ASSOCIATED STUDENTS OF CALIFORNIA STATE UNIVERSITY, CHICO
BOARD OF DIRECTORS MEETING MINUTES

Wednesday, February 10, 2016 8:30 a.m. BMU 205

Members Present: Deanna Jarquin, Vu Nguyen, Matt Zaleski, Michael Pratt, Nick Howell, Andrew Roberts, Teddy Delorenzo, Drew Calandrella, Lori Hoffman

Members Absent: None

Others Present: David Buckley, Karen Bang (recording), Susan Jennings, Shar Krater, Thang Ho, Jon Slaughter, Katrina Robertson, Brigitte Braud, Nan Timmons

I. CALL TO ORDER – The meeting was called to order at 8:32 a.m. by the Chair, Jarquin.

II. AGENDA – Jarquin added as Business Item B.: AS Newsletter Conversation. Motion to approve the 2/10/16 revised agenda (Nguyen/Pratt). 7-0-0 MSC.

III. MINUTES – Minutes of the 1/27/16 regular meeting. Motion to approve the minutes of the 1/27/16 regular meeting, as presented (Roberts/Pratt) 7/0/0 MSC.

IV. ANNOUNCEMENTS – Jarquin said Vagina Monologues is this weekend. Roberts said Sir Ken Robinson’s presentation was great last night.

V. PUBLIC OPINION – None

VI. OPINION – None

VII. STANDING COMMITTEE REPORTS – Action items forwarded to the Board of Directors from the standing committees stand approved unless overturned by a 2/3 + 1 Board action.

A. Government Affairs Committee – Nguyen reviewed the items, noting the Community Affairs Council resignation/appointment were pulled from the GAC agenda. The Student Taxi Service RFP action item was also pulled. Nguyen said the ballot initiative from Mark Stemen’s class was discussed regarding banning all sales of plastic water bottles on campus. Nguyen said the CFA strike was discussed and it starts on 4/13, which is our election day. He said they may move elections to 4/12. Slaughter said if elections are moved to 4/12, affirmation from the Board would be required. He said if it’s the Board’s feeling that it would be good to change the election date from 4/13 to 4/12, he would request an E.O. from Jarquin regarding this change. It was agreed it would be a good idea to change the election date.

1. GAC Actions of 2/2/16
   a. Approved the 2/2/16 meeting agenda.
   b. Approved the minutes of the 1/26/16 regular meeting.

2. GAC Actions of 2/9/16
   a. Approved the 2/9/16 meeting agenda.
   b. Approved the minutes of the 2/2/16 regular meeting.
   c. Consent Agenda
      2015-16 Associated Students Committee/Council Appointments
      Confirmation of resignations from Event Funding Allocation Council
      - Commissioner of Student Organizations and Programs appointments: Liz Buhler and Nate Marsh
      - Executive Vice President appointment: Betty Hernandez
      Confirmation of resignation from Community Affairs Council – Pulled from GAC agenda
      - Executive Vice President appointment: John-Michael Dyer
      Confirmation of appointment to Community Affairs Council – Pulled from GAC agenda
      - Executive Vice President appointment: Shyal Singh
      Confirmation of resignation from Diversity Affairs Council
      - Commissioner of Diversity Affairs appointment: Xyin Yang
      Confirmation of appointments to Diversity Affairs Council
      - Commissioner of Diversity Affairs appointment: Alexis Butcher
      - Commissioner of Sustainability Affairs appointment: Joselin Medina
      d. Approved moving forward with the Student Taxi Service Request for Proposal – Pulled from GAC
VIII. BUSINESS

A. Information Item: AS Marketing Proposal – Buckley responded to Delorenzo’s recent question regarding where the funds would come from for a Marketing Department. He said the total estimated 2016/17 costs are $263,000 (Calandrella joined the meeting at 8:43 a.m.). He said it was discussed that Activity Fee reserves were high and they could spend some of this fund down to pay for their share as Marketing is one of their possible priorities. He said the Union and WREC are in good shape financially. Dining’s share would be split 50/50 between Sutter and Retail (Hoffman joined the meeting at 8:46 a.m.). Buckley said the Union, WREC and Dining Services would be using existing money, just shifting it around. Jarquin asked Nguyen if Midpoint discussed this and he said programs would like it if there was some central place where they were all showcased. Roberts said at Midpoint, they discussed the fact that some do marketing real well and some could use the help. Nguyen said certain programs don’t have funds for outreach. Jarquin said this would definitely help students to be successful in promoting their programs. Buckley said he’d bring this item back to the next meeting.

B. Information Item: AS Newsletter Conversation – Nguyen said the idea of a newsletter started off during Midpoint conversations; they’d like to have a newsletter, similar to the CCLC’s. He said he’d like to see different sections such as what officers are doing, what is happening at CSSA, diversity, as well as funding opportunities and how much more money is available that can be applied for. He said it would be good to have a central location to showcase programs in a more profound way. Nguyen said he talked with Kristina Hamilton regarding drafting up a template for us, which wouldn’t cost anything. He explained the newsletter would be done by GAC. Jarquin said it could integrate what the AS as a whole is doing. Roberts questioned if this would fall under the Marketing Department in the future, and Nguyen said it would. Delorenzo questioned how this would go out to students and Nguyen said they’d distribute on-line. They could also print out a few as hand-outs to give to programs that are tabling. Jarquin said they could send out to AS Alumni as well. Delorenzo suggested sending the newsletter out via the student email list. Delorenzo said she liked the idea of an email distribution because if the newsletter is only on our website, only those that normally visit the website would be seeing it. She also suggested talking with University Public Relations.

C. Information Item: Report on COLA Percentage – Jennings explained that the Cost of Living Allocation (COLA) is provided for the Board’s information and review annually as the budget cycle is about to begin. She explained the process for the COLA calculation. Hoffman questioned what we’re doing with this COLA calculation and Jennings said it’s just information for the Board. Hoffman questioned if she’s recommending the 1.45% COLA increase for 2016-17. Jennings said they’re proposing a 2% salary increase. Jennings said it’s in AS policy that they bring this to the Board annually. Discussion was held. Buckley said in the past this was brought to the Board, sometimes they’d recommend a COLA plus SBSI; the Policy never changed. Hoffman requested this be brought back during the budget discussion. Jarquin said when we bring this back during budgeting it’s important to remember that we try to do similar salary increases as the University.

D. Information Item: 12/31/15 Activity Fee Fund Budget to Actual Experience – Nguyen reviewed with the Board, noting the benchmark was 50%. He said total revenues were at 65.35%, with total expenses at 48.04%.
E. **Information Item: 12/31/15 Student Union and WREC Summary Income and Expense Statements** – Roberts reviewed the Student Union statement, noting that revenues were at 51.15%, expenses at 38.8%. Roberts next reviewed the WREC statement, noting total revenue at 50.20% and total expenses at 40.85%. Jarquin asked if they’re actively trying to fill positions and Roberts said they are.

F. **Information Item: 12/31/15 Chico State Wildcat Store Financials** – Zaleski reviewed, noting operating expenses were $63,876, contributions to the University were $24,923, with other income at $71,633. He said overall for the month there was a net loss of $13,000 but net income year to date was $135,598.

G. **Information Item: 12/31/15 Follett Financials** – Zaleski reviewed, explaining this is what Sarah Foisy of the Bookstore provides to them at ASBC. He said generally the trend is typically an expectation that new textbook sales are slowly decreasing because students are buying used textbooks as well as digital books. Buckley said revenue (commission) with Follett is coming in actually pretty close to what he and Jennings had projected originally.

H. **Information Item: 12/31/15 Dining Services Financials** – Zaleski reviewed the reports with the Board, noting cost of sales were 7.54% higher than budgeted; 51,425 meals were served. Cash Operations operating income was 2.63% lower than budget, majority of decrease due to declining C Store sales. Nguyen said they’ve really changed things up at Sutter - the food is better, and they’re now playing music which makes the vibe much better.

I. **Information Item: 12/31/15 Corporate Services Budget to Actual Income and Expenses** – Jennings reviewed the various areas with the Board. She said overall we’re at 51.5% of approved budget. Jarquin asked if the Honda is owned outright and Jennings said yes, and that it was depreciated over five years.

J. **Information Item: 12/31/15 Activity Fee, Student Union, Auxiliary Activities and Corporate Services Fund Capital Expenditure Reports** – Jennings reviewed the second quarter purchases of the various areas with the Board. Hoffman questioned the $35,000 budgeted for a feasibility study under the Student Union report. Buckley said this is regarding the lower level of the BMU as well as the Financial Services Office area. Jennings said capital expenditures will be revised for 2015-16 during budget season as well as updated for 2016-17. The t-shirt printer was discussed. Hoffman questioned the process for budgeting software implementation costs. Jennings reviewed the process and noted this information was provided to the Board. Hoffman suggested adding an augmented budget column to the reports.

K. **Director of University Affairs Report** – Pratt said the CFA strike has been potentially announced for April 13, 14, 15, 18 and 19. He said a lot of students are concerned how this will impact their classes and one group has contacted him regarding setting up a forum to hear about both sides of this. Hoffman said University Administration probably won’t do this as they have nothing to do with collective bargaining. Calandrella said if a forum was set up, it could be filed as an unfair labor practice. Hoffman explained the difference between the 2% and 5% pay increase and how it could affect students’ tuition. She said that pay increase costs are $31 million per every percent for the entire CSU system. She said that if the money doesn’t come from the state, then the next place they’d look to would be tuition. Discussion was held regarding meeting with students. Slaughter said he has been asked what students are, or are not to do during the strike especially for co-curricular programs. Pratt said they’re trying to let students know our administration isn’t responsible for this, and that it’s run through the Chancellor’s Office. • Pratt said there are three vacant senator positions that they hope to fill soon for the following departments: Communication and Education, Business, and Humanities and Fine Arts. • Pratt said that WASC accreditation is being worked on.

L. **Director of Legislative Affairs Report** – Howell said CSSA will be at CSU, Maritime this weekend. He said Rachel Ward and Josh Franco will be attending and that Ward is interested in the student trustee position.

M. **University Vice Presidents’ Reports** – Hoffman said one of the new measures recently implemented by Chief Feeney was that his officers have more of a presence on campus. She asked for feedback from the Board regarding how they felt about this. Jarquin said she has seen UPD officers everywhere on campus and Hoffman said it’s for a presence and sense of safety. She said they’ve also requested obtaining motorcycles so they can more quickly traverse the campus. • Hoffman said the warehouse facilities at 7th and Oak Streets will be moving to the FMS location soon to save on costs. • Hoffman thanked folks at the table regarding their quick response to the recent fire at the AJH location and what that meant for the CDL. She said the CDL staff did a great job during the evacuation. She said this fire provides an opportunity to discuss other options for the
CDL as AJH is one of the oldest buildings on campus. • Calandrella said regarding the potential strike, faculty may strike, but other bargaining units will not. • Regarding the AJH fire, Calandrella said it was heartening that CDL staff knew what to do, and did it. He said the Board should begin discussing the future of the child care center and education center because in the Master Plan, the AJH facility at some point will no longer be here. Slaughter said he’s exploring with Sally Miller an Unusual Incident Report to be filed with the California Department of Education for reimbursement due to the emergency closure and that the Board may need to affirm this request.

N. **Executive Director’s Report** – Buckley said regarding the strike, they are planning alternative delivery locations to ensure food deliveries to Sutter and the BMU in case drivers don’t want to cross the picket line. He said they are talking with vendors to ensure we have deliveries as well as pick up of garbage, etc. • Buckley said when the Board originally approved the Operating and Lease Agreement, it was for five years and included an addendum section that talks about how much we pay the University, etc. Then, the Chancellor’s Office changed the agreement to a 10 year agreement. He said it was his assumption that the addendum was now a part of that; however, he found out this isn’t quite the case. He said he talked with Sara Rumiano of University Procurement and Contract Purchases and she’s going to do a service agreement that will now include everything the Board already approved via the addendum; however, it will function a bit differently. • Buckley said the Compensation Study should be done within the next couple of weeks and Richard Lane who did our last two comp studies is doing this one as well. He said Lane also does this for AOA. Buckley said Lane has reviewed all job descriptions and is working on three categories: substantially similar positions to the University; similar positions and positions not similar to the University. He said the same criteria is being used as was previously used and this information will be presented to the Board soon. • Buckley said regarding Mark Stemen’s class proposing an advisory measure to ban bottled water on campus, that previously Jeff Carter, the AS attorney, weighed in on this subject and he has sent the new information to him for review and comment. He said he also sent him the Pepsi agreement to see if we’d be in violation of our contract with them. He also noted that our agreement with Follett states they can sell bottled water and this would have to be looked at as well. Delorenzo asked if there could be ADA issues as well. Buckley shared that he went on line regarding how many colleges have banned plastic bottled water and noted the actual consumption of plastic has gone up and more students are buying sugary drinks. He said this issue happened at Vermont and was an unintended consequence, which raises a concern regarding nutrition and obesity. Filling stations were discussed and Buckley said unless they’re right there where students buy the drinks, they’ll buy other drinks.

O. **President’s Report** – Jarquin thanked Nguyen for going to yesterday’s Directors meeting to talk about Stay Sharp, Wildcat Way and Chico Experience, a way of branding Chico State student expectations. • Jarquin said she gave the CCLC Beyond Obstacles Leadership Development Group a tour of the Wildcat Leadership Center. • Jarquin said she met with Elizabeth in Financial Aid regarding moving from compensation to scholarship; she’s also going to meet with the scholarship director (Delorenzo left the meeting at 9:45 a.m.). • Jarquin said she went to the Alumni meeting. • Jarquin said they will soon be in the interview stages of the university presidents coming up this month. • Jarquin said she will be attending CSSA this weekend.

IX. **ANNOUNCEMENTS** – Nguyen said Police Student Advisory Board meetings will include Chief Feeney and are headed by Oliver Montalbano to voice student concerns. He said this is about building a relationship with the UPD and they will be doing more outreach to get students to attend.

X. **PUBLIC OPINION** – None

XI. **OPINION** – None

XII. **ADJOURNMENT** – The meeting was adjourned at 9:46 a.m. by the Chair, Jarquin.