



Board of Directors Meeting Minutes

Thursday, November 20, 2014

Location: U-SU Board Room 303

Attendees: B.O.D. Members & General Public

I. Organizational Items:

a. Called to Order by Shane Vera

The meeting was called to order at 3:30

b. Roll Call

Shane Vera	<i>President</i>	X Present
Dean Truong	<i>Vice President for Administration</i>	X Present
Nicholas Carrillo	<i>Vice President for Academic Governance</i>	X Excused Late 4:20
Carina Kan	<i>Vice President of Finance</i>	X Ex. Late
Ruth Ramos	<i>Secretary/ Treasurer</i>	X Present
Sasha Perez	<i>Vice President of External Affairs & Advancement</i>	X Present
Diego Tinoco	<i>Representative-At-Large (Community Affairs)</i>	X Present
Magali Espinoza-Cruz	<i>Representative-At-Large (Campus Affairs)</i>	X Present
Marina Vilhena	<i>College of Arts & Letters Rep.</i>	X Unexcused Late
Emmanuel Solis	<i>College of Arts & Letters Rep.</i>	X Unexcused Late
Norma Sierra	<i>College of Business & Economics Rep.</i>	X Present
Karla Guardado	<i>College of Business & Economics Rep.</i>	X Present
Cynthia Aguilar	<i>Charter College of Education Rep.</i>	X Present
Bruce Varona	<i>Charter College of Education Rep.</i>	X Present
Paolo Galicia	<i>College of Engineering, Comp. Science & Technology Rep.</i>	X Excused Late 4:27
Sabeen Kan	<i>College of Engineering, Comp. Science & Technology Rep.</i>	X Unexcused Late
Nancy Flores	<i>College of Health & Human Services Rep.</i>	X Present
Lily Tran	<i>College of Health & Human Services Rep.</i>	X Present
Alina Carmona	<i>College of Natural & Social Sciences Rep.</i>	X Present
Lisa Vittayarukskul	<i>College of Natural & Social Sciences Rep.</i>	X Excused Late 4:27
Intef W. Weser	<i>Executive Director</i>	X Present
Letycia Gomez	<i>University President's Designee</i>	X Excused Absent
Marcus Rodriguez	<i>Director of Programs and Leadership</i>	X Present
Samuel Han	<i>Chief Justice / Associate Justice</i>	X Present
Dena Florez	<i>Office Manager of Administration & Services – RS</i>	X Present
Guests of the Gallery		

c. Approval of Agenda (action):

Offered By: Ruth Ramos	Seconded by: Bruce Varona
Motion to approve the adoption of Agenda for Thursday, November 20, 2014 with said changes: Add: Discussion Item a. Effectiveness of Biweeklies Add: Information Item b. Possible Organizational Restructure (after Special Presentation)	
All in Favor	All
Opposed	Abstained
Motion: Passed	

d. Approval of Minutes (action):

Offered By: Sasha Perez	Seconded by: Ruth Ramos
Motion to approve the minutes for Thursday, November 6, 2014. With said changes: Location: USU Board Room U-SU Sasha Perez to speak with Shane to have Unexcused late changed to Excused Late	
All in Favor	All
Opposed	Abstained
Motion: passed	

II. Public Forum - This time is allotted for members of the public to address the board.

- Diego Tinoco: EPIC is having their annual toy & food drive for this coming Winter. They are selling Raffle Tickets. Need to sell 3,000 tickets. Tickets will sell for \$1.00. ASI will have a box outside the office, please support this event.
- Sasha Perez: When discussing the Music Festival with students the feedback is when it comes to student representation, we are not doing a great job. A.S.I. is advocacy related.
- Cecilia Villarreal: Open Mic Night in the Housing Phase II lounge. We need more volunteers. Setup @ 6pm. Please contact me if you are available
- ECCO Car- ASI approved logo contest he has flyers.

III. Action Items

a. Club Funding:

i. EcoCar3 Travel For Winter Workshop- \$2,000

- Winter Workshop
 - 3 workshops
 - Part1 of competition
 - Partly funded by GM

- Carina Kan: We approved in Finance Committee, all the paperwork was provided and all documents were submitted on time.
- Magali Espinoza: Where are you getting the balance of fund?
- ECCO Car- Personal funding & GM

Offered By:	Carina Kan	Seconded by:	Ruth Ramos
Motion to fund ECCO Car3 for Winter workshop for \$2,000			
All in Favor	All	Opposed	Abstained
			Motion: passed

b. Appointment for Vacant A.S.I. and Campus Committee Positions- Board of Directors will appoint individuals to the following vacant A.S.I. and student committee positions.

- i. University Wide Committee Appointment(s)
- ii. A.S.I. Internal Committee Appointment(s)

- University Wide Committee
- Jacqueline Gutierrez- Academic Advisement Committee. Jacqueline was not present.
- Nicholas Carrillo interviewed her, but Nicholas Carrillo was also not present due to attending another meeting.
- This position is not contested.

Offered By:	Carina Kan	Seconded by:	Ruth Ramos
Motion to appoint Jacqueline Gutierrez to Academic Advisement Committee			
All in Favor	15	Opposed	1
		Abstained	1
			Motion: passed

- No Internal Committee appointments.

c. Policy 004- Election Committee COP- the BOD will take action on recommended changes to policy approved by the Bylaws and Executive Committee.

Offered By:	Ruth Ramos	Seconded by:	Karla Guardado
Motion to approve Policy 4 with approved changes @ Executive			
All in Favor	All	Opposed	Abstained
			Motion: passed

- Shane deferred his time to Malik McMillan.
- Malik McMillan reviewed the changes made to the policy as presented.
- Change page 4&5
 - Page 6
 - Flyers no larger than 8x11
 - All advertisement needs to be approved by elect orientations commissioner.
 - Page 8 Date & Time
 - Section 16
 - Minor Violations- need to be corrected within 24 hours.
 - Page 13 dates have changed
- Magali Espinoza-Cruz – Will you clarify minor violations C.

- Sasha Perez – I really like the changes. With regards to community service within the campus, how will that be administered?
- Malik – We will be the one documenting it, but the committee will be monitoring.
- Carina Kan – Notification of grievance. There will be notification.

d. Policy 301- Judicial Review Committee COP- The BOD will take action on recommended changes to policy approved by the Bylaws Committee

Offered By:	Carina Kan	Seconded by:	Dean Truong
Motion to approve Policy 301 – Judicial Review Committee COP			
All in Favor	All	Opposed	Abstained
			Motion: passed

- Samuel Han: This is just mirroring changes made in the Elections updates changes made on policy 004
- Intef W. Weser: Please note changes to functions.
- Shane Vera: Changes keep us compliance with the law.
- Intef W. Weser: Yes
- Samuel Han: Article 3 section 3 letter e. After closing arguments JRC has the opportunity to move to closed session.
- Sasha Perez: You can only have a discussion in closed session. So do we need to have it stated?
- Samuel Han: The one sharing grievance needs to know that we have that option.
- Sasha Perez: By keeping that in we are setting a precedent
- Intef W. Weser: Personnel has the option to go to closed session
- Samuel Han: For this time we need to approve to have it for future use.

e. 3/9 Budget Review- The BOD will take action on an approved budget recommended by the Finance Committee

Offered By:	Carina Kan	Seconded by:	Marina Vilhena
Motion to approve the 3/9 budget with 3 amendments: 1 – Move the \$15,366 from equipment to reserve fund 2 – Amend Policy 206 to reflect amounts over \$3K 3 – Distribute \$12K evenly over the college reps and reps at large.			
All in Favor	14	Opposed	3
			Abstained
			Motion: Passed

- First Review as a board
- Budget office & Controller office have informed us that we have \$300k leftover from last year.
- Intef W. Weser & Carina Kan went over the 3/9 Budget.
- Nicholas Carrillo: VEBA Trust- What is the annual repayment fee?
- Intef W. Weser: They borrowed money from AOA & they agreed to pay it off
- Dean Truong: Ask everyone to check out the 200% payment. Reconsider paying only 100%
- Carina Kan – Lets go through the budget review and then we can go back and address.
- Shane Vera – Please ask if you have any questions. This is a big decision allocating \$300K of student fees.
- Proposal from Golden Eagle Radio presented. They are asking for funds to get their program going. Funding would be provided under Policy 206. Funding would be used to pay for four (4) students' key positions to launch Golden Eagle Radio: 2-engineers, 1-website, 1-oversee content.
- Sasha Perez – This is an interesting situation that we haven't had before. By A.S.I. funding Golden Eagle Radio, does that mean that your staff is A.S.I. staff, does this mean that Golden Eagle Radio is an entity of A.S.I.
- Carina Kan – This would fall under Policy 206.
- Shane Vera – We fund Children center and use those funds to pay their staff. That doesn't make their staff our staff.
- Nicholas Carrillo: you are asking for us to fund start up. How would you fund future?
- Carina Kan: They have University support but they cannot receive full support. University wants to see how they do first.
- Cynthia Aguilar – Since you are paying students, are you still considered a club.
- Marina Vilhena – They are asking to start just the same as University Times started.
- Sasha Perez - Funding Policy says that it is \$5k they are asking \$3,200.00.
- Carina Kan: They are in joint partnership with a department.
- Sasha Perez – So if a club gets funding from University and from A.S.I. and then the combined funding would be over \$5k. I feel that is not very transparent.
- Diego Tinoco: Funding would be for the initial period will you be self-sufficient for the remaining quarters?
- This is a test period for Golden Eagle Radio. We need to see how it all goes through.
- Cynthia Aguilar – Where are you in this whole process?

- We are currently training our talent, showing how to construct shows, designing content and programming, inputting and screening music files, we have acquired our license and our equipment should be arriving in the next one to two weeks
- Nicholas Carrillo – What are the mechanisms in place that general students will have to communicate when it comes to reporting.
- Golden Eagle radio is not here to censor anyone we are here to be the voice of the students the only thing we would be doing is controlling obscenities.
- Intef W. Weser – We will have a memo of understanding, stating expectations.
- Sasha Perez – Is there a staff person that will be helping?
- Shane Vera – Tony Cox and his counterpart will be their staff at this time as they don't have the budget for it.
- Carina Kan – Currently they are merely trying to establish themselves. They hope to eventually grow in the next few years.
- Sasha Perez: Another concern I have is that we are using a policy that is meant to be over \$5K. This is a huge lack of transparency, as we don't pitch it that way. I don't feel we should vote on this right now.
- Nicholas Carrillo – do we need to vote on this now.
- Intef W. Weser – It is part of the 3/9.
- Magali Espinoza: Are we approving the 3/9 or are we looking at Golden Eagle Radio's request.
- Shane Vera – This is part of the 3/9 budget.
- Shane Vera – At this time due to lack of time, we need to allocate 1 minute to each comment.
- Carina Kan – I feel this is a good budget to use moving into the next months.
- Sasha Perez: If we approve this we need to revise the policy 206. And we need to make it clear to other clubs and organizations.
- Carina Kan – Most funding falls under Policy 204. I will communicate at Funding workshops. We can also see about amending the policy.
- Paolo Galicia – I think we should table this down. We are jumping the gun on this.
- Shane Vera – Please note the timeline. Next BOD would be too late for this.
- Dean Truong – I would like to motion to move from capital equipment reallocate \$15,366 from Capital Equipment to Student Government Music Festival line item.

Offered By:	Dean Truong	Seconded by:	Bruce Varona
Motion amend the main motion and move \$15,366 from Capital Equipment to Student Government Music Festival line item.			
All in Favor	5	Opposed	10
Abstained	2	Motion:	Not Passed

- Dean Truong went over the budget currently allocated to Music Festival. I feel the music festival is advocating to the students. We are not just throwing all the money to the music festival as we are charging for tickets. Additional funds would be able to get us more recognized artists.
- Shane Vera – We should be investing back into the students
- Carina Kan – This has been a big item of discussion. Last year we paid two payment and we still had the \$300K left. It is our fiduciary responsibility to pay down debt.
- Bruce Varona – We will get out of it what we put into it. This could become an annual event that will prove profitable for future boards.
- Marina Vilhena – I am in favor of the music festival but I don't feel that we should take money allocated to paying bills.
- Sasha Perez – I am in favor of this event. This is a top priority as we haven't done this in two years. The equipment will be paid as scheduled.
- Magali Espinoza – I agree with Marina, if we are reallocating it should be to direct advocacy.
- Shane Vera – Last year our music festival fell through. This year administration really likes the events we are putting on, they trust us. If the music event is not successful, we may not be able to have another one. We are a student government company not a finance company.
- Lisa Vittayarukskul – I feel if the Student Union learned that we had the money to pay off the debt and chose to use funds on something else, they will be not be willing to lend us money again. There are students that feel we are not utilizing student fees for academic programs.
- Diego Tinoco – We need to have numbers to see where this can be best utilized.
- Nicholas Carrillo – What is the estimated revenue that is anticipated from the music festival?
- Marcus Rodriguez – The better the artists the more you can charge for the ticket.
- Nicholas Carrillo – So is it necessary to finalize this item now?
- Shane Vera – In hearing the board, it seems that the majority of the members are in favor of not paying the debt, but we are divided as to where to allocate the funds. So should we motion to put the money in reserve and discuss at a later date?
- Carina Kan – I would like to remind you that this is the 3/9 budget. We still have two more budgets to approve.
- Shane Vera – Can we vote now.
- Vote (Call to question) means we are voting.
- 5 in favor, 10 opposed- Amendment doesn't pass
- Dean Truong – I would like to amend the motion and have the \$15,366 from the equipment moved to a reserve fund.

Offered By:	Dean Truong	Seconded by:	Diego Tinoco
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Motion to amend to move \$15,366 from equipment to reserve					
All in Favor	14	Opposed	2	Abstained	Motion: Passed

Offered By:	Sasha Perez	Seconded by:	Diego Tinoco		
Motion to amend that with the approval to approve Golden Eagle Radio we immediately amend Policy 206. It should read amounts over \$3K.					
All in Favor	14	Opposed	2	Abstained	Motion: Passed

- ☛ Intef W. Weser: Recommend not to amend
- ☛ Magali Espinoza: We need to amend. We need to be transparent.
- ☛ Sasha Perez: We are not following our own policy.
- ☛ Marina Vilhena – Perhaps have Golden Eagle adjust their proposal.
- ☛ Shane Vera – We do not have the time for revision of their proposal.
- ☛ Shane Vera – Can we move to vote on 3/9 budget?
- ☛ Sasha Perez – I would like to amend to have the college reps and reps at large to be stipulated that is will be spread equally among college reps.

Offered By:	Sasha Perez	Seconded by:	Nicholas Carrillo			
Motion to amend that the \$12,000 be stipulated that is will be spread equally amongst college reps and reps at large.						
All in Favor	12	Opposed	5	Abstained	2	Motion: Passed

- ☛ Carina Kan: It has not been determined how we want to use it.
- ☛ Magali Espinoza: \$12,000 will be based on program proposal.
- ☛ Marcus Rodriguez- All College Reps will be receiving \$1,500.00.
- ☛ Shane Vera – Can we go to vote?
- ☛ Sasha Perez – I strongly encourage everyone to vote for this as it keeps it equal and avoids competing amongst the colleges.
- ☛ Carina Kan – the motion is too split equally, \$1,500 per person? At the moment some colleges have more and at the end they will still have more. The motion should be allocate this \$12,000 so that all the colleges have equal amounts.
- ☛ Dean Truong – I would like to call to question. Diego Tinoco seconded. All in favor of calling to question: 14-yes, 2-opposed, 1- abstention
- ☛ Carina Kan – If we didn't have the \$300K where would we be. I feel that the distribution of \$12K should have gone back to Finance Committee for further discussion.

Offered By:	Ruth Ramos	Seconded by:	Nicholas Carrillo		
Motion to extend meeting for 10 minutes					
All in Favor	All	Opposed	0	Abstained	Motion: Passed

IV. Special Presentation Time certain 4:00pm: Elena Stern, AVP for Communications and Public Affairs and Kate Kealey, Publications Manager, will provide a progress report on the University rebranding initiative.

- ☛ Elena Stern presented a presentation.
- ☛ Rebranding of CSULA
- ☛ I Research Phase
- ☛ II Development a creative will cover the website
- ☛ Objectives:
 - What are our other achievements
 - Create a new energy
 - Cultivate a sense of pride
 - Position CSULA as a contributor to our economy
 - Design website that will accomplish Research Report will be used to create loops, website redesign
- ☛ Carina Kan: Talk of going gray/gold
- ☛ Elena Stern: No
- ☛ Dean Truong: Seen CSULA things with a bald eagle. We are golden Eagles
- ☛ Elena Stern: Yes we have seen that and will address it.
- ☛ Dean Truong: Are we changing our mascot?
- ☛ Elena Stern: No
- ☛ Shane Vera – When does research end?
- ☛ Elena Stern – Rollout in Spring.

V. Information

- a. Effectiveness of Bi-Weeklies
- b. Organizational Restructure

a. Effectiveness of Bi-Weeklies

- ☛ Shane Vera – We would like to bring this up the effectiveness of the Bi-weeklies. This will be quick and we will need to take action at the next BOD meeting. I would like to mention that the past year, I did the bi-weeklies and I tried my best to make sense of them. Many times I have seen people who go above and beyond get adjusted and those who do the bare minimum get their full amount. No other campus uses bi-weeklies. Our current bi-weeklies do not effectively evaluate our board.
- ☛ Ruth Ramos – the first time I did the bi-weeklies was very frustrating. There is no way to verify the tasks listed.
- ☛ Shane Vera – I will be recommending to remove the bi-weeklies.
- ☛ Shane Vera – I received an email that the bi-weeklies needed to be received to process the GIA's.
- ☛ Intef W. Weser – I advise everyone to read policy 005. We will process but I need to get the bi-weeklies.
- ☛ Magali Espinoza – we need to have paperwork.

Offered By: Magali Espinoza		Seconded by: Lisa Vittarusukul			
Motion to extend meeting again by 10 minutes.					
All in Favor	All	Opposed		Abstained	Motion: Passed

- ☛ Lisa Vittayaruskul – I agree we need to have paper trail. From an auditing standpoint, we need to justify what is actually done.
- ☛ Shane Vera – Our fulltime staff and student assistants don't do biweeklies. They do timesheets.
- ☛ Dena Florez – In the past the biweeklies use to be attached to COA's. The office staff has a set criteria that they need to accomplish. That is how they get evaluated. We can change the process, but at this point this is the process we have.

Offered By: Marina Vilhena		Seconded by: Nicholas Carrillo			
Motion to extend meeting again by 5 minutes.					
All in Favor	All	Opposed		Abstained	Motion: Passed

- ☛ Nicholas Carrillo – We are not talking about not having accountability rather the current process doesn't effectively evaluate our board. They currently do not keep everyone accountable. We should still have a process.
- ☛ Carina Kan – Accountability is important. Until we come up with another alternative, we need to keep our current process.
- ☛ Carla Guardado – We need to keep a bi-weekly process.
- ☛ Magali Espinoza – We need to keep the process until we come up with another process.
- ☛ Lisa Vittayaruskul – the whole idea is accountability. We still need documented paperwork. We should see what other CSU's do.
- ☛ Shane Vera – I am very passionate about this. I have done this for a year and can see the detriment it can do.

VI. Reports: (No reports - ran out of time)

VII. Adjournment:

Offered By: Carina Kan		Seconded by: Nicholas Carrillo			
Motion to Adjourn meeting at 6:20 pm					
All in Favor	All	Opposed		Abstained	Motion: passed

Associated Students, Inc.
 Board of Directors Meeting
 Summary of Actions Taken
 November 20, 2014

I. Organizational Items:

c. Approval of Agenda (action):

Offered By: Ruth Ramos		Seconded by: Bruce Varona			
Motion to approve the adoption of Agenda for Thursday, November 20, 2014 with said changes: Add: Discussion Item a. Effectiveness of Biweeklies Add: Information Item b. Possible Organizational Restructure (after Special Presentation)					
All in Favor	All	Opposed		Abstained	Motion: Passed

d. **Approval of Minutes (action):**

Offered By:	Sasha Perez	Seconded by:	Ruth Ramos
Motion to approve the minutes for Thursday, October 23, 2014. With said changes: Location: USU Board Room U-SU Sasha Perez to speak with Shane to have Unexcused late changed to Excused Late			
All in Favor	All	Opposed	Abstained
			Motion: passed

II. **Public Forum - This time is allotted for members of the public to address the board.**

III. **Action Items**

a. **Club Funding**

i. **EcoCar3 Travel for Winter Workshop - \$2,000**

Offered By:	Carina Kan	Seconded by:	Ruth Ramos
Motion to fund ECCO Car3 for Winter workshop for \$2,000			
All in Favor	All	Opposed	Abstained
			Motion: passed

b. **Appointment for Vacant A.S.I. and Campus Committee Positions- Board of Directors will appoint individuals to the following vacant A.S.I. and student committee positions.**

i. **University Wide Committee Appointment(s)**

ii. **A.S.I. Internal Committee Appointment(s)**

Offered By:	Carina Kan	Seconded by:	Ruth Ramos
Motion to appoint Jacqueline Gutierrez to Academic Advisement Committee			
All in Favor	15	Opposed	1
		Abstained	1
			Motion: passed

c. **Policy 004- Election Committee COP- the BOD will take action on recommended changes to policy approved by the Bylaws and Executive Committee.**

Offered By:	Ruth Ramos	Seconded by:	Karla Guardado
Motion to approve Policy 4 with approved changes @ Executive			
All in Favor	All	Opposed	Abstained
			Motion: passed

d. **Policy 301- Judicial Review Committee COP- The BOD will take action on recommended changes to policy approved by the Bylaws Committee**

Offered By:	Carina Kan	Seconded by:	Dean Truong
Motion to approve Policy 301 - Judicial Review Committee COP			
All in Favor	All	Opposed	Abstained
			Motion: passed

e. **3&9 Budget Review- The BOD will take action on an approved budget recommended by the Finance Committee**

Offered By:	Carina Kan	Seconded by:	Marina Vilhena
Motion to approve the 3/9 budget with 3 amendments: 1 - Move the \$15,366 from equipment to reserve fund 2 - Amend Policy 206 to reflect amounts over \$3K 3 - Distribute \$12K evenly over the college reps and reps at large.			
All in Favor	14	Opposed	3
		Abstained	
			Motion: Passed

Offered By:	Dean Truong	Seconded by:	Bruce Varona
Motion amend the main motion and move \$15,366 from Capital Equipment to Student Government Music Festival line item.			
All in Favor	5	Opposed	10
		Abstained	2
			Motion: Not Passed

Offered By:	Dean Truong	Seconded by:	Diego Tinoco
Motion to amend to move \$15,366 from equipment to reserve			
All in Favor	14	Opposed	2
		Abstained	
			Motion: Passed

Offered By:	Sasha Perez		Seconded by:	Diego Tinoco		
Motion to amend that with the approval to approve Golden Eagle Radio we immediately amend Policy 206. It should read amounts over \$3K.						
All in Favor	14	Opposed		Abstained	2	Motion: Passed

Offered By:	Sasha Perez		Seconded by:	Nicholas Carrillo		
Motion to amend that the \$12,000 be stipulated that is will be spread equally amongst college reps and reps at large.						
All in Favor	12	Opposed	5	Abstained	2	Motion: Passed

Offered By:	Ruth Ramos		Seconded by:	Nicholas Carrillo		
Motion to extend meeting for 10 minutes						
All in Favor	All	Opposed		Abstained		Motion: Passed

IV. **Special Presentation Time certain 4:00pm: Elena Stern, AVP for Communications and Public Affairs and Kate Kealey, Publications Manager, will provide a progress report on the University rebranding initiative.**

V. **Information**

- a. Effectiveness of Bi-Weeklies
- b. Organizational Restructure

Offered By:	Magali Espinoza		Seconded by:	Lisa Vittarusukul		
Motion to extend meeting again by 10 minutes.						
All in Favor	All	Opposed		Abstained		Motion: Passed

Offered By:	Marina Vilhena		Seconded by:	Nicholas Carrillo		
Motion to extend meeting again by 5 minutes.						
All in Favor	All	Opposed		Abstained		Motion: Passed

VI. **Reports: (No reports - ran out of time)**
Adjournment:

Offered By:	Carina Kan		Seconded by:	Nicholas Carrillo		
Motion to Adjourn meeting at 6:20 pm						
All in Favor	All	Opposed		Abstained		Motion: passed

CERTIFICATION

Official Minutes taken for the **BOARD OF DIRECTORS MEETING** of the Associated Students, Inc, CSULA held on Thursday, November 20, 2014, in the University Student Union 303AB. Consensus by the A.S.I. Board of Directors on: Thursday, January 8, 2015

Prepared by:



 Dena Florez
 Recording Secretary



 Ruth Ramos
 Secretary/Treasurer