



Associated Students Inc.
San Francisco State University
Board of Directors
Minutes
January 31, 2018

Chair, **Jacqueline Foley**, has called a special meeting of the **Board of Directors** on **Wednesday, January 31st, 2018** at **2:00pm – 4:00pm** in **Jack Adams** in the **Cesar Chavez Student Center**.

I. Call to Order

Meeting called to order at 2:16pm

II. Roll Call

Please refer to the roll call sheet.

III. Approval of Agenda

Motion to approve the agenda for January 31st, 2018.

Moved by Science & Engineering Rep, seconded by Junior Rep .

No opposed. No abstentions. Motion passed.

IV. Approval of Minutes

Motion to approve the minutes for November 8th, 2017.

Moved by VP of Facilities & Services, seconded by Athletics Rep.

No opposed. No abstentions. Motion passed.

V. Reports

President – Greeted everyone back from winter break. There will be a Brown Bag meeting on February 7th from 12:00pm - 2:00pm. Only item on the agenda for the Brown Bag meeting is the AS Operating Agreement. She asked the board if they had any other items to add to the agenda email her.

VP of Internal Affairs – Internal Affairs meetings will be weekly on Wednesdays at 10:00 am - 11:00 am. Staff Structure Ad-Hoc meetings will meet every other Thursday from 12:00pm-2:00pm.

VP of External Affairs – External Affairs meetings will be weekly on Wednesdays at 11:00 am-12:00 pm. The committee is starting to put together the voter registration.

VP of University Affairs – University Affairs council meetings will meet every first and third Mondays from 2:00 pm- 4:00 pm.

VP of Finance – Finance committee meetings will be held weekly on Tuesdays at 2:00 pm - 4:00 pm. The budget review committee will be meeting soon in regards of the budget for next year.

VP of Facilities & Services – Facilities & Services meetings will be held every second and fourth Mondays at 10:30am-12:30pm. They will continue work on the Pyramid remodel and fixing signage.

Corporate Secretary – Legislative Research Assembly meeting needs more members; meetings are from 3:00 pm - 4:00 pm on every other second and fourth Monday.

Chief Justice -.Rules Committee will meet on Fridays from 12:00 pm - 1:00 pm. There will be a Grievance Committee started for preparations for the elections.

Faculty Representative - Was able to meet with the Chair of the Senate and president of the Faculty Union. They are happy to have open communications with the students. They wanted to know how to make the Faculty Rep position more useful to the board. Would like questions more on academics more than structural. **President**

BOARD OF DIRECTORS

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suggested having College Reps to report to their Deans and Associate deans with questions to have prepared for the Faculty Rep and the Faculty Union.

Student Trust Officer – N/A

Interim Executive Director – There were problems and confusions with the official title of AS. The official name is Associated Students for San Francisco State. AS Scholarship deadline is February 18th and the readings of the scholarship applicants will be March 1st-15th. Looking for volunteers for Sneak Preview.

VP for Student Affairs & Enrollment Management – N/A

VP Assistant - Gave the board updated information on how to communicate with the executive and VP assistants in regards of holding meetings and agendas.

VI. Announcements (2 minutes each). Please submit literature to Chair when meeting begins.

VII. Public Comment (2 minutes each). Must pertain to jurisdiction of Board. Please observe proper decorum. The board is not required to respond.

Ivy Tran, former Freshman rep, comes to the board in regards of the application process of the Freshman rep position. Application were reopened during finals and she felt this was violation of transparency.

Mira , the AED of Marketing and Communications, came to introduce herself to the board. She also talks to the board how the department is being restructured and would like the board to be involved.

VIII. Closed Session Pursuant to Education Code 89307 of the California Code for the purpose of to consider the appointment, employment, and evaluation of performance, discipline, or dismissal of an employee.

No Closed Session.

IX. Old Business

a. AS Marketing and Communications Committee Charter Revisions (Action Item) - Marketing & Communications Committee

The Board of Directors will discuss and possibly take action on the new Marketing and Communication Committee Charter Revisions.

Motion to go into Old Business Item a. AS Marketing and Communications Committee Charter Revisions for a max of 5 minutes.

Moved by Science & Engineering Rep , seconded by VP of Facilities & Services.

No opposed. No abstentions. Motion Passed.

Ethnic Studies Rep said the only changes made to the charter were the number of voting members. There won't be any Marketing & Communication Committee meetings this semester.

Motion to approve the Marketing and Communication Charter revisions.

Moved by Ethnic Studies Rep, Seconded by Science & Engineering Rep.

No opposed. No abstentions. Motion Passed.

b. Staff Appreciation Policy (Discussion/Action Item)- Internal Affairs Council

The Board of Directors will discuss, review and possibly take action on a new AS Staff Appreciation Policy.

Motion to discuss Staff Appreciation Policy for a max of 5 minutes.

Moved by VP of University Affairs, seconded by Corporate Secretary.

No opposed. No abstentions. Motion Passed.

VP of Internal said the policy was sent out and wasn't approved at that moment because the committee wasn't confident about the document without thorough review. The internal affairs council is now confident in approving the policy after thoroughly reviewing it.

Motion to approve the Staff Appreciation Policy

Moved by VP of Internal Affairs, seconded by Senior Rep.

No opposed. No abstentions. Motion Passed.

X. New Business

a. New Freshman Representative Appointment (Discussion/Action Item)

The Board of Directors will meet new candidates for the Freshman Representative position and possibly appoint a new Freshman Representative.

Motion to discuss New Freshman Representative Appointment for max 10 minutes

Moved by VP of Facilities & Services, seconded by Campus Rec Rep.

No opposed. No abstention. Motion Passed.

President addressed public comment by explaining that the selection process is done by the President opening up the position and selecting candidates for interviews. Selection process was reopened up because she felt there was a small pool of applicants that she didn't feel were capable to handle the position in the short amount of time.

Applicants submitted their resumes and cover letters which were sent out to the Executive board for review and they would come up with a consensus of which applicant would be chosen for the position. In previous years, the president would be the one to choose the Freshman representative, and for this year, she wanted to be more transparent by including the previous Freshman Rep and the Executive board involved with the selection process.

Corporate Secretary states that she appreciates being part of the selection process. She also thanked the former Freshman Rep for all her work. She believes that the candidate is qualified for the position but will be abstaining from voting because she feels there was a lack of transparency.

VP of Internal voiced that the candidate that was selected is highly qualified for the position but also voiced that candidates should be chosen by not just only experience but by potential as well. She said since AS is student government, they should be able to let students find their voice as AS board members.

VP of Finance yielded for Ivy Tran. Ivy Tran said she was upset about the process more than the appointment. She says the freshman class has voiced that the process wasn't fair. **President** suggested that for the future, a policy or procedure should be put into place for selecting a Freshman Representative. There wasn't anything in writing on how to select a new Freshman Rep, so the President tried to be as transparent in the process she thought was best at the time. **VP of University Affairs** said that it should have announced it when it was being reopened to the board for the sake of transparency. She also agreed with the VP of Internal Affairs in regard of not just selecting candidates based solely on experience. **President** gave her reason why the student chosen was the qualified candidate for the position, like his leadership skills and his conflict resolution skills. Derwin Brown introduced himself to the board. He thanked the board for their integrity to transparency. He also thanked the president, the board, and Ivy for their work. He also thanked them for the appointment. **Chief Justice** commended on how impressed he was about Derwin's resume. **VP of External** commend Derwin on his words and is looking forward to working with him.

Motion to recess for 3 minutes.

Moved by VP of Finance, seconded by HSS Rep.

No opposed. No abstentions. Motion Passed.

Motion to go out of recess and go back into New Business item a.
Moved by VP of Facilities & Services, seconded by VP of Finance.
No opposed. No abstentions. Motion Passed.

VPSAEM entered at 2:58pm

Derwin voiced that his concerns about the appointment after hearing the comments made. But, because he would still like to take the appointment because he feels he can make change in his position. **VP of Internal** wanted to clarify her comment wasn't toward his appointment but about the selection process for the Freshman Rep position. She agrees a policy or procedure needs to be in place. **SHAC Rep** wanted to reassure Derwin about being a part of AS and how his passion makes him qualified for the position.

Motion to approve the appointment of Derwin Deyone Brown as the new Freshman Representative.
Moved by VP of Finance , Seconded by SHAC Rep.
No opposed. 2 abstentions (Corporate Secretary and VPSAEM). Motion Passed.

b. MWC Advisory Council Approval (Discussion/Action Item)- Campus Rec Representative
The Board of Directors will meet new student and staff candidates for the MWC Advisory Council and possibly appoint new members to the Council.
Motion to MWC Advisory Council Approval for a max of 5 minutes.
Moved by VP of Finance, seconded by VP of External.
No opposed. No abstentions. Motion Passed.

Chief Justice exited at 3:13pm

IED exited at 3:13

Science & Engineering Rep exited at 3:13

Campus Rec Rep shared with the board the training with the director of Camp Recreation and Wellness where they went over the process for faculty and staff members, a member from A&F, and three student representatives, two being student at-large, as part of the council. The first student staff member is Rob Ruiz, he is qualified and has been involved with the MWC opening. The two student at-large representatives have had experience working in campus rec, coaching, and working in gymnasiums. The representatives are Jose Montarosa, Cameron Kavalidamali, Kennedy Dennis.

Motion to approve Kennedy Dennis, Jose Montarosa, Rob Ruiz, and Cameron Kavalidamali
Moved by Campus Rec, seconded by Senior Rep.

VP of Internal exited at 3:15pm

VP of Finance wanted to clarify the motion for the sake of transparency.

Chief Justice entered at 3:17pm

Motion to amend the previous motion to state to the MWC Advisory Council.
Moved by VP of Finance, seconded by Senior Rep.
No opposed. No abstentions. Motion Passed.

No opposed. 1 abstention (Student Trust Officer). Motion Passed.

c. AS External Affairs Committee Charter Revisions (Discussion/Action Item) - External Affairs Committee

The Board of Directors will discuss and possibly take action on the new External Affairs Committee Charter Revisions.

Motion to discuss AS External Affairs Committee Charter Revisions for a max of 5 minutes.

Moved VP of Finance, seconded by VP of External.

No Opposed. No abstention. Motion Passed

Corporate Secretary exited at 3:18pm

VP of External discusses the revision made to the charter. He removed two of the assemblies because the council couldn't achieve many of the items listed.

SHAC Rep exited at 3:19pm

SHAC Rep entered at 3:20pm

Motion to approve the revised External Affairs Council Charter.

Moved by VP of External, seconded by VP of Finance.

No opposed. No abstentions. Motion Passed

IED entered at 3:20pm

d. BOD Restructuring Plan (Discussion/Action Item) - VP of Internal Affairs/Executive Committee

The Board of Directors will discuss and possibly take action on the new plan for the restructuring of the Board.

Motion to discuss BOD Restructuring Plan discuss for a max of 5 minutes

Moved by Science & Engineering Rep, seconded by VP of Finance

No opposed. No abstentions. Motion Passed

VP of Internal shared the restriction is missing the Freshman and class representation.

Motion to approve the Board of Directors Restructuring Plan

Moved by VP Internal, seconded by

No Opposed. No abstentions. Motion Passed

e. Student Organization Funding Requests (Action Item) - VP of Finance

The Board of Directors will discuss and possibly take action on the Student Organization Funding requests - recommendations from the Finance Committee.

Motion to discuss Student Organization Funding Request for a max 5 minutes.

Moved by VP of External, seconded by Business Rep.

No opposed. No abstentions. Motion Passed.

VP of Internal entered at 3:21

Senior Rep entered at 3:21

Student Organization Funding Allowance:

1) Literature & Arts Association for Grad & Undergrad Students (LAAGARUS) - \$1,500 (Special Event)

Motion to approve \$1,500 for Literature & Arts Association for Grad & Undergrad Students

Moved by VP of Finance, seconded by VP of Internal.

No opposed. No abstentions. Motion Passed.

2) Holistic Health Network - \$1,400 (\$1,000 Special Event, \$400 Operating event)

Motion to approve \$1,400 to Holistic Health Network

Moved by VP of Finance, seconded by SHAC Rep.

No opposed. No abstentions. Motion Passed.

3) Korean Student Association - \$304.60 (Operating Budget)

Motion to approve \$304.60 to Korean Students Association

Moved by VP of Finance, seconded by Ethnic Studies Rep.

No opposed. No abstentions. Motion Passed

4) PHOGS - \$1,500 (\$500 Operating Budget, \$1,000 Special Event)

Motion to approve \$1,500 to PHOGS.

Moved by VP of Finance, seconded by Senior Rep.

No opposed. 1 abstention (Grad Rep). Motion Passed.

5) Gospel Gators - \$1,000 (Special Event)

Motion to approve \$1,000 to Gospel Gators

Moved by VP of Finance, seconded by Business Rep.

No opposed. No abstentions. Motion Passed

6) Muslim Student Association - \$1,500 (Special Event)

Motion to approve \$1,500 Muslim Student Association

Moved by VP of Finance, Seconded by HSS Rep.

No opposed. No abstentions. Motion Passed.

7) Information Management Systems Association (iMSA) - \$500 (Operating Budget)

Motion to approve \$500 to Information Management Systems Association

Moved by VP of Finance, seconded by VP of Internal

No opposed. No abstentions. Motion Passed.

Science & Engineering Rep entered at 3:36pm

Total Funded: \$7,704.60

Student Org Funding Allowance Remaining Balance: \$72,651.40

Year End Celebrations Allowance: None

Year End Celebrations Remaining Balance: \$20,000

VP of Internal mentioned that to spread the word to student orgs to use their funds because the money that isn't used doesn't rollover to the next term. **President** asked VP of University Affairs to send an email to all student orgs letting them know to ask for funding while they still can. **Science and Engineering Rep** voiced that many student orgs under the science and engineering department have a hard time receiving their funds due to applying process.

f. First Quarter Report 17-18 Fiscal Year (Discussion/Action Item) - VP of Finance

The Board of Directors will review, discuss, and take action on the first quarter report of the 2017-2018 fiscal year.

Motion to discuss First Quarter Report 17-18 Fiscal Year for a max of 5 minutes

Moved by VP of Finance, seconded by VP of External.

No opposed. No abstentions. Motion Passed.

VP of Finance shared the First quarter report with the board. Hit projected goals and under spending. Second quarter ended in December. **VPSAEM** mentioned the spring student projection have not been released but expect to under projected numbers.

g. Student Organization Funding Ad-Hoc Assembly Changes (Discussion/Action Item) - VP of Finance/Finance Committee

The Board of Directors will review, discuss, and take action on the changes made to the Student Org Funding Ad Hoc Assembly Proposal.

Motion to discuss Student Organization Funding Ad-Hoc Assembly Changes 5 mins

Moved by VP of Finance, seconded by VP of External Affairs

No opposed. No abstentions. Motion Passed

VP of Finance discussed changes but had to change

Motion to approve the revised Student Organization Funding Ad-Hoc Assembly

Moved by VP of Finance, seconded by SHAC Rep

No opposed. No abstentions. Motion Passed.

h. Student Organization Funding Approval Process (Discussion Item) - VP of Finance/Finance Committee

The Board of Directors will review and discuss a new possible approval process for student organization funding proposals.

Motion to discuss Student Organization Funding Approval Process for a max of 5 minutes

Moved by VP of Finance, seconded by Business Rep

No opposed. No abstentions. Motion Passed.

VP of Finance shared with the board his proposal to help organizing student org funding request. Request from \$0-\$500 will be signed off by the chair. Funding request over \$500 will go through the original funding approval process.

VP of Facilities & Services exited at 3:40pm

VP of Internal asked if the proposal will be a permanent process. Finance explains this is a temporary proposal but it will be put in place for the Spring semester.

VPSAEM asked if there will be consistently for the small funds wouldn't be approved by one person. **VP of Finance** said he came up with the amounts from most frequent request from the student orgs and agrees that more than one person should sign off on the funding request under \$500. **VP of External** mentions this money is for student orgs, so the faster they can get the funds the better.

i. EOC Communications Plan: Second Reading (Action Item) - AS President

The Board of Directors will discuss and possibly take action on the proposed EOC Communications Plan

in second reading.

Motion to discuss EOC Communications Plan: Second Reading for a max of 3 minutes.

Moved VP of Finance, seconded by Senior Rep

No opposed. No abstentions. Motion Passed.

Motion to approve the EOC Communication Plan

Moved by Senior Rep, seconded by Science & Engineering Rep.

No opposed. No abstentions. Motion Passed.

j. CSSA Report (Informational Item) - VP External Affairs, AS President, Corporate Secretary

The Board of Directors will be informed on the results of the November CSSA held at CSU Dominguez Hills.

Senior Rep gave in overview of CCA. **VP of External** shared with the board the importance of letting students know about the tuition increase. **VPSAEM** clarified the reason why for the tuition increase for project like graduation plans, faculty, **President** said the tuition increase this year wasn't supposed to happen.

Ethnic studies exited 3:53pm

LCA exited 3:53pm

Sophomore Rep exited 3:53pm

k. Elections Packet (Discuss/Action Item) - Chief Justice

The Board of Directors will discuss and possibly take action on the AS Elections Packet.

-Item Tabled to next meeting-

l. Co-Sponsorship of the 50th Anniversary of Ethnic Studies - VP Finance/AS President

The Board of Directors will discuss and possibly take action on a co-sponsorship of the 50th Anniversary of Ethnic Studies and Dean Monteiro.

Motion to discuss Co-Sponsorship of the 50th Anniversary of Ethnic Studies for a max of 5 minutes

Moved by VP of Finance, seconded by Science & Engineering Rep

No Opposed. No abstentions. Motion Passed

VP of External exited 3:56pm

President shared the CoES requested for AS support for the event the commemorates Dean Kenneth Monterio's work to the College of Ethnic Studies. The original request was for \$200 but the executive board thought they can contribute \$1000 to the event because of all the work Dean Monterio has done. Discussions for the gift for Dean Monterio and creating a CoES scholarship will be discussed in the next Board meeting.

Athletics Rep exited 3:57pm

Motion to approve \$1000 out of Operating Allowance budget

Moved by VP of Finance, seconded Senior Rep.

VP of Internal wanted clarification where the money was coming from. **VP of Finance** iterated the money will be coming from the Operating Allowance since there is enough funding in that allowance.

No opposed. 2 abstentions. Motion Passed.

Student Trust Officer exited at 4:00pm

m. AS Council/Committee Membership - AS President

The Board of Directors will discuss and possibly take action on the AS Council/Committee Membership.

Motion to approve the membership of LCA Rep, VP of Finance, VP of External, Grad Rep, Junior Rep, Sophomore Rep, Ethnic Studies Rep, and HSS Rep for Internal Affairs Council.

Moved by VP of Internal, seconded by VP of External.

No opposed. No abstentions. Motion Passed.

Motion to approve the membership of HSS Rep, Ethnic Studies Rep, President, and VP of University Affairs for Personnel Committee.

Moved by VP of Internal, seconded by VP of Finance.

No opposed. No abstentions. Motion Passed

Motion to approve the membership of Corporate Secretary, Grad Rep, Ethnic Studies Rep, RHA Rep, LCA Rep, Science & Engineering Rep, Business Rep, Campus Rec Rep, and Junior Rep for University Affairs Council.

Moved by VP of University Affairs, seconded by Science & Engineering Rep

No opposed. No abstentions. Motion Passed.

Motion to approve the membership of Ethnic Studies Rep, Business Rep, and SHAC Rep for Finance Committee

Moved by VP of Finance, seconded by Business Rep

No opposed. No abstentions. Motion Passed.

Motion to approve the membership of VP of Internal Affairs, VP of Finance, HSS Rep, LCA Rep, Junior Rep, RHA Rep, SHAC Rep for External Affairs Council.

Moved by VP of External, seconded by Junior Rep

No opposed. No abstentions. Motion Passed.

XI. Adjournment

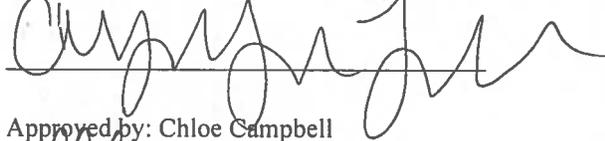
Motion to adjourn meeting at 4:03pm

Moved by VP of Internal, seconded by Junior Rep.

No opposed. No abstentions. Motion passed.

Meeting adjourned.

Respectfully submitted by: Chrysalyn Morehead-Tucker



Approved by: Chloe Campbell

