Hoc committee will be created to review club funding processes.

XI. Announcements

- A.** Announcements were made.

XII. Adjournment

- A.** Meeting adjourned at 7:35 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 16 day of January 25, 2022.

ASI Secretary

ADOPTED at the regular meeting of the Board of Directors by Unanimous vote on January 12, 2022.

ASI Secretary