

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

Thursday, October 10, 2019

8 a.m.

BMU 205

Members Present: Trevor Guthrie, Teddy Delorenzo, Bre Holbert, Alejandro Alfaro Ramirez, Anthony Ruiz, Sandy Parsons-Ellis, Kaylee Biedermann, Chris Taverite

Members Absent: Ann Sherman

Others Present: David Buckley, Karen Bang (recording), Jamie Clyde, Susan Jennings, Tom Rider, Katie Peterson, Leah Railey, Thang Ho, Shar Krater, Jon Slaughter, Sheryl Woodward, Steve Novo, Eliza Miller

I. CALL TO ORDER – The Chair, Guthrie, called the meeting to order at 8:02 a.m.

II. AGENDA – Motion to approve the 10/10/19 agenda (Taverite/Biedermann) 8/0/0 MSC.

III. APPROVAL OF MINUTES – Minutes of the regular meeting of 9/26/19. **Motion to approve the minutes of the regular meeting of 9/26/19, as presented (Biedermann/Taverite) 8/0/0 MSC.**

IV. ANNOUNCEMENTS

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 – Ruiz reviewed the items with the Board. The 10/3 meeting was held outside at Trinity Commons.

1. GAC Actions of 9/26/19

- a. Approved the 9/26/19 revised agenda.
- b. Approved Minutes of the 9/19/19 regular meeting.

2. GAC Actions of 10/3/19

- a. Approved the 10/3/19 agenda.
- b. Approved Minutes of the 9/12/19 regular meeting.
- c. Approved EFAC allocation for \$4,000 for the '16th Chico Forensic Conference' event by the Anthropology Graduate Student Association to be held 11/9/19 from 9 a.m. – 5 p.m. in the BMU Auditorium and 11/10/19 from 9 a.m. – 4 p.m. in the Anthropology Lab in Plumas Hall, as presented.
- d. Approved DAC allocation for \$4,000 for the 'Diwali Cultural Night' event by the Indian Student Association to be held 10/25/19 from 6 – 9 p.m. in Selvester's Café, as presented.
- e. Approved the 2020 Election Procedures, with an election date of April 1, 2020.

B. Bell Memorial Union Committee – Biedermann reviewed the items approved at the meeting.

1. BMUC Actions of 9/26/19

- c. Approved the 9/26/19 agenda.
- d. Approved Minutes of the 4/30/19 regular meeting.
- e. Approved Resolution for Establishing Time and Location for Associated Students Bell Memorial Union Committee Meeting for the academic year 2019-20, as presented.

C. Associated Students Businesses Committee – Taverite noted approved items and said financials were reviewed.

1. ASBC Actions of 10/7/19

- a. Approved the 10/7/19 agenda.
- b. Approved Minutes of the 9/23/19 regular meeting.

VI. BUSINESS

A. Action Item: Approval of June 30, 2019 Audited Financial Statements and Report to the Board of Directors per the Audit Committee recommendation as it stands. **Motion to approve the June 30, 2019 Audited Financial Statements and Report to the Board of Directors per the Audit Committee recommendation as it stands (Alfaro Ramirez/Biedermann).** Jennings said the audit was sent out electronically to the Board. **8-0-0 MSC.**

B. Action Item: Approval of 2020 Health Insurance Premiums – Buckley said the premium split information was emailed to the Board and that staff directors are recommending an 80/20 split, but the Board can choose whatever model they would like. He noted the 80/20 split would cause a substantial impact to Dining; however,

the 70/40 split would put a big strain on employees, especially lower paid employees. Buckley reviewed the suggested 80/20 split, noting rates went up 39% across the board. Delorenzo said she would support the 80/20 split but noted it needs to be recognized that this is a unique year and normally costs are split 50/50. She said if next year there is not a long-term resolution, it would probably go back to a 50/50 split and Buckley agreed.

Motion to approve 80/20 (80% AS, 20% employees) split for the 2020 health insurance premiums (Delorenzo/Taverrite) 7-1-0 MSC.

- C. Information Item: Compensation Study – Buckley said today's PowerPoint was provided by Juan Garcia of Organizational Research Services. He said Garcia reviewed 67 full time classifications, covering 91 employees, identified the external market for each position using six published sources, identified employee position to market and within existing salary range, developed a plan based on a job evaluation system and also met with managers. Buckley reviewed comparable entities, noting many of our positions match up with Auxiliary Organizations Association (AOA). He said \$53,425 was our average wage, compared to AOA's average of \$55,194. He said Garcia suggested looking at people based on the tenure of how long they've been here, noting some companies base value on employee's tenure, giving them credit. Buckley said the AS has never done this and it is not being suggested by staff directors to do so at this time as it would significantly change the amounts. He said the Board could discuss this later. A Regression Analysis was next reviewed. Buckley said a review of all classifications was done and a few re-classifications may need to be done. He explained that the AS is required to be comparable to salary/benefits of the University; however, we have never been exact although are comparable per the Education Code. He said the substantially similar position of AS custodians is being recommended to be moved to \$15/hour to match the University custodian wages. Buckley said overall, pay levels are only slightly below market (-2.3%). Garcia suggested adjusting new minimum by 3% and plan further adjustments ranging from 6% to 8% due to effect of minimum wage. In addition, Garcia recommended annual salary adjustments of 2.4%. Buckley said we follow what the University does, which is usually 3%, although we can fluctuate a bit compared to the University. He noted that Garcia is recommending 25 grades based on responsibility, not tenure. Wage adjustments from 2019-2022 were presented and Buckley said the AS is at \$12.37 for the lowest entry wage. He said following the suggested adjustments, the AS would keep ahead of the minimum wage increases. Based on market findings, Buckley said Garcia is recommending looking at employee's performance, position to market, how critical the position is and what the increase would be. Buckley said when this study was begun in March there were 22 employees that were off; now there are 13 to 14 at minimum wage. He said they wouldn't be looking at tenure and the average adjustment would be determined. Buckley said if 14 employees' wages were adjusted, total estimated annual cost with benefits would be \$19,566. He noted two employee are above the grade minimum. Buckley said 15 employees are more than 10% below market. He said a recommendation would be provided to the Board for their approval.
- D. Information Item: 7/31/19 and 8/31/19 Activity Fee Fund Budget vs. Actual – Slaughter reviewed the August report, noting Total Revenues at 44.51%. Total expenses at 14.46%. Net Increase (Decrease) of 2294.34%. He said overall, the fund is operating well and is below the 16.67% benchmark.
- E. Information Item: 7/31/19 and 8/31/19 Wildcat Store Financials – Taverrite said August Income was at \$146,912, Expenses & Transfers at \$83,250, Net Increase (Decrease) at \$63,552, Commission Income \$149,219 YTD.
- F. Information Item: 7/31/19 and 8/31/19 Follett Wildcat Store Financials – Taverrite reviewed the August financials, noting new textbooks were down 44%, used were down 25% and rentals down 39%, with digital textbooks up 9%. General Books/Un-imprinted Gifts were up 7% due in large part to the expanded selection of HydroFlask, Klean Kanteen and Chico Bag. Computers were down 25%. He explained that August was a challenging month primarily due to turnover in the Textbook Manager position and Follett is hoping to have a new Textbook Manager hired soon.
- G. Information Item: 7/31/19 and 8/31/19 Dining Services Financials – Taverrite said Dining Overall Income for August was up 9.32% and 7.47% YTD. Net Income was up 389.88% for the month and 41.48% YTD. Sutter Dining Income was up 5.60% for August. Net Income update 42.07% for the month and 18.75% YTD. Cash Ops Income was up 19.56% for August and 16.10% YTD. He also reviewed other Dining area financials.
- H. Information Item: 6/30/19 Combined Student Union and WREC/AO Summary Income and Expense Statement – August financial information was distributed and Biedermann explained that the Student Union expensed 12.03% of the approved annual budget, generating 3.08% of projected income. Conference Services is trending at 23.83% of budget.

- I. Director of University Affairs Report – Alfaro Ramirez reported that Student Academic Senate passed a resolution opposing the fourth year quantitative reasoning requirement. The senators also briefly presented it at Academic Senate. He said he and Biedermann are reaching out to local high school administration and counselors to let them know about the requirement. Alfaro Ramirez said it is bargaining season and CFA is holding a bargaining event on October 16 from 12 to 2 p.m. in KNDL 207/209.
 - J. Director of Legislative Affairs Report – Holbert said the Legislative Affairs Council (LAC) is working with the League of Women Voters so that LAC members can learn how to vote. They will be registering to vote in Butte County this Friday and also learning how to register other students to vote. She said at the October 25 Great Debate event they can start their first tabling event to register students to vote. Stickers and buttons are also being prepared.
 - K. University Vice Presidents' Reports – Parsons-Ellis thanked Guthrie for inviting her to attend the Conversation Couch event on October 8. She said it was a good experience and enjoyed the opportunity to have one on one conversations with students.
 - L. Executive Director's Report – Buckley said he has been spending a lot of time working on the annual health premiums and the Comparability Study. He added that if anyone has questions about the study to contact him.
 - M. President's Report – Guthrie said the WREC 10 Year Anniversary event is today at 10 am. He said a Care subcommittee has been formed within the Government Affairs Committee and they will be doing random acts of kindness monthly for students, such as handing out snacks in class with resources attached. He is also working on a "Keep Halloween Local" campaign. Students from different areas on campus will take pictures and then explain why they want to keep Halloween local, targeting first and second year students in hopes to change the culture of inviting out of town guests. Guthrie said he would be meeting with the Housing Director and Denise Crosswhite to see how the resident advisors could play a role. He noted that Chico Preview Day lands on Halloween weekend so an "I Love Chico" campaign will be done out in the community to promote the University with yard signs to highlight the community we have to our prospective students and parents. Guthrie said he is still working on the quantitative reasoning proposal outreach with the subcommittee. This item will be up for vote at the November Board of Trustees meeting. Guthrie said next week he will be attending the Graduation Initiative Symposium with President Hutchinson and the GI 2025 team and then he and Holbert will be attending CSSA at Fresno State. He said he hopes to have some dialogue at CSSA regarding controversial employers being on campus.
- VII. ANNOUNCEMENTS** – Holbert said the Stand Task Force, which is in charge of putting action towards what happened at the recent Career Fair met and have action steps for moving forward and working with the Career Center, different faculty on campus, as well as Administration. Holbert, Lupe Santana and a MEChA student will be meeting with Megan Odom, the Career Center Director, to get her side as well as offer some of the task force's opinions. She said a resolution would be prepared and provided to CSSA regarding this issue. • Delorenzo said she is proud of the WREC offering showers for those affected by the power outages, and noted this is another great example of how the AS steps up to help the community.
- VIII. PUBLIC OPINION** – Limited to three minutes per speaker, five minutes for entire topic – None
- IX. ADJOURNMENT** – The Chair, Guthrie, adjourned the meeting at 8:53 a.m.