



**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 was held on Thursday, January 28, 2016 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: 7:43 a.m.
 - a. Members Present: Alex Yepez, Zachary Valladon, Leah Alarcon, Carissa Arellano, , Stephanie Chavez, Rhen Bass, Andrea Naranjo, Sam Albert, Monique Reyna, and Toni Deboni.
 - b. Member of the public: Genesis DeLong, Bethany Banuelos, Cindy Derrico, Lundon Templeton, Gary Gordon and Diana Ballesteros.
- 2) Approval of Minutes:
 - a. *Motion by Mr. Valladon to approve November 5th minutes, second by Ms. Reyna. All in favor. Motion passes.*
 - b. *Motion by Ms. Arellano to approve November 19th, second by Mr. Valladon. All in favor. Motion passes.*
- 3) Public Forum: Mr. Collins submitted a resignation that was sent to the Board and we received Mr. Bell's resignation letter this morning.
 - a. Mr. Valladon asked if Mr. Bell resigned from his position as treasurer or his position as a director of the Board. Mr. Yepez will ask for clarification.
 - b. Ms. Templeton thanked the Board for everything over the course of her career at CI.
 - c. Ms. DeLong introduced Mr. Gordon to the ASI/SU team as the Interim ASI Assistant Director.
- 4) Financial Report: No report.
- 5) Outstanding Business: Nothing.
- 6) Entity Reports:
 - a. **Ms. Reyna (Student Government):**
 - i. SG was not able to have a spring retreat.
 - ii. Student Government had a meeting in which all members were asked to present on their semester projects. They will be meeting next week to give the senators an opportunity to present their ideas. Ms. Reyna will be sending out those ideas to other entities to provide an opportunity to collaborate.
Discussion:
 - iii. Mr. Bass asked what kind of projects they are working on. Ms. Reyna gave the examples of the food pantry, an active shooter event, and Fit CI campaign. Mr. Bass let Ms. Reyna know that he knows an LAPD officer that wants to reach out to students. Ms. Reyna was going to get his contact information from Mr. Bass.
 - iv. Ms. Chavez asked about the Farmer's Market project. Ms. Reyna said that we can't move forward with the project due to the drought. She's working with the president of the Green Generation Club. They want to find a way to educate students about the drought and how that's causing the farmers to lose their job.
- 7) Community Report: Mr. Bass didn't have any updates. He's glad to be a part of this Board and what that means for CI.
- 8) Mr. Yepez asked for a motion to amend the agenda to elect a new Board member to be part of the BASC committee.
 - a. *Motion by Mr. Valladon to amend the agenda to include the election of a new Board member to be part of the BASC committee by Mr. Valladon, second by Ms. Chavez.*

Discussion:

- b. Mr. Yepez clarified that we're only looking for someone to be on the BASC committee. He will be discussing with Ms. DeLong about the Vice Chair and Treasurer positions.
- c. Ms. DeLong clarified that we have three vacancies on the BASC Ms. Barker, Mr. Bell and Mr. Collins
- d. Ms. Chavez asked if the BASC time meetings would change and it was clarified that the committee will meet based on the committee's availability
- e. Mr. Yepez explained that some of the things they will be meeting about are the student organizations and their budget requests. In addition, some policies and procedures that need to be tighten up.
- f. *All were in favor to amend the agenda to add a member to the BASC. Motion passes.* Mr. Yepez asked for any recommendations or self-nominations to be in the BASC committee.
- g. Ms. Chavez nominated herself depending on the meeting times. Ms. Derrico explained that this position may require more than an hour and half hours a week commitment, which is all Ms. Chavez has available on a weekly basis.
- h. Ms. Reyna nominated Ms. Albert and she accepted.
- i. Mr. Valladon expressed his concern about moving forward without a Vice Chair since that person chairs the BASC committee. Ms. Reyna feels it's more important to vote for the Vice Chair and agrees with Mr. Valladon's point.
- j. Mr. Valladon motions to table this discussion and amend the agenda to elect a vice chair, second by Ms. Reyna. All in favor. Motion passes.

9) The Board moved forward to the nominations of the Vice Chair. Ms. Reyna nominates herself.

Discussion:

- a. Ms. Reyna understands that a concern might be her position as SG President, however she's only taking three classes. This allows her to have a lot of availability. As for SG, they're in their second semester so they have a rhythm and she trusts her team to move forward. Lastly, she's been in the BASC in the past so she has the experience and knowledge. Ms. Reyna was asked to leave the room. No questions were asked. The Board had no discussion.
- b. *Motion by Ms. Arellano to elect Ms. Reyna as the ASI Board Vice Chair, second by Mr. Valladon. All in favor. Motion passes.*

10) Next item to discuss is the nomination for the BASC. Ms. Chavez nominates Ms. Albert. Nominations closed.

Discussion:

- a. Mr. Valladon asked if this works with her schedule and she clarified that she has availability to work on the BASC. Ms. Albert leaves the room. No discussion.
- b. *Motion by Ms. Reyna to elect Ms. Albert to the BASC committee, second by Ms. Arellano All in favor. Motion passes.* Mr. Yepez thanks Ms. Reyna and Ms. Albert for serving on the BASC committee.

11) New Business:

- a. Appointment of ASI Board member (ACTION) - Ms. Barker has a class conflict during these meetings so she isn't able to attend. According to the bylaws, the next person in line is the Vice President of Student Programming Board, which is why Mr. Yepez is recommending Ms. Albert to be part of the Board. No questions.
 - i. *Motion by Mr. Valladon to have Ms. Albert take Ms. Barker's position on the Board, second by Ms. Chavez. No questions and no discussion. All in favor. Motion passes.*
- b. ASI Staff Update (C. Derrico) - ASI/SU has gone through some staff changes since November and she wanted to share some of the plans ASI has for looking for candidates to fulfill these positions. We received notification from Ms. Thompson about her departure to accept a VP position in US Bank. Mr. Blanchard received a great offer so he lets us know in December about his departure and he left before the end of the month. Ms. Mayer was a temporary employee and she notified us of her departure to a position as an administrative assistant. She left in early January. Ms. Templeton made her earlier announcement about her departure. The ASI/SU have been sad due to the staff departures but they're looking forward to the changes. Mr. Gordo is assisting ASI/SU with ASI programs like noon forums and Legacy Awards, however, he's mainly helping with the Student Union. Mr. Gordon has been temporary reassigned from HRE to the Student Union for this semester. We're looking at recruitment for the Executive Director position, as well as, an Associate or Assistant Director. Ms. Derrico is having discussions with Dr. Sawyer and we're hoping that he will come to the March Board meeting for an update to the Board. We're currently working on the position descriptions and the searches so we can move forward in early March. Ms. Derrico will be going to The National Placement Exchange to promote the open positions. This will be taking place on the 2nd week of March. In addition, ASI will be going to Association of College Unions International (ACUI) to promote these positions. We will be reviewing in April and have a decision by May.

Discussion:

Ms. Reyna asked about how Ms. DeLongs' position fit into this since she's an Assistant Director. Ms. Derrico meant to look at those two positions (Assistant & Associate) and see if we need to make any changes. This will help us decide what position to open.

Ms. Reyna asked about Ms. Mayer's positions. Ms. Ballesteros is chairing the Administrative Support Coordinator position committee and they're on their way to find a candidate. Ms. Derrico explained that we've had the opportunity to hire part-time employees due to budget savings from vacant positions. ASI is currently looking at candidates to fulfill Lundon's position. We're looking for someone full-time but someone with talent that can help us with the budget in a temporary position. Discussion ended.

- c. ASI BASC Update: 16/17 Submitted Budget Request (C. Collins) - Ms. DeLong and Ms. Derrico presented on the budget request. The materials that were sent to the BASC will be sent to the Board next week. This will give you a brief overview.

Ms. Derrico explained that ASI participates in the campus budget process and we follow the same procedures with some differences. Some of those differences being how we allocate our budget, but have the same timeline as campus, which is next week.

Ms. Derrico explained that there was a change in the budget process and we adopted that change last year. Rather than asking for all your budget, we're asking for increases to your already allocated budget. The BASC had budget hearings for the Student Union, ASI, ASI Entities and Student Life.

Ms. Derrico informed the Board that we just received a Governor budget. There was some increase to the CSU but it doesn't appear that it would be an increase to the FTE. The FTE increase is looking to be 1%. This might affect these budget requests. Ms. Derrico clarified that this doesn't affect directly but it affects enrollment since the money comes from student fees. So instead of 8% FTE we are getting 1%.

Discussion

Mr. Bass asked what the permanent budget is. Ms. Derrico explained that it's the process of looking at our current organization and what is need to sustain its current form. A base budget is considered a permanent budget.

Mr. Bass asked if there's a review of that base. Ms. DeLong noted that all ASI requestors have to send a report on their budget at the end of the year to ensure that their base budget is fulfilling their needs. ASI, Student Union and the ASI Entities are all base budgets. Student Life is the only one starting from a \$0 budget.

- d. ASI/SG Elections Update (A. Yepez) – The Board was informed that the council didn't get a chance to meet one last time before the fall semester ended. The application is ready to go and will be due February 29th. Mr. Yepez is working with Ms. DeLong on setting up mandatory candidate meetings. The council will be working on encouraging students to vote.
 - i. The debate is scheduled for April 13th.
 - ii. April 4th to 20th is the time of campaigning.
 - iii. Elections are schedule for April 19th and 20th.
 - iv. Inauguration is scheduled for April 27th. The elections cover the Student Government Senators, the ASI Board student members, and Student Government President and Vice President.
- e. Ms. Derrico wanted to acknowledge that no one is here to provide a financial report. Mr. Yepez will be contacting Ms. Jarnagin about this. Ms. Derrico said that she has quarterly reports but wasn't prepared to present, however she can be prepared.
 - i. Ms. Ballesteros forgot to notify Ms. Jarnagin's excused absence to the rest of the Board. My apologies for the inconvenience.
- f. Ms. Reyna would like to take a picture next Thursday for the upcoming Pizza with the President on February 17th.

12) Adjournment- 8:39am.

Next ASI Board Meeting is scheduled for Thursday, February 4, 2016 at 7:40 a.m. in the Student Union Conference Room.

Minutes respectfully submitted by Diana Ballesteros.