

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

#23-01 ASI/UU Summer Board Meeting Minutes

August 25, 2022

5:00 p.m., UU212A

Zoom Meeting

Meeting ID: 811 3566 5000

Voting Members Present:

Cynthia Diaz - Vice Chair, College of Agriculture, Food and Environmental Sciences

Emily Chan - Orfalea College of Business

Olivia Madrigal - College of Engineering

Jesse Mason - College of Science and Mathematics

Maya McClain - College of Liberal Arts

Voting Members Absent:

Vacant - College of Architecture and Environmental Design

Non-Voting Members Present:

Marirose Evenden - Chair, ASI Board of Directors

Jacob Schlottmann-McGonigle - Chair, University Union Advisory Board

Andrew Kim - ASI Chief of Staff

Michelle Crawford - ASI Executive Director

Tracy Watson - Board of Directors' Assistant

Non-Voting Members Absent

Lindsey Lee - Board of Directors' Advisor

Guests:

Robyn Wallman - ASI Interim Director, University Union

Heather Zacker - ASI Director, Finance

Christine Gutierrez - ASI Accounting

I. Call to Order: Meeting #22-15 was called to order at 5:05 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 tityu tityu 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. Marirose 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. Marirose read letters from Varenya Gupta and John Van Vliet stating their resignations from the ASI Board of Directors.

- B. Dr. Keith Humphrey wrote in strong support of the proposal to approve the allocation of lump sum payment for ASI full time staff.

III. **Open Forum**

- A. None

IV. **Approval of Minutes**

- A. **Approval of minutes from meeting #22-15, May 25, 2022**
 - i. **Motion #1 (Diaz/Madriral) “Move to approve the minutes from meeting #22-15, May 25, 2022.”**
 - ii. **Motion passed unanimous roll call vote.**

V. **Leaders Reports**

A. **Chair of the Board – Marirose Evenden**

- i. Marirose reported that she is looking for board members to serve as the chair of the Internal Review and the Diversity & Inclusion committees.
- ii. Full report submitted.

B. **ASI President – Gracie Babatola**

- i. Gracie announced the “Dear Future Me” letter activity for fall quarter.
- ii. She reported that the Secretary of Student Rights position has been changed to the Secretary of Internal Affairs with the focus on helping other secretaries.
- iii. Full report submitted.

C. **ASI Chief of Staff – Andrew Kim**

- i. Andrew reported that he is working with the secretaries on Executive Cabinet and preparing for Week of Welcome.
- ii. Full report submitted.

D. **Chair of UUAB – Jacob Schlottmann-McGonigle**

- i. Jacob reported that the search continues to fill the vacancies in the College of Engineering and College of Science and Mathematics.
- ii. He announced that feedback is being collected from students who use the recreation center.
- iii. Full report submitted.

VI. **Executive Directors Report –Michelle Crawford**

- A. Full report submitted.
- B. Michelle gave an update on staff members returning after leave of absences, and resignation of teachers at the Children’s Center.
- C. Current active projects included upper sports complex, Chumash Auditorium, and the upper exercise room at the Recreation Center.

VII. **Old Business**

- A. None

VIII. **New Business**

- A. Action Item: Resolution #23-01: Fixing the employer contribution under the Public Employee's medical and hospital care act at an equal amount for employees and annuitants.**
- i. Carol Brizendine, Director of Business Services, stated that ASI makes every effort not to bring action items to the summer board, however some items require board action before the first meeting of the fiscal year due to the open enrollment period.
 - ii. She presented the ASI Medical Insurance Contributions Proposal for the 2023 plan year. ASI is required by Title V of the California Education Code to maintain comparable pay and benefits as are provided by the University and Cal Poly Corporation. The proposed ASI employer maximum contribution rates would cover 100% of the 2023 medical costs for the PERS Gold PPO, Blue Shield Trio, and United Healthcare HMO and are consistent with the university.
 - iii. She stated that as part of the 2022-23 budget process, the ASI Board of Directors and University Union Advisory Board approved an increase of 10% in overall health benefit contributions for medical, dental, vision, and life insurance. It is projected that ASI will experience an estimated 4.25% increase in medical premium costs for the 2023 plan year.
 - iv. Maximum Employer Contribution for 2023 proposed rates would be single-\$796.00, 2-party-\$1,590.00, family-\$2066.00.
 - v. **Motion #2 (Diaz/McClain) "Move to approve Resolution #23-01: Fixing the employer contribution under the Public Employee's medical and hospital care act at an equal amount for employees and annuitants."**
 - vi. **Motion passed by unanimous roll-call vote.**
- B. Action Item: Proposal to approve the allocation of a lump sum payment for ASI full time staff.**
- i. Carol stated that the proposal is to utilize ASI general reserves to fund one-time lump sum payments.
 - ii. She explained that Title 5 of the California Education Code stipulates that the governing board of each auxiliary organization shall provide salaries, working conditions and benefits for its full-time employees which are comparable to those provided campus employees performing substantially similar services.
 - iii. On July 29, 2022, the University President issued a statement that the CSU Board of Trustees voted to ratify collective bargaining agreements that, if ratified by the respective bargaining units as expected, will result in a total of 7% raises spread over the last two years and lump sum payments for most Cal Poly employees. Interim Chancellor Koester approved a similar increase and lump sum payment for MPP and Confidential employees.
 - iv. Additionally, Cal Poly Human Resources released a memo stating that a \$3,500.00 lump sum payment will be awarded to CSUEU (Units 2,5,7,9) for all members hired before July 1, 2022.
 - v. In order to maintain comparability, ASI has committed to providing a 7% cost-of-living adjustment (COLA) to all ASI full-time benefitted employees that were hired before July 1, 2022. The expense associated with the COLA will be addressed through strategic budget reductions from ASI funded programs and services, as well as salary savings from vacant fulltime staff positions.
 - vi. ASI does not currently have a policy that permits lump sum payments to staff except for individuals who have reached the end of their salary range and are "red circled", meaning that they are no longer eligible for a salary increase unless the range is adjusted upwards. Therefore, any action to align with the university and allocate lump sum payments would require ASI Board of Directors approval.

vii. **Motion #3 (Diaz/Chan) “Move to approve the proposal for use of ASI General Reserves to fund lump sum payments.”**

viii. **Motion passed by unanimous roll-call vote.**

C. Action Item: Proposal to use ASI General Reserves to fund lump sum payments.

- i. Heather Zacker, Director of Finance, explained that the proposal is to approve allocation of \$74,200 from ASI general reserves to fund ASI employee one-time lump sum payments. She stated that the proposal is to maintain comparability to the university.
- ii. She explained to reduce the impact on ASI program budgets, the proposal is requesting use of general reserves to fund the allocations. She provided detailed financial information that explained the impacts of the request to use reserves and the state of general reserves and threshold requirements.
- iii. Michelle added that this is an unanticipated expense in addition to supporting the Mustang Shuttle and the minimum wage increase and will avoid having to cut operating budgets.
- iv. **Motion #4 (McClain/Chan) “Move to approve the proposal to use ASI general reserves to fund lump sum payments.”**
- v. **Motion passed by unanimous roll call vote.**

I. Announcements

- A. Announcements were made.

II. Adjournment

- A. Meeting adjourned at 6:18 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 22 day of September 2022.

ASI Secretary

ADOPTED at the regular meeting of the Board of Directors by *Unanimous vote* on September 15, 2022.

ASI Secretary