

**Minutes of the  
Associated Student of  
California State University Channel Islands, Inc.**

**Board Meeting**

August 03, 2006

The Associated Students of California State University Channel Islands, Inc. met on Thursday, August 3, 2006 at 8am in the California State University Channel Islands Administration Building, Training Room.

Members Present: Joanne Coville, Jessica LaRoe, Shawn Mulchay, Chelsea Bente, Hellmi McIntyre, Dr. Gregory Sawyer, Trae Cotton, Deanne Ellison

Members Absent: Ben Gallagher, Meghan Ciuffetelli

Members of the Public: Dustin Russell, Peter Mosinskis

**Call to Order**

The meeting was called to order at 8:10AM

**1. Approval of Minutes** – Deferred to after Public Forum.

**2. Public Forum-** Jessica La Roe introduced Peter Mosinskis, Supervisor of Web Services Information Management at CSUCI. He was invited to discuss the potential of creating and maintaining the ASI and affiliated websites in-house as opposed to outsourcing to a private business. Mr. Mosinskis reminded the Board that his program had been providing web services to include design, development and hosting for the campus community since early 2003. He outlined what he believed to be the scope of work: that the current page is out of date. He said the key element to building a new website which would be most effective for the ASI and 4 subsidiaries was to continually maintain content. He has researched other similar types of websites and found that these components could be found in most of them: general information, mission statement, history of organization, values statements, programs, services provided, general news of the organization, documents, official agendas, forms, minutes, and biographies of members. He also believes that program specific content for each of the 4 entities, calendar of events, suggestion box, discussion boards etc. are all popular aspects to websites for like organizations. In terms of cost recovery, Mr. Mosinskis said costs would be dependent on the scope of work. But that 4-5 pages would amount to around \$1800 plus maintenance costs and could be delivered at the beginning of February. Hellmi McIntyre then asked if it could be delivered sooner. Mr. Mosinskis thought it could be possible depending on the usability of content he was provided. Jessica LaRoe explained that Web Services Information Management is currently backed up with other campus-wide projects, but assured the Board that there was a clear indication of willingness on the part of Web Services Information Management to work with us.

**Quorum was reached and business was begun at 8:25 a.m.**

**3. Approval of the Minutes.** The minutes were approved with the following correction: Page 2, Order of Business 12a. should read: “Between Meetings Action (Resolution regarding Authorized Check Signers for ASI (not UGC) Bank Accounts) –“. Joanne Coville made the motion, Chelsea Bente seconded and the minutes were approved as amended unanimously.

**4. Interview with ASI Board Candidate Dustin Russell:** Mr. Russell addressed the Board with a three minute introduction of himself and outlined his interest in serving on the ASI Board. Mr. Russell was asked to leave the room, and the Board elected Mr. Russell to the Board with all ye votes and one abstention from Chelsea Bente.

**5. Financial Report -** Ms. Joanne Coville reported that they are closing the books for June; they remain open only to catch strays. Ms. Coville reported that they are preparing for the Annual Audit. Draft reports – regular financial reports are currently out for review.

**6. Rules and Regulations of Being an Auxiliary Unit –** Ms. Coville asked that discussion of this topic be deferred until such time all new Board members are present.

**7. Travel Policy –** Ms. Coville reported that we amended the policy at the last Board meeting. Students must have adequate insurance. Procurement is checking to put back on state contract. Ms. LaRoe reported that it went very smoothly the last time she rented a car from Enterprise, and paid with her ASI American Express, including insurance.

**8. Student Union Update –** Ms. Coville reported that the Physical Master Plan Committee approved the location. The recommendation will be made to the UPAC Committee, and when approved will be recommended to the President. Ms. Coville commended Jessica and her fellow students for “doing a super job and bringing an excellent show of support”.

## **9. Old Business**

**a. ASI Website –** Ms. La Roe reported that after reviewing the proposal received by the student who had started his own business, it was decided that it would be preferable for the ASI to do business with a more established, reliable, stable business. The CSUCI Web Services and Information Management department. It is imperative that we choose a firm that is reliable, and we already have a relationship with CSUCI, WSIM. In fact, they have already reserved a domain for the ASI and entities. Jessica said that she would bring their estimate to the next Board Meeting at which time the Board would vote. Ms. McIntyre indicated she thinks it is important to keep this service on campus. It was agreed that, though the students would like a website produced by fellow students, it was more practical for the purposes of continuity and institutional memory to work with CSUCI, WSIM.

**b. Yearbook -** Dr. Greg Sawyer praised the final draft of the *Nautical* Yearbook as being superior. He said that he had given Shawn Mulchay an award-winning book as a benchmark, and that Shawn and his colleagues had surpassed in quality the award-winning book they received. Dr. Sawyer and the Board congratulated Mr. Mulchay and his staff for excellent work.

**c. Readership Program –** Jessica LaRoe updated the Board on the Readership Program. Because of input from Ashish Vaidya, it was decided that the three newspapers for the pilot program should be USA Today, Ventura County Star and the New York Times, as faculty members have agreed to include the NY Times as a teaching tool in coursework. Ms. La Roe also reported that bins would be placed at specific locations on campus to include: Housing, the HUB, (2) in Bell Tower, Islands Café, the Library and possibly Science and Recruitment. She also indicated that the bins would provide designated space for the CI View newspaper.

**10. New Business**

**a. ASI Signing Authority** - A question arose as to whom signing authority for ASI financial records would pass as Toni Rice has accepted a new position within the Division of Student Affairs. Dr. Sawyer and Mr. Cotton agreed that they would discuss this matter and make a recommendation to the Board.

**b. UPAC Meeting.** It was agreed that again, Jessica and as many students as possible should attend the UPAC meeting regarding the Proposed Student Union.

There being no additional new business, Chair called for any announcements. Chelsee Bente reported that the Student Programming Board is actively working on the discounted Movie Program for students to enjoy this Fall.

There being no additional business for the ASI Board, the meeting was adjourned at 9:07 a.m.

APPROVED:

Associated Students of California State University, Channel Islands

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Jessica LaRoe ASI Board Chairperson  
Deanne Ellison, ASI Support/Secretary

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Date