



**Associated Students Inc.  
San Francisco State University  
Board of Directors  
Minutes  
February 28, 2018**

Chair, **Jacqueline Foley**, has called a meeting of the Board of Directors on Wednesday, February 28th, 2018 at 2:00pm – 4:00pm in Rosa Parks A-C (RPA-C) in the Cesar Chavez Student Center.

**I. Call to Order**

Meeting called to order at 2:15PM

**II. Roll Call**

Please refer to the roll call sheet.

**III. Approval of Agenda**

**Motion to approve the agenda for February 28th, 2018.**

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

**Motion to add New Business Item e. USSA Discussion to the agenda.**

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

**No opposed. No abstentions. Motion Passed.**

**Motion to add New Business Item f. Luncheon with the Dean's Funding to the agenda**

**Moved by VP of Student Affairs & Enrollment Management, seconded by VP of Internal Affairs**

**No opposed. No abstentions. Motion Passed.**

**No opposed. No abstentions. Motion passed.**

**IV. Approval of Minutes**

**Motion to approve the minutes for January 31st, 2018**

**Moved by VP of Internal Affairs, seconded by SHAC Rep.**

**No opposed. No abstentions. Motion Passed**

**Motion to approve the minutes for February 14th, 2018**

**Moved by VP of Internal Affairs, seconded by SHAC Rep.**

**No opposed. No abstentions. Motion Passed.**

**V. Reports**

**President** – Emphasized that all members need to on a university committee. Participation is needed. There currently multiple searches for the CFO and Provost positions. She will send the dates for the meetings and candidates. She addressed the email sent by President Wong and she will release a state in response as ASI President. She ask members if they want to be a part of the response. Current vacancy on the board, which are Education Rep and Chief Justice, will need to be filled so she is opening up application process for candidates in these two positions.

**VP of Internal Affairs** – Internal Affairs committee has been going over rewriting job descriptions for the Board.

**VP of External Affairs** – the event will not be held due to conflict with booking a venue.

**BOARD OF DIRECTORS**

**1650 Holloway Ave | Cesar Chavez Student Center | M-102 | S.F., CA 94132**

**w: [asi.sfsu.edu](http://asi.sfsu.edu) | p: 415.338.2321 | f: 415.338.0522**

**VP of University Affairs** – Academic senate has been working on a grade appeal policy. They will appoint a student to sit on the committee. There was a walkout/rally against ICE today. University Affairs council has finalized the University Affairs charter.

**VP of Finance** – There are still funding in the Student org budget that hasn't been claimed. He emphasized that once the money is gone, it won't rollover to the next fiscal year. Applications are still open, so spread the word to student orgs to claim funding while they still can.

**VP of Facilities & Services** – First floor of the Pyramid is cleared. A space assessor from Santa Clara will do an assessment. Proposal will be done by March. Signage is still being worked on. Project Connect mural is still being worked on and are working with the artist. Event Services Handbook has been approved.

**Corporate Secretary** – Working on the fact sheet about the tuition increase and would like it sent out to the student body.

**Chief Justice** - N/A

**Faculty Representative** - N/A

**Student Trust Officer** – No report

**Interim Executive Director** – No report

**VP for Student Affairs & Enrollment Management** – Is launching a website on updates on campus climate. Students can go to [vpsaem.sfsu.edu](http://vpsaem.sfsu.edu) to get updates until official URL is set up. She also requested input on what other items can be added to the website. Chancellor White has issued a statement on the recent DACA announcement. Current DACA eligibles can continue to apply eligibility. There will be issuing grants for the DACA fees to students that are DACA eligible. **VP of University Affairs** emphasized on working on helping SFSU DACA students during this time is a way to help. Basic Needs Initiative has been appointed and have a few students sitting on the committee. Tuition increase was in response to the Graduation Initiative in 2020. She asked the AS board members for request of what the students want so her cabinet can make plans to work with the request and suggestions.

**BOD Admin Support** - Executive Assistant asked BOD to state what the item is when being emailed to the VP Assistants. She also asked for final office hours from Board members.

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

No announcements

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

Walid from ASEP and is tasked with the program's banquet. He has submitted funding request and knows the amount is over the amount that is stated in the Student Org Handbook. He wants to uplift the program. **VP of Finance** said that there isn't anything in the handbook that doesn't state that a large fund can't be given. **Science & Engineering Rep** expressed that he helped all the Student Orgs under Science & Engineering on how to ask for funding and support from AS.

**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. University Affairs Charter (Action Item) (5 Mins) - VP of University Affairs**

*The Board of Directors will discuss and possibly take action on the University Affairs Council Charter.*

**Motion to approve the University Affairs Charter.**

**Moved by VP of Internal Affairs, seconded by SHAC Rep**

VP of University Affairs said changed the assemblies to forums and to have them twice a semester instead of twice a month. VPSAEM recommend having a non-voting member from the university or SAEM to help give insight. Ethnic Studies Rep suggested having someone from the Equity to be the non-voting member. Freshman Rep asked about the report back system. VP of University Affairs said it will be in the reports in council meetings.

**No opposed. 1 abstention (VP of External Affairs). Motion Passed.**

**Motion to go out of the orders of the day to New Business Item b. Program Assessment Policy.  
Moved by VP of Internal Affairs, seconded by VP of External Affairs.  
No opposed. No abstentions. Motion Passed.**

#### **X. New Business**

##### **a. Student Organization Funding Requests (Action Item) (5 mins) - VP of Finance**

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

##### Student Organization Funding Allowance:

*NOTE: The following items are from the 2/13/18 finance meeting; These org's are from a meeting prior to when the new student org funding process was approved, therefore we have to follow the old process for these.*

- 1) Asian Student Union - Historical Event - \$4,000
- 2) Ascend - Special Event - \$500
- 3) International Business Society - Special Event - \$1,000
- 4) International Relations Student Association - \$1,500 (\$310 operating, \$1,190 special event)
- 5) Psi Chi International Honors Society - \$1,000 (Special Event)
- 6) Estuary & Ocean Science Student Association - \$500 - Special Event
- 7) Anime FX - \$600 - Special Event
- 8) Lyrical Opposition - \$1,000 (\$500 operating, \$500 special event)
- 9) History Student Association - \$1,500 Special Event

*Total Funded: \$11,600*

*Student Org Funding Allowance Remaining Balance: \$37,956*

##### *Year-End Celebrations Allowance:*

- 1) PACE - \$5,000

*Total Funded: \$5,000*

*Year-End Celebrations Remaining Balance: \$15,000*

*President exited at 3:01PM*

*IED entered at 3:01pm*

**Motion to approve the funding request for the following student organizations: \$ 4,000 for Asian Student Union, Ascend, \$500 for Ascend, \$1,000 for International Business Society, \$1,500 for International Relations Student Association, \$1,000 for Psi Chi International Honors Society, \$500 for Estuary & Ocean Science Student Association, \$600 for Anime FX, \$1,000 for Lyrical Opposition, \$1,500 for History Student Association.**

**Moved by VP of Finance, seconded by SHAC Rep  
No opposed. No Abstentions. Motion Passed.**

**Motion to approve \$5,000 to PACE**

**Moved by VP of Finance, seconded by VP of Facilities & Services**

**No opposed. No abstentions. Motion Passed**

**b. Programs Assessment Policy (Action Item) (5 Mins) - VP of Internal Affairs**

*The Board of Directors will discuss and possibly take action on the Programs Assessment Policy with recommendations from the Internal Affairs Council.*

**Motion to approve the Programs Assessment Policy**

**Moved by VP of External Affairs, seconded by SHAC Rep**

*Senior Rep exited 3:04pm*

*Senior Rep entered at 3:05pm*

**VP of Internal Affairs went over the revised Programs Assessment Policy with the Board.**

*President entered 3:05pm*

*IED entered at 3:05pm*

**No opposed. 1 abstention (Freshman Rep). Motion Passed.**

**Motion to go back to New Business item a. Student Org Funding Request**

**Moved by VP of Internal, seconded by Facilities & Services**

**No opposed. No abstentions. Motion Passed.**

**c. Internal Affairs Council Charter Rewrite (Action Item) (5 Mins) - VP of Internal Affairs**

*The Board of Directors will discuss and possibly take action on the Internal Affairs Council Charter Rewrite with recommendations from the Internal Affairs Council.*

**Motion to go back into the orders of the day to New Business Item c. Internal Affairs Council Charter Rewrite.**

**Moved by VP of Internal Affairs, seconded by SHAC Rep**

**No opposed. No abstentions. Motion Passed.**

**Moved the approve with the charter with edits.**

**Moved by VP of Internal Affairs, seconded by VP of External Affairs**

**No opposed. No abstentions. Motion Passed.**

**d. AS Bylaws (Discussion/Action Item) (1+ hours) - Executive Committee**

*The Board of Directors will discuss and possibly take action on the updated Associated Students Bylaws.*

**Executive Assistant** came to the board explaining why some of the edits were not seen when it was first sent out.

**VP of External Affairs** thanked Ethnic Studies Rep for submitting their changes on time. **VPSAEM** suggested to list members with the highest authority first. **President** explained that it was discussed in August having more units but in executive meeting they were unsure if it was few. **Grad Rep** preferred to have grad students taking 6 units because they will be more involved in the university. **SHAC Rep** suggested having the minimum for ungrad to be 9 units. **VPSAEM** clarified that the minimum of half time for graduate students is 6.1 units. **VP of External Affairs** proposed a clause where in special circumstance, or senior standing student s can be approved for few units by the

Board. **VPSAEM** is in favor of what is currently in the bylaws of 9 and 6 units and is in favor of the special case for graduating seniors.

*HSS Rep entered at 3:28pm.*

The exception will be added. **President** said to remove the election packets sentence. **VPSAEM** suggested saying 2.50 GPA.

*Science & Engineering Rep exited at 3:34pm*

**VP of External Affairs** said there were changes in times and days in Section 4. **VP of Internal Affairs** asked if this will be put in place for this board or the next. It will say 12:00AM. **VPSAEM** emphasized on making sure voting members cannot vote when it benefits from their personal gain and to have it stated in Section 4.

*SHAC Rep exited at 3:39pm*

**HSS Rep** asked to seek recognition.

**VPSAEM** asked to add "designnee" to Section 6.

*SHAC Rep entered 3:43pm*

Executive Assistant stated saying instead of "Executive Secretary" it will be "Executive Director". It will be added to section i. Executive Director may be removed by by two-third votes with just cause.

*RHA Rep exited at 3:51pm*

**VPSAEM** just wanted to clarify why that was added because of a particular circumstance. **President** shared that most of Section 6 stayed the same except c. **VP of Internal Affairs** suggested changing "Corporate Secretary" to "Chief of Staff". **IED** said to check if they can change the title. **VP of Internal Affairs** gave background that there are Chief of Staff position at other CSU Associated Students.

*RHA Rep entered at 3:57pm*

**President** talked about removing the department rep positions. She talked with the departments and they have said there hasn't been much change with the positions. **President** wants to strength the purpose of these positions. **VP of Internal Affairs** shared that these positions were instated to look over the fees for the departments, but these positions don't know or work with the fees.

*Student Trust Officer exited at 4:01pm.*

*Corporate Secretary exited 4:02pm.*

**President** mentioned that the Chief of Staff position will be a permanent position and fill the position that is vacant. **President** shared that the new positions will be created to help in areas that will help in relations. **VP of Internal Affairs** added that these positions will encompass campus life.

*Science & Engineering Rep exited at 4:06pm.*

*RHA Rep exited at 4:06pm.*

*HSS Rep exited at 4:08pm*

**President** suggested having these positions working under the Graduation Initiative. **IED** suggested calling it a retention than sustainability.

*Corporate Secretary entered at 4:10pm*

**Freshman Rep** asked if sustainability is the right name because of the thought of environmental sustainability.

*VP of Finance exited at 4:11pm*

*VP of Facilities & Services exited at 4:11pm*

*President exited at 4:13pm*

**Corporate Secretary** asked if the Sustainability and Graduation Initiative will handle environmental task. **IED** said that Ad Hoc can be created to handle these task. The positions being proposed are the discussion of what is the name for these positions.

*President entered at 4:14pm*

**VP of University Affairs** asked how do these positions overlap with University Affairs. **VP of Internal Affairs** that these positions should be AS focused. **VPSAEM** said that having another position can help with the task **VP of University Affairs** takes on. **VPSAEM** also suggested having the position as Sustainability and Basic Needs. **Ethnic Studies Rep** stated that naming the position Social Justice and Equity could be cumbersome for whomever is appointed in the position. **IED** said that instead of having the Social Justice as an appointed position but having it as an elected position.

**e. USSA Discussion**

*The Board of Directors will discuss about the USSA.*

**Motion to table New Business Items e. & f. for next meeting.**  
**Moved by VP of External Affairs, seconded by Freshman Rep.**  
**No opposed. No abstentions. Motion Passed.**

-Tabled for next meeting-

**f. Luncheon with the Dean's Funding**

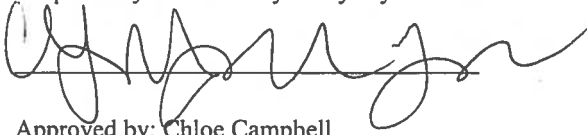
*The Board of Directors will discuss funding for upcoming Luncheon with the College Deans.*

-Tabled for next meeting-

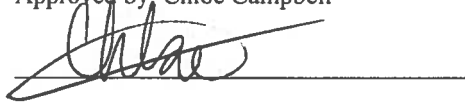
**XI. Adjournment**

**Motion to adjourn meeting at 4:33PM**  
**Moved by SHAC Rep, seconded by Corporate Secretary.**  
**No opposed. No abstentions. Motion passed.**  
**Meeting adjourned.**

Respectfully submitted by: Chrysalyn Morehead-Tucker

A handwritten signature in black ink, appearing to read 'Chrysalyn Morehead-Tucker', written over a horizontal line.

Approved by: Chloe Campbell

A handwritten signature in black ink, appearing to read 'Chloe Campbell', written over a horizontal line.