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Posted Time: _____

**Associated Students Inc.
San Francisco State University
Board of Directors
Minutes
July 12th, 2017**

Chair, **Jacqueline Foley**, has called a meeting of the Board of Directors on July 12th, 2017 from 2:00pm - 4:00pm in **Delmy Rodriguez (T-152)** of the Cesar Chavez Student Center.

I. Call to Order

Meeting called to order at 2:06pm.

Edina Bajraktarevic, Associate Executive Director of Business Administration and Finance, briefly communicated to the Board that, as of July 6th, 2017, VP of External Affairs is no longer sitting on the AS Board of Directors. She also indicated that, along with this, the CSSA alternate designee is no longer serving.

II. Roll Call

Please refer to the roll call sheet.

III. Approval of Agenda

Motion to approve the agenda for July 12th, 2017.

Moved by Freshman Rep, seconded by Grad Rep.

No opposed. 1 abstention (VP for Student Affairs & Enrollment Management Designee). Motion passed.

IV. Approval of Minutes

Motion to approve the Minutes for June 7th, 2017.

Moved by Freshman Rep, seconded by Education Rep.

No opposed. 1 abstention (VP for Student Affairs & Enrollment Management Designee). Motion passed.

Motion to approve the Minutes for May 31st, 2017.

Moved by Grad Rep, seconded by Freshman Rep.

No opposed. 1 abstention (VP for Student Affairs & Enrollment Management Designee). Motion passed.

Motion to approve the Minutes for May 10th, 2017.

Moved by Grad Rep, seconded by Freshman Rep.

No opposed. 1 abstention (VP for Student Affairs & Enrollment Management Designee). Motion passed.

Motion to approve the Minutes for February 22nd, 2017.

Moved by Grad Rep, seconded by Education Rep.

No opposed. 1 abstention (VP for Student Affairs & Enrollment Management Designee). Motion passed.

Richard Schwanbeck, previous VP of Facilities & Services from Board Term 2016-2017, requested the Board to reconsider their vote to approve the minutes for February 22nd, 2017. He indicated that, as far as he knows, the minutes were not transcribed word for word and were not sent to the public via public requests. **Joshua Kyle Dayrit, Executive Assistant**, responded that the transcription was made and sent out with the February 22nd, 2017 minutes and that the transcriptions would be sent out to the public after the minutes have been approved.

BOARD OF DIRECTORS

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VP of University Affairs entered at 2:15pm.

V. Reports

President - communicated to the Board that the goal to organize the process of sending out the agenda is to have all related documents sent out along with the agenda, which would be sent out 7 days in advance. She also reminded the Board that Board Trainings are mandatory meetings that occur from 12pm – 2pm before the Board of Directors meetings from 2pm – 4pm.

VP of Internal Affairs - thanked the members and staff who went to the Personnel Committee and Internal Affairs Council. She indicated that the meetings will occur again in at the same time and date two weeks from then.

LCA Rep entered at 2:17pm.

VP of External Affairs - N/A

VP of University Affairs – stated that she is still updating and working on times for the University Affairs Council meetings. She further mentioned that she will update the Board as soon as the dates and times are solidified.

VP of Finance - No report.

VP of Facilities & Services – indicated that he is still trying to figure out the membership for the Facilities & Services Council. He mentioned that the meeting times are set for both Summer and Fall terms.

Corporate Secretary - N/A

VP for Student Affairs & Enrollment Management designee, Tony Little, Chief of Staff for Student Affairs & Enrollment Management - No report.

Student Trust Officer - No report.

Interim Executive Director designee, Edina Bajraktarevic, Associate Executive Director of Business and Finance – shared information that there was a complaint filed to San Francisco State University, involving one AS staff member. She indicated that Legal Counsel will be helping staff member due to the complaint, which will affect the Board's budget. Furthermore, she discussed the 2017-2018 budget, stated that the cost allocation bill was reduced to \$81,000/year, and expressed her hope to see the approval of the budget. Lastly, she recommended that the Board only fund essentials for the beginning of the fiscal year.

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

Freshman Rep communicated to the Board that she has continued her outreaching to Freshman students via the Class of 2020 and Class of 2021 Facebook pages. She also received an email from Bill Novak, a representative of a company that does workshops, asking if Associated Students would like him to return.

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

Schwanbeck talked to the Board about an incident that occurred on February 28th, 2017. From his own accounts, he stayed until the building closed and exited at 10:02pm. He requested the Board support him and stand up against the Office of Student Conduct.

Note: Due to the confidentiality of this matter, specifics of the incident were omitted from the minutes.

Chrysalyn Tucker and Johanan Supnet, the new VP Assistants, as well as Rochelle-Jan Reyes, the new Executive Assistant, introduced themselves to the Board.

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

an employee.
No Closed Session.

IX. Old Business

a. Campus Department Appointment (Action Item) - (AS President)

The Board of Directors will discuss and possibly take action on the candidate for Athletics Representative: TBA, the Board of Directors reopened the search between June 14th - July 5th. To give more students the opportunity to apply. The Athletics Department present the position description with the new dates.
President indicated that they extended the application to July 5th, 2017 and that two applicants have applied for the Athletics Rep position: Kayla Duclayan and Myha Castro. Applicant videos were played.

Chair recognized LCA Rep at 2:31pm.

Motion to approve the Campus Department Appointment of Kayla Duclayan as the Athletics Rep.
Moved by Education Rep, seconded by VP of Internal Affairs.
6 in Favor (LCA Rep, Education Rep, VP of University Affairs, VP of Internal Affairs, VP of Finance, Senior Rep). No opposed. 5 abstentions (Freshman Rep, Grad Rep, Business Rep, Student Trust Officer, VP for Student Affairs & Enrollment Management Designee). Motion passed.

X. New Business

a. Internal Affairs Council Summer/Fall Membership (Action Item) - (VP of Internal Affairs)

The Board of Directors will discuss and possibly take action on the following Internal Affairs membership, brought to the board by the VP of Internal Affairs.

- Membership for Summer/Fall: Halie Fenske (Senior Rep.), and Mia Veal (LCA Rep.)

Motion to approve the Summer and Fall memberships for the Internal Affairs Council.

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

No opposed. 1 abstention (VP for Student Affairs & Enrollment Management Designee). Motion passed.

b. Personnel Committee Summer/Fall Membership (Action Item) - (VP of Internal Affairs)

The Board of Directors will discuss and possibly take action on the following Internal Affairs membership, brought to the board by the VP of Internal Affairs.

- Summer Membership: Jackie Foley (AS President), Halie Fenske (Senior Rep.), Ivy Tran (Freshman Rep.)

- Fall Membership: Jackie Foley (AS President), Halie Fenske (Senior Rep.), Ivy Tran (Freshman Rep.), Janet Lopez (VP of University Affairs)

Motion to approve the Summer and Fall memberships for the Personnel Committee.

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

No opposed. 1 abstention (VP for Student Affairs & Enrollment Management Designee). Motion passed.

c. SF State/AS Farmers Market MOU Revisions (Action Item) - (Student Trust Officer)

The Board of Directors will discuss and possibly take action on the SF State/AS Farmers Market MOU. (There are no material changes between the two; the version the campus provided contains the much-needed updates and changes for the document to sound more professional and complete. Changes are more to grammar, and flow, not to any substance. Finally, the new version spells out "No rent" for this program, as it provides more value to the campus, then the financial consideration.) (MOU Included)

Grad Rep exited at 2:42pm.

Student Trust Officer reviewed the MOU revisions and communicated them to the Board of Directors.

Grad Rep entered at 2:44pm.

Motion to rescind the AS Farmer's Market MOU draft originally approved on June 7th, 2017.
Moved by Grad Rep, seconded by Education Rep.

No opposed. 2 abstentions (Student Trust Officer, VP for Student Affairs & Enrollment Management Designee). Motion passed.

Motion to approve AS Farmer's Market MOU with the added revisions on July 12th, 2017.

Moved by Freshman Rep, seconded by LCA Rep.

No opposed. 2 abstentions (Student Trust Officer, VP for Student Affairs & Enrollment Management Designee). Motion passed.

d. Public Relations Funds Policy (Discussion/Action Item) - (AS President)

The Board of Directors will discuss and possibly take action on the Public Relations Funds Policy drafted by Associate Executive Director of Business Administration & Finance, Edina Bajraktarevic. (Draft included)

Associate Executive Director of Business Administration and Finance briefed the board on the Public Relations Funds Policy and the reasons why it has been made.

Motion to approve the Public Relations Fund Policy drafted by Associate Executive Director of Business Administration & Finance.

Moved by Education Rep, seconded by Grad Rep.

No opposed. 2 abstentions (Student Trust Officer, VP for Student Affairs & Enrollment Management Designee). Motion passed.

e. Letter of support - Black Unity Center Proposal (Action Item) - (AS President, VP for Student Affairs & Enrollment Management)

The Board of Directors will discuss and possibly take action on the following proposal and may submit a letter of support. (Proposal Included)

President read the letter of support of the recommendation to create a Black Unity Center, created by the previous VP of Internal Affairs of the Board Term 2016-2017.

Motion to approve the Letter of Support for the Black Unity Center Proposal.

Moved by Ethnic Studies Rep, seconded by LCA Rep.

No opposed. 1 abstention (VP for Student Affairs & Enrollment Management Designee). Motion passed.

f. Executive Committee Charter (Action Item) - (AS President)

The Board of Directors will discuss and possibly take action on the Executive Committee Charter. (Charter Included)

Motion to approve the Executive Committee Charter created on April 10th, 2017.

Moved by Grad Rep, seconded by Business Rep.

No opposed. 1 abstention (VP for Student Affairs & Enrollment Management Designee). Motion passed.

g. Ad Hoc Work Group AY 2017-18 Equity & Social Justice Educational Outreach Plan (Action Item) - (AS President, VP Student Affairs & Enrollment Management)

The Board of Directors will discuss and possibly take action on the following student membership for the Ad hoc Work Group for Equity & Social Justice Educational Outreach Plan developed by the VP of Student Affairs & Enrollment Management.

Student Representatives:

Ethnic Studies Representative: Gaby Cerros

Student at Large: Yusra Oweis

Hillel: Rachael Cunningham

GUPS: TBA

Muslim Student Association: TBA

Motion to approve the Equity & Social Justice Educational Outreach Plan Student Representatives:

Ethnic Studies Rep as Gaby Cerros, Student at Large as Yusra Oweis, and Hillel as Rachael Cunningham.

Moved by Grad Rep, seconded by Freshman Rep.

No opposed. 1 abstention (VP for Student Affairs & Enrollment Management Designee). Motion passed.

h. Time Certain 3:15 pm - 3:30 pm - SF State Official Transcript Order & Sending

University Registrar, Renee Monte, is seeking input from the AS Board of Directors on the future service in providing transcripts.

Renee Monte, University Registrar, indicated that they are instituting a small change in the way the Bursar provides transcripts. They will be utilizing a Parchment mailing service as a means of sending transcripts, which will increase the student tuition fee by \$1. She indicated that the change will allow for the office to have more student contact and activity instead of having staff completing transcript requests.

i. Academic Senate AS Senators (Action Item) - (AS President)

The Board of Directors will discuss and possibly take action on the following Student Senators from the Board of Directors to Academic Senate.

AS Senators:

AS President: Jackie Foley

VP of University Affairs: Janet Lopez

Senior Representative: Chloe Campbell

Motion to approve AS President: Jackie Foley, VP of University Affairs: Janet Lopez, and Senior Rep: Chloe Campbell to be members of the Academic Senate as AS Senators.

Moved by Freshman Rep, seconded by Grad Rep.

No opposed. 2 abstentions (Student Trust Officer, VP for Student Affairs & Enrollment Management Designee). Motion passed.

j. Corporate Secretary Job Description/ Application Process (Discussion Item) - (AS President)

The Board of Directors will discuss the job description of the Corporate Secretary and the application process. (Job description included)

President mentioned to the Board that they are trying to change the job description for the Corporate Secretary position and will bring it to the next Board meeting when revised.

k. Associated Students Chief Justice Appointment (Discussion/Action Item) - (AS President)

The Board of Directors will discuss and possibly take action on the recommendation for the Chief Justice Appointment. (The Dean of each college sent out a job description and the deadline for applying by Friday, June 23rd. The AS President evaluated the applicants with the input and recommendations of the executive members. The process included, a letter of intent, phone interview and in-person interview. The AS President will then bring their recommendation to the Board of Directors to possibly take action on.) (Letter of Intent/Resume included)

Craig Majestic Williams is requested to be appointed as Chief Justice of Associated Students. He introduced himself to the Board. **President** then explained the reasoning as to why she would like the Board to appoint Williams as Associated Students Chief Justice.

Motion to approve the candidate, Craig Majestic Williams, as Associated Students Chief Justice.

Moved by VP of University Affairs, seconded by Education Rep.

No opposed. 4 abstentions (VP of Internal Affairs, VP of Finance, Student Trust Officer, VP for Student Affairs & Enrollment Management Designee). Motion passed.

l. Mashouf Wellness Center Operating Agreement Staff Discussion (Discussion Item) - (AS President)

The Board of Directors will discuss the Mashouf Wellness Center (MWC) agreement between Associated Students and Campus Recreation. The Board will decide on the next course of action.

President communicated to the Board that there was a discussion with AS staff and Campus Recreation regarding the Operating Agreement and any issues surrounding it. She noted that all Executive Committee agendas will be sent to all Board members in order to get their opinion from each member. **President** suggested that the Board bring it to the Executive Committee to further discuss the Operating Agreement.

m. Western Washington University Associated Students Election (Action/Discussion Item) - (AS

President, VP of University Affairs)

The Board of Directors will discuss and possibly take action on a letter of support in regard to the Western Washington University AS Election, VP of Governmental Affairs who won the election but denied position/pay because of undocumented status. The SFSU AS Board of Directors will discuss a letter of support for Ana Ramirez to be reappointed to the VP of Governmental Affairs.

President and VP of University Affairs discussed the issue of the Western Washington University Associated Students Election, and indicated their interest in writing a letter or resolution of support of the VP of Governmental Affairs who was denied position due to her undocumented status. Freshman Rep suggested that they do not move forward with writing a letter of support until they can research and gather more information about who is not in support of Ana Ramirez's position/pay.

Motion to task University Affairs Council with finding more information about the Western Washington University AS Election before writing a letter and report back to Board.

Moved by Freshman Rep, seconded by Grad Rep.

4 in Favor. 5 Opposed. 2 Abstentions (Student Trust Officer, VP for Student Affairs & Enrollment Management Designee). Motion failed.

Motion to task Executive Committee with finding more information about the Western Washington University AS Election before writing a letter and report back to Board for further action.

Moved by Freshman Rep, seconded by Education Rep.

2 opposed (Grad Rep, VP of Finance). 3 abstentions (Student Trust Officer, VP for Student Affairs & Enrollment Management Designee, Senior Rep). Motion passed.

n. Foundation Board Student Representative (Discussion Item) - (AS President)

The Board of Directors will discuss Advancements Foundation Board Student Representative and the process by which students are selected to become members.

President stated that she had met with VP Nava, and requested to see their bylaws to see what it says about having a Foundation Board Student Representative from Associated Students. VP for Student Affairs & Enrollment Management Designee noted that the part of the goals of the Advancements Foundation Board are to advocate on behalf of San Francisco State University and reach out to alumni, friends, and businesses to build commitment and funding for the University.

Student Trust Officer exited at 3:56pm.

In response to Schwanbeck's issue during Public Comment, President opened the discussion to the Board about addressing his request, which the Board discussed. Associate Executive Director of Business Administration and Finance noted that the matter at hand is a Code of Conduct issue, which is a campus issue. It was recommended that the Board bring their concerns to the Dean of Students and their office, or task the Interim Executive Director or the President to talk to the Dean of Students to seek answers.

VP for Student Affairs & Enrollment Management Designee exited at 4:06pm.

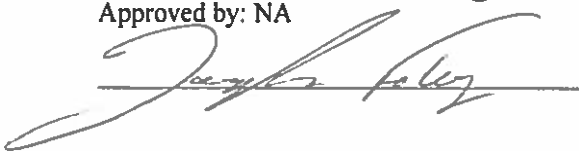
XI. Adjournment

Meeting adjourned due to lack of quorum.

Respectfully submitted by: Rochelle-Jan Reyes



Approved by: NA



**Associated Students Incorporated
2017-2018 Board of Directors
Attendance and Roll Call Voting Sheet**

Director	Attendance	Vote 1	Vote 2	Vote 3	Vote 4	Vote 5
Jacqueline Foley, President	P					
Monica DiLullo, VP of Internal Affairs	P					
Steven Gomez, VP of External Affairs	V					
Kimberly Beas Carranza, VP of Finance	P					
Janet Lopez, VP of University Affairs	U					
Augustin Melendez VP Facilities & Services	P					
Vacant, Chief Justice	N/A					
Ivy Tran, Freshman Representative	P					
Celine Herrera, Sophomore Representative	E					
Gabriela Martinez, Junior Representative	E					
Chloe Campbell, Senior Representative	P					
Mohammed Alnuzaili, Science and Engineering Representative	U					
Gabriel Risk Martins, Business Representative	P					
Mia Veal, Liberal and Creative Arts Rep	E					
Andres Bustamante, Gabby Cernas Ethnic Studies Representative	P					
Halie Fenske, HSS Representative	U					
Nathan Jones, Campus Rec Representative	V					
Vacant, Athletics Representative	N/A					
Vacant, SHAC Representative	N/A					
Jessica Zepeda, Residential Hall Association Rep	E					
Andrés Bustamante, Graduate Representative	P					
Andrea Gallegos, Education Representative	P					
Luo Luo Hong, VP of Student Affairs/Enrollment Management	Designee Tony Little					
Aimee Barnes, AS Interim Executive Director	Designee, Edina Bajraktarevic					
Jesus Garcia, Student Trust Officer	P					

* Ex-officio/non-voting members

LEGEND			
P	Present	Y	Yes
X	Absent	N	No
T	Tardy	A	Abstain