

ASSOCIATED STUDENTS, INC.
California State University, San Bernardino

BOARD OF DIRECTORS

MINUTES

APRIL 21, 2015

The meeting was called to order by the President, Alfredo Barcenas at 12:11 p.m.

Present: Alfredo Barcenas, Bryce Davis, Christa Bowers, Miranda Canseco, Andrew Lenzini, Jessica Patalano, Shannon Stratton, Dr. Alysson Satterlund and Andre Harrington.

Absent: Juan Garcia (class conflict), Antonia Mata (excused), Fernando Banos (excused), Clementine Garrett (excused), Becky Morales (excused) and Dr. Brian Haynes (excused).

Guests: Manuela Rossi and Marisol Johnson.

APPROVAL OF THE MINUTES:

The minutes of April 7, 2015 were approved.

REPORTS:

President: Mr. Barcenas stated that he was unable to attend the first Board meeting of the quarter since he attended the ACUI (Association of College Unions International) national conference in San Antonio, Texas along with three other ASI students. He then attended the CSSA Plenary meeting in San Francisco where more legislation was discussed in regards to the CSU system. Mr. Lopez and he proposed a resolution in regards to SR7 which is a resolution on the 43 Mexican students who went missing. CSUSB authored a similar resolution that will be voted on by CSSA.

ASI Advisor: Dr. Satterlund stated that Commencement is on June 20th and there are four specific graduation ceremonies. The first ceremony starts at 8 a.m. and the last begins at 8 p.m. at Citizens Business Bank Arena. The capacity is 8,000 people, therefore every student can receive 12 free tickets with the exception of the College of Social and Behavioral Sciences who will receive eight free tickets. Parking is \$5.00 per car, however, the CSUSB parking permit will be accepted for the day. Balloons are not allowed in the arena. There are almost 6,000 Agent of Change training completions.

Executive Director: Mr. Stratton stated that the Trial Balance sheet is provided in the binders. The next Trial Balance sheet will be available after the census date.

Graduate: Ms. Bowers stated that she attended Advocacy Day on Tuesday, April 7th with President Morales, Dia Poole, Pam Langford and Mark Edwards where they advocated for an additional \$97,000,000 for the CSU system. The National Security Studies Graduate Department held the 9th annual CSU-ACE colloquium on Friday, April 17th from 10:30 a.m. to 4 p.m. Over 160 students attended with nearly a dozen federal agencies.

ADOPTION OF AGENDA:

Mr. Barcenas stated that he is seeking a motion to strike BD 30-15 and BD 32-15 since the students can no longer participate due to a class conflict.

M/S Harrington/Patalano: To strike BD 30-15 and BD 32-15. Passed.

Mr. Barcenas stated that he is seeking a motion to move BD 24-15 to the bottom of the agenda.

M/S Harrington/Patalano: To move BD 24-15 to the bottom of the agenda. Passed.

Mr. Davis recommended a motion to place BD 31-15, BD 33-15 and BD 34-15 on a consent calendar.

M/S Patalano/Harrington: To place BD 31-15, BD 33-15 and BD 34-15 on a consent calendar. Passed.

The agenda was adopted as amended.

NEW BUSINESS:

BD 27-15 M/S Satterlund/Bowers: Permission to use \$12,500.00 from Unrestricted Net Assets to cover registration/conference fees for the 29th Annual HACU Conference. The account to be charged will be Grant & Service Programs, ASI Donations (660723-RN001-A4700-0502).

Dr. Satterlund stated that CSUSB has the reputation of ensuring the most student representation at the HACU (Hispanic Association for Colleges and Universities) conference every year. The HACU coordinator has asked for ASI's support in order to ensure that this reputation continues.

Mr. Davis stated that Mr. Barcenas, Ms. Bowers and he participated in the HACU conference; Ms. Buck does a wonderful job preparing students and distributing student resumes to agencies.

Discussion followed.

Passed.

BD 28-15 M/S Satterlund/Harrington: Appointment of Marvin Garcia as the Communications representative to the ASI-PDC Advisory Committee.

Ms. Rossi explained that Mr. Garcia is a great student and has volunteered for ASI-PDC events; she believes that he is a great candidate for the PDC Advisory Committee.

Passed.

BD 29-15 M/S Patalano/Satterlund: Appointment of Gloria Magana as a student-at-large representative to the ASI Elections Committee.

Mr. Barcenas stated that elections officially begin on April 26th and the Elections Coordinator, Ms. Hall, is in the process of gathering her Elections Committee. He explained the duties of the Elections Committee.

Passed.

M/S No Motion/No Second: To open the following consent calendar:

BD 31-15 Appointment of Catherine Ou as the student-at-large representative to the ASI Finance Committee.

BD 33-15 Appointment of Alejandro Gutierrez as the student-at-large representative to the ASI Finance Committee.

BD 34-15 Appointment of Nikolay Maslov as the student-at-large representative to the ASI Finance Committee.

Vote on the above consent calendar passed.

The gavel was passed to Ms. Bowers, Executive Vice President Pro Tem.

BD 24-15 M/S Patalano/Harrington: Review and approval of the ASI 2015-16 annual budget. (First Reading)

Mr. Stratton explained the anticipated revenue based on student enrollment, including fee waivers. He reviewed the Executive Director, Assistant Director and the Administrative Support Coordinator wages under Corporate Personnel.

Dr. Satterlund questioned if a mechanism existed for the Board to review the competitive salaries of professional staff.

Mr. Stratton stated that a formal mechanism does not exist, however, there is an AOA, Auxiliary Organization Association, which produces a salary compensation report every two or three years. The AOA is currently in the process of collecting the information for the report. State side ranges for comparable positions are also reviewed. He advised the Chair to seek a motion to suspend the rules.

Ms. Bowers stated that she is seeking a motion to suspend the rules.

M/S Harrington/Patalano: To suspend the rules. Passed.

Mr. Stratton continued to review Corporate Personnel.

Mr. Stratton stated the following changes:

On page 1, *Corporate Personnel*:

The wage of Unallocated Staff increased from \$5,625.00 to \$9,915.00 if the campus authorizes up to 5% salary increase.

On page 2, *Corporate Personnel*:

The budget for Box Office Student Assistant decreased from \$10,875.00 to \$6,555.00 since the number of Box Office student assistants decreased from two to one. Individuals will be retained as the Box Office transfers into an online only presence. A student assistant will continue to ensure that contract obligations are being met on both sides. This will allow for students at the Palm Desert Campus to have broader access, decrease the risk of working with cash and will significantly reduce staff time.

The budget for Graphic Artist Student Assistant increased from \$17,000.00 to \$18,700.00 since there is an increase in pay rate as the current student assistants are moving up the pay scale.

The budget for Interns/Howl Squad/Advocates increased from \$32,130.00 to \$58,455.00 since there will be three internships, five Howl Squad and five Advocates.

Mr. Barcenas stated that since the Programming Student Assistant will be receiving help next year with the Assistant Director, the pay rate should be at \$13.00 an hour instead of \$14.00 an hour. The Director

of External Affairs should have a pay rate of \$13.00 an hour instead of \$12.00 an hour along with 20 hours a week versus only 17 hours a week since the position requires many hours and a heavy workload.

Discussion followed.

Mr. Barcenas stated that the Director of External Affairs should be a hired position beginning on July 1st instead of an appointed position. The Special Projects Student Assistant should be an appointed position since it is not needed especially since the Assistant Director will be taking over most of the duties.

Discussion followed with questions from the Board.

Mr. Stratton continued stating the following changes:

On page 3, *Corporate Operating*:

Supplies and Services increased from \$20,000.00 to \$30,000.00 for additional office supplies.

Accounting increased from \$65,000.00 to \$70,000.00 since the MOU is expected to increase.

On page 4, *Corporate Operating*:

Hospitality increased from \$5,000.00 to \$7,000.00.

Equipment increased from \$15,000.00 to \$20,000.00.

On page 5, *Corporate Operating*:

Telephone Service increased from \$3,636.00 to \$3,700.00.

Telephone Calls increased from \$2,544.00 to \$2,600.00.

Postage increased from \$1,432.00 to \$1,500.00.

Insurance decreased from \$25,000.00 to \$22,000.00.

Travel increased from \$25,000.00 to \$30,000.00.

On page 5, *Assessment and Special Projects*:

Special Events increased from \$4,500.00 to \$5,000.00.

Supplies and Services decreased from \$3,500.00 to \$500.00 since the iPad Minis that were needed for surveys and more were already purchased.

On page 6, *External Affairs*:

Dues was removed since students will pay directly with SIRF.

Box Office:

Equipment Repair was removed in order to create a general account.

Ticket Purchases was removed.

College Legal Clinic:

CLC Fee increased from \$9,666.00 to \$10,500.00 since the fee is anticipated to increase with higher enrollment.

Hospitality increased from \$500.00 to \$550.00.

Grant and Service Programs:

Children's Center increased from \$164,160.00 to \$165,000.00 in order to give them a bulk amount instead of an odd amount.

Student Research and Travel increased from \$69,440.00 to \$70,000.00 in order to give them a bulk amount instead of an odd amount.

On page 7, *Grant and Service Programs:*

ASI Scholarships increased from \$53,440.00 to \$55,000.00 in order to give them a bulk amount instead of an odd amount.

PAES Scholarships increased from \$53,440.00 to \$55,000.00 in order to give them a bulk amount instead of an odd amount.

Public Relations Program:

Supplies and Services decreased from \$6,000.00 to \$200.00 in order to create a general account.

Planners increased from \$25,000.00 to \$26,000.00 since students enjoy them.

Club Allocation Budget:

Mr. Davis stated that Supplies and Services will increase from \$50,000.00 to \$52,000.00; the funds will be removed from CAB under PDC and placed into one fund.

Activities Committee:

Supplies and Services decreased from \$1,500.00 to \$500.00 in order to create a general account.

Special Events will increase from \$50,000.00 to \$100,000.00; the funds were taken from AS Productions along with revenue from the Kevin Hart performance.

Page 8, *Leadership Program:*

Supplies and Services decreased from \$8,000.00 to \$1,000.00 in order to create a general account.

Program increased from \$60,000.00 to \$75,000.00.

Elections Committee:

Supplies and Services increased from \$4,830.00 to \$6,000.00; an election reveal party will be held.

Palm Desert Campus:

The wage and Scholarship for the VP PDC was removed since the position was eliminated.

Supplies and Services decreased from \$750.00 to \$500.00.

The description of Hospitality was removed in order to broaden how the funds are used.

Graduation Reception was removed.

Programs and Publicity increased from \$3,000.00 to \$11,000.00.

Student Assistants increased from \$8,500.00 to \$11,650.00.

M/S Lenzini/Harrington: To reinstate the rules. Passed.

Discussion closed.

ANNOUNCEMENTS:

Mr. Barcenas stated that WASC is requesting input from ASI representatives this Friday from 11 a.m. to 12 p.m. in University Hall, room 329; please see him if interested in attending.

MOTION TO ADJOURN



Juan Garcia
Executive Vice President