

**ASSOCIATED STUDENTS, INC.**  
**California State University, San Bernardino**

**BOARD OF DIRECTORS**

**MINUTES**

**APRIL 18, 2017**

The meeting was called to order by the President, Alejandro Gutierrez at 12:10 p.m.

Present: Alejandro Gutierrez, Quin Kochman, Andrea Davalos, Georgette Helo, Atoshi Khosru, Dr. Alysson Satterlund, Donal Martinez, Theodore Fiawoo, Dr. Brian Haynes, Jodi Buckley, Shannon Stratton, and Dr. Kathie Pelletier.

Absent: Sean Maulding (excused), Connor Dickson (class conflict), Andre Harrington (excused), Liliana De La Cerda (excused) and Michael Kampbell (excused).

Guests: Deanna Herndon, Mellissa Patton and Chad Reyes.

**APPROVAL OF THE MINUTES:**

Dr. Satterlund mentioned that in the Executive Director's report there was a mistake that the Chancellor's office cash-handling audit will be closed not that the Chancellor's office will be closed due to cash-handling audit.

The minutes of April 4, 2016 were approved with the above correction.

**REPORTS:**

*College of Business and Public Administration:* Ms. Davalos stated that the Jack Brown endowment will be a seven year draft that will begin Fall of 2018 and carry on to 2025. In the previous year there was an 8% return rate of the endowment but it is presumed that this year there will be a return rate of 4%; there is a survey on the College of Business and Public Administration website, until May 15<sup>th</sup>, for students to share their feedback or concerns in regards to this endowment.

*Executive Vice President:* Ms. Kochman stated that they completed the ASI Peer Review last week and thanked everyone from the Board who were involved. Some improvements that can be made within ASI that were recommended are visibility, training, strategic planning, organizational structure, structural management and providing learning outcomes. Within the next few weeks a final report from the Peer Review should be received and will be presented to the Board.

*Executive Director:* Mr. Stratton gave an overview of the Chancellor's office cash-handling audit and stated that there needs to be procedural and policy adjustments made in the ASI Box Office Policy due to a deposit finding during the last cash-handling audit. He is meeting with the campus auditor Mike Zachary to get his perspective on the next steps that should be taken. The Alternative Spring Break New Orleans student surveys were sent out electronically to the Board. There is a short video on the ASI page discussing the partnership with T.R.A.C.K.S. Alternative Spring Break to New Orleans. He recognized Alfredo Barcenas and the student programming team for doing a great job on their advocacy efforts.

*President:* Mr. Gutierrez thanked Mr. Stratton for his involvement with Alternative Spring Break and also recognized Alfredo Barcenas, the Programming Coordinator for all his hard work on behalf

of ASI. There are some job opportunities in ASI for Student Advocate, Poll Workers and a Marketing Internship. He thanked everyone that was involved with the Quarter to Semester surveys and that there were about 6,500 surveys that were collected. The College Legal Clinic's first attorney night for the quarter is on April 26<sup>th</sup>. This week is Sustainability Week and he encouraged the Board to get involved with the events.

**ADOPTION OF AGENDA:**

M/S Stratton/Davalos: To place BD 29-17 through 32-17 on a consent calendar. Passed.

M/S Stratton/Fiawoo: To strike \$15,000.00 on BD 28-17 and replace with \$16,170.00 as this was the amount approved by the Finance Committee. Passed.

The agenda was adopted as amended.

**NEW BUSINESS:**

**BD 28-17 Helo/Stratton: Permission to use \$16,170.00 from Unrestricted Net Assets for Infant/Toddler Lab School student assistant wages during the Spring quarter on a one time basis. The account to be charged will be Grant & Service Programs - ASI Donations (660723-RN001-A4700).**

Mr. Stratton introduced Deanna Herndon, the Director of Infant Toddler Center as well as the Children's Center.

Ms. Davalos explained the Infant/Toddler Lab School is a program that provides job opportunities for students and is a great work experience for anyone on the path to be involved with children in their future careers.

Ms. Herndon stated that the Infant/Toddler Lab School has been on campus since 2005. They provide high-quality child care for infants and toddlers from six months to thirty-six months. This program serves as a training ground for the education and preparation of future leaders in the fields of early childhood education and childhood development. There must be a certain number of teachers in the classrooms to keep the teacher to child ratios low so that they can ensure the highest quality of care for the children. It was an unsuccessful year placing students on work study and as a result the funds they have will soon diminish. The request of \$16,170.00 is a one-time request and they will be working with the work study coordinator to place some student assistants on work study for the next academic year.

Discussion followed with questions from the Board. Passed (9/0/0).

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

**BD 29-17 Appointment of Antonio Moran as a student-at-large representative to the ASI Finance Committee.**

**BD 30-17 Appointment of Kristy Robles as a student-at-large representative to the ASI**

**Finance Committee.**

**BD 31-17 Appointment of Marcos Vega as a student-at-large representative to the ASI Finance Committee.**

**BD 32-17 Appointment of Jeremy Dickerson as a student-at-large representative to the ASI Finance Committee.**

Vote on the above consent calendar passed (8/0/0).

**ANNOUNCEMENTS:**

Mr. Gutierrez once again recognized Mr. Barcenas for his hard work and dedication on behalf of ASI.

Mr. Fiawoo gave an overview of the Vital and Expanded Technologies Initiative committee (VETI) and how funds are being allocated.

Ms. Buckley announced that the event for Graduate Studies was a successful event. The Department of Education will be hosting an event to discuss the future of student's education on April 28<sup>th</sup>. She submitted a paper to speak at the Interdisciplinary Conference in Japan on May 18<sup>th</sup> and is currently waiting for an acceptance.

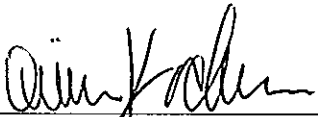
Mr. Barcenas announced that Sustainability Week is in full effect this week and encouraged the Board to participate in the events. The ASI Spring Mixer is on Thursday from 6 p.m. - 9 p.m.

Mr. Stratton announced that the Coyote Fest sponsorship of \$10,000.00 was approved. The goal is to reach and hopefully surpass 7,000 attendees.

Ms. Davalos announced that on Thursday from 11 a.m. – 5 p.m. there will be an event to promote global awareness.

Ms. Kochman reminded the Board about the changes to the schedule for the remaining Board of Directors meetings.

**MOTION TO ADJOURN**

  
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Quin Kochman  
Executive Vice President

