

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

**BOARD OF DIRECTORS**

**MINUTES**

**MAY 26, 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 Oliverez.

Guests: Victoria Ayala, Paola Galvez, Alfredo Barcenas, Jenna Archuleta, Marina Stone, Michael Arteaga, Jourdan Hilaire, Rita Garcia, Alondra Gomez, Pamela Langford, Crystal Wymer-Lucero, Cristian Alexander, Herbert Gonzalez and Daniel Jimenez.

(The above listed were present via Zoom)

**APPROVAL OF THE MINUTES:**

The Special meeting minutes of May 14<sup>th</sup> were approved.

The minutes of May 19<sup>th</sup> were approved.

**REPORTS:**

*Housing:* Ms. Lua stated that she attended the Women's Leadership conference on May 22<sup>nd</sup>.

*President's Representative:* Dr. Oliverez stated that the AVP Committee has offered the position to a candidate and are awaiting their response.

*Faculty Representative:* Dr. Horner stated that the feedback provided by ASI is extremely helpful.

*Vice President of Finance:* Ms. Robles stated that she is working with OSE to distribute funds to chartered clubs and organizations since CAB funds are not being utilized due to the current pandemic. The IRA Committee has reopened applications to give departments a chance to reevaluate their application due to the virtual environment.

*Executive Vice President:* Ms. Martinez stated that the Personnel Committee met to discuss the addition of an Associate Director to the ASI staff. A Faculty Senate meeting will be held today. A list of Committees was emailed to the Board.

*Executive Director:* Mr. Felix stated that the Adulting 101 event was a success. He stated that the Financial reports can be found in Microsoft Teams. The PPP loan was approved.

*President:* Mr. Galarza stated that a Fireside Chat with Dr. Oliverez will be held.

**ADOPTION OF AGENDA:**

M/S Felix/Donis: To place BD 78-20 as the first item of New Business. Passed (12/0/0).

M/S Felix/Donis: To place BD 76-20 as the second item of New Business. Passed (12/0/0).

The agenda was adopted as amended.

**OPEN FORUM:**

Mr. Felix deferred to Ms. Gomez.

Alondra Gomez, Residence Halls Association Director stated that she would like a Residence Hall representative on the BoD to serve housing students. She expressed her concern that housing students are not given enough information. She stated that by allowing the RHA Director to serve as a Residence Hall representative, housing students would be well informed.

**OLD BUSINESS:**

**BD 66-20 M/S Felix/Donis: Revision of the ASI Financial Policy and Procedures. (Second Reading)**

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

Passed (11/0/1).

**BD 67-20 M/S Donis/Echvarria: Revision of the ASI Reimbursement Policy. (Second Reading)**

Ms. Donis stated that she did not receive any additional feedback to the policy.

M/S: Lua/Felix: To amend the Purpose to read “The purpose of this policy is to encourage ASI students and staff to attend gatherings, including but not limited to meetings and retreats. Authorize the reimbursement of funds to ASI for bills incurred for lodging, food, etc. at ASI off-campus meetings for people who commit to attending and then fail to show up.” Passed (12/0/0).

Discussion followed with questions from the Board.

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

**BD 68-20 M/S Donis/Lua: Revision of the ASI Board of Directors Incentives Policy. (Second Reading)**

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

Passed (12/0/0).

**BD 69-20 M/S Donis/Echevarria: Revision of the ASI Hospitality Policy. (Second Reading)**

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

Passed (12/0/0).

**BD 70-20 M/S Donis/Echevarria: Revision of the ASI Policy and Procedures Governing Travel and Allowances. (Second Reading)**

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

Discussion followed with questions from the Board.

Passed (12/0/0).

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

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

Discussion followed with questions from the Board.

Mr. Felix suggested that the Board review the Reserves amount.

M/S: Donis/Echevarria: To table BD 71-20 until next week's meeting. Passed (12/0/0).

**BD 72-20 M/S Donis/Echevarria: Revision of the ASI Student Research and Travel Policy. (Second Reading)**

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

Passed (12/0/0).

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

M/S: Donis/No Second: To make the following changes:

*Article III, Section 8, Subsection B(1b):*

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 E(3):*

To reinstate the supplemental scholarship.

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

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

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

To strike: “Faculty Senate”.

*Article II, Section 2, Subsection A(12):*

M/S: Lua/Echevarria: To appoint the Resident Halls Association Director as the ASI Housing Representative. Failed (1/9/2).

Discussion followed with questions from the Board.

M/S: Felix/Donis: To table BD 73-20 until next week’s meeting. Passed (12/0/0).

**NEW BUSINESS:**

**BD 78-20 M/S Felix/Oliverez: Discussion of the Center for Effective Organizational Solutions.**

Mr. Felix deferred to Ms. Garcia.

Rita Garcia gave a presentation on the Masters of Industrial/Organizational Psychology (MSIOP). They explained that their mission is to establish and maintain a student-driven, faculty supervised, self-sustaining consulting center that serve as a training ground for the students of the Industrial/Organizational Psychology concentration undergraduate program and the Masters of Industrial/Organizational Psychology program. She hopes that ASI can provide a letter of support for them to create an EOS center.

Discussion closed.

The meeting continued past 2:00 p.m.

Ms. Martinez left the meeting due to another meeting conflict.

Dr. Oliverez left the meeting due to another meeting conflict

Ms. Lua left the meeting due to a class conflict.

**BD 76-20 M/S Macharia/Echevarria: Permission to transfer \$16,000.00 from Unrestricted Net Assets to Grant & Service Programs- ASI Donations (660723-RN001-A4700) for 2019-20 class gift.**

Mr. Galarza explained the three options available.

Ms. Wymer-Lucero stated that Alumni Relations is excited to collaborate on this gift with ASI. They recommended the second option since it is the best value for customization while remaining budget conscious.

Discussion ensued.

Mr. Lowell stated that the second option would be best.

Mr. Galarza stated that the Finance Committee amended the item to state that the \$16,000.00 must be approved upon ASI Executives agreeing to the marketing materials.

M/S: Macharia/Agudo: To amend the item to read “Permission to transfer \$16,000.00 from Unrestricted Net Assets to Grant & Service Programs-ASI Donations (660723-RN001-A4700) for 2019-20 class gift under the condition that the ASI Executives approve the design of the material.” Passed (8/0/2).

Dr. Horner left the meeting.

M/S: Donis/Lowell: To amend the item to read “Permission to transfer \$15,758.00 from Unrestricted Net Assets to Grant & Service Programs-ASI Donations (660723-RN001-A4700) for 2019-20 class gift under the condition that the ASI Executives approve the design of the material.” Passed (8/0/1).

Discussion followed with questions from the Board.

Vote on motion as amended passed (8/0/1).

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

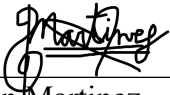
Ms. Robles recommended that the Board review the policy and give any feedback at next week's second reading.

Discussion closed.

Mr. Galarza stated that BD 77-20 will be left until next week's meeting.

**MOTION TO ADJOURN**

Meeting adjourned at 2:26 p.m.



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Helen Martinez  
Executive Vice President