



**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 2, 2015 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: 7:46am
 - a. Kristina Cervi, Leah Alarcon, Chelsea Viñas, Zach Valladon, Cindy Derrico, Nsomah Apambire, Vanessa Bahena, Cindy Wyels, Morgan Franklin, Missy Jarnagin and Alex Yopez.
 - b. Members of the Public: Genesis DeLong, Christine Thompson, Lundon Templeton, Ben Blanchard.

- 2) Approval of Minutes: Ms. Viñas motions to approve the minutes from March 5, 2015. Second by Kristina Cervi. Ms. Derrico requested a change to section 8, b, iii regarding the UGC contract for personnel services. Asks to clarify her concern/statement to note that the points of accountability are not clear to the ASI Board as opposed to the public (as currently written). Asks to remove the phrase “genuine thinking” in section 8, b, xii and change it to “thoughtful consideration.” Dr. Wyels asks to clarify section 8, b, ii regarding the phrase “tuition reimbursement” vs. using the phrase “professional development.” Ms. Thompson confirms that the minutes written are correct using the term “tuition reimbursement.” Zach Valladon asks a question regarding the tuition reimbursement program. Ms. Apambire calls a point of order to keep the focus on discussing amendments to the minutes. Ms. Cervi notes that she had asked four questions at the last meeting, but these questions were not recorded in the minutes. She notes that her questions included asking if a student was present on the UGC Board and asking if we could have an ASI student present on the UGC Board. She cannot remember the other two questions. Ms. Cervi asks to table minutes until the next meeting in order to have time to make and review the changes that have been requested. Ms. Viñas retracts the original motion to approve the minutes. Ms. Cervi motions to table the minutes until next board meeting. Mr. Valladon seconds the motion. All in favor. Motion passes.

- 3) Public Forum: No public discussion.

- 4) Financial Report: Ms. Jarnagin discusses balance sheet for ASI. We are getting close to the end of the fiscal year so please make sure you are communicating with all of your areas to make sure that all expenditures are in before the end of the fiscal year. There is nothing out of the ordinary with the balance sheet – we are doing well in terms of spending vs. income.

Student Union report – nothing unusual here. Regarding the clubs and org balances (ASI02) – we want this number to be negative. There are some positives here but Ms. Jarnagin notes that she asked Ms. Thompson to follow up on these instances where the orgs have spent more money than they actually have. Ms. Jarnagin cautions the group to be aware that a student organization must be registered through the SEAL Center and run their accounts through the University. Student organizations cannot have an account outside the University. If anyone is aware of any of these outside accounts it is their responsibility to notify Ms. Jarnagin’s office of the issue – even small dollar amounts. Ms. Cervi asks what we do when the club has spent more money than they have. Ms. Jarnagin clarifies that this is fundraising money that they are spending and the clubs are not allotted this money. We don’t charge them, but we go back to them to tell them that they need to fundraise in order to cover the deficit. Ms. Thompson clarifies that Lundon Templeton is contacting each club and working on this now. Sometimes the student organizations mix up the account number and use ASI02 instead of ASI01. Ms. Derrico asks if those who have overspent on these accounts, do they have assets in other accounts that have been allocated by ASI? Ms. Thompson clarifies that some organizations do have other assets and some do not. Every situation is different, but sometimes they have other money in their ASI01 account. Ms. Thompson notes that ASI will resolve all of these issues by June. Ms. Reyna asks what happens if student organizations overspend but are no longer recognized by the University as a student organization. Ms. Jarnagin answers that ASI is responsible for monitoring these and that all expenditures have to be approved by ASI. Ms. Thompson answers said that ASI checks the clubs balances now and that she also works closely with Elizabeth Miller and Nathan Avery so that she knows when clubs are no longer recognized. That way, ASI can remove them

from their account and they cannot spend any more money. Mr. Yepez asked if the list of clubs contains all currently active clubs. Ms. Thompson answers that Elizabeth Miller and Ms. Thompson are working on a process to hold the funds for clubs who are no longer active. They hold the funds for three years. Ms. Jarnagin notes that ASI is required by law to charge a use tax for all transactions in which sales tax was not charged.

Ms. Thompson noted that in the YTD Actuals, the ASI administration budget is overspent in contractual services due to the payroll being coded incorrectly. This is also due to ASI budgeting for a specific salary for the coordinator, but because of restructuring this year, the coordinator position moved to an assistant director level position. ASI is making sure that we are in the black by June in this account.

5) Outstanding Business:

a. Executive Director Search (C. Thompson)

Ms. Thompson gave an update that the search and screen committee vetted a number of candidates and hosted one candidate last week and will host another candidate next week. Invited all to attend the open forum next week. Thank you to those students who attended the open forum last week. ASI has put the application on hold so that we can get through this round first and then reopen the application if needed. At that time they would reconvene as a new search committee. Ms. Reyna asked when we hope to fill the position. Ms. Thompson noted that start dates are negotiable. Ms. Reyna asked what happens after on campus interviews. Ms. Thompson noted that the search committee compiles feedback sheets that are presented to Dr. Sawyer, who is ultimately the hiring authority. Ms. Bahena noted that they do have discussions as a committee regarding the candidates. Ms. Derrico clarified how many candidates we are bringing to campus due to the meeting requests she received. Ms. Thompson noted that we are bringing two candidates to campus.

b. ASI Board Subcommittee Updates

i. Stole Committee Update (Chair/ C. Thompson)

1. Approval of Michelle Noyes (ACTION ITEM)

Ms. Cervie motioned to approve. Seconded by Ms. Bahena. No discussion. All in favor. Motion passes.

ii. Elections Update (ASI Chair)

Ms. Apambire noted that the application deadline was extended and that all applicants have attended the mandatory candidate meetings. She outlined those students who are running in the elections – how many applicants for each position. Refer to the website to review platforms. Debate is next Tuesday. Elections are April 14 and 15 via ballot sent to student email.

iii. BASC Update (ASI Vice Chair)

Ms. Viñas noted that she and Ms. Thompson met over spring break to update the BASC procedures. It is still being reviewed by BASC before next ASI Board meeting, where the Board will have an action item at that time to approve or deny the revisions. Ms. Thompson noted that the original ASI budgets were based off of an 8% growth which has since changed to 2%. We have had to look at our priorities and cut about \$50K from the ASI and ASI entity budgets. Then we are going to Student Life and student organizations for further cuts. She noted that the ASI Board approves the budget recommendation to the president. This will be at the next meeting. Ms. Jarnagin noted that this Friday, April 3 is the presentations from the Vice Presidents for the campus budgets at 9:30-11:30am in Malibu 100. This will include ASI in Dr. Sawyer's presentation. Ms. Apambire asked Ms. Viñas if the changes in budgets are to help with this year or next year. Ms. Viñas noted that it is to implement next year. Ms. Cervi asked to have a meeting request sent to her for the next BASC meeting so that she can attend.

iv. ASI Restructure Update (C. Thompson)

Ms. Thompson clarified that last year the Board talked about a restructure at great length and was tasked this year to follow through on this document. Because of some of the issues that were coming up, Dr. Sawyer and Ms. Thompson felt that it would be more appropriate to wait until we have an ASI Executive Director to assist us in the restructure. Ms. Thompson has been keeping a detailed list of items the Board needs to cover for next year when we have an Executive Director in place. Ms. Cervi offered to assist in the future to provide a historical perspective.

Ms. Apambire then introduced Ms. Leah Alarcon and welcomed her to the Board.

6) Entity Reports:

Mr. Valladon noted that The CI View went a new direction this past issue and was planning on making a 16 page issue, but that didn't end up happening due to content. They were still ambitious and decided to go in a new direction. And rebranded again. They have a solid direction and he looks forward to making the special edition April Dolphinpalooza issue. No other questions regarding entity reports. Ms. Reyna noted that Dolphinpalooza is coming up April 25. Invited everyone to attend. She noted the vendors who will be at the event. She noted that they reached out to CI students to submit and listed the CI bands who will be performing.

7) Community Report: No community report.

8) New Business: No new business.

9) Adjournment: 8:25am

Next ASI Board Meeting is scheduled for Thursday, April 16, 2015 at 7:40 a.m. in the Student Union Conference Room.

Minutes respectfully submitted by Genesis DeLong.