

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

**#24-11 ASI Board Meeting Minutes**

March 6, 2024

5:10 p.m., UU220

**Voting Members Present:**

Marc Cabeliza - College of Agriculture, Food and Environmental Sciences

Kayla Cavazos - College of Liberal Arts

Reagan Denny - College of Agriculture, Food and Environmental Sciences

Scott Drouin - College of Liberal Arts (left at 5:56, returned 5:57)

Alyson Engel - College of Liberal Arts (left at 5:56, returned 5:58)

Evelyn Jaminet - Bailey College of Science and Mathematics

Alexis Kong - Orfalea College of Business

David Lopez-Larios - Orfalea College of Business (recognized at 5:42, left 6:23, returned 6:26)

Ava Marino - College of Engineering (left at 6:31, returned 6:39)

Jett Palmer - Bailey College of Science and Mathematics

Rachel Reade - College of Agriculture, Food and Environmental Sciences

Ethan Robin - College of Engineering

Ashleigh Spragins - Orfalea College of Business

Sujanya Srinath - College of Engineering

**Voting Members Absent:**

Sofia Buduchina - College of Engineering

Joseph Fewel - Bailey College of Science and Mathematics

Chloe Fiske - Orfalea College of Business

Maya McClain - College of Liberal Arts

Varun Menon - Orfalea College of Business

Kelly Pi - Bailey College of Science and Mathematics

Aaron Posternack - College of Architecture and Environmental Design

Zachary Van Blarcom - Orfalea College of Business

Vacant - College of Architecture and Environmental Design

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**Non-Voting Members Present:**

Siddharth Kartha- Chair, ASI Board of Directors

Sam Andrews - ASI President

Aaron Fernandes - Chair, University Union Advisory Board (left at 7:10, returned 7:12)

Tyler Coari - ASI Chief of Staff (left 5:30, returned 5:31, left at 7:40, returned 7:41)

Dr. Joy Pedersen - University President Representative

Dr. Jerusha Greenwood – Academic Senate Representative  
Darya Veach – Cal Poly Partners Representative  
Michelle Crawford - ASI Executive Director  
Caty Ogden – Board of Directors’ Advisor  
Tracy Watson - Board of Directors’ Assistant

**Non-Voting Members Absent**

None

**Guests:**

Ashley Shoals – Director, Orfalea Family and ASI Children’s Center  
Carol Brizendine – Director, ASI Business Services  
Missi Allison-Bullock – Coordinator, ASI Events  
Jill Baxter – Assistant Director, Student Engagement and Assessment  
Russel Monteath – Assistant Director, Campus Dining  
Justin Vasteen – Director of Operations, Administration and Finance  
Sydney Lehr – ASI Executive Cabinet  
Alexander Levine – ASI Executive Cabinet  
Olivia Momberg – ASI Executive Cabinet  
Siddh Desai – Cal Poly Student  
Nola Weston – Cal Poly Student

- I. **Call to Order: Meeting #24-11 was called to order at 5:12 p.m.**
  - A. *Cal Poly sits on the traditional lands of the yak tiṭu tiṭu yak tithini Northern Chumash Tribe of San Luis Obispo County and Region. The yak tiṭu tiṭu yak tithini have a documented presence in this area for over 10,000 years. The tithini peoples have stewarded their ancestral and unceded homelands which include all the cities, communities, federal and state open spaces within the San Luis Obispo County region. These homelands extend East into the Carrizo Plains toward Kern County, South to the Santa Maria River, North to Ragged Point, and West beyond the ocean’s shoreline in an unbroken chain of lineage, kinship, and culture.*
- II. **Letters & Roll Call**
  - A. No letters
  - B. With 13 in attendance, quorum was met.
- III. **Open Forum**
  - A. Sydney Lehr, ASI Secretary of Accessibility, urged members to vote no on the changes to the Social Justice Program Funding stating that it doesn’t make sense to take away the opportunity for funding from departments. Funding is for students struggling to find a place on campus and being a minority on campus.
- IV. **Approval of Minutes**
  - A. **Approval of minutes from meeting #24-10, February 21, 2024**
    - i. Minutes stand approved as written.

## V. **Representatives' Reports**

- A. University President's Representative – Dr. Joy Pedersen
  - i. Full report submitted.
- B. Academic Senate Representative – Dr. Jerusha Greenwood
  - i. Full report submitted.
- C. Cal Poly Partners – Darya Veach
  - i. Full report submitted
  - ii. Daryna shared a presentation on Sponsored Programs. Sponsored Programs provides the support needed for students, faculty, and staff to create, research, and learn:
    - a) Manage and oversee externally sponsored projects, Centers and Institutes, fee-for-service and other programs.
    - b) Deliver post-award research administration and auditing services to ensure compliance with regulations and proper use of funds.
    - c) Provide contract review, preparation and negotiation for prime awards, subcontracts, and other agreements.
    - d) The Sponsored Programs office supports Cal Poly's educational mission by facilitating sponsored research and scholarly activities that enrich the "Learn by Doing" experience.
    - e) Director Lopez-Larius was recognized at 5:42 p.m.

## I. **Leaders Reports**

- A. **Chair of the Board – Siddharth Kartha**
  - i. No report submitted
  - ii. ASI Children's Center Presentation
    - a) Ashley Shoals, Director, ASI Children's Center, gave a presentation on the Orfalea Family and ASI Children's Center. The Orfalea Family and ASI Children's Center provides early care and education services for the children of Cal Poly students, faculty, staff, alumni, and the local San Luis Obispo community. As a licensed childcare facility, they provide care to children from 4 months to 6 years old. The center currently employs: 13 full-time teaching staff, 1 director, 1 coordinator, 1 food program supervisor and 80-100 student employees. Ashley shared program highlights and a look ahead to 2024-25.
- B. **ASI President – Samuel Andrews**
  - i. No report submitted.
- C. **ASI Chief of Staff – Tyler Coari**
  - i. Full report submitted. Chief of Staff Coari gave highlights of his report.
- D. **Chair of UUAB – Aaron Fernandes**
  - i. Full report submitted.

## II. **Executive Directors Report –Michelle Crawford**

- A. Full report submitted. Michelle gave highlights from her report.
- B. ASI Needs and Feasibility Study Update

- i. Missi Allison-Bullock, Coordinator, ASI Programs and project lead of the survey gave a summary of the preliminary data from the survey. With six staff members, 19 student ambassadors, and 15 outreach booths, the total number of surveys completed was 3,311. The goal was reached in the first five days.
- ii. Missi announced the student rodeo on April 10 and invited members to the VIP space.

C. ASI 2024-29 Strategic Plan Update

- i. Jill Baxter, Assistant Director of Student Engagement and Assessment, gave an update on the ASI 2024-29 Strategic Plan. She reviewed the four pillars as follows:
  - a) Elevate the Student Experience
  - b) Promote ASI Staff Success
  - c) Drive Organizational Growth and Stability
  - d) Strengthen ASI's Brand, Trust, and Relevance within the Cal Poly Community
- ii. She stated that the progress identifier is an internal indicator of if ASI is on track to complete the goals set in the Strategic Plan. With 16 of the 18 goals on track, the goal to Conduct Research on year round operations will be moved to year 2 and the goal to Implement New ASI Employee Applicant Tracking System (Workable) has been completed. Next steps include:
  - a) Working groups are actively engaged in moving initiatives forward!
  - b) Third party design firm to support our efforts in branding collateral for the strategic plan.
  - c) Spring 2024 progress check-in with the Board in May.

III. **Old Business**

- A. None

IV. **New Business**

- A. **Action Item: Proposal to Implement the 5% Cost of Living Adjustment for ASI Executive Director Retroactive to July 1, 2023**
  - i. **Motion #1 (Denny/Cabeliza) "Move to approve the proposal to implement the 5% cost of living adjustment for ASI Executive Director retroactive to July 1, 2023."**
  - ii. Members agreed that when full time staff received the cost of living increase, so should the ASI Executive Director.
  - iii. **Motion passed unanimous voice vote.**
- B. **Action Item: ASI Publicly Available Pay Schedule**
  - i. **Motion #2 (Engel/Cavazos) "Move to approve the ASI Publicly Available Pay Schedule."**
  - ii. **Motion passed unanimous voice vote.**
- C. **Action Item: 2023-24 ASI Recruitment and Elections Disciplinary Subcommittee Operating Rules.**
- D. **Motion #3 (Cabeliza/Engel) "Move to approve the 2023-24 ASI Recruitment and Elections Disciplinary Subcommittee Operating Rules."**
  - i. **Motion passed unanimous voice vote.**

- E. **Action Item: Recommendation to Amend ASI Social Justice Program Funding Procedures**
  - i. **Motion #4 (Srinath/Spragins) “Move to approve the recommendation to amend the ASI Social Justice Program Funding Procedures.”**
  - ii. Vice Chair Srinath stated that after discussion at the workshop, it is recommended to refer the amendments to the Diversity and Inclusion Committee for further review.
  - iii. **Motion #5 (Srinath/Engel) “Move to table action item D to the April 24, 2024, Board of Directors meeting.”**
  - iv. Director Robin asked for clarification whether it should be tabled or referred to committee. Point of clarification, motion must fail before a new motion can be made.
  - v. **Motion failed unanimous voice vote.**
  - vi. **Motion #6 (Srinath/Cavazos) “Move to refer the amendments to the Diversity and Inclusion Committee for review and recommendations.”**
  - vii. Members disagreed with changes being made to the procedures.
  - viii. **Motion failed by majority vote.**
  - ix. **Motion #7 (Cabeliza/Lopez-Larios) “Move to refer to the Diversity and Inclusion Committee to review and make recommendations to the Social Justice Program Funding and return to the April 24, 2024, Board of Directors meeting.”**
  - x. **Division was called and a hand vote was called. With five in the affirmative, seven in the negative, motion failed.**
  - xi. **Main motion failed by unanimous voice vote.**
- F. **Action Item: Inactive Account Consideration: Dragon Boating Outreach Club**
  - i. **Motion #8 (Drouin/Kong) “Move to approve the inactive account consideration for the Dragon Boating Outreach Club.”**
  - ii. **Motion passed by unanimous hand vote.**
- G. **Action Item: Inactive Account Consideration: Alpha Pi Mu**
  - i. **Motion #9 (Cavazos/Drouin) “Move to approve the inactive account consideration for Alpha Pi Mu.”**
  - ii. **Motion passed by unanimous hand vote.**

V. **Committee Reports**

- A. ASI Business and Finance Committee – Sujanya Srinath
  - i. Full report submitted
- B. ASI Diversity and Inclusion Committee – Sofia Buduchina
  - i. Absent - Full report submitted.
  - ii. Director Drouin announced the ASI and Drag Club Bingo night.
- C. ASI External Affairs Committee – Reagan Denny
  - i. Full report submitted.
  - ii. Director Denny announced that they registered 200 students last month and received first place in the CSU Ballot Bowl.
- D. ASI/UU Internal Review Committee – Jett Palmer

- i. Full report submitted.
  - ii. Director Palmer gave a summary of the annual ASI Auditor Evaluation stating that after reviewing the five areas of criteria, the committee felt confident that Vasin Hein and Company will remain as the auditor for ASI.
- E. ASI Recruitment and Elections Committee – Marc Cabeliza
- i. Full report submitted.
  - ii. Director Cabeliza gave an update on recruitment.
- F. ASI Club Funding Liaisons – Kayla Cavazos and Maya McClain
- i. No report submitted
  - ii. Director Cavazos noted Director McClain’s resignation from the ASI Board of Directors.

VI. **Announcements**

VII. **Adjournment**

A. **Meeting adjourned at 8:05 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 April 17, 2024.

**ADOPTED** at the regular meeting of the Board of Directors by *Unanimous vote* on April 10, 2024.

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ASI Secretary

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