

## **BOARD OF DIRECTORS**

*This meeting was facilitated both in-person and via an online Zoom format*

**Monday, November 28, 2022**

**12:30 p.m.**

**BMU 205**

**Members Present:** Krystal Alvarez, Johnathan Montes, Michelle Davis, Autumn Alaniz-Wiggins, Dr. Tracy Butts, Allison Wagner, Jade Tsao

**Members Absent:** Ann Sherman, Dr. Isaac Brundage

**Others Present:** Jamie Clyde, Karen Bang (recording), Hugh Hammond, Thang Ho, Katrina Robertson, Jon Slaughter, Tom Rider, Kendra Wright, Leah Mercer, Curtis Sicheneder, Steve Novo, Keith Crawford, Teresa Clements, Kristin Chelotti, Amanda Dubner

- I. **CALL TO ORDER** – The Chair, Alvarez, called the meeting to order at 12:31 p.m.
- II. **MECHOOPDA LAND RECOGNITION** – The meeting was started with the reading of the Mechoopda Land Recognition Statement.
- III. **AGENDA** – Approval of the 11/28/22 regular meeting agenda. **Motion to approve the 11/28/22 regular meeting agenda (Montes/Alaniz-Wiggins) 7-0-0 MSC.**
- IV. **APPROVAL OF MINUTES** – Minutes of the 11/7/22 regular Board meeting. **Motion to approve the minutes of the 11/7/22 regular Board meeting, as presented (Wagner/Tsao) 7-0-0 MSC.**
- V. **ANNOUNCEMENTS** – Davis said on December 7 the AS Government Affairs will be hosting a study hall for students from 2 to 7 p.m. at the Selvester's Café location.
- VI. **PUBLIC OPINION** – Limited to items on the agenda, three minutes per speaker, five minutes for entire topic - 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 – Tsao reviewed the approved items.
    1. GAC Actions of 11/16/22
      - a. Approved the 11/16/22 regular meeting agenda.
      - b. Approved Minutes of the 11/2/22 regular meeting.
      - c. Approved the revised 2023 Associated Students Election Procedures, as presented.
  - B. Associated Students Facilities Committee – Davis reviewed the approved items.
    1. ASFC Actions of 11/15/22
      - a. Approved the 11/15/22 regular meeting agenda.
      - b. Approved Minutes of the 10/18/22 regular meeting.
      - c. Approved Resolution for Establishing Time and Location for Associated Students Facilities Committee Meetings for the academic year 2022-23, as presented.
      - d. Approved allowing students that do not pay the Union fee, access to The Well at \$25 per semester, as presented.
      - e. Approved increasing the currently approved budget of \$65,000 for the purchase of an Adventure Outings van by \$46,000 to purchase two vans for a new approved total of \$111,000, as presented.
  - C. Associated Students Businesses Committee – Montes reviewed the approved items.
    1. ASBC Actions of 11/10/22
      - a. Approved the 11/10/22 regular meeting agenda.
      - b. Approved Minutes of the 10/27/22 regular meeting.

## VIII. BUSINESS

- A. Action Item: Approval of proposed revision to Student Pay Grades – Clyde provided an overview of the requested pay grade revision and noted that these adjustments will be made for new student employees only. **Motion to approve proposed revision to Student Pay Grades, as presented (Wagner/Montes) 7-0-0 MSC.**
- B. Information Item: Revisions to Associated Students Corporate Codes – Associated Students Procurement, Purchasing and Accounts Payable Policy – Clyde said this policy explains how larger items are purchased. She said they found that frequently the Request for Proposal (RFP) process has been inconsistent and said Crawford reviewed other schools' policies, as well as the Chancellor Office policies regarding this. Clyde explained that this policy adds in triggering mechanisms regarding when a RFP should start, when the Risk Manager should be involved, as well as the ITPR process, which is a stateside process that happens with IT; a newer process. She said it encompasses our IT Director so that they're involved with purchases that involve IT. Clyde noted that nothing is being taken away; just adding additional information. Montes asked if recording of accounting would be different and Clyde said no, it wouldn't change their processes. Robertson said the AS Financial Services Office reviewed this policy as well.
- C. Discussion Item: Student Appointment for Presidential Search – Alvarez said the Chancellor's Office Chief of Staff reached out to her regarding selecting one student to appoint to be on the presidential search next semester. She said she sent information to the elected representatives regarding this. Alvarez reviewed the requirements and responsibilities with the Board and noted that if any students are interested in being appointed, the deadline to email her is 5:30 p.m. on December 1, 2022. Discussion was held.
- D. Discussion Item: 7/31/22 through 9/30/22 Dining Services Financials – Montes reviewed Dining overall, noting Income through September at \$833,789 and YTD \$2,097,828. Net Loss for September of (\$188,818) and YTD Net Income at \$115,326.
- E. Discussion Item: 7/31/22 through 9/30/22 AS Wildcat Store Financials – Robertson provided a brief overview of July and August and said for September that income was at \$55,111. Net Decrease for the month of (\$14,222), with a YTD Net Decrease of (\$21,649). Commission Income at \$157,593 YTD.
- F. Discussion Item: 7/31/22 through 9/30/22 Follett Wildcat Store Financials – Robertson reviewed the September YTD Report, which also compares to last year and two years ago. Total sales of \$1,247,825 for this year, compared to \$1,256,442 last year and \$796,344 two years ago.
- G. Discussion Item: Review of Investments – Quarter ending 9/30/22 – Robertson provided an overview of each report.
1. Local Agency Investment Fund (LAIF) and Certificates of Deposit (CD) – Robertson said total interest earned was \$74,576.63 with a 1.35% return on investment. She explained that CD's are being moved to LAIF due to CD interest rates. She said the investment balance is now at zero as they matured and funds were moved.
  2. Board Designated Fund – Robertson said a balance of \$1 million is always kept in this fund and that the balance at the end of the quarter was at \$1,100,865.21.
- H. Director of University Affairs Report – Wagner said they are still looking to appoint a HFA Senator. She said posters are up in HFA buildings which will hopefully help. Wagner said a SAS meeting was held before break, and at tomorrow's meeting they'll discuss a meeting time for next semester and will approve their meeting schedule before winter break.
- I. Director of Social Justice and Equity Report – Alaniz-Wiggins said the Chief Diversity Officer may or may not be appointed before the end of semester. She updated regarding next week's De-Stress Fest. She said the Social Justice and Equity Committee will confirm their meeting time for next semester and are also looking at events for Black History Month, working with the CCLC, Dr. Brundage and the AS to make the event a lot bigger next semester and would appreciate everyone's support.
- J. University Vice Presidents' Reports – Absent
- K. Faculty Representative Report – Dr. Butts reminded that Student Feedback of Teaching opens today and runs through December 9. She provided an overview, noting this is feedback of the teaching process and to keep in

mind the content of courses and teaching effectiveness and stay away from things like the instructor's appearance, race, gender, accent, etc. She said that women faculty, faculty of color and international instructors are often dinged on appearance or accent. Dr. Butts reminded students to focus on things where they want to see positive change.

- L. Executive Director's Report – Amanda Dubner, the new Training and Development Manager, was introduced. Railey said Dubner will be located in Clyde's old office in BMU 220 and that Krater will be helping to train her. She said Dubner comes from campus so has experience here at Chico State and is also an alum. Clyde said one of Dubner's functions is on-boarding of student employees and career staff and they are making the BMU 220 area a "one-stop shop" by moving Dubner in to Clyde's old office.
- M. President's Report – Alvarez welcomed everyone back from their break and said she hoped they were able to spend time with their families. She said next semester's Board meetings and Government Affairs Committee meetings will be held alternating Wednesdays from 2:30 to 4 p.m.

**IX. ANNOUNCEMENTS** – Alvarez said Happy Monday. • Novo said it is Customer Appreciation Week in the Bookstore and it's 30% off any apparel as well as gifts all week long. He explained the online sales. • Hammond said IT did work on all meeting room computers over the break and reminded to arrive to meeting rooms early if you need to log in as you'll be re-starting all over again, which could take additional time.

**X. PUBLIC OPINION** – None

**XI. ADJOURNMENT** – The Chair, Alvarez, adjourned the meeting at 1:01 p.m.