



**ASSOCIATED
STUDENTS INC.**

C H A N N E L
I S L A N D S

**NOTICE OF MEETING OF THE BOARD OF DIRECTORS OF
ASSOCIATED STUDENTS OF CSU CHANNEL ISLANDS, INC.**

NOTICE IS HEREBY GIVEN, to the general public and to all of the Board of Directors of Associated Students of CSU Channel Islands, Inc., a California nonprofit public benefit corporation, that:

A meeting of the Board of Directors will be held on Thursday, April 20, 2017 at 7:40 a.m., pursuant to Education Code Section 89921 et seq., at California State University Channel Islands, Student Union Conference Room, located at One University Drive, Camarillo, CA 93012, to consider and act upon the following matters:

- 1) Call to Order: 7:45 a.m.
- 2) Roll Call:
 - a. Members present: Kiana Sailor, Sean Kramer, Michelle Noyes, Jennica Gold, Toni DeBoni, Jennifer Moss, Rhen Bass, Corinne Smith, Jeremy Booker, Susan Andrzewski, and Carisa Arellano.
 - b. Members of the Public: Cindy Derrico, Genesis DeLong, Kristina Hamilton, Tonee Sherrill, Diana Ballesteros, Jennifer Shoemaker, Helen Alatorre, and Bethany Banuelos
- 3) Approval of Agenda:
 - I. **M/S/P (J. Booker/C. Arellano) Motion passed 10-0-0**
- 4) Approval of Minutes:
 - a. ACTION ITEM: 04.06.17 Minutes
 - II. **M/S/P (K. Sailor/J. Gold) Motion passed 9-0-1**
- 5) Public Forum: None
- 6) Financial Report: None
- 7) Entity Reports:
 - a. Student Government (*M. Noyes*)
 - i. Creating transition reports
 - ii. Finished handing out Maximus awards
 - iii. Will be going to Choose CSU on Tuesday, May 2
 - b. Student Programming Board (*R. Leal*)
 - i. A typed report will be sent to the board
 - c. *The CI View (J. Gold)*
 - i. The April addition will be coming out
 - ii. They will be having a May addition come out later in this semester
 - d. *The Nautical (C. Arellano)*
 - i. Finishing up the book. Putting in all the articles
- 8) Community Report: (*R. Bass*)

- a. Had the opportunity to be the speaker at the Gamma Beta Phi honors society induction ceremony.
- 9) Student Fee Advisory Committee Report: (*M. Noyes*)
 - a. Collecting feedback from members to add to the report
- 10) Outstanding Business:
 - a. Subcommittee Updates.
 - i. Election Council (J. Booker)-
 1. Elections will conclude today at 5pm
 2. We surpassed voting from last year and are currently at 936 votes. This is an increase of 250%
 3. Recently had two public hearings. The hearings concluded on Monday. The committee heard a total of 11 cases
 4. A notice will go out with a summary of all findings
 5. All candidates received notices last night. The Election Code provides those with findings an appeal process.
 - ii. BASC (C. Smith)-
 1. Approved budget for next year. This will be brought to the Board on April 27th for approval
 2. An agenda was sent to Jennica and she will send it out today
 3. BASC procedures are on the agenda today for discussion and approval
- 11) New Business:
 - a. INFORMATIONAL ITEM: Introduction of ASI Executive Director Helen Alatorre (C. Derrico & H. Alatorre)
 - i. Helen gave a brief introduction of her career and education. She was thankful to be here.
 - b. ACTION ITEM: ASI Stole Recipients (C. Arellano)-
 - i. The Stole committee met last week to review a total of 6 applicants
 - ii. C. Arellano provided the Board with the recommended 5 candidates to the board for approval
 - iii. C. Arellano explained that the 6th candidate was not eligible since they only turned in their application but did not submit their recommendation form or their \$50 payment.
 - iv. C. Derrico explained that it isn't deemed appropriate to pay for an individual to receive an ASI stole with student fees. She suggested an option for possible donations for candidates that can't pay the \$50 payment
 - v. C. Arellano read off the requirements for the stole applicants.
 - vi. J. Booker moved to approve the 5 names listed for the ASI Stole.

III. M/S/P (J. Booker/T. Deboni) Motion passed 10-0-1

- c. ACTION ITEM: BASC Procedure Updates (C. Smith)-
- i. The BASC committee made new changes and moved all definitions to one section.
 - ii. All procedures were moved to one section. They felt that it was more efficient to have the wording in one section.
 - iii. Moved all awards and honorarium up on the document. This applies to all funding recipients.
 - iv. Added collaboration to the procedures. This is to encourage collaboration through student organizations and ASI.
 - v. Added the spending parameters section
 - vi. Added the expenditures and reimbursements
 - vii. Funding guidelines for student organizations. The \$3,000 cap is bolded and it's covered in orientation.
 - viii. Clarification for plaques. The limit for awards is \$50. Confusion was brought up due to the title of the section. Suggested to have just prizes in the heading. Student organizations can't use ASI money to purchase prizes. They must fundraise to purchase prizes.
 - ix. Clarification on how prizes were going to the same people and awards go to an honorarium instead of a specific person in the organization. It's the responsibility of the organization to recognize their leaders not the responsibility of all ASI.
 - x. Registration fees can sometimes be funded. This is on a case by case basis. We do not fund individual travel. This can bring up other issues like liability.
 - xi. Decided to take out the word "individual" and move that to the front of registration, since we will not fund travel nor individual registration. This was changed under 3 i.
 - xii. The BASC discussed equipment that is purchased by student organizations. They decided to have equipment over \$250 be an asset and must be recorded. The student organization must prove that they have it and who it will go to next.
 - xiii. T. Deboni suggested that we have additional accountability and help for the student organizations in this process.
 - xiv. The Board discussed storage in the Student Union for these resources and other possible storage ideas.
 - xv. Clarification that we don't have the authority to chargeback an individual in the case of lost or damaged equipment.
 - xvi. T. Deboni offered support to help whoever is doing this process. She wants to look into the practicality of student organizations and the available space for them. Is there some items that make more sense to be centralized?
 - xvii. If the board feels more comfortable, we can go back to the inventory list discussion and since that's not a policy it doesn't need to be approved today.

IV. S. Andrzejewski motioned to approve the BASC procedures with amendments.

- xviii. In an effort to clarify and streamline the budget request process for campus entities seeking ASI funds, the Budget Allocation and Spending Committee (BASC) has updated the ASI Budget Allocation and Spending Procedure. A draft of the proposed changes will be provided to the Board for review. The current BASC Procedure can be found online at <http://asi.csuci.edu/asiboardgoverningdocuments.htm>.

M/S/P (S. Andrzejewski, /C. Arellano) Motion passed 10-0-0

12) April/May Subcommittee Meeting Times:

a. BASC

- i. Monday, April 10, 2017, 7:45 – 8:45 a.m., Student Union Meeting Room A
- ii. Wednesday, April 12, 2017, 7:45 – 8:45 a.m., Student Union Meeting Room A
- iii. Friday, April 14, 2017, 1:30 – 3:30 p.m., Student Union Meeting Room A
- iv. Monday, April 17, 2017, 7:45 – 10:00 a.m., Student Union Meeting Room A
- v. Wednesday, April 19, 2017, 7:45 – 8:45 a.m., Student Union Meeting Room A (Canceled)
- vi. Monday, April 24, 2017, 7:45 – 10:00 a.m., Student Union Meeting Room A (Canceled)
- vii. Monday, May 1, 2017, 7:45 – 8:45 a.m., Student Union Meeting Room A
- viii. Wednesday, May 3, 2017, 7:45 – 8:45 a.m., Student Union Meeting Room A

b. Election Council

- i. Thursday, April 6, 2017, 5:00 – 6:00 p.m. Student Union Meeting Room A
- ii. Thursday, April 13, 2017, 5:00 – 6:00 p.m. Student Union Meeting Room A
- iii. Tuesday, April 18, 2017, 8:00 – 9:00 a.m. Student Union Meeting Room A (Canceled)

13) Adjournment:

Next ASI Board Meeting is scheduled for Thursday, April 27, 2017 at 7:40 a.m. in the Student Union Conference Room. Minutes respectfully submitted by Jennifer Shoemaker and Diana Ballesteros, ASI Budget Assistant, ASI Facility Specialist.