

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

Wednesday, September 7, 2016

2:30 p.m.

BMU 205

Members Present: Michael Pratt, Vu Nguyen, Teddy Delorenzo, Andrew Roberts, Bro Dumas, Brett Rahtz, Tammi Fleet, Drew Calandrella

Members Absent: Jim Hyatt

Others Present: David Buckley, Karen Bang (recording), Jamie Clyde, Annabel Grimm, Shar Krater, Susan Jennings, Jon Slaughter, Leah Riley, Nan Timmons, Thang Ho

- I. **CALL TO ORDER** – The meeting was called to order at 2:31 p.m. by the Chair, Pratt
- II. **AGENDA** – Motion to approve the 9/7/16 agenda (Calandrella/Roberts) 8/0/0 MSC.
- III. **MINUTES** – Minutes of the 8/24/16 regular meeting. Motion to approve the minutes of the 8/24/16 regular meeting (Rahtz/Dumas) 7/0/1 MSC.
- IV. **ANNOUNCEMENTS** – Pratt explained that when Action items are presented, the presenter will provide a brief synopsis of that item, then a motion will be made. • Nguyen said regarding yesterday's emergency announcement and the uncertainty as to what to do, that we should look at emergency and crisis management training for different areas. He said this was also discussed at CSUnity and he would like to know best practices for procedures that should be done during an emergency. Calandrella agreed and said more training and practice are good. He said the campus is looking at this as well, including more training. Delorenzo said one of her students told her she was in Holt, and a faculty member had students in the hallway go in to her office where she felt it was safer. She said she was touched that this faculty member was looking out for the random students walking down the hall by her office. Calandrella said some places locked offices, cancelled classes, expected students to be at classes, etc.
- V. **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. He also noted that Sunday's Bidwell Bash at Cedar Grove was a huge success with approximately 430 students attending. He said council and committee applications are still being accepted and the Review Board had their first meeting.
 1. GAC Actions of 8/25/16
 - a. Approved the 8/25/16 meeting agenda.
 - b. Approved minutes of the 5/10/16 regular meeting.
 - c. Approved Resolution for Establishing Time and Location for Government Affairs Committee Meetings for the academic year 2016-17, as presented.
 2. GAC Actions of 9/1/16
 - a. Approved the 9/1/16 meeting agenda.
 - b. Consent Agenda
 - Confirmation of appointments to Faculty and Student Policies Committee (FASP)
-AS student appointments: Vu Nguyen and Michael Pratt
 - Confirmation of appointment to Educational Policies and Programs Committee (EPPC)
-AS student appointment: Tamara Fleet
 - Confirmation of appointments to Campus Fee Allocation Committee (CFAC)
-AS student appointments: Tamara Fleet and Brett Rahtz
 - Confirmation of appointments to Instructionally Related Activities Advisory Board (IRA)
-AS student appointments: Tamara Fleet and Brett Rahtz
 - Confirmation of appointment to Curriculum Advisory Board (CAB)
-AS President student appointment: Tamara Fleet
 - Confirmation of appointment to WASC Accreditation Steering Committee
-AS President student appointment: Tamara Fleet
 - B. Bell Memorial Union Committee – No meetings held. Roberts said the Zen Den will be opening on September 15.
 - C. Associated Students Businesses Committee – No meetings held.

VI. BUSINESS

- A. Action Item: Approval of Resolution for the Adoption of Loan and Trustee Amendment – Jennings explained that this Resolution removes Lorraine B. Hoffman as a trustee of the Associated Students of California State University, Chico Exempt and Non-Exempt Employee 401(k) Plans. **Motion to approve Resolution for the Adoption of Loan and Trustee Amendment, as presented (Nguyen/Delorenzo) 8/0/0 MSC.**
- B. Action Item: Approval of Associated Students of California State University, Chico Exempt Employee 401(k) Plan Loan and Trustee Amendment #2016-11 – Jennings said this Resolution is regarding the actual plan amendment that will be put with the 401(k) Plan, removing the loan provision from the Plan as well as removing Lorraine B. Hoffman as trustee to the Plan, effective November 4, 2016. **Motion to approve Associated Students of California State University, Chico Exempt Employee 401(k) Plan Loan and Trustee Amendment #2016-11, as presented (Delorenzo/Calandrella) 8/0/0 MSC.**
- C. Action Item: Approval of Associated Students of California State University, Chico Non-Exempt Employee 401(k) Plan Loan and Trustee Amendment #2016-11 – Jennings said this is the same as Item B. above, but for the Non-exempt Employee 401(k) Plan. **Motion to approve Associated Students of California State University, Chico Non-Exempt Employee 401(k) Plan Loan and Trustee Amendment #2016-11, as presented (Fleet/Roberts) 8/0/0 MSC.**
- D. Action Item: Approval of Resolution to Terminate the Associated Students of California State University, Chico Exempt Employee 401(k) Plan and the Associated Students of California State University, Chico Non-Exempt Employee 401(k) Plan – Jennings reviewed the costs associated with terminating the AS 401(k) Plans after June 30, 2019, when the plans are terminated. Delorenzo asked if the amount could change and Jennings said it could change slightly; it's an estimation at this point. **Motion to approve Resolution to Terminate the Associated Students of California State University, Chico Exempt Employee 401(k) Plan and the Associated Students of California State University, Chico Non-Exempt Employee 401(k) Plan, as presented (Nguyen/Roberts) 8/0/0 MSC.**
- E. Information Item: Revisions to Associated Students Personnel Policy No.745 – Associated Students Vacation Policy – Railey reviewed the various changes to the policy as included in the agenda packet. Calandrella asked if an employee that does not work full time can decide whether or not to use their vacation time during their regular time off. Railey said it's selective; however, they're looking for better solutions for next summer to cover the cost of insurance premiums. Buckley said the old policy was confusing; some supervisors took it that employees couldn't take vacation during the summer, some interpreted that they had to use their vacation time. Delorenzo asked how many employees this affects and Railey said 25 to 30. Buckley said the CDL and Dining are the bulk of those that don't work during the summer.
- F. Director of University Affairs Report – Fleet said the next Senate meeting will be on Monday, and almost all representatives should be there.
- G. Director of Legislative Affairs Report – Dumas had no additional items to report.
- H. University Vice Presidents' Report – Calandrella said it has been a good start to the semester. He said a lot of programming via this body and collaboration of other areas on campus has provided numerous options for students. He commended this body for their support and involvement in Welcome Week, and setting the tone of what it is to be a Wildcat. He said we have more students than we've ever had. Calandrella said more practice regarding emergencies will be done. • Grimm said Hyatt is eager to be here and be a part of things.
- I. Executive Director's Report – Buckley said last year discussion was held with the Board quite a bit about the Obama law and Fair Labor Standard Act regarding exempt employees and non-exempt employees. He said as of December 1, 2016, anyone making \$47,000 or less would be considered non-exempt (hourly) employees. \$23,000 was the prior threshold. He said the decision was made to implement this change on July 1, 2016 instead of December 1. He said this affected 14 of our employees that were previously considered exempt employees. Buckley said campus is still awaiting direction from the Chancellor's Office regarding this and noted the Student Affairs Division will be the biggest area hit, as well as coaches, here on campus. He explained that we are trying to keep people at 8 hour shifts. Buckley said double the minimum wage is also a CA law in order to be considered exempt, and by the time \$15/hour is paid for minimum

wage, exempt employees will need to make \$62,000/year to remain exempt. He said it will cost more via hiring of more staff, paying of overtime or providing less services for students. Further information will be provided. • Buckley said he'd like to make sure the Board is aware of practices that are happening within the organization that are inconsistent. He said he would like the Board's input regarding using student dollars to pay for shirts and explained that some areas buy shirts for students, some for students and career employees, some buy as uniforms for their areas. Buckley said he would like to hear from the students in particular about how student dollars are being used regarding this and what they feel is appropriate. Some recommendations will be provided • Buckley said due to Lori Hoffman being removed as a 401(k) Trustee, they would like to have a non-AS person on the committee as a trustee. He said he emailed Calandrella and Hyatt for recommendations and will come back to the Board with a recommendation of someone else to be a trustee. A new resolution would need to be prepared. • Buckley said because of the changes that have happened over the last few years and the cost employees are paying out of pocket for health benefits, as well as the change of the 7% which used to be covered by the PAC Plan, that the employee out of pocket portion for health benefits has gone up. He explained that when an employee gets their paycheck, their employee cost is automatically deducted. For those not working during the summer, they owe the AS for their portion of health benefits costs. Buckley said if employees leave during the summer, we can't go back and collect what is owed by them for their insurance coverage. He said some employees are struggling to pay health care costs over the summer and we're trying to figure out a way for them to pay us. Buckley said that other organizations like AS Chico don't have this issue because they may have athletic camps, child programs, etc., and are open 12 months/year.

- J. President's Report – Pratt said they are working on defining Shared Governance at CSSA, and what it should look like. Once a finalized version has been prepared at CSSA, the document will be provided to individual campuses for their review and input. Once finalized, student trustees will then take to the Board of Trustees.

VII. ANNOUNCEMENTS – None

VIII. PUBLIC OPINION – Limited to three minutes per speaker, five minutes for entire topic – Krater acknowledged the team for their hard work on the Wildcats Can event, as well as Bidwell Bash.

IX. ADJOURNMENT – The meeting was adjourned at 3:09 p.m. by the Chair, Pratt.