

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

#23-06 ASI Board Meeting Minutes

November 9, 2022

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

Voting Members Present:

Emily Chan – Orfalea College of Business (arrived 5:50, left at 7:26 p.m.)

Tyler Coari – College of Liberal Arts

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

Nick Endres – Orfalea College of Business (recognized at 6:03 p.m.)

Daniel Hanson – College of Science and Mathematics (recognized at 6:05 p.m.)

Olivia Huyler – College of Liberal Arts

Siddharth Kartha – College of Engineering (recognized at 5:25 pm)

Olivia Madrigal – College of Engineering

Elias Mandegarian – Orfalea College of Business

Maya McClain – College of Liberal Arts

Brady Pauken – College of Agriculture, Food and Environmental Sciences (left at 6:23, returned 6:27 p.m.)

Emily Prince – College of Science and Mathematics (left at 6:00 p.m.)

Chris Raynes – College of Liberal Arts

Carlos Rodriguez Orozco – College of Engineering

Evan Schwaegerle – Orfalea College of Business

Andrew Sime – College of Architecture and Environmental Design (recognized at 6:14 p.m.)

Allison Stauffer – College of Agriculture, Food and Environmental Sciences (recognized at 5:25)

Joe Tam – College of Architecture and Environmental Design (left at 6:02 p.m.)

Janice Wu – College of Architecture and Environmental Design

Voting Members Absent:

Natalie Santos – College of Agriculture, Food and Environmental Sciences

Sujanya Srinath – College of Engineering

Vacant – College of Science and Mathematics

Non-Voting Members Present:

Marirose Evenden – Chair, ASI Board of Directors

Gracie Babatola – ASI President

Jacob Schlottmann-McGonigle – Chair, University Union Advisory Board (arrived at 6:30 p.m.)

Andrew Kim – ASI Chief of Staff (left at 6:02 p.m.)

Michelle Crawford – ASI Executive Director

Dr. Joy Pedersen – University President’s Representative

Lindsey Lee – Board of Directors’ Advisor

Tracy Watson - Board of Directors’ Assistant

Non-Voting Members Absent

Andrea Burns – Cal Poly Corporation Representative

Dr. Thomas Gutierrez – Academic Senate Representative

Guests:

Carol Brizendine – ASI Director, Business Services

Heather Zacker – ASI Director, Finance

George Hughes – Cal Poly Chief of Police

Sarah Hawkins – Clubs and Organizations

Anja Cronjaeger – Clubs and Organizations

Ananya Patil – College of Engineering

I. Call to Order: Meeting #23-06 was called to order at 5:13 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 titʻu titʻu yak titʻhini, Northern Chumash tribe. We honor the Indigenous People’s connection to these territories and respect the land on which we gather today.*

II. Letters & Roll Call

- A. With 13 members present, quorum was met.
- B. None

III. Open Forum

- A. A student spoke in appreciation to the board members and Gracie for their written statement of support for the Persian community considering the Iranian Revolution.

IV. Approval of Minutes

- A. **Approval of minutes from meeting #23-05, October 26, 2022.**
- B. **Motion #1 (Coari/Diaz) “Move to approve the minutes from meeting #23-05, October 26, 2022.”**
 - i. Motion passed unanimous roll call vote as written.

V. Leaders Reports

A. Chair of the Board – Marirose Evenden

- i. Full report submitted.
- ii. Chair Evenden reminded members that questions should be directed to her.
- iii. She introduced Sarah Hawkins and Anya Cronjaeger from Clubs and Organizations, to present the Club Sports Funding Report.
 - a) Anya stated that Club Sports currently has 1,827 student athletes, a 22% increase from 2021-22. The presentation covered the history of the program, budget process, and how funding is allocated to teams. She gave a recap of 2021-22 Club Sports highlights and stated that they are grateful for ASI support.
- iv. Director Stauffer was recognized at 5:25 p.m.
- v. Director Kartha was recognized at 5:25 p.m.

B. ASI President – Gracie Babatola

- i. No report submitted.
- ii. Gracie reported that a committee will meet to review the Indigenous Peoples Scholarship application for allocation.

C. ASI Chief of Staff – Andrew Kim

- i. Full report submitted.

D. Chair of UUAB – Jacob Schlottmann-McGonigle

- i. Full report submitted.

VI. Executive Directors’ Report –Michelle Crawford

A. Full report submitted.

- i. Capital Expenditure Report – Heather Zacker
 - a) Heather explained that the Capital Expenditure Report shows assets purchased that are more than \$5,000. During spring quarter, a transformer was replaced at the Children’s Center in the amount of \$108,554. No capital replacements were made during summer quarter.
- ii. Budget Variance Report – Heather Zacker
 - a) Heather reviewed the Budget Variance Report for 2021-22 stating that the report gives results of operations for last year showing what was projected and what was spent. She stated that this year was an unfavorable variance with expenses exceeding revenues largely due to a legal settlement and the contribution to the Mustang Shuttle.
 - b) Director Endres was recognized at 6:03 p.m.
 - c) Director Hanson was recognized at 6:05 p.m.
 - d) Director Sime was recognized at 6:14 p.m.

VII. Representatives’ Reports

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

- i. Full report submitted.
- ii. Dr. Pedersen stated that there has been vandalism in University Housing which is adding up to a high dollar amount and passed on to student residents in the community. She asked members for any suggestions to remedy the behavioral concerns.

B. Academic Senate Representative – Dr. Thomas Gutierrez

- i. Absent
- ii. Full report submitted.

C. Cal Poly Corporation Representative – Andrea Burns

- i. Absent
- ii. Full report submitted.

VIII. Old Business

A. None

IX. **New Business**

- A. Action Item: First Read of Bill #23-01 ASI Bylaws Amendment – ASI Election Extension**
- i. **Motion #2 (Mandegarian/Raynes) “Move to open first read of Bill #23-01 ASI Bylaws amendment – ASI Election Extension.”**
 - ii. Director Mandegarian stated that the Internal Review Committee reviewed the changes and agreed that there were no organizational impacts, and the committee recommended a do pass.
 - iii. **Motion passed unanimous voice vote.**
 - iv. **Motion #3 (Raynes/McClain) “Move to approve an urgent vote on the matter at hand.”**
 - v. Director Raynes explained the reasoning for moving the voting days to no less than 24 hours to allow students a longer voting period.
 - vi. **Motion requires 2/3 vote and with 16 in the affirmative, motion passed by unanimous standing vote.**
 - vii. **Motion #4 (Coari/Raynes) “Move to approve Bill #23-01 ASI Bylaws Amendment – ASI Election Extension.”**
 - viii. Director Coari agreed that extending the voting days will drive voter turnout up.
 - ix. **Motion requires 2/3 vote and with 16 in the affirmative, motion passed by unanimous standing vote.**
- B. Action Item: Proposal for Implementation of 7% Cost-of-Living Adjustment for the ASI Executive Director Retroactive to July 1, 2022**
- i. **Motion #5 (Diaz/Coari) “Move to approve the proposal implementation of 7% cost-of-living adjustment for the ASI executive director retroactive to July 1, 2022.”**
 - ii. Vice Chair Diaz stated that the Business and Finance Committee reviewed the proposal and recommended a do pass.
 - iii. Carol Brizendine, Director of Business Services, clarified that a 7% cost-of-living increase was approved for all ASI fulltime staff members. She stated the ASI Executive Director Compensation Procedure outlines specific steps that must be taken when adjusting compensation for the ASI Executive Director. The Proposal was reviewed by the Vice President for Administration and Finance, and the Vice President of Student Affairs which they supported the 7% increase.
 - iv. **Motion passed by unanimous voice vote.**
- C. Action Item: Proposal to Approve the Publicly Available Pay Schedule**
- i. **Motion #6 (Diaz/Pauken) “Move to approve the Publicly Available Pay Schedule.”**
 - ii. Vice Chair Diaz stated that the Business and Finance Committee reviewed the proposal and unanimously recommended do pass.
 - iii. **Motion #7 (Diaz/Chan) “Move to amend the ASI Publicly Available Pay Schedule by adding Coordinator I – Children’s Center Operations in between Coordinator I – ASI Programs and Coordinator I – Event Management with a range low of \$70,874.66 and a range high of \$113,399.46.”**
 - iv. Carol explained that due to a bigger scope of duties, the position was reclassified from Administrative Assistant II to Coordinator I-Children’s Center Operations.
 - v. **Motion passed by unanimous voice vote.**
 - vi. **Main motion passed by unanimous voice vote.**
- D. Action Item: 2023-24 ASI Election Code**

- i. **Motion #8 (Raynes/Schwaegerle) “Move to approve the 2023-24 ASI Election Code”**
- ii. Director Raynes stated that the Recruitment and Elections Committee reviewed the election code, and no formal changes were made other than dates, times, and locations. The approved bylaw change was implemented into the code.
- iii. **Motion passed by unanimous voice vote.**

x. **Committee Reports**

A. **ASI Business and Finance – Cynthia Diaz**

- i. Report submitted.

B. **ASI Diversity and Inclusion – Olivia Huyler**

- i. Report submitted.

C. **ASI External Affairs – Tyler Coari**

- i. Report submitted.
- ii. Director Coari reported that the committee will review the implementation of Lobby Corps.
- iii. He attended the CSSA Plenary meeting at Fresno State University.

D. **ASI/UU Internal Review Committee – Elias Mandegarian**

- i. Report submitted.
- ii. Director Mandegarian stated that the next Internal Review Committee meeting will be canceled.

E. **ASI Recruitment and Elections – Chris Raynes**

- i. Report submitted.
- ii. Director Raynes stated that the committee will review the Election Timeline at the first meeting of winter quarter.

F. **ASI Club Funding Liaisons**

i. **Fall Club Funding Report**

- ii. Director Pauken gave a presentation on fall quarter Club Funding allocations:

- a) 2022-23 Total ASI Funding - \$150,000
 - (1) 50/50 Split between Clubs and Organizations, and Club Sports funding
 - (a) Clubs & Organizations - \$75,000 and excess reserve carry over (includes unreconciled 2021-22 funding and inactivated club balances) in the amount of \$43,124.62 bringing the total amount for available for clubs at \$118,124.61
 - (b) Allocated to clubs: \$56,615.40
 - (2) Club Co-Sponsorship: \$48,680 (108 clubs)
 - (3) Event Co-Sponsorship: \$8,015.40 (7 events)
 - (4) Remaining 2022-23 Funding: \$61,509.21
 - (5) Reconciled to date (used by clubs): \$7,236.35

xI. **Announcements**

A. Announcements were made.

xii. **Adjournment**

A. Meeting adjourned at 7:36 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 23 day of January, 2023

ASI Secretary

ADOPTED at the regular meeting of the Board of Directors by ***Unanimous vote*** on January 18, 2023

ASI Secretary