

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

**BOARD OF DIRECTORS**

**MINUTES**

**JUNE 2, 2020**

The meeting was called to order by the President, Adonis Galarza at 12:03 p.m.

Present: Adonis Galarza, Helen Martinez, Kristy Robles, Mark Sanchez, Yomara Donis, Marvin Macharia, Nathaly Ramos, Jonathan Lowell, Sharon Tewari, Marilyn Lua, Angelica Agudo, Suany Echevarria, Jesse Felix, Dr. Angela Horner and Dr. Paz Oliverrez.

Guests: Victoria Ayala, Alfredo Barcenas, Graciela Moran, Vianey Abraham, Sage Keyner, Brittany Montenegro and Herbert Gonzalez.

(The above listed were present via Zoom)

**APPROVAL OF THE MINUTES:**

The minutes of May 26<sup>th</sup> were approved.

**REPORTS:**

*College of Social and Behavior Sciences:* Ms. Ramos stated that she attended the Undocumented Student Success Center meeting.

*Housing:* Ms. Lua stated that she will be hosting an event at 5:00 p.m. today in collaboration with RHA.

*College of Natural Sciences:* Mr. Macharia stated that he met with student athletes and received feedback on the proposed athletics position. He met with the Dean of Natural Sciences.

*President's Representative:* Dr. Oliverrez stated that the AVP Dean of students is Dr. Darcey Graham. A Fireside Chat will be held this week.

*Vice President of Finance:* Ms. Robles stated that the final Finance Committee meeting for the Quarter was held last week.

*Executive Vice President:* Ms. Martinez stated that she attended the WSCUC Campus Leadership Forum. She will be attending the Faculty Senate meeting. There were concerns brought to her by students. The concerns included a statement of Solidarity to the Black community, an endorsement letter to the Athletics Department and Administration, as well as support for an exam reform petition.

*Executive Director:* Mr. Felix stated that his reports can be found in Microsoft Teams if Board members are interested in reviewing them.

*President:* Mr. Galarza stated that he attended a State of the Region meeting. He stated that the Executive team has been meeting to discuss the current issues.

**ADOPTION OF AGENDA:**

M/S Macharia/Echevarria: To amend the agenda to add the following item:

BD 82-20: Discussion on the petition to have optional exams. Failed (0/11/1).

Mr. Barcenas advised not to add agenda items since it has not been publicized.

Mr. Galarza suggested holding a special BoD meeting to discuss this issue.

The agenda was adopted.

**OLD BUSINESS:**

**BD 71-20 M/S Donis/Echevarria: Revision of the ASI Reserves Policy. (Third Reading)**

Ms. Donis stated that she did not receive any feedback or suggested changes to the policy.

Discussion followed with questions from the Board.

*Section 2, Operations:*

M/S: Macharia/Echevarria: To strike \$400,000.00 and replace with \$300,000.00. Passed (3/1/6).

Vote on motion as amended passed (12/0/0).

**BD 73-20 M/S Donis/Echevarria: Revision of the ASI Bylaws. (Third Reading)**

M/S: Donis/Echevarria: To make the following changes:

*Article III, Section 8, Subsection B:*

To strike: “Two (2) hours per week” and replace with “three (3) hours per week”.

*Article III, Section 9, Subsection A(1):*

To strike: “These reports must be placed with the agenda” and replace with “these reports must be placed on the ASI website.”

The following Subsection was added:

*Article IV, Section 1, Subsection D(1b):*

To add: “Entitled to a supplemental scholarship to be indexed against the in-state fees designated and/or revised by the California State University Chancellor’s Office. The supplemental scholarship only applies to the Fall, Winter and Spring quarters semesters of the elected executive officer’s term of office. This scholarship may not be applied to past or future fees.”

*Article IV, Section 1, Subsection D(2):*

To reinstate the supplemental scholarship.

*Article IV, Section 3, Subsection A(2b):*

To strike: “A bi-weekly basis” and replace with “a monthly basis”.

*Article IV, Section 3, Subsection A(9):*

To strike: “Faculty Senate”.

Passed (12/0/0).

*Article VI, Section 9:*

M/S: Donis/Agudo: To add the following Section and Subsections:

9. Lobby Corp.

- a. Purpose. The mission of the ASI Lobby Corps is to provide the means necessary to affect public policy on matters impacting higher education by lobbying to appropriate local and state officials.
- b. Membership
  1. Director of External Affairs (Chair) (Voting).
  2. ASI President or designee (ex-official) (Non-Voting).
  3. Two (2) Board Members confirmed by a majority vote of the filled BoD voting positions present at the BoD meeting (Voting).
  4. Six (6) students at large not employed or already serving in a leadership role within ASI, nominated by the Director of External Affairs and confirmed by a majority vote of the filled BoD positions present at the BoD meeting. (Voting).
  5. Student Member appointments are for one fiscal year.
- c. Powers
  1. Communicate with local government officials and advocate on behalf of the interests of Cal State San Bernardino in the California State University system.
  2. Organize lobbying trips to the State Capitol as part of the California Higher Education Student Summit.

3. Provide written legislative reports to the ASI BoD on legislation affecting higher education.
4. Make recommendations to the ASI BoD on legislative issues they should take a position on.
5. Appoint a Vice Chair among the membership listed in subsection b. Passed (11/0/0).

*Article III, Section 2, Subsection A(11):*

M/S: Macharia/Donis: To add “one (1) Director representing athletics” (current or former CSUSB student athlete). Passed (11/0/1).

Vote on motion as amended passed (12/0/0).

**BD 75-20 M/S Donis/Echevarria: Revision of the ASI Club Allocation Budget Policy. (Second Reading)**

Ms. Robles briefly reviewed some changes made to the policy. She explained that some of the language was revised.

The following Subsection was added:

*Section 1, Subsection B:*

“Consider verbiage that memorializes that the CAB committee can only approve funds for the fiscal year that they are serving except for conferences. The CAB committee should be able to pay for summer conferences as long as the reimbursement is processed prior to the close of the fiscal year”.

*Section 1, Subsection E:*

To add: “Penalties can be contested to the ASI Board of Directors. Decisions made by the ASI Board of Directors will be considered final.”

*Section 1, Subsection F:*

To strike: “At least two student representatives” and replace with “At least one student representative”.

To add: “Only individuals who completed a CAB workshop can submit requests, present to the CAB committee and file an FRF. These individuals may bring other members of their organization with them to present to the CAB Committee”.

The following Subsection was removed:

*Section 2, Subsection A:*

To strike: “The ASI Vice President for Finance will establish and forward deadlines for clubs to submit funding request forms to the Office of Student Engagement (OSE). OSE will then disseminate these dates to the clubs. This deadline shall be no less than five business days prior to the CAB Committee Meeting at which the club/organization would like to present. It is important that the FRF and all required supporting documents be submitted by the deadline date(s). The CAB Committee will not vote on funding approval 72 hours prior to the event.”

*Section 2, Subsection D:*

To strike: “no less than five business days prior to the CAB Committee Meeting at which the club/organization would like to present.” And replace with “at least 3 weeks prior to the event and Tuesday before 12:00 p.m. in order to be placed on the next CAB committee meeting.”

The following Subsection was added:

*Section 3, Subsection C(1b-8):*

“To be reimbursed for conferences fees, the following must be provided with the requisition form: Conference announcement (stating the name, date, and location), and registration costs, list of all attendees.”

The following Subsection was added:

*Section 3, Subsection C(4d):*

“To be reimbursed for food/beverages, the following must be attached to the requisition form: Flyer stating, “open to all students”, number of attendees written on requisition (if over 10), list of all attendees (if under 10).”

The following Section was added:

*Section 3, Subsection C(6):*

6. Organization Promotional Items

- a. Organizations may receive up to \$400 per academic year for promotional items.
- b. This category includes items for clubs/organizations personal use such as shirts, E-Z Up tents, marketing materials, etc. A promotional item is one that is considered to advance or market an organization’s mission.
- c. In order to be considered for this funding, clubs must present proposed item design to the Finance Committee. Only designs approved by the Finance Committee are eligible for reimbursement.
- d. Finance Committee has the ability to request ASI logo on materials.

M/S: Donis/Felix: To table BD 75-20 until next week's meeting. Passed (12/0/0).

**BD 77-20 M/S Donis/Echevarria: Permission to transfer \$15,000.00 from Club Allocation Budget – Special Events (660900-RN001-A5000) to Grant & Service Programs – ASI Donations (660723-RN001-A4700) to fund chartered clubs and organizations that were allocated Spring 2020 CAB Funds which are unusable due to COVID-19 with funds undistributed to student organizations being returned to ASI before the close of the year.**

Ms. Robles explained that students voted to ensure funds were available to clubs/organizations, however, due to the campus being closed, this has affected the ability to fund events. The best way to honor students would be to utilize those funds as directed.

Mr. Felix commended Ms. Robles for her work.

Passed (11/0/1).

**NEW BUSINESS:**

**BD 79-20 M/S Donis/Lowell: Approval to dissolve the ASI Lobby Corp Policy and Procedures. (First Reading).**

Ms. Donis explained that part of the policy was added to the bylaws, therefore, she is asking to dissolve this policy.

Mr. Galarza stated that this item will be brought to the Board next week for its second reading.

Discussion closed.

**BD 80-20 M/S Donis/Lua: Revision of the ASI Gift Acceptance Policy. (First Reading).**

Ms. Donis deferred to Mr. Barcenas.

Mr. Barcenas stated that this policy explains that gifts are generally funds received from an individual, corporation or foundations that may come in a variety of forms. Gifts may come with or without restrictions or may designate a particular program or activity to which the funds or resources should be directed. A gift is an irrevocable transfer of money or property that arrives with no quid pro quo or expectation of return of service or product and no contractual requirement accompanying it. He recommended that the Board review the policy and give any feedback at next week's second reading.

Discussion closed.

**BD 81-20 M/S Donis/Felix: Revision of the ASI Conference Attendees Policy. (First Reading).**

Ms. Donis deferred to Mr. Barcenas.

Mr. Barcenas stated that the purpose of this policy is to establish travel eligibility for students within Associated Students, Incorporated (ASI) to attend leadership conferences, statewide gatherings, and any type of travel that ASI sponsors. He explained that some of the language was revised. A Travel Participation/Responsibility Agreement was added to the policy. In order to travel, the individual must read the policy. He recommended that the Board review the policy and give any feedback at next week's second reading.

Discussion closed.

**ANNOUNCEMENTS:**

Mr. Felix deferred to Ms. Keyner who deferred to Ms. Montenegro.

Ms. Montenegro stated that she wanted to address a couple of concerns to make sure that the black student community is being supported. She hoped to increase the urgency of the BoD to discuss these issues.

Ms. Keyner requested that the Executive team and the Board create two separate letters of solidarity. She recommended that the Fireside Chat be an open discussion for the black student community.

Dr. Oliveriez stated that some programs are already being held and encouraged ASI to promote those programs. She scheduled a meeting with the President and the Movement to provide a space and support for the black student communities.

**MOTION TO ADJOURN**

Meeting adjourned at 1:43 p.m.



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Helen Martinez  
Executive Vice President