



**Associated Students Inc.
San Francisco State University
Board of Directors
Minutes
March 14th, 2018**

Chair, **Jacqueline Foley**, has called a special meeting of the **Board of Directors** on **Wednesday, March 14th, 2018** at **12:00pm – 3:00pm** in **Jack Adams Hall (JAH)** in the **Cesar Chavez Student Center**.

I. Call to Order

Meeting called to order at 12:16pm.

II. Roll Call

Please refer to the roll call sheet.

III. Approval of Agenda

Motion to approve the agenda for March 14th, 2018.

Moved by VP of Finance, seconded by SHAC Rep.

No opposed. No abstentions. Motion passed.

IV. Approval of Minutes

Motion to approve the minutes for March 7th, 2018.

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

No opposed. No abstentions. Motion passed.

V. Reports

President – stated that this Board meeting will take from 12-3pm, but it can be adjourned earlier or later if needed.

VP of Internal Affairs – indicated that the Board position restructuring’s job descriptions will be done by next Friday. She stated that the job descriptions will be voted on at the next Internal Affairs Council meeting. **VP of Internal Affairs** continued that the Internal Affairs Council is looking to make a BOD sendoff event, possibly at Vista Room, during the last Board of Directors Training. She also commented that the Staff Appreciation event is being made for May. **VP of Internal Affairs** stated that the Personnel Committee/Staff Structure Ad Hoc Committee will be meeting from 12-2pm tomorrow to discuss the Hiring Committee, followed by a working meeting to discuss the Staff Structure; she itemized that it will be brought to Personnel Committee in 2 weeks to be voted on.

VP of External Affairs – Corporate Secretary, the **VP of External Affairs** designee, deliberated that CHES was a good experience, in which they were able to talk to the California Senator as well as Assembly Members about potential bills in current discussion. She indicated that two of the talks at CHES were very successful.

VP of University Affairs – No Report.

VP of Finance – stated that he and **Ethnic Studies Rep** met with representatives of the College of Ethnic Studies. He also indicated that the Finance Committee is wrapping up student org funding.

VP of Facilities & Services – Interim Executive Director, in place of **VP of Facilities & Services**, stated that he saw plans for the new pyramid space, which is outlined in Alejandro Rios’ office. He welcomed the Board to look at the proposed plans.

Corporate Secretary – No Report.

Chief Justice – N/A

VP for Student Affairs & Enrollment Management – specified that Student Affairs Office is in the process of

BOARD OF DIRECTORS

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

w: asi.sfsu.edu | p: 415.338.2321 | f: 415.338.0522

looking through eligibility for AS Elections. She mentioned that there is a process where ineligibility can be appealed, but they are being strict on eligibility for the elections.

Student Trust Officer – N/A

Interim Executive Director – mentioned to the Board that it is the one-year anniversary for AS Food Pantry. He also indicated that T-Pain's concert for the Rhythms Music Festival will be announced tomorrow, Thursday, March 15, 2018 and that tickets will go on sale after spring break, starting on Monday, March 26, 2018.

BOD Admin Support – No Report.

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

President stated that Chief Justice candidate will be coming in at 3:00pm.

Athletics Rep stated, on behalf of the Facilities & Services Council that the new turf replacement for the ECEC is happening and that the discussions of the mural have been tasked to another committee.

Ethnic Studies Rep notified the Board that the Ad Hoc Work Group for Social Justice and Student Outreach is wanting to do a town hall and student body meeting.

LCA Rep communicated to the Board that the Rhythms Music Festival Committee is meeting tomorrow, Thursday, March 15, 2018 from 3-5pm and welcomed the Board to join in the discussion.

President stated that there is a QTRC event that evening on March 14, 2018. She also stated that Sneak Preview is happening on April 7, 2018, and they are in need of volunteers to help with event. President also specified that she would like Board members to participate by being in the Executive Office (M-113B) to meet with new students and parents about Associated Students.

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

Jhorna Islam, **Elections Commissioner**, stated that she is scheduling headshots on the Monday after Spring Break (March 26th, 2018) for those running for the AS Board of Directors Election Term 2018-19.

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 Bylaws (Discussion/Action Item) (2+ hours)

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

Interim Executive Director proposed that the Board approve the Bylaws that day but it to be finalized by staff and then brought back to the next Board meeting to be completely finalized. **VP of Internal Affairs** and **President** responded that it will be sent out via e-mail so that Board of Directors can approve it before it be sent to **VP for Student Affairs & Enrollment Management**.

VP for Student Affairs & Enrollment Management reiterated the changes made to the AS Bylaws from last board meeting on Wednesday, March 7, 2018.

Interim Executive Director exited at 12:36pm.

SHAC Rep stated her concerns about having a person completely removed from the Board after their GPA drops below 2.5.

Interim Executive Director and Freshman Rep entered at 12:38pm.

President and **VP of Internal Affairs** specified the process that had occurred in deciding the statements for the 2.5

GPA. **President** stated that even though there is a 2.5 GPA statement, there is an appeal process.

VP of Finance recommended the proposed Board Structure 1 (attached). He stated that it creates more specific positions for certain issues rather than for generally the students-at-large.

President recognized Freshman Rep at 12:41pm.

Science & Engineering Rep indicated that he would like to hear the reps speak regarding the removal of those positions. **Corporate Secretary**, who is also Senior Rep, responded that she likes Board Structure 1. **Freshman Rep** stated that he had an informal forum about the change in positions and received about 20 letters and comments. He continued that it was evenly split between the two options. **Freshman Rep** then read a few letters regarding the proposed changes.

Campus Rec Rep exited at 12:50pm.

Interim Executive Director exited at 12:52pm.

Campus Rec Rep entered at 12:54pm.

Ethnic Studies Rep stated that they liked Board Structure 1 as well and would like to suggest putting in the job descriptions that each director position will adhere to the needs of each college and class.

VP of Internal Affairs reiterated the changes to the AS Bylaws that were agreed upon by the Board. They are the following:

- (1) To indicate 23 board members in Article VI;
- (2) To change VP of University Affairs to VP of Social Justice & Equity in Article VI;
- (3) To indicate that there will be one (1) representative from the Graduate College I Article VI;
- (4) To rename "Directors" to "Issue Directors" in Article VI;
- (5) To change the student org representatives statement to include all orgs;
- (6) To change all statements of VP of University Affairs to VP Social Justice & Equity in the Bylaws;
- (7) Remove information from Article IX, Section 2A. Powers and Duties of Executive Officers;
- (8) Remove information from Article IX, Section 2B. Powers and Duties of the Issue Directors;
- (9) Remove information from Article IX, Section 2C. Powers and Duties of the Representatives with all sections following section 2 of Article IX remaining the same; and
- (10) Remove class/college/dept. roles and responsibilities.

Business Rep exited at 1:00pm.

HSS Rep brought up the question as to why they want to remove Freshman Rep position. Freshman Rep stated that Freshmen and Graduate students have specific issues that cannot be discussed within the jobs of the directors.

Business Rep entered at 1:03pm.

Corporate Secretary exited at 1:04pm.

Interim Executive Director entered at 1:06pm.

VP for Student Affairs & Enrollment Management stated her belief that that any appointed position, including Freshman Rep, should be a non-voting member. **HSS Rep** indicated that she believes that Chief Justice should not be voting since they advise the board on legal issues.

VP of Finance exited at 1:10pm.

President itemized her belief that Chief Justice should be able to vote at the Executive Committee but not at the Board meeting.

VP of Finance and Corporate Secretary entered at 1:11pm.

LCA Rep indicated that Director of Graduation Initiative and Student Retention can cover Sophomores, who are believed to have the highest drop-out rate, and graduating Seniors. She also indicated her interest in approving

Board Structure 1.

VP of University Affairs indicated that she believed that Chief of Staff should vote and Chief Justice should be non-voting.

President posed the following scenarios to determine the choices of the Board:

Chief Justice be a non-voting member at Board meetings – all Board members agreed.

Chief Justice be a voting member at Executive Committee meetings – more than half of Board members agreed.

VP of Finance stated his belief that it is weird for an Executive member to vote at Executive Committee but not at the Board meetings. **Corporate Secretary** suggested that Chief Justice should not vote. **Science & Engineering Rep** stated his belief that those appointed and not elected by the student body should not have the same power as an elected Board member.

Science & Engineering Rep exited at 1:19pm.

Freshman Rep stated that less than half of the freshman (10 freshman) he talked to live on campus. Based on this, he stated that they would not be welcome to state their opinion under the Director of Housing position.

Interim Executive Director suggested to remove chief of staff and chief justice and to have them as staff members under the Director of Governance. **VP for Student Affairs & Enrollment Management** continued to state that believes that Chief Justice should not vote due to the conflict of interest.

President posed the following scenarios to determine the choices of the Board:

Chief Justice should not be a board member but rather a staff member: 12 Board members agreed.

VP of Finance asked if Chief Justice can still chair a committee as a staff member. **Interim Executive Director** responded that the Board can write in job description that they can.

Freshman Rep should stay on the Board as an appointed, voting member: 4 Board members agreed.

VP for Student Affairs & Enrollment Management indicated that they can have a special election in the Fall with the support of the Student Affairs & Enrollment Management Office. She pointed out that the Freshman Rep could serve out whole year from Fall to Fall of the next year. **VP for Student Affairs & Enrollment Management** stated that out of the six institutions she has worked out, SFSU has the least representation for Freshmen. She proposed that elections be done in the Fall so that the Freshman Rep will be a full, elected member of the Board and to serve for the full term.

Having an election in the Fall for Freshman Rep (VP for Student Affairs & Enrollment Management's proposal): 6 Board members agreed.

Motion to take a 5-minute recess at 1:41pm.

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

No opposed. No abstentions. Motion passed.

Motion to go back into the agenda at 1:52pm.

Moved by Athletics Rep, seconded by SHAC Rep.

No opposed. No abstentions. Motion passed.

Motion to take a 5-minute recess at 1:52pm.

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

No opposed. 1 abstention (Corporate Secretary). Motion passed.

Motion to go back into agenda at 2:00pm.

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

President recognized VP of External Affairs at 2:00pm.

Science & Engineering Rep entered at 2:00pm.

No opposed. No abstentions. Motion passed.

SHAC Rep indicated her reasons why she would like to have Freshman Rep in the Board.

Faculty Rep and Student Trust Officer entered at 2:02pm.

President recognized Faculty Rep and Student Trust Officer at 2:06pm.

VP of Internal Affairs suggested that in Article VI Section 1 Subsection e, it could state that one appointment of the Directors would be from the freshman or sophomore class. Freshman Rep stated that it would be a good compromise, but he would rather it be a first-year.

*President posed the following scenarios to determine the choices of the Board:
An Issue Director be a Freshman representative: 8 Board members agreed.*

Interim Executive Director entered at 2:11pm.

Ethnic Studies Rep pointed out that the Board of Directors for Associated Students does not have to be the first point of contact for Freshmen; it could be the various number of Programs that Associated Students has.

VP of Internal Affairs exited at 2:23pm.

Freshman Rep indicated that it should not be about removing the Freshman Rep position but advocating to change the duties of the Freshman Rep to make it the most effective. He stated that none of the Board members right now is not a Freshman and cannot represent the issues of the freshmen.

VP of Internal Affairs entered at 2:25pm.

**Motion to go out of the orders of the day to New Business Item d. Chief Justice Appointment.
Moved by VP of Internal Affairs, seconded by SHAC Rep.
No opposed. No abstentions. Motion passed.**

*VP of Internal Affairs posed the following scenarios to determine the choices of the Board:
Keep Freshman Rep position in any way: 5 Board members agreed.*

Motion to approve the AS Bylaws with the following changes:

- (1) Article VI, Section 1 – Change 24 Board members to 23 Board members
- (2) Article VI, Section 1a, Subsection 4 – Change VP of University Affairs to VP of Social Justice and Equity
- (3) Article VI, Section 1a, Subsection 8 – Change the statement to have one representative from Graduate College
- (4) Article VI, Section C – State “their previous position shall then be filled from the Board”
- (5) Remove Article VI, Section D
- (6) Article VI, Section E – Change “Director” to “Issue Director”
- (7) Article VI, Section E – Change the search from students in each department to all students at large
- (8) Article VI, Section F – Remove “Appointed by the President”
- (9) Article VI, Section I – Remove “In the Cesar Chavez Student Center”
- (10) Article IX Section 1 – Change VP of University Affairs to VP of Social Justice and Equity (and in all other places)
- (11) Article IX Section 2A, Section 2B, and Section 2C – Remove the content from each section and add a statement regarding the location of the powers and duties of each Board member in the AS BOD Job Descriptions, Duties, and Responsibilities

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

Interim Executive Director entered at 2:40pm.

Ethnic Studies Rep clarified that there will not be a Freshman Rep but there are opportunities for a freshman to be

on the Board.

15 in favor (VP of Internal Affairs, VP of External Affairs, VP of Finance, VP of University Affairs, Sophomore Rep, Junior Rep, Corporate Secretary, Science & Engineering Rep, Business Rep, LCA Rep, Ethnic Studies Rep, Campus Rec Rep, Athletics Rep, Graduate Rep, Faculty Rep). 4 opposed (HSS Rep, SHAC Rep, RHA Rep, VP for Student Affairs & Enrollment Management). 5 abstentions (VP of Facilities & Services, Chief Justice, Freshman Rep, Education Rep, Student Trust Officer). Motion passed.

Science & Engineering Rep exited 2:50pm.

It was noted that changes to the Bylaws from the last meeting were not approved or added to the working document, and therefore need to be approved.

Motion to reconsider the previous motion.

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

No opposed. No abstentions. Motion passed.

VP for Student Affairs & Enrollment Management reiterated her changes to (1) clarify that Student Trust Officer is different from VP for Student Affairs & Enrollment Management and to strike the statement after “VP for Student Affairs & Enrollment Management or designee” and to (2) indicate the appeal process for the eligibility of the criteria.

Motion to amend the motion of approving the AS Bylaws to add the following changes:

- (1) Article VI, Section 1, Letter f – Strike the statement after “VP for Student Affairs & Enrollment Management or designee”; and**
- (2) Article VI, Section 3a. Number (2) – Add statement regarding the appeal of requirement for Board service and election.**

Moved by VP for Student Affairs & Enrollment Management, seconded by VP of External Affairs.

Motion to amend the motion to add the following change:

- (1) Article VI, Section 4b. – Strike item.**

Moved by Ethnic Studies Rep, seconded by VP of External Affairs.

All opposed. No abstentions. Motion failed.

No opposed. No abstentions. Motion passed.

Freshman Rep exited at 3:00pm.

Motion to state that the Date of Effectiveness of the AS Revised and Amended Bylaws will take effect on July 1, 2019 but the Elections process for that term will take effect in Spring 2019.

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

Freshman Rep entered at 3:02pm.

Motion to amend the motion to state that Article VIII – Meetings of the Board will take effect in May 2018.

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

No opposed. No abstentions. Motion passed.

No opposed. 1 abstentions (Student Trust Officer). Motion passed.

Motion to reconsider the previous motion.

Moved by VP of University Affairs, seconded by VP of Internal Affairs.

VP of University Affairs wanted to discuss whether Chief Justice is stated to be a voting member. **VP of Internal Affairs** clarified that the entire section will be removed anyways, and it is unnecessary to reconsider the motion to

add any changes.

All opposed. No abstentions. Motion failed.

Motion to table New Business Item c. Student Events Handbook.

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

No opposed. No abstentions. Motion passed.

Motion to go out of the orders of the day to enter New Business Item a. Student Organization Funding Requests.

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

No opposed. No abstentions. Motion passed.

b. USSA (Discussion/Action Item) (5 mins) – VP of Finance

The Board of Directors will discuss and possibly take action on the USSA Participation.

Business Rep exited at 3:14pm.

VP of External Affairs and **VP of Finance** discussed the logistics and finances of the USSA trip. They stated that four students are able to participate; they also indicated that the trip will be four nights and cost \$7500 from the Out-of-State Travel budget.

Interim Executive Director indicated that the Travel Policy needs to be in compliance with so staff can begin the registration process. **VP of External Affairs** stated that External Affairs Council discussed who would be going, with one letter of intent already turned in. He also stated that the conference will be on April 5-9, 2018.

VP of Internal Affairs exited at 3:20pm.

President referenced the Travel Policy and that board cannot register for travel until after approved by the board. She also stated that registering before the board approved it goes against the Travel Policy.

Sophomore Rep exited at 3:21pm.

VP of Finance responded that the registration did not include the names of the delegates just the number of spots for going to the conference.

Motion to approve a delegation of 4 people to USSA power summit in DC from April 6-9 with an estimated budget of \$7500 from the out of travel budget to be approved by the VPEA and EA council.

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

It was specified that **VP of External Affairs** and **VP of Finance** cannot attend either.

Sophomore Rep entered at 3:26pm.

President let the board know that the reserves are important for Associated Students and the AS Board of Directors. **Ethnic Studies Rep** clarified that CSSA is happening during USSA. **Interim Executive Director** indicated that he is worried about the process of USSA registration due to them not following the process of the Travel Policy. **Student Trust Officer** echoed Horace's concern, and stated that if it will be fine so long as they can prepare the USSA trip in a formal way. He also stated that he would like the Out-of-State policy to be returned. **President** stated that they can bring it back to the Board after the budget has been sent out to the board. **VP of External Affairs** responded that he was doing what he thought was best based on the Bylaws.

Science & Engineering Rep exited at 3:31pm.

VP of External Affairs stated if the process was not followed and would put AS under liability, then he suggested to not go and vote down the motion. **Student Trust Officer** stated that he can be open to meetings with any board members next week in order to discuss the trip. **Interim Executive Director** stated that it can go under review and

does not have to go to the board since it will be over a certain amount of money.

Science & Engineering Rep entered at 3:35pm.

Science & Engineering Rep exited at 3:36pm.

VP of Finance stated that they could open up the letter of intent applications for the USSA conference to the entire board.

VP of University Affairs exited at 3:40pm.

Interim Executive Director voiced his concern that attending USSA would just be the Board members sitting in the audience and not participating. **VP of External Affairs** clarified that USSA is similar to CHESS in that they are attending forums, lobbying, and networking. **VP of External Affairs** stated that he would like to withdraw the motion.

All opposed. No abstentions. Motion failed.

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:

1) La Raza - \$4,500 (\$500 Operating, \$4,000 Historical)

Total Funded: \$4,500

Student Org Funding Allowance Remaining Balance: \$22,069

Year-End Celebrations Allowance:

1) La Raza - \$5,000

Total Funded: \$5,000

Year-End Celebrations Remaining Balance: \$5,000

President exited at 3:10pm.

Motion to approve \$4,500 to La Raza from the Student Org Funding Allowance.

Moved by VP of Finance, seconded by Senior Rep.

No opposed. No abstentions. Motion passed.

Motion to approve \$5,000 to La Raza from the Year-End Celebrations Allowance.

Moved by VP of Finance, seconded by SHAC Rep.

No opposed. No abstentions. Motion passed.

VP of Finance indicated that there is \$6375 left in the Student Org Funding Allowance and \$0 left for the Year-End Celebrations Allowance.

VP for Student Affairs & Enrollment Management exited at 3:12pm.

b. Engineering Societies Activities Board Memorandum of Understanding (Action Item) (5 mins) – VP of Finance

The Board of Directors will review, discuss, and take action on ESAB's Memorandum of Understanding for funding their Special Event - Engineering's Night in the Spotlight. Funding will come from the Student Organization Funding Allowance

Student Organization Funding Allowance:

1) ESAB - \$5,000

Total Funded: \$5,000

Student Org Funding Allowance Remaining Balance: \$17,069

President entered at 3:12pm.

Motion to approve \$5000 to the Engineering Societies Activities Board Memorandum of Understanding from the Student Org Funding Allowance.

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

No opposed. 1 abstention (Science & Engineering Rep). Motion passed.

Motion to go back into orders of the day to Old Business Item b. USSA.

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

No opposed. No abstentions. Motion passed.

c. Student Events Handbook (Discussion/Informational Item) (10 mins) – VP of Facilities & Services and AED of Facilities & Operations

VP of Facilities & Services and Alejandro Rios, AED of Facilities & Operations, will inform the Board and discuss the Student Events Handbook.

-Tabled for the next Board meeting-

d. Chief Justice Appointment (Discussion/Action Item) (5 mins) - President

The Board of Directors will review, discuss, and possibly take action on the Chief Justice Appointment.

President introduced Alisar Mustafa, the Chief Justice recommendation, to the Board of Directors. Mustafa then introduced herself and talked more about her experience in the legal system.

Interim Executive Director exited at 2:29pm.

Motion to approve Alisar Mustafa as the Associated Students Chief Justice for current Board of Directors term.

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

No opposed. No abstentions. Motion passed.

Motion to go back into orders of the day to Old Business Item a. AS Bylaws.

Moved by Ethnic Studies Rep, seconded by Junior Rep.

No opposed. No abstentions. Motion passed.

XI. Adjournment

Motion to adjourn meeting at 3:42pm.

Moved by SHAC Rep, seconded by HSS Rep.

No opposed. No abstentions. Motion passed.

Meeting adjourned.

Respectfully submitted by: Rochelle-Jan Reyes



Approved by Chloe Campbell

